

# MINUTES

**Meeting:** SOUTHERN WILTSHIRE AREA BOARD  
**Place:** Whiteparish Memorial Centre, Common Road, Whiteparish, SP5 2SU  
**Date:** 4 December 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 8.50 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Richard Britton, Cllr Christopher Devine (Vice-Chair), Cllr Julian Johnson,  
Cllr Ian McLennan and Cllr Leo Randall

### **Wiltshire Council Officers**

Tom Bray, Southern Wiltshire Community Area Manager  
Karen Linaker, Amesbury Community Area Manager  
Lisa Moore, Democratic Services Officer  
Tracy Carter, Associate Director - Waste and Environment  
Emma Drage – Community Youth Officer  
Tony Nye – Community Youth Officer  
Kate Forrest – TEN Manager

### **Town and Parish Councillors**

Alderbury Parish Council – E Hartford & A McGowan  
Downton Parish Council – K Denham, S Lacey, R Yeates & J Whitmarsh  
Firsdow Parish Council – B Edgeley & H Edgeley  
Landford Parish Council – M Loughton & J Martin  
Laverstock and Ford Parish Council – V Bussereau  
Pitton and Farley Parish Council – C Purves  
Redlynch Parish Council – J Blocksidge  
West Dean Parish Council – J Greene & H Urquhart

Whiteparish Parish Council – R Burr, M Hayday, P Jones, T King, L Palmer & M Pennington

Winterslow Parish Council – P Robinson & M Taylor

**Partners**

Wiltshire Police – Matt Holland & Rachel Gunn

Healthwatch Wiltshire – Tony Bridges

Youth – C Pickering & M Poole

**Total in attendance: 41**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman, Councillor Richard Britton welcomed everyone to the meeting of the Southern Wiltshire Area Board which was being held in the new Whiteparish Memorial Centre.</p> <p>Karen Linaker was welcomed and introduced as the new Community Area Manager for Southern Wiltshire, as Tom Bray was moving on to another area.</p>
2	<p><u>Apologies</u></p> <p>There were none.</p>
3	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on Thursday 13 October 2014 were agreed as a correct record and signed by the Chairman.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
5	<p><u>Chairman's Announcements</u></p> <p>There were none.</p>
6	<p><u>Current Consultations</u></p> <p>The Board noted the information included in the agenda on the current consultations. The Chairman drew attention to the Car Parking Review and urged people individually or as a parish to respond.</p>
7	<p><u>Report on issues facing the community as a whole</u></p> <p><u>Police – PC Matt Holland and PC Rachel Gunn</u></p> <p>In addition to the written update attached to the agenda, a verbal update was provided.</p> <p>Violent crime figures had gone up slightly, most of those crimes were domestic violence or disputes between people who knew each other.</p> <p>Three local priorities for work were:</p> <ul style="list-style-type: none"> <li>• Further integration of officers in to the Laverstock Hub.</li> <li>• Continuing with speed checks in specific areas.</li> </ul>

- Continuing to monitor HGV traffic in areas affected by this. Colleagues in the New Forest and Hampshire were working together to look at signage.

A cross border operation with colleagues in the New Forest was underway, aimed at stopping vehicles involved in incidents. Six arrests had been made on this operation.

The Chairman announced that at the next Area Board meeting on Thursday 29 January, there would be a fuller Police item on the agenda.

#### Fire – Cllr Devine (Chairman of Wiltshire Fire & Rescue Authority)

The Fire Authority had met and taken the decision to combine services with Dorset Fire and Rescue. No fire stations would close in Wiltshire and no frontline staff would lose their jobs. As the merger takes place, the numbers of back office staff may be reduced.

Comments and questions were received, these included:

- Would there be any collaboration with Wiltshire and Dorset Councils? Answer: As part of option 3, we would combine some back office services with the Council. However, the Fire Service needs specialist services to operate. To open a new station costs £2.5 million, so not possible to combine offices.
- What was the location of the new Head Office? Answer: We have £5.4 million from Government, £3.2 Million of that is for a new Headquarters, and Safety Facility. The location was not yet known.

#### Wiltshire Council Car Parking Review

The Board noted the paper attached to the agenda.

