

## Notes/Action List

### Wootton Bassett and Cricklade Pilot Area Board meeting held on 10 September 2008

(The meeting was held at Purton Village Hall starting at 8.15pm and concluding at 9.50pm)

**Present:**

**District Council Members**

Councillor Chris Wannell - Chairman

Councillors Allison Bucknell, Tony Clements, Peter Doyle, Mollie Groom, Jacqui Lay, Sarah Still and Audrey Wannell

**County Council Members**

Councillors Helen Dixon and Toby Stugis

**Parish Representatives**

Councillors Brian Atfield (Cricklade Town Council), D Avenell (Cricklade Town Council), M Bell (Purton Parish Council), J Bennett (Lydiard Millicent Parish Council), G Fowler (Purton Parish Council), S Matthews (Purton Parish Council), T Price (Purton Parish Council), J Stratton (Wootton Bassett Town Council), V Stubbings (Broad Town Parish Council), David Tetlow (Cricklade Town Council), J Webb (Lyneham and Bradenstoke Parish Council) and P Willis (Lydiard Tregoze Parish Council)

**Community Representatives**

Inspector Steve Cox (Wiltshire Police), Mike Franklin (Wiltshire Fire and Rescue Service), Lisa Mitchell (RAF Lyneham), Glyn Moody (Wiltshire Fire and Rescue Service), Sqd Leader Morgan (RAF Lyneham), Richard Pagett (NCAP), Clive Wilce (NCAP),

**Officers Present**

Pete Barnett (Head of ICT, NWDC), Jo Cogswell (Community Partnership Manager, NWDC), Shelley Parker (Area Board Project Manager, WCC) and Marie Todd (Senior Policy and Democratic Services Officer. NWDC)

Minute Ref. No.	Agenda Item/Subject Area	Issues Discussed	Agreement / Recommendation (if any)	Action(s) Required	Action by Whom
WBC1	Agenda Item 1 – Area Boards – Development Phase – An	<ul style="list-style-type: none"> <li>The Chairman welcomed everyone to the meeting and informed them that the Area Board pilot meetings would take place in the lead up to the</li> </ul>			

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	Update	<p>creation of a new Unitary Authority for Wiltshire in April 2009.</p> <ul style="list-style-type: none"> <li>• A leaflet giving details of the Area Boards was circulated.</li> <li>• A Task Group had been set up to look at the Area Boards project with a sub-group to consider how to improve community engagement and work on a local consultation exercise.</li> <li>• The Board hoped to tackle sticky local issues and to deal with other local matters.</li> <li>• There were various ideas about how to run the Area Boards and the items it should consider. During the pilot phase several different ways of working would be tried out including schemes of delegation, input on the new constitution (Rule Book), the relationship between the Area Board and the Community Area Partnership and collaborative working with service providers.</li> <li>• All present were encouraged to complete an evaluation sheet.</li> </ul>			
<b>WBC2</b>	<b>Northern Community Area Partnership – Election and Update</b>	<ul style="list-style-type: none"> <li>• Dr Richard Pagett gave an informative presentation regarding the role of the Northern Community Area Partnership (NCAP).</li> <li>• Issues covered by NCAP included protection of the rural buffer, the Waste Core Strategy and climate change and that it had supported a</li> </ul>	<p>(1) Mollie Groom appointed Chair.</p> <p>(2) Richard Pagett appointed Vice Chair.</p> <p>(3) Clive Wilce appointed Treasurer.</p>	<p>Presentation posted on weblog <a href="http://www.ncap-northwilts.org">www.ncap-northwilts.org</a></p> <p>To update records as necessary.</p>	R Pagett

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		<p>number of local projects.</p> <ul style="list-style-type: none"> <li>• Full NCAP meetings are open to the public.</li> <li>• A local consultation exercise spread over 2-3 weeks would take place in conjunction with the Area Board using more innovative consultation techniques and would feed into the review of the Community Plan.</li> <li>• Mr Clive Wilce, Treasurer of NCAP informed everyone that the end of year balance was £1,528.66.</li> <li>• NCAP then held its AGM and made the necessary appointments.</li> <li>• Councillor Allison Bucknell stated that she wished to stand down from the Steering Group as she was involved with the transition to Wiltshire Council.</li> </ul>	<p>(4) Steering Group members appointed as follows:</p> <p>Martin Alvis  Brian Atfield  Mollie Groom  Jacqui Lay  Sue Matthews  Lisa Mitchell  Richard Pagett  Veronica Stubbings  David Tetlow  Clive Wilce</p>		
WBC3	Issue Solving – Update on Issues from Town and Parishes	<ul style="list-style-type: none"> <li>• A list of issues raised by Parish Councils was circulated.</li> <li>• It was noted that issues should be raised through Parish Councils who could then bring these to the Area Board if necessary.</li> <li>• Inspector Steve Cox informed members that he was planning to assign a day following the Area Board meetings to hold a surgery to enable people to come in and discuss any issues directly with the Police.</li> <li>• Those present at the Area Board meeting welcomed Inspector Cox's suggestion.</li> </ul>	To set up a regular surgery to enable people to discuss issues with the Police.	As recommendation.	Inspector Steve Cox

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		<ul style="list-style-type: none"> <li>Members noted that there were a large number of concerns around potholes and road repairs. However, it was felt that an additional meeting to discuss these matters was not required.</li> <li>Members wanted the Area Boards to have a “can-do” attitude and to deal with the sticky issues raised. Action was required rather than more meetings.</li> <li>It was noted that the Parish Steward system worked well.</li> </ul>			
WBC4	Wiltshire Fire and Rescue Service – A Presentation	<ul style="list-style-type: none"> <li>Glyn Moody, Station Manager and Michael Franklin, Relationship Manager gave a very informative presentation regarding the work of the Fire Service.</li> <li>The strategic aims and the mission statement of the Fire Service were noted.</li> <li>The total budget for the service was £23.4 million which equated to £57 per year for a Band D property.</li> <li>98% of incidents were responded to within 20 minutes.</li> <li>The Fire Service also provided assistance to the Ambulance Service.</li> <li>They had also been involved in Flood response over the last year.</li> <li>Work had been undertaken with the Police, PCT and Benefits Agency to identify vulnerable members of the</li> </ul>	To investigate whether community funding could be used to assist elderly people to purchase smoke alarms.	As recommendation.	Jo Cogswell

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		<p>community. This had enabled the Fire Service to target these individuals and to provide home safety checks. Members welcomed this initiative.</p> <ul style="list-style-type: none"> <li>• There was a suggestion that some community funding could be provided to assist elderly people to purchase smoke detectors. Officers agreed to look into this matter.</li> </ul>			