

MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Christ Church Hall, Upper Marsh Road, Warminster
Date: Thursday 24 September 2009
Start Time: 7.00pm
Finish Time: 8:50pm

Please direct any enquiries on these Minutes to:

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In Attendance:

Wiltshire Councillors

Cllr. Andrew Davis (Chairman), Cllr. Pip Ridout (Vice-Chairman),
Cllr. Fleur De Rhe Philipe, Cllr. Keith Humphries and Cllr. Christopher Newbury.

Cllr. John Brady (Wiltshire Council Cabinet Member)

Parish Councillors

Tony Nicklin (Warminster), Sue Fraser (Warminster)
Karen Manfield (Longbridge and Crockerton)

Partners

Mid-Wiltshire Economic Partnership – Len Turner
Warminster and Villages Community Partnership – Digby Baker
Wiltshire Fire and Rescue – Richard Humphrey
Wiltshire NHS – Jo Howes
Wiltshire Police – Inspector David Minty
Warminster Community Area Young People's Issues Group

Officers

- Barry Pirie, Service Director
- Colin Brown, Play and Open Spaces Manager
- Matthew Pearson, Planning Officer
- Jane Macey, Spatial Plans Officer
- Bill Parks, Divisional Highway Manager
- Sam Shore, Youth Development Co-ordinator
- Louise Cary, Sports and Physical Activity Development

Members of Public in Attendance: 11

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Chair's Welcome and Introduction</u></p> <p>The Chairman welcomed everyone to the second meeting of the Warminster Area Board and invited the Wiltshire Councillors and officers to introduce themselves.</p>	
2.	<p><u>Apologies for Absence</u></p> <p>Cllr. Francis Morland - Chapmanslade Parish Council Peter Blackburn - Warminster Chamber of Commerce Sheelagh Brown - Kingdown School Christopher March – Warminster Town Council Katharine Dew - Community Area Manager Cllr. Christopher Newbury gave his apologies as he had to leave the meeting early.</p>	
3.	<p><u>Declarations of Interest</u></p> <p>Cllr. Andrew Davis, Cllr. Keith Humphries and Cllr. Pip Ridout declared a standing personal interest across the meeting due to their dual membership of the Area Board and Warminster Town Council.</p> <p>Cllr. Fleur de Rhe-Philippe declared a prejudicial interest in item number 8b(i) - Consideration of an Expression of Interest from Warminster Development Trust - as a director of the Trust.</p> <p>Cllr. Andrew Davis declared a prejudicial interest in item number 8a(ii) - Grant Application from Friends of WCR, Media and Communications Training - as he supports WCR in connection with his business.</p>	
4.	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on 02 July 2009 were approved as a correct record, subject to the following amendments:</p> <p>That it is noted that the Mayor of Warminster, the nominated representative of Warminster Town Council and a representative of the Warminster and Villages Community Area Partnership were present at the meeting.</p> <p>That Cllr. Christopher Newbury's declaration of interest is deleted, as he declared none.</p>	