#### Community Opportunities Board (COB)

The next meeting of the COB was scheduled for the following week. A full update with proposals for consideration would be brought to the next Area Board meeting.

#### Southern Wiltshire Issues System

The Board noted the update on Issues attached to the agenda. In addition the following Issue was raised:

#### Changes to Bus routes 34 and X7.

John Martin (Chairman of Landford PC) asked the Board to take up the following matters with the relevant officers and the bus company.

- (1) The change in frequency of this bus service (from every hour to every 2 hours) would have a detrimental impact especially on people who use this bus for work
- (2) The 7.10am bus would be too early for many workers, especially those in retail, where shops/premises were not open until closer to 9am
- (3) The 9.10am bus would get many workers to work too late

	<p>(4) The last bus of the working day would mean workers having to leave work early</p> <p>(5) All of these factors appear to be out of sync with the generally accepted policy to encourage people to use public transport</p> <p>(6) The announcement of the changes had given very short notice and no time for consultation feedback</p> <p><b>Action: CAM to forward the above issues to the relevant Officers.</b></p> <p><u>Healthwatch Wiltshire – Tony Bridges</u></p> <p>The Care Commissioning Group (CCG) and Wiltshire Council launched a consultation on 1 December on where acute dementia services would be retained in Wiltshire.</p> <p>The Chairman announced that there would be a detailed session on Dementia at a future Board meeting in the new year.</p>
8	<p><u>Community Youth Update</u></p> <p>It was Tony Nye’s last day in role as Community Youth Officer. He felt that the only reason he and the young people had been able to achieve the projects they had was down to the assistance of the Area Board and the local community. He introduced Emma Drage, the new Community Youth Officer for Southern Wiltshire.</p> <p>Emma was in the process of arranging a series of cluster meetings across the community area to progress the work of last year.</p> <p>Jay Green of West Deane Parish Council gave thanks to Tony and Area Board for all of their joint efforts with the young people to date and urged for the support to continue.</p> <p>The Chairman thanked Tony on behalf of the Board for all of his work.</p> <p>At the January Board meeting the new arrangements for the delivery of services would be discussed.</p> <p>The Board considered the funding request as detailed in the report as attached to the agenda and detailed below:</p>

Cluster	Funding requirements so far...	Capital	Revenue
Laverstock, Ford & Old Sarum	Set up voluntary led youth club at Old Sarum	Youth work resources (equipment)  £600 <i>From Area Board funding</i>	Staffing, insurance, affiliation, rent and resources £4,400 <i>From New Community Youth Funding</i>
<p>The bid had been considered and scored by a couple of youth groups to seek their views. It was felt that the youth groups were of such value that they also wanted the young people of Old Sarum to have the same in their area.</p> <p>Michelle had helped to write the bid, she added that the money would go towards two trained youth workers, which is was hoped would then encourage other people to volunteer and fundraise.</p> <p><b><u>Decision</u></b>  <b>The Southern Wiltshire Area Board awarded £5,000 of funding (£600 from the Area Board Budget for 2014/15 and £4,400 from the Community Youth Funding Budget for 2014/15), to the Laverstock, Ford and Old Sarum Cluster for the Youth Club Project at Old Sarum.</b></p>			
9	<p><b><u>Local Enterprise Partnership</u></b></p> <p>The Board heard from Cabinet Member, Cllr Fleur de Rhé-Philippe about the Local Enterprise Partnership (LEP) and its work.</p> <p>The LEP is a partnership between the two local authorities (Wiltshire Council and Swindon Borough Council) and business. It plays a central role in determining local economic priorities and undertaking activities to drive economic growth and the creation of local jobs. The LEP was able to bring local, national and private funding together.</p> <p>There had been huge success with the apprenticeship programme. In Wiltshire there was very low levels of unemployment, however there was a need to increase the level of high skilled employment.</p> <p>The A303 would finally receive improvements works, an infrastructure bill was currently going through parliament.</p> <p><b><u>What is the European Structural and Investment Fund (ESIF)?:</u></b></p> <ul style="list-style-type: none"> <li>• An allocation of £41.5m for Swindon and Wiltshire</li> <li>• Matched by £37.67m from public and private sources</li> <li>• ESIF was focussed on Key Sectors such as Military / Civilian Integration, SME Growth and Support, Low Carbon Development and Social</li> </ul>		

