

MINUTES

Meeting: SOUTH WEST WILTSHIRE AREA BOARD
Place: South Newton Village Hall, South Newton SP2 0PJ
Date: 5 June 2013
Start Time: 7.00 pm
Finish Time: 8.45 pm

Please direct any enquiries on these minutes to:

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Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Tony Deane, Cllr Peter Edge, Cllr Jose Green, Cllr George Jeans and
Cllr Bridget Wayman

Wiltshire Council Officers

Stephen Harris, Community Area Manager
Lisa Moore, Democratic Services Officer
Jaki Farrell, Team Leader - Youth Services Coordinator
Tim Woolford – Local Highways and Streetscene Manager South

Town and Parish Councillors

Alvediston Parish Meeting – R Garran
Bishopstone Parish Council – J Thompson
Bower Chalke Parish Council – P Hughes
Burcombe without Parish Council – C Churchill & N Lefroy
Dinton Parish Council – C Churchill & C Smith
Donhead St. Andrew Parish Council – S Harry
Fovant Parish Council – C Churchill
Hindon Parish Council – D Robertson
Quidhampton Parish Council – C Churchill
Sedgehill and Semley PC – J Passmore & G Purdue
South Newton Parish Council – J Green & M Pout
Teffont Parish Council – C Churchill & S Willan
Tisbury Parish Council – S Harry

Wilton Town Council – P Matthews & C Purves

Partners

Wiltshire Police - Inspector Andy Noble & Sergeant Dave Lennane

Wiltshire Fire and Rescue Service – Mike Franklin & Graham Weller

Total in attendance: 36

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Election of a Chairman</u></p> <p>Steve Harris the Community Area Manager welcomed everyone to the meeting, then he called for nominations for Chairman for 2013/14.</p> <p><u>Decision</u> Councillor Jose Green was elected as Chairman of the South West Wiltshire Area Board for 2013/14.</p>
2	<p><u>Election of a Vice-Chairman</u></p> <p>The Chairman, Councillor Jose Green called for nominations for Vice Chairman for 2013/14.</p> <p><u>Decision</u> Councillor George Jeans was elected as Vice-Chairman of the South West Wiltshire Area Board for 2013/14.</p>
3	<p><u>Nominations for Representatives to Outside Bodies and Working Groups</u></p> <p>The Board considered the proposed Outside Bodies table of representatives attached to the agenda and the Shadow Community Operational Board (SCOB) membership for 2013/14, which was circulated at the meeting, with the revised Terms of Reference.</p> <p><u>Decision</u> The South West Wiltshire Area Board approved the following:</p> <ul style="list-style-type: none"> • To approve the Representatives to Outside Bodies for 2013/14. • To re-constitute the Tisbury Shadow Community Operations Board (SCOB). • To agree the revised SCOB Terms of Reference for 2013/14. • To approve membership of the Shadow Community Operations Board (COB) as listed below: <p><u>SCOB Core Members</u></p> <p>Area Board rep– Tony Deane Town/Parish – Patrick Duffy Wider Community – Nigel Knowles User and Community Groups – Felicity Corp User and Community Groups – Isobel Scott-Clarke User and Community Groups – Liz Coyle-Camp Education / Youth – The COB will continue to engage with the CAYPIG throughout the project.</p>

	<p><u>SCOB Co-opted members</u></p> <p>Peter Smart (Leisure) Jane Bacon (St John's School) Belinda James (Swimming club)</p>
4	<p><u>Welcome and Introductions</u></p> <p>The Chairman, Councillor Jose Green welcomed everyone to the meeting of the South West Wiltshire Area Board, and thanked Angus McPherson, the Police and Crime Commissioner for attending.</p> <p>The Chairman explained that the Area Board was a Community Committee and welcomed future interaction from members of the public regarding ideas agenda items.</p>
5	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Mike Ash – Bishopstone Parish Council • Jeanie Grant – Swallowcliffe Parish Council
6	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
7	<p><u>Minutes</u></p> <p>The minutes of the previous two meetings held on Wednesday 6 February and Wednesday 13 March 2013, were agreed a correct record and signed by the Chairman.</p>
8	<p><u>Chairman's Announcements</u></p> <ul style="list-style-type: none"> • The Chairman congratulated Wilton Town Councillor Phil Matthews on his appointment as Mayor to Wilton. • Wilton Community Land Trust had now purchased the former land command site. • A Quiz event had been planned and scheduled for Saturday 29 June 2013 by the Youth Advisory Group (YAG). • The Good Neighbour Scheme had been in operation for two years and had produced some statistics, which would be attached to the minutes of this meeting.