	<p>That it is noted that Cllr. Fleur de Rhe-Philippe is not a Parish Council member and did not, therefore, declare a personal interest for this reason.</p> <p>That it is noted that Cllr. Christopher Newbury requested that an item regarding disposal of Wiltshire Council assets, in particular the Warminster Central Car Park, was added to a future agenda.</p> <p>That under minute number 8 it is noted that Tony Nicklin, Mayor of Warminster gave a report on the Warminster Town Plan.</p>	
5.	<p><u>Issues Update</u></p> <p><u>Warminster Park:</u></p> <p>Cllr. Pip Ridout gave a brief update on issues relating to Warminster Park. Cllr. Ridout announced that the division of responsibilities between English Landscapes and Wiltshire Council had been decided and that she was to meet with Colin Brown (Wiltshire Council Play and Open Spaces Manager) to discuss further issues on Friday 25th September. The sleepers for the boating lake have been ordered and money has also been found for repairs to the skate park. Cllr Ridout stated that the park would be functioning by Easter.</p> <p>Colin Brown announced that an order for £1,200 worth of repairs had been placed in respect of the skate park, but that the boxing in could not be done, because this would cost £8,000 and this amount of money could not be found. Mr. Brown announced that the repairs should be completed within 2-4 weeks.</p> <p>A member of the public asked whether a longer and less steep grind rail would be installed in the skate park. Mr. Brown said that he would look into this when he met with Cllr. Ridout to discuss further issues on Friday.</p> <p><u>Speeding Through Villages:</u></p> <p>Mary Cullen (Wiltshire Council Team Leader, South Locality Team) and Inspector David Minty gave a presentation regarding the Community Speed Watch (CSW) initiative, which gives residents the opportunity to volunteer to operate speed detection equipment in their local area. Residents were informed that CSW is not speed enforcement, which can only be carried out by Wiltshire Police; instead volunteers record the registration numbers of speeding vehicles, and warning letters are sent by the CSW co-ordinator. Persistent offenders will be targeted by police with a view to taking further action, and in areas where there is a persistent problem, temporary speed indication devices may be deployed on the site.</p>	Colin Brown

	<p>Residents are asked, in the first instance, to raise any speeding issues with the Area Board by completing a <i>community issue sheet</i>, so that the issue can be assessed for its suitability to CSW. For further information, residents are advised to contact Katherine Dew, Warminster Community Area Manager by calling 07836341372 or e-mailing katharine.dew@wiltshire.gov.uk.</p> <p><u>Traffic Issues in Married Quarter area:</u></p> <p>Ms. Cullen announced that the Community Area Manager will be meeting on site with Lt. Col Bill Common and a representative from Wiltshire Council Traffic Orders Department to explore the issue further.</p> <p><u>Unauthorised cutting back of hedges by Beeline Bus Company for the purpose of parking:</u></p> <p>Ms. Cullen announced that Wiltshire Council's planning team had liaised with the Environment agency regarding this issue, who have subsequently reported that they had no concerns. Beeline are to submit a retrospective planning application in respect of their use of the area. They have until the end of September to do this.</p>	Katharine Dew
6.	<p><u>Partner Update</u></p> <p><u>Wiltshire Fire and Rescue Service:</u></p> <p>Mr. Richard Humphries gave a presentation on the Wiltshire Fire and Rescue Service Integrated Management Plan. Mr Humphries explained that this was a three year plan, outlining the service's priorities and the ways in which resources would be used in order to make Wiltshire Communities and Fire and Rescue staff safer.</p> <p>Mr. Humphries announced a twelve week consultation period running from 21 September to 11 December 2009, to include workgroups and focus groups in November. Those present were invited to register themselves or their organisations as stakeholders by going online to www.wiltsfire.gov.uk, by calling 01380 732982, or by writing to</p> <p>Corporate Planning Department Fire & Rescue Service Headquarters Manor House Potterne Wiltshire SN10 5PP</p> <p>e-mail: consultation@wiltsfire.gov.uk</p> <p>Cllr. Fleur de Rhe Philipe commented on the wonderful service that was provided by the Wiltshire Fire and Rescue Service.</p>	