	<p>Inclusion.</p> <ul style="list-style-type: none"> <li>• Linked and aligned with the Growth Deal</li> </ul> <p><u>What this means for Salisbury and South Wiltshire:</u></p> <p><b>Growth Deal Projects</b></p> <ul style="list-style-type: none"> <li>• Porton Science Park</li> <li>• Salisbury Transport Package</li> <li>• Churchfields</li> <li>• Military Towns Incubator Hubs</li> <li>• City Deal: Growth Through Knowledge</li> </ul> <p><b>ESIF</b></p> <ul style="list-style-type: none"> <li>• Skills for Growth / Skills for Inclusion</li> </ul> <p><b>The Enterprise Network and Growth</b></p> <ul style="list-style-type: none"> <li>• Old Fire Station incubation centre</li> <li>• Free business support and access to funding</li> </ul> <p>With partnership working the LEP can be a vehicle to deliver true benefits for the residents of Wiltshire, responding to local economic priorities such as transport infrastructure, skills and growth and undertakes activities to drive economic growth and the creation of local jobs.</p> <p>Questions and comments included:</p> <ul style="list-style-type: none"> <li>• Cllr McLennan had asked Network Rail if it was possible to link all of the Park &amp; Ride sites in Salisbury with a platform and rail line, to take people from those sites to the train station. The implementation of some platforms may take £1million of funding and signalling would need to be looked at. Would this be something the Council would support? <u>Answer:</u> If we could get a business case for it then it was something that we could certainly consider.</li> <li>• At a Meet the Funder event in Devizes last week, they spoke about LEADER funding, was it still available? <u>Answer:</u> There would be another year of this funding, the programme should start in June 2015. Further information could be found by following the link: <a href="http://www.northwessexleader.org.uk/">http://www.northwessexleader.org.uk/</a> or by contacting Plain Action.</li> </ul>
10	<p><u>Salisbury Business Improvement District</u></p> <p>Steve Godwin, Afternoon/Evening Economy Manager, Salisbury BID gave a presentation about the Salisbury BID and it's plans to improve the business environment in Salisbury.</p> <p>A BID was an arrangement whereby businesses get together, decide what</p>

additional improvements they want to make, how they are going to manage and deliver those improvements and what it will cost them. This all goes into a business plan which is voted on by all those who would have to pay. The BID can last for a maximum of 5 years and must be able to demonstrate how it has benefited businesses who have funded it.

The Salisbury BID came about after businesses in Salisbury decided that they wanted to be autonomous. Each business gives 1.5% of its earnings to the BID to be used to improve the economy, making the whole of Salisbury look attractive and not just the market square.

The city tended to be quieter between 5.30 – 8.30pm, it was Steve's job to try and develop the city to increase visitors during that period.

Some of the benefits of a BID were:

- Raising Business Performance
- Business Costs Driven Down
- Capital Value of Assets
- Business Control & Accountability
- Proper Business Planning
- Achievable Projects
- Realistic Funds
- Maximum Value from Existing Services
- Additional Funding
- No Freeloading

For Salisbury, this meant that £2 million would be generated to fund initiatives over next 5 years, including:

- Events - £200,000
- Access & Car Parking - £500,000
- Welcoming, Safe & Clean - £300,000
- Marketing & Promotion - £740,000
- Business Support - £100,000

Future activities and projects for Salisbury included:

- Footfall Counters
- Car Parking initiatives
- Supporting Salisbury's Indies
- Purchasing of infrastructure to 'dress the city'
- Employed a City Ranger
- Employed an Afternoon/Evening Economy Manager
- Introduced a weekly e-news business bulletin
- Introduced business cost savings reviews for businesses
- Supporting & Promoting numerous events
- Various Marketing initiatives relating to events



