

# MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** Dinton Village Hall,  
**Date:** 3 June 2015  
**Start Time:** 2.30 pm  
**Finish Time:** 5.00 pm

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Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560  
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## **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  
Robin Townsend, Associate Director, Corporate Office  
Nicola Gregson, Head of Commissioning - OP/PSI  
David Bowater, Corporate Support Manager

### **Town and Parish Councillors**

Dinton Parish Council – C Smith  
Fovant Parish Council – N Jones  
Hindon Parish Council – J Caughy  
West Tisbury Parish Council – A Lacey  
Wilton Town Council – P Matthews

### **Partners**

Wiltshire Fire and Rescue Service – Graham Weller & Mike Franklin  
Wiltshire CCG – Emma Smith  
Alzheimers Society – David Burton  
Community First – Ann Marie Deane & Val O'Keefe

**Total in attendance: 35**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p data-bbox="336 376 1110 414"><u>Themed Event Focusing on Services for Older People</u></p> <p data-bbox="336 443 1490 555">Steve Harris, Community Area Manager welcomed everyone to the special themed event of the South West Wiltshire Area Board, focusing on Services for Older People.</p> <p data-bbox="336 589 1477 736">David Bowater, Corporate Support Manager, gave an introduction to the draft Health and Wellbeing Strategy 2015-18, which had been circulated at the event. The aim was for everyone in Wiltshire to live healthy lives and to have the support they needed as individuals.</p> <p data-bbox="336 770 1417 918">It was recognised that preventative activities were critically important. When people get ill, the NHS and Social Care services needed to work together seamlessly to change the way health and care services were delivered in Wiltshire.</p> <p data-bbox="336 952 1422 1032">Integrated care teams were a key part of the Health and Wellbeing Strategy. There would be a phased approach, including:</p> <p data-bbox="336 1066 411 1104"><u>2015</u></p> <ul data-bbox="384 1106 906 1218" style="list-style-type: none"> <li>• Develop housing strategy</li> <li>• Update obesity strategy</li> <li>• Implement child poverty strategy</li> </ul> <p data-bbox="336 1254 411 1292"><u>2016</u></p> <ul data-bbox="384 1294 938 1375" style="list-style-type: none"> <li>• New suicide and self-harm strategy</li> <li>• Update falls and bones strategy</li> </ul> <p data-bbox="336 1408 411 1447"><u>2017</u></p> <ul data-bbox="384 1449 804 1487" style="list-style-type: none"> <li>• Revise early help strategy</li> </ul> <p data-bbox="336 1520 1485 1632">Feedback on the Draft Health and Wellbeing Strategy was sought, people could fill in a copy of the feedback form circulated at the meeting, paper copies could also be obtained by contacting David Bowater 01225 713978</p> <p data-bbox="336 1630 801 1668"><a href="mailto:David.Bowater@wiltshire.gov.uk">David.Bowater@wiltshire.gov.uk</a></p> <p data-bbox="336 1702 1262 1783">Download a copy of the draft strategy at: <a href="http://www.wiltshire.gov.uk">www.wiltshire.gov.uk</a> or <a href="http://www.wiltshire.nhs.uk">www.wiltshire.nhs.uk</a></p> <p data-bbox="336 1816 485 1854"><u>Workshop</u></p> <p data-bbox="336 1852 1437 1998">Nicola Gregson, Head of Commissioning for Older People Care, Support and Accommodation opened the workshop which was aimed at finding out from older people what they thought about the services there were in their communities, to enable older people to stay at home.</p>

	<p>Because so many older people were unaware of what services were out there, a booklet had been produced called 'Life is for Living' containing a whole range of useful information. Copies of the booklet were circulated at the meeting.</p> <p>People were asked to split into groups around three tables, where they were able to discuss the following questions in their groups:</p> <ul style="list-style-type: none"> <li>• What do you like doing?</li> <li>• What would you like to do and what's stopping you from doing what you would like to do?</li> <li>• Who do you think would be a good older people's champion?</li> <li>• Who do you think would be a good carer's champion?</li> </ul> <p>Following discussion, the groups were asked to feedback a couple of key answers each. Nicola compiled a list of these which would be used to produce a report on priorities for the area and what steps were proposed to make them happen. The report and any nominations for Champions would be presented to the Area Board.</p> <p><u>Question</u></p> <p>The Chairman commented that it was very well identifying older people in the community who they felt had problems, but how do you know if those people were already receiving assistance, if they were living in isolation?</p> <p>There was a programme running at present where GP's were identifying people with early signs of dementia. Wiltshire Council and dementia friendly communities were finding ways to have the conversation with vulnerable people in the community.</p> <p>Cllr Deane added that the Good Neighbour Scheme was a valuable asset for the community, but who should they report back to and how do we then feedback to them that something has been done.</p> <p>He added that it was important for the carers to be located near the clients rather than having to travel from Swindon to Tisbury to give care to someone.</p>
2	<p><u>Welcome to the Area Board Meeting</u></p> <p>Following a short break for refreshments, the Board reconvened for the second part of the meeting, to deal with Area Board business.</p> <p>The outgoing Chairman, Cllr George Jeans thanked all of the other Board members for the opportunity to be Chairman for the last year.</p>
3	<p><u>To Elect a Chairman for 2015/16</u></p> <p>The Community Area Manager, Steve Harris opened the meeting and called for</p>