	<p><u>Wiltshire NHS:</u></p> <p>Jo Howes of Wiltshire NHS gave a presentation regarding local health issues.</p> <p>A Health Information and Support Service is now up and running in Warminster Library, providing an alternative to going to a GP for health information and advice.</p> <p>The Joint Strategic Needs Assessment (JSNA) for Wiltshire, which gives information about issues such as teenage pregnancy, disease and mortality rates, is now ready and a Wiltshire NHS representative will make a presentation on it at an Area Board meeting in the near future.</p> <p>Ms. Howes highlighted that a key issue was Wiltshire's performance in terms of road traffic accidents causing injury or death and that Warminster performed third worst in Wiltshire in this regard. Cllr. Fleur de Rhe Philipe stated that this is mostly because of accidents on the A36, which is the responsibility of the Highways Agency. However, accidents on this road are still included in the statistics.</p> <p>Cllr. Pip Ridout announced that she had a copy of the JSNA and would make it available at the Town Council offices.</p> <p><u>Warminster and Villages Community Partnership:</u></p> <p>Digby Barker gave an update regarding the work of WVCP. He highlighted the forthcoming Annual General Meeting, to be held on 5th December 2009, 11:00 at Warminster Library.</p> <p><u>Wiltshire Police:</u></p> <p>Inspector David Minty gave a presentation regarding issues of crime and disorder in the local area. Inspector Minty spoke about the issues with speeding and encouraged Parish Councils to get involved early in the Community Speed Watch scheme.</p> <p>Inspector Minty announced that overall crime was relatively stable and that violent crime had gone down slightly, however an individual or team of burglars has been targeting rural premises in the area, breaking in through back doors that are not secure, or forcing entry using tools or garden furniture left out in gardens. Inspector Minty advised that this was still rare, but that doors should be kept locked and tools should not be left out in gardens at any time, as the burglaries were mostly occurring during the day.</p> <p>Inspector Minty thanked local residents for their help and support with the DNA swabbing programme.</p>	Cllr. Ridout
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	<p>With regard to the rave at Chitterne, Inspector Minty advised that the road to Chitterne had been closed and that the rave had been brought to a close early. One Police Officer was injured and a person had been charged in connection with the incident. Inspector Minty explained that it was difficult to prosecute people in connection with organising the rave, as it was difficult to highlight particular individuals who had instigated it. Cllr. Andrew Davis asked whether there was any connection with the disturbance around Chapmanslade the previous weekend. Inspector Minty replied that the two were not connected, and that the rave at Chitterne was on a much larger scale.</p> <p>A representative of Longbridge Deverill and Crockerton Parish Council thanked Inspector Minty and his team for their visit to Crockerton. The Meeting had had a good turnout and there had been a lot of volunteers for the Community Speed Watch programme as a result.</p>	
7.	<p><u>Wiltshire Core Strategy - Planning for the future of Warminster Community Area</u></p> <p>Mr. Matthew Pearson, Wiltshire Council Planning Officer, gave a presentation on the Wiltshire Core Strategy. Mr. Pearson explained that the Core Strategy provides a clear process to guide and influence future development in the most sustainable manner. The Core Strategy updates the policies in the existing Local Plans which expire in 2011. A key component in the Core Strategy will be how to deliver the 44,400 new homes and 32,000 new jobs required over the period 2006 to 2026 by the Regional Spatial Strategy. Mr Pearson announced a forthcoming consultation on the Core Strategy, which will run from 30th October to 31st December 2009. Feedback will be published early in the new year and subsequently reported back to Area Boards. This will be followed by a report to Cabinet.</p> <p>A workshop on the Core Strategy will take place in the Ante Room, Warminster Assembly Rooms on Tuesday 10th November between 1pm and 7pm.</p> <p>A question was raised as to whether the housing allocations in the Core Strategy covered housing for all needs. Mr. Pearson replied that it did.</p> <p>Concerns were raised as to how the Wiltshire Core Strategy would relate to the Warminster Town Plan. Mr. Pearson explained that Village Design Statements and Town Plans would constitute material considerations when determining planning applications and that policies in the Core Strategy would not negatively impact on Town Plans. Cllr. John Brady advised that the Core Strategy did not specify which particular areas were to be developed, but gave general numbers and identified 'prime development sites'. Site-specific allocations would be made in consultation with Town and Parish Councils.</p>	