	<ul style="list-style-type: none"> <li>• Development of a comprehensive Marketing Strategy</li> </ul> <p>For further information, contact Steve Godwin at: <a href="http://www.salisburybid.co.uk">www.salisburybid.co.uk</a></p>
11	<p><u>The Enterprise Network (TEN)</u></p> <p>Kate Forrest, TEN Manager, spoke about the Enterprise Network and what it provides for small businesses and start-ups in south Wiltshire.</p> <p>The Enterprise Centre was part of The Enterprise Network (TEN), a £5.2m initiative to boost small and start-up businesses across Wiltshire and Swindon, is led by Wiltshire Council in partnership with:</p> <ul style="list-style-type: none"> <li>• Swindon and Wiltshire Local Enterprise Partnership (LEP)</li> <li>• Enterprise Wiltshire</li> <li>• Swindon Borough Council</li> <li>• Military Civilian Integration Partnership and 43 Wessex Brigade</li> <li>• Wessex Chambers of Commerce</li> </ul> <p>Funding: The Enterprise Network (TEN) is funded by Wiltshire Council, Action for Wiltshire, the European Regional Development Fund (ERDF), Rural Growth Network funding from the Department for Environment Food and Rural Affairs (Defra) and the Government Equalities Office through the Swindon and Wiltshire Local Enterprise Partnership (LEP), and Plain Action Local Action Group (LEADER) funded through the Rural Development Programme for England (RDPE).</p> <p>The Old Fire Station Enterprise Centre in Salisbury was one of four new Enterprise Centres across Wiltshire offering offices, hot desks, meeting and training rooms, networking, free business support and information about grants. The others were in Ludgershall, Trowbridge and Royal Wootton Bassett. The Enterprise Network was keen to develop satellite Enterprise Centres, and there were Capital Grants available to make that happen.</p> <p>Also available to new businesses was free impartial support and advice. There was a pool of Business Support Managers available to offer one to one advice, along with events and workshops.</p> <p>Some events planned included:</p> <ul style="list-style-type: none"> <li>• A Women in Business event.</li> <li>• A programme of events aimed at the military sector, for military spouses and partners.</li> <li>• Information on Rural Economy grants.</li> </ul> <p>Over 150 businesses had been supported by specialist grants of up to £1,500, which would continue to be available until March 2015.</p>

For further information, visit the website:  
<http://www.theenterprisenetwork.co.uk/enterprise-centres/salisbury.html>

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Area Board Budgets

Karen Linaker, Community Area Manager explained what the current state of funding was for the Southern Wiltshire Area Board, as detailed in the report attached to the agenda.

There were four main streams of funding available to the Board for 2014/15, these were:

- Area Board discretionary budget (capital): £37,335.35  
(This includes £1,500 for digital literacy projects)
- Area Board discretionary budget (revenue): £6,588.59
- Positive activities for young people funding: £11,779.99
- Community Area Transport Group funding: £13,676

The Chairman added that in a full year, the Southern Wiltshire Area Board had almost £70,000 of funding, the Board had been able to leverage those funds to good effect by accessing other external funding.

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Community Area Transport Group schemes

The Board noted the progress report and considered the three recommendations for funding from the CATG as detailed below and in the report attached to the agenda.

Scheme	Recommendation
2 replacement finger post required (@quoted price of £300 each) in Redlynch	£300 CATG, £300 Parish Council
No Through Road sign needed Farley Farm Rd	£100 CATG
Odstock – Nunton traffic calming scheme	CATG £2000, PC £1000 if resurfacing work is not done this year.

**Decision**

**Southern Wiltshire Area Board approved the recommendations for funding for 2014/15, from the CATG for funding for three schemes:**

	<ol style="list-style-type: none"><li>1. <b>£300 to replace 2 finger posts in Redlynch.</b></li><li>2. <b>£100 for a No Through Road sign on Farley Farm Road.</b></li><li>3. <b>£2,000 towards the traffic calming scheme in Nunton/Odstock.</b></li></ol>
14	<p><u>Close</u></p> <p>The Chairman thanked everyone for coming and thanked Tom Bray for all of his work over the past five years as Community Area Manager for the Southern Wiltshire Area Board and wished him every success in his new role as Salisbury Area Board Community Area Manager.</p>