Partner and Community Updates

Police and Crime Commissioner (PCC) – Angus Macpherson

An annual report had recently been published and would be circulated at Area Boards. A copy of the report could be found online:

<http://www.wiltshire-pcc.gov.uk/Home.aspx>

The PCC Office was working closely with Wiltshire Council on a complete revamp of the Community Speed Watch (CSW) Scheme. This included the implementation of new software to facilitate a scheme which would be robust enough to support the community. It was hoped that by the end of the summer, the CSW scheme would have recruited staff for the new administrative posts to enable the scheme to move forward.

Comments and questions were then taken, these included:

- In the past there had been a problem with the length of time it took to send out letters to the owners of the speeding vehicles, would there be a new target time in sending these letters out? Answer: Volunteers would submit their data to an online system, once the data had been submitted the administrators would send the letters out.
- Previously the CSW scheme had grown so fast that the administration officers were unable to cope within reasonable timescales. Answer: We are commissioning a system that would be capable of growth, there will also be more paid administrative posts providing support.
- There had been queries regarding the insurance needed as a volunteer, has this been rectified? Answer: The PCC Office would be insuring the volunteers.

Neighbourhood Police Teams – Inspector Andy Noble

Inspector Noble introduced Sergeant Dave Lennane who was in attendance, as the replacement for Dean Garvin. A new PCSO had been appointed to Mere, this was Peter Tscherniawsky.

The current focus in Wilton was on non dwelling burglaries and vehicle crime.

As an interim, the NHP team would assist with the CSW scheme in Dinton as a pilot area. There would be more localised policing in Shaftesbury Road.

Comments and questions were then taken, these included:

- There had recently been several road traffic accidents (RTA) along the A30 which involved fatalities. Where do RTA reports go and how can we use them to improve things? Answer: Serious injury incidents are dealt with by Special Unit, where the level of resources are akin to a murder investigation. These investigations do not go to the NHPT, but if there was a specific incident of interest, then Andy could look into it upon request of the Board and filter back through Sergeant Lennane.

After a collision where someone has lost their life or had life changing injuries, the police would go back to the scene to assess if any action could be taken to improve the road conditions. This can take 2 to 3 months from time of the incident.

- Cllr Jeans gave thanks for the newly appointed PCSO for Mere as it gave the Community area a good police presence again.

Fire & Rescue Service – Mike Franklin

Written updates were attached to the agenda pack, in addition to this Mike gave a verbal update.

The Draft Public Safety Plan for 2013/16 had been published and was under consultation. To view a copy, click on the link: <http://www.wiltsfire.gov.uk/>

If you have any comments or views on the future plans, please send them to consultation@wiltsfire.gov.uk before 01 August 2013. If you would like to become a stakeholder to contribute to any future plans or ideas the Service has, please fill out a [Stakeholder registration form](#) found on our homepage under 'Have your say'.

Over the last 10 years the number of fires attended had dropped by 48%. As many as 20 – 30% of homes do not have a smoke alarm fitted or in working order. Mike circulated referral cards for people to take away and complete if they wished to receive a free home safety check.

Mike introduced Dave Dunford, Salisbury Station Manager to the Board, he agreed to feedback on why there was a spike in figures detailed in the report.

Action: A detailed breakdown explaining the spike in the figures is to be provided in time for the next Area Board.

In May there had been four reported fires across the community areas in South West Wiltshire, three of these were accidental and one deliberate.