	<p>A question was raised as to whether there was any scope for the Community Area Partnership to suggest questions for the public consultation. Mr. Pearson advised that this was unlikely, as the consultation documents were now being finalised.</p> <p>Cllr. Christopher Newbury asked whether firm numbers could be given as to how much housing and employment land was to be allocated to specific towns and whether the figures for housing and employment land were tied together. Cllr Newbury also asked how such allocations would be made.</p> <p>Cllr. John Brady advised that the numbers of houses allocated to Warminster were not yet known, but that the final numbers would be linked to the amount of employment land, and allocations would be evidence-based, with reasons given for any decisions in this regard.</p> <p>Cllr. Andrew Davis asked whether there would be special consultation events for Parish Councils. Mr. Pearson advised that Parish Council representatives should come to the public exhibitions and that special appointments could be booked at the exhibition for interest groups. The Mayor of Warminster expressed his disappointment that the Town and Parish Councils had not been consulted at an earlier stage, given the investment that had already gone into the Warminster Town Plan. Cllr. Fleur de Rhe Philipe re-iterated that the Core Strategy would not affect the Town Plan to a significant degree and that Town and Parish Councils were being consulted.</p>	
8.	<p><u>Grant Funding</u></p> <p>Cllr. Pip Ridout expressed her concern that such a large proportion of the Board's grant budget was to be allocated in the first round, when many organisations had not had a chance to get applications in. Cllr. Ridout suggested that only a third of the budget should be handed out at this meeting, as there were likely to be lots of applications in the pipeline.</p> <p>Mary Cullen (Wiltshire Council Team Leader, South Locality Team) advised that guidance had been issued that stated that applications should be determined as they are received</p> <p>Cllr. Andrew Davis advised that any money not spent during the grant funding round may go back into a general funding pot, and would therefore not necessarily get spent in Warminster.</p> <p>Cllr. Fleur de Rhe Philipe argued that each application must be taken on its merits, but acknowledged that if the money ran out this could lead to disappointment.</p>	

	<p>Cllr. Keith Humphries pointed out that there would be £15,000 left, even if all of the grants were awarded, and that the next agenda item was going to introduce the possibility of a performance reward grant, which might increase the amount of funding available.</p>	
a(i)	<p><u>Warminster Athanaem Trust - Installation of Skylight and Disabled Toilet - £4, 837:</u></p> <p><u>Resolved:</u></p> <p>That the Area Board supports the application.</p>	
a(ii)	<p><u>Friends of WCR - Media and Communication Training - £3,500</u></p> <p>Having previously declared a prejudicial interest, the Chairman, Cllr. Andrew Davis, gave way to Cllr. Pip Ridout, Vice Chairman, and took no part in the discussion or decision on this item.</p> <p>Cllr. Pip Ridout in the Chair</p> <p>Cllr. Ridout re-iterated the condition in the Community Area Manager's report that at least six people must attend the ten week course.</p> <p><u>Resolved:</u></p> <p>That the Area Board supports the application.</p>	
a(iii)/ a(iv)	<p><u>Warminster Library - Poets in Residence - £1,000 /</u> <u>Warminster Library - Story Teller in Residence - £300</u></p> <p>Cllr. Andrew Davis in the Chair</p> <p>The applicant explained that the projects were aimed at all ages, with a particular emphasis on excluded groups. The applicant also stated that the projects were good value for money, hosting twelve events per year.</p> <p>The Chairman opened the items up for public comment, as per the officer recommendation.</p> <p>Cllr. Tony Nicklin, Mayor of Warminster, and Helen Holly, a local parent, spoke in support of the applications. There were no speakers in objection.</p> <p><u>Resolved:</u></p> <p>That the Area Board supports both applications.</p>	