	<p>nominations for Chairman for 2015/16.</p> <p><b><u>Decision</u></b>  <b>Councillor Peter Edge was elected as Chairman of South West Wiltshire Area Board for 2015/16.</b></p> <p>Cllr Edge took the Chair.</p>
4	<p><u>To Elect a Vice Chairman for 2015/16</u></p> <p>The Chairman, Cllr Edge called for nominations for Vice Chairman for 2015/16.</p> <p><b><u>Decision</u></b>  <b>Cllr Tony Deane was elected as Vice Chairman of the South West Wiltshire Area Board for 2015/16.</b></p>
5	<p><u>Nominations to Outside Bodies and Working Groups for 2015/16</u></p> <p>The Board noted the report attached to the agenda, and considered the recommendations of representatives to Outside Bodies and Working Groups as detailed in the papers.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board, subject to the amendments below, agreed to:</b></p> <ol style="list-style-type: none"> <li><b>a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;</b></li> <li><b>b. Reconstitute and appoint to the Working Group(s) as set out in Appendix B; and</b></li> <li><b>c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.</b></li> </ol> <p>Amendments:</p> <p>The office of the AONB had now changed, and was in Wimbourne and not Cranbourne as detailed.</p> <p>Cllr Jose Green should be listed as the second member on the AONB along with Cllr Wayman.</p>
6	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Inspector David Minty – Police</li> <li>• Diana Atkins – Swallowcliffe PC</li> </ul>

7	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
8	<p><u>Minutes and Matters Arising</u></p> <p>The minutes of the previous meeting held on Wednesday 25 March 2015, were agreed as a correct record and signed by the Chairman.</p> <p>There were no matters arising.</p>
9	<p><u>Chairman's Announcements</u></p> <p><u>Street Lighting switch off</u>  The Chairman read out the Wiltshire Council update regarding the switching off of Street Lighting. This would include lights in the Wilton community area during 12.00 midnight to 5.30am from 1 July 2015.</p> <p>It was felt that this tranche of the scheme had been imposed without any prior consultation.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board supported Cllr Edge's request that no lighting should be switched off until the Local Councillor and the Town/Parish Council concerned was consulted on the proposals.</b></p> <p>A copy of the update is attached to these minutes.</p> <p><u>Broadband Update and Defibrillator Training</u>  The Board had recently held an event on 8 June where 71 people were in attendance, to provide an update on the current broadband rollout situation for the area. Following that, a Defibrillator training session took place, where 24 people completed defibrillator session.</p> <p><u>Magna Carta</u>  The 800<sup>th</sup> Anniversary of the signing of the Magna Carta would be celebrated on Monday 15 June 2015, with a pageant. This would start in the Market Square and working round to the Salisbury Cathedral.</p> <p><u>Area Board Plaques</u>  The Board now had plaques for significant Community Area Grant Projects, which could be mounted outside to recognise the funding awarded by the Board. Any previously awarded schemes wishing to have a plaque, should contact the Community Area Manager.</p> <p><u>Mere Town Council</u>  Cllr Jeans informed the board that Mere had moved from being a parish council to a town council.</p>