NHS

The Board noted the written update attached to the agenda.

Community Area Transport Group (CATG)

There had not been any meetings of the CATG since the date of the last Area Board. The next CATG meeting was scheduled for 25 June 2013.

When looking at new schemes, if they are local then the relevant parish council is contacted to establish whether they support the scheme or not. Highways issues can be highlighted using the Community Issues System, if they warrant it.

Speed Indicator Devices (SIDS) - Charles Smith

The South West Wiltshire Area Board had previously purchased a SID on behalf of the Tisbury Safety Partnership. This scheme was run by volunteers, and was

working well until they realised that they were not covered by personal liability insurance. This problem had now been rectified and from 3 June 2013 the appropriate insurance was in place.

Six villages in the Tisbury area were selected for a pilot scheme, with Ansty first on the list. In conjunction with the PCC and Wiltshire Council the SID was fitted at the set location. Once the battery runs low the parish council will alert the administrator, so that the device can be taken down for the data to be downloaded before moving it to the next location fully charged.

Any villages interested in having a SID should contact either Charles Smith or Steve Harris the Community Area Manager for more information.

Councillor Deane thanked Charles for his work in pursuing the SID scheme, as without his efforts there wouldn't be a SID in operation in our area.

Wessex Cross Border Group – Councillor Tony Deane

At the previous meeting of the Group they discussed common issues surrounding the A303 from Countess roundabout down to Somerset. Members of the Group from Somerset were leading on this and had attempted to engage with Highways to discuss their strategy, but had not been successful.

A second issue discussed was the lack of affordable housing within the South West.

Area Board Priorities

A written update had been circulated at the meeting and is attached to these minutes.

Community Area Issues System

A written update had been circulate at the meeting and is attached to these minutes.

Wilton Town Community Team Minutes

A copy of the minutes were attached to the agenda for information.

Youth – Jaki Farrell

Jaki gave a verbal update at the meeting, a copy of this is attached to these minutes.

Legacy Committee – Gary Nunn

The Leader of the Council; Councillor Jane Scott had invited Gary Nunn to sit on the Legacy Committee for Wiltshire. He would be the main contact for the Board on this.

10	<p><u>Update on Highway's Service</u></p> <p>The Board received a presentation from Tim Woolford – Local Highways and Streetscene Area Manager for the South, detailing the recent contractual changes from Ringway to Balfour Beatty which was implemented on 1 June 2013.</p> <p>The new contract had reduced service providers down to just one. There would be a community team for each community area across Wiltshire. Parishes will be able to contact their Community Coordinator Rebecca Mzadeh to schedule work. Rebecca will be supported by David Button, both officers are based at the Wilton depot.</p> <p>A Town and Parish Council workshop on the new service had been scheduled for Friday 7 June, 6.00pm at City Hall Salisbury; there would be a presentation and some working groups.</p> <p>Comments and questions were then taken, these included:</p> <ul style="list-style-type: none"> • Four years ago the A30 was resurfaced through Wilton and had been given a 2 year guarantee. <u>Answer:</u> The Major Maintenance team are working on this and will increase the guarantee. • Is there an apprenticeship scheme for young people? <u>Answer:</u> There is no apprentice scheme in operation at the moment, but Balfour Beatty may operate one. • The potholes along A36 through our community area are so bad that they have caused damage to cars. <u>Answer:</u> The A36 is Highways Agency not Wiltshire Council. • How frequently will the Coordinator meet with parish councils? <u>Answer:</u> Parish Councils can contact the Coordinator when needed. The Parish Steward will still visit in the same way as previously. • What is the specific depth a hole needs to be to meet the criteria? <u>Answer:</u> The criteria is available online. Following the meeting Rebecca sent an email to all Town and Parish Councils which provided further information on this. A copy is attached to these minutes. • In South Newton there is a drain which regularly gets blocked with fallen leaves, causing flooding during periods of heavy rain. <u>Answer:</u> Once the regular teams are set up in each area, they will be able to build up a database of regular issues. • The Area Board set aside funding to have white lines renewed around the community area, when would this work be carried out? <u>Answer:</u> Tim agreed to look into this and feedback to the Community Area Manager.
11	<p><u>Tisbury Community Campus Update</u></p> <p>Councillor Tony Deane gave an update on the work of the SCOB since the last Board meeting.</p>