a(v)	<p><u>Economy and Tourist Group (WVCP) - 'Buy Local' Christmas Leaflet - £400</u></p> <p><u>Resolved:</u></p> <p>That the Area Board supports the application.</p>	
b	<p><u>Performance Reward Grant Scheme</u></p> <p>Mary Cullen (Wiltshire Council Team Leader, South Locality Team) presented a report on the Performance Reward Grant Scheme. Wiltshire Council's Local Public Service Agreement with the government ended in March 2008 and Wiltshire's performance against its twelve 'stretch' targets has earned a Reward Performance Grant of £5.4m, to be paid by the government over two years, with £2.8m of this money to be distributed through Area Boards to projects related to the Local Agreement for Wiltshire. Both capital and revenue grants are available. Projects seeking funding must have local support and will have to be able to show a measurable impact, whilst accounting for how the money is spent. For further information, residents are advised to contact Katharine Dew, Warminster Community Area Manager by calling 07836341372 or e-mailing katharine.dew@wiltshire.gov.uk.</p> <p>Cllr. Keith Humphries announced that there would be an additional £1.6m of funding specific to the effects of the recession.</p>	
b(i)	<p><u>Expression of Interest from the Warminster Development Trust:</u></p> <p>A representative of the Trust spoke in support of the application and pointed out a typing error in the total amount shown on page 2 of the application, which should read £2,049.</p> <p><u>Resolved:</u></p> <p>That the Area Board supports the application to move forward for consideration by the funding panel.</p> <p>Concerns were raised regarding a section of the application form, which asks about the relationship of projects to the Wiltshire Council priorities, in that there was no mention of the 'eight pillars' of the Community Area Plan. Cllr. Fleur de Rhe Philipe advised that it was necessary for the forms to relate to the Wiltshire Council criteria, and that the allocation of funding was not related to Community Plans. Mary Cullen advised that the themes of the Local Agreement for Wiltshire had evolved over time but broadly covered the same areas as the Community Area Plan themes.</p>	Katharine Dew