10	<p><u>The Big Pledge - Make a Difference Campaign</u></p> <p>The Community Area Manager explained that the Big Pledge had returned in 2015 with the theme 'make a difference' and 12 pledges that people could make as an individual, a group, a business or a community. Wiltshire's Big Pledge was a county-wide campaign endorsed by Wiltshire Council's Legacy Board.</p> <p>It is part of the ongoing work to encourage Wiltshire residents to lead healthier and more active lives. The campaign aimed to make a difference to an individual's health and wellbeing; and make a difference in the local community Wiltshire's Big Pledge challenges people to get healthy, volunteer, or make a positive change in 2015.</p> <p>The twelve pledges are:</p> <ul style="list-style-type: none"> <li>• Make a difference to my health and wellbeing.</li> <li>• Take the sugar swap challenge and reduce my sugar intake for 21 days.</li> <li>• Be sun aware and protect my skin during May to September.</li> <li>• Eat a rainbow by increasing my fruit and vegetable intake to at least five a day for 30 days or more.</li> <li>• Get active by increasing my physical activity for 30 days or more or by taking part in the Big Pledge Activity Challenge.</li> <li>• Stop smoking for 30 days.</li> <li>• Be alcohol aware by having at least two or three alcohol free days a week.</li> <li>• Improve my wellbeing by taking time out to do something I enjoy at least three times a week.</li> <li>• Volunteer at least once a month from May to September.</li> <li>• Do charity fundraising for a local cause.</li> <li>• Do acts of kindness by helping someone in my neighbourhood during May to September.</li> <li>• Get my community active by encouraging people I know to do more physical activity.</li> <li>• Be dementia friendly and become a dementia friend.</li> </ul> <p>The Chairman added that last year he raised money for the Stars Appeal at the hospital by walking the Grand Canyon, raising £4,300.</p> <p>Steve would circulate the information to specific groups to try and gain interest in the scheme. The Board members would also discuss possible options for and Area Board pledge, and feed back any ideas at a future Board meeting.</p>
11	<p><u>Partner and Community Updates</u></p> <p>The Board received the following verbal updates:</p> <p><u>Police</u></p> <p>No one was in attendance to provide an update. A paper copy of the Wilton</p>

update was circulated at the meeting.

#### Question

A comment was received from Wilton Town Cllr Phil Matthews, relating to a concern about the way the Police were being stretched. The cost of taking people to the police custody suite in Melksham was increasing the cost. He also spoke of two incidents of concern:

- One where a person could not get to Melksham to book in as part of his bail conditions, because he had no money for travel. So he went to Bourne Hill and was then arrested for breaking his bail conditions.
- The other where it had taken Police 45 minutes to respond to an incident in Salisbury.

Inspector Minty was not in attendance to respond to these comments.

#### Fire & Rescue – Mike Franklin

Mike introduced his colleague Graham Weller to the Board. The written fire update was circulated at the meeting and attached to these minutes.

Work was progressing to merge the Dorset and Wiltshire Services. There were currently two Safe Wise Centres, in Bournemouth and Weymouth. It was hoped that a third would be built in the North of Wiltshire.

Charles Smith, Dinton Parish Council, reported back that since the last meeting where he mentioned that no action had taken place following him completing a home safety check card, he had now been visited by an Officer who had provided a really good service. An additional smoke alarm had also been fitted in his home free of charge.

The following written updates and information were attached to the agenda:

- a) WC Consultations (follow link):  
<http://www.wiltshire.gov.uk/council/consultations.htm>
- b) Wiltshire Council Items for Information - Consultation on the Joint Health and Wellbeing Strategy.
- c) Wilton Town Team minutes
- d) Area Board Project and Priority – Rights of Way

Cllr Jose Green added that the Rights of Way project was really starting to see progress after CRPE joined the scheme. They had agreed to put funding in to promote their membership and were contributing towards the plaques which were at the design stage.