	<ul style="list-style-type: none"> • The Architect was preparing the design ready for circulation to Stakeholders. • Current feedback had been good. • The target programme for the Campus public consultation prior to planning was the first week in September 2013. • The aim would be to have the provision of Learning & Skills Courses and IT and Social Care courses by September 2013. • The planned opening ceremony was scheduled for June 2015. • There had been positive news regarding the funding for incubation units.
12	<p><u>Reduced Hours of Street Lighting in Tisbury</u></p> <p>The Board considered the Street Lighting night time switch off request made by Tisbury Parish Council, as detailed in the report attached to the agenda.</p> <p><u>Decision</u> The South West Wiltshire Area Board approved the request made by Tisbury Parish Council to switch of selected street lights during night time hours as detailed in the Officer’s report.</p> <p>Action: The progress of a separate request regarding Ladydown View in Tisbury would also be looked into by the Community Area Manager.</p>
13	<p><u>Grant Funding Update for 2013/14</u></p> <p>The Community Area Manager provided information on the new criteria for Community Area Grant funding for 2013/14. This can be viewed online: http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm</p> <p>The Community Area Grant Application process was now fully online. Assistance with completing the online form was available from the Community Area Manager.</p> <p>The South West Wiltshire Area Board has been allocated £96,467 of funding for 2013/14. This is broken down into capital funding of £77,769 and revenue funding of £18,698.</p> <p>Within the total budget the Area Board has a specific pot of funding for digital literacy projects. It is the Board’s decision on how they wish to allocate the revenue element of funding.</p> <p>Councillor Deane noted that he had queried the budget amount with Officers as he felt that the Board had not been allocated enough for 2013/14, in particular the revenue element, as in the past the Leisure credit scheme had been funded for the three community areas, future bids for funding the scheme would have to</p>

	be considered as revenue projects.
14	<p><u>Area Board Project - Finger Post Funding 2013/14</u></p> <p>The Board considered whether to support the Area Board Project to provide funding for replacement or repair works to finger posts, as detailed in the Officer's report attached to the agenda.</p> <p><u>Decision</u> The South West Wiltshire Area Board agreed to set aside £7,000 of the Area Board Budget for the Finger post scheme for 2013/14.</p> <p>The Board invited bids of up to £550 from parish and town councils within the South West Wiltshire Community area, to replacement/repair one fingerpost each in 2013/14.</p> <p>Questions and comments were then taken:</p> <ul style="list-style-type: none"> • Is there a central craftsman available who could be used by several parishes? <u>Answer:</u> The CAM could assist with bringing parishes together to establish contact of used and trusted craftsmen. • How are the finished fingerposts transported to the depot? <u>Answer:</u> The parish can link up with the parish steward, CAM to clarify the process.
15	<p><u>Area Board Funding</u></p> <p>The Board members considered one application for funding from the Community Area Grants Scheme for 2013/14, this was from Bowerchalke Parish Council – Playground Committee.</p> <p><u>Decision</u> Bowerchalke Parish Council – Playground Committee was awarded £5,000 of Community Area Grant funding, with a condition that the balance of funding was in place, as detailed in the Officer's report.</p> <p><u>Reason</u> <i>The application met the Community Area Grant funding criteria for 2013/14 and demonstrates a link to the Wiltshire Community Plan for 2011 – 2026 as detailed in the Officer's report.</i></p> <p>For more information on the Community Grant Scheme for 2013/14, follow the link: http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm</p>
16	<p><u>Close</u></p> <p>The Chairman thanked everyone for coming and urged people to come forward</p>

	with any suggestions for future items for the agenda.
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	The next meeting of the South west Wiltshire Area Board will be held on Wednesday 17 July 2013 at Charlton Remembrance Hall.
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