9.	<p><u>Amenity and Countryside Service - Local Action and Decision Making</u></p> <p>Mr. Colin Brown, Wiltshire Council Play and Open Spaces Manager, presented a report regarding play and amenity areas in the Warminster area. Mr. Brown explained that, as a Warminster resident himself, he was aware of how important it was to local residents that issues were resolved, and noted that that the Warminster Pleasure Ground seemed to be the main issue of concern. The report made the following points:</p> <p><u>Play & Open Spaces Service:</u></p> <p>Presently the service comprises of two members of staff, moving to a total of six staff which includes two administrative assistants, they are presently getting to grips with and taking action on issues inherited from the four former districts and the former county council, as well as populating the service structure.</p> <p>The service is very keen to work in partnership with interested groups as this is the only way constructive development of Play and Open Spaces can occur.</p> <p>The service has influence with other services and is therefore happy to report back issues that affect the overall enjoyment of the Play & Open Spaces Service (I.E. Highways).</p> <p>The Play & Open Spaces Service is in the process of replacing Litter and Dog Fouling bins identified by Warminster Town Council and the Area Board at the first area board meeting.</p> <p><u>Grounds Maintenance Contracts:</u></p> <p>Wiltshire Council presently has a contract with English Landscapes in the West of the county and Banyards in the South of the county. From now on the Play & Open Spaces Service will be the focal point for all issues linked to contracts presently let to Banyards and English Landscapes</p> <p>Both contractors are being asked to look at services efficiencies to realise the aspirations of the Local Government Reorganisation bid and both contracts are in place until 2012.</p> <p>By April 2011 a complete review of the Grounds Maintenance will have been completed and a new specification will be drawn up for which contractors/in house operations can bid.</p> <p>A consultation process with Town and Parish Councils and any interested parties prior to the composition of this specification will ensure that all parties receiving this service will have an input into the specification and monitoring arrangements for the new contract.</p>
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	<p><u>Warminster Lake Pleasure Grounds:</u></p> <p><i>General</i> The service aspires to achieve 'Green Flag' status for Warminster Lake Pleasure Grounds.</p> <p>To achieve Green Flag status regular and ongoing consultation is required with Warminster Town Council and Friends of Warminster Lake Pleasure Ground as well as the composition of a five year development plan inclusive of a five year business plan to secure the required levels of funding. This plan will need to include the successful contractor's agreed maintenance schedule and performance monitoring indicators.</p> <p>Orders have been placed for works to remedy the damage to the drain on the left hand side of the lake, presently fenced off, and to remedy the flooding outside the kiosk.</p> <p><i>Skate Park</i> An order has been placed with Playground Services to carry out all the necessary repairs to the skate park apart from the boxing in of the ramps. Wiltshire Council, Warminster Town Council, Friends of Warminster Lake Pleasure Grounds and the young people who use the facility will need to establish whether the boxing in is really necessary and how the £8,000 funding for the works is to be found. The repairs will take 2-4 weeks.</p> <p><i>Lake & Paddling Pool</i> An order has been placed for the sleepers that clad the boating area of the lake. Work is due to start on Friday 25th September.</p> <p>Inspection and remedial work relating to the opening of the paddling pool in 2010 will be organised in a timelier manner to allow the pool to be ready for operation at the agreed date.</p> <p><i>Paths & Tennis/Ball Court Surround Netting</i> Capital funds will need to be realised from a number of sources to renew the surround netting and repair of the paths, contribution from all interested parties would be gratefully received. Intermediary works will be carried out in line with budget allowances.</p> <p><i>Play Area</i> Mr. Brown stated that he was happy to discuss the development of the Play Area with interested parties and that this would be part of the five year development plan.</p> <p><i>Next Lake Pleasure Ground Meeting</i> Mr. Brown is to meet with the Amenity & Countryside Manager, Cllr. Ridout and Warminster Town Council representatives on Friday 25th September to discuss specific Pleasure Ground related issues.</p>	<p>Colin Brown</p>
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	<p><u>Play Areas:</u></p> <p><i>General</i> The Play & Open Spaces Manager has been tasked with formulating a Play Areas Strategy by April 2010; this will be completed in consultation with interested parties.</p> <p><i>Queensway Park</i> Following approval by Cabinet on the 22nd September Queensway Park will be in line to be awarded substantial funding to further develop the site. Local young people and residents will be consulted on what is required at the site. This consultation will begin in spring 2010.</p> <p><i>Grovelands Park</i> There is presently an ownership dispute at this site which is being dealt with by the legal section of Wiltshire Council.</p> <p><u>Outdoor Gyms:</u></p> <p>Wiltshire Council is presently assisting two Outdoor Gym pilot projects in the East and North of the county, and would therefore be happy to discuss a pilot project in the West of the county with interested parties.</p> <p>Cllr. Keith Humphries stressed the importance of dealing with the legal problems surrounding Grovelands Park, as the money for the work has already been raised by the Town Council and local residents.</p> <p>Concerns were expressed about the litter in Warminster parks. Mr Brown Stated that the Litter Service / Cleansing Department would look into this, as English Landscapes should be clearing litter on Wiltshire Council land. Further concerns were expressed regarding a footpath at Alcock Crest. Mr Brown stated that he would try to get the worst bits sorted out, but that he may not be able to do all of it.</p> <p>Concerns were also raised regarding access to the park via a stile from Smallbrook Meadows. Mr. Brown stated that it would depend where the stile was as to whether he could do anything about this, as it may not be Wiltshire Council property.</p> <p>Cllr. Pip Ridout made a plea to residents to collect evidence of drinking and anti-social behaviour in Warminster Park and to provide this to the Police, so that an anti-drinking order could be passed. A local resident asked what had happened to the previous ban. Cllr. Ridout explained that the law had changed so that a blanket ban could no longer be applied to the whole town. Instead, Designated Public Place Orders (DPPOs) had to be applied for in specific areas, with such applications backed by evidence.</p>	<p>Colin Brown</p>
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	<p>A local resident raised concerns regarding smashed bottles at the skate park. Mr. Brown stated that litter picking should be done every morning, but that he would be considering this at his meeting with Cllr. Ridout on Friday.</p> <p>The Warminster and Villages Community Partnership representative drew attention to the fact that a voluntary litter picking group operates within Warminster.</p>	
10.	<p><u>Issues for Future Meetings</u></p> <p>The following issues were noted for discussion at future meetings:</p> <ul style="list-style-type: none"> • Wiltshire NHS - Joint Strategic Needs Assessment • Wiltshire Council - Budget consultation • The relationship between Area Boards and Community Area Partnerships • Disposal of Wiltshire Council Assets (Cllr. Christopher Newbury) • Update on the Wiltshire Core Strategy 	<p>Katharine Dew</p> <p>David Mutch</p>
11.	<p><u>Future Meeting Dates, Evaluation and Close</u></p> <p>The Area Board was informed that the next meeting is due to be held on Thursday 26th November, arrive 6.30pm for a 7.00pm start, venue to be announced.</p>	