12	<p><u>Nadder Community Campus Update</u></p> <p>Cllr Tony Deane, Chairman of the Community Operations Board (COB) gave an update. The next COB meeting was scheduled for later that day, where the Cabinet Member for Campuses and the Associate Director would be attending.</p> <p>The works were 2 – 4 weeks behind schedule due to asbestos on site. It was hoped that the Campus would open in spring 2016.</p> <p>The contractor had now been signed and the project had now moved on to the governance, of how the campus would be run in nine months time to become a business.</p>																
13	<p><u>Community Area Transport Group (CATG) Update</u></p> <p>Cllr Tony Deane, Chairman of the CATG gave an update. The CATG budget allocated to the Board for 2015/16 was £17,079.</p> <p>At the next CATG meeting, the possibility of the £127,000 Quidhampton to Netherhampton footpath scheme being put forward to the Substantive Scheme at the Council would be discussed. Details of this would be fed back at the next Board meeting.</p> <p>The Brook Hill scheme had not been put forward for the substantive scheme. It would also be discussed at the next CATG as it was felt that £57,000 would use a lot of funding for something which had such low safety issues.</p> <p>The Board considered the CATG recommendations for funding as detailed in the report.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board agreed to allocate £5,000 of funding to the CATG projects as detailed below:</b></p> <table border="1" data-bbox="336 1509 1479 1848"> <thead> <tr> <th data-bbox="336 1509 791 1693">Scheme</th> <th data-bbox="791 1509 948 1693">Estimated Total Cost</th> <th data-bbox="948 1509 1094 1693">Amount Allocated by CATG</th> <th data-bbox="1094 1509 1479 1693">Notes and Actions Required</th> </tr> </thead> <tbody> <tr> <td data-bbox="336 1693 791 1771">20mph assessment in Quidhampton</td> <td data-bbox="791 1693 948 1771">£2,500</td> <td data-bbox="948 1693 1094 1771">£2,500</td> <td data-bbox="1094 1693 1479 1771"></td> </tr> <tr> <td data-bbox="336 1771 791 1809">20mph assessment in Fovant</td> <td data-bbox="791 1771 948 1809">£2,500</td> <td data-bbox="948 1771 1094 1809">£2,500</td> <td data-bbox="1094 1771 1479 1809"></td> </tr> <tr> <td data-bbox="336 1809 791 1848"><b>Total</b></td> <td data-bbox="791 1809 948 1848"><b>£5,000</b></td> <td data-bbox="948 1809 1094 1848"><b>£5,000</b></td> <td data-bbox="1094 1809 1479 1848"></td> </tr> </tbody> </table>	Scheme	Estimated Total Cost	Amount Allocated by CATG	Notes and Actions Required	20mph assessment in Quidhampton	£2,500	£2,500		20mph assessment in Fovant	£2,500	£2,500		<b>Total</b>	<b>£5,000</b>	<b>£5,000</b>	
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14	<p><u>Area Board Funding</u></p>																



	<p>The Board considered one application for funding from the Community Area Grants Scheme for 2015/16, as detailed in the report.</p> <p>The applicant was invited to speak in support of the project. Following discussion the Board voted on the application.</p> <p><b>Decision</b>  <b>Fovant Village Hall Management Committee was awarded £2,575 towards flood prevention works, with the condition that Fovant Parish Council contribute at least 10% of the project cost.</b></p> <p><b>Reason</b>  <b>The application met the Community Area Grant Criteria for 2015/16.</b></p>									
15	<p><u>Local Youth Network (LYN)</u></p> <p>The Board considered two Youth Grant applications from the Positive Activities Budget for 2015/16, as detailed in the report attached to the agenda.</p> <p><b>Decision</b>  <b>The South West Wiltshire Area Board awarded £4,711 of funding from the 2015/16 Youth Funding budget, as detailed below:</b></p> <table border="1" data-bbox="336 1037 1474 1346"> <thead> <tr> <th><i>Applicant</i></th> <th><i>Amount requested</i></th> <th><i>LYN Management Group recommendation</i></th> </tr> </thead> <tbody> <tr> <td><b>Tisbury Parish Council</b></td> <td><b>£4,189</b></td> <td><b>Award £4,189 with the condition that any outstanding funding is returned if the same service is taken on by another provider in due course.</b></td> </tr> <tr> <td><b>Kilmington and Stourton Cricket Club</b></td> <td><b>£522</b></td> <td><b>Award £522</b></td> </tr> </tbody> </table> <p>The Board also considered the proposal to commit funding to a project which would procure Youth Services for the South West Wiltshire Community Areas, as detailed in the attached report.</p> <p><b>Decision</b>  <b>The South West Wiltshire Area Board allocated up to £60,000 of the South West Wiltshire Local Youth Network funds to procure a service that meets the specification listed in the report, over a two year period.</b></p>	<i>Applicant</i>	<i>Amount requested</i>	<i>LYN Management Group recommendation</i>	<b>Tisbury Parish Council</b>	<b>£4,189</b>	<b>Award £4,189 with the condition that any outstanding funding is returned if the same service is taken on by another provider in due course.</b>	<b>Kilmington and Stourton Cricket Club</b>	<b>£522</b>	<b>Award £522</b>
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16	<p><u>Issues System Update</u></p> <p>The Board noted the update attached to the agenda and considered the recommendations to close the issues marked in green.</p> <p><b>Question</b>  Issue 2152 – Roundall had still not yet been paved on the road. Could this be chased up. <b>Answer:</b> The CAM would chase the works up and report back.</p>									

	<p><b><u>Decision</u></b> <b>The South West Wiltshire Area Board agreed to close issues, 3686, 3810 and 3978.</b></p>
17	<p><u>Close</u></p> <p>The Chairman thanked everyone for coming and closed the meeting.</p> <p>The next meeting of the South west Wiltshire Area Board will be held on Wednesday 29 July 2015, 6.30pm at Wilton Community Centre.</p>