

# MINUTES

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Warminster Civic Centre  
**Date:** 3 November 2016  
**Start Time:** 7.00 pm  
**Finish Time:** 8.15 pm

---

Please direct any enquiries on these minutes to:

Jessica Croman , Tel: 01225 718262 or (e-mail) [jessica.croman@wiltshire.gov.uk](mailto:jessica.croman@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

---

## **In Attendance:**

### **Wiltshire Councillors**

Cllr Pip Ridout, Cllr Andrew Davis (Chairman), Cllr Keith Humphries (Vice Chairman),  
Cllr Christopher Newbury and Cllr Fleur de Rhé-Philippe

### **Wiltshire Council Officers**

Jessica Croman (Democratic Services Officer)  
Jacqui Abbott (Community Engagement Manager)  
Barry Pirie (Associate Director for People and Business)  
Janette Bowra (Local Youth Facilitator)

### **Town and Parish Representatives**

Warminster Town Council (Heather Abernethie, Steve Jefferies, Sarah Jefferies)  
Chitterne Parish Council (Mike Lucas)  
Maiden Bradley with Yarnfield Parish Council (Steve Jefferies, Sarah Jefferies)  
Upper Deverills Parish Council (Bridget Beattie)

### **Partners**

Older Peoples Champion  
Carer's Champion  
Wiltshire Police  
Wiltshire Fire and Rescue Service  
Community Area Partnership

**Total in attendance: 30**

---

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board and invited members of the board to introduce themselves.</p>
2.	<p><u>Apologies for Absence</u></p> <p>There were no apologies.</p>
3.	<p><u>Minutes</u></p> <p><b>Decision</b></p> <p><b>The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</b></p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> <li>• The Our Community Matters Event would be taking place on the 22 November 2016.</li> <li>• The warm and Safe initiative, included in the agenda, was referred to.</li> </ul>
6.	<p><u>Updates from Partners</u></p> <p>Some written updates had been received before the meeting and were included in the agenda.</p> <p><b>Police</b></p> <p>The report included in the agenda was referred to.</p> <p><b>Fire</b></p> <p>The report included in the agenda was referred to.</p> <p>It was noted that it was a shame that more town and parish councils did not send in updates. If they did more parishes could join up projects and work together.</p>
7.	<p><u>Local Youth Network Update and Youth Activities Grant</u></p>

	<p><b>Update</b></p> <p>Janette Bowra, Local Youth Facilitator, informed the Area Board that the following actions had taken place:</p> <ul style="list-style-type: none"> <li>• Attended local schools to understand youth provision needs</li> <li>• Looked at potential projects</li> <li>• Spoken with groups in the area to understand the current provision and encourage groups to apply for funding</li> <li>• From the 17<sup>th</sup> November a street based youth team would be out in Warminster.</li> </ul> <p><b>Grant</b></p> <p><b>Decision</b></p> <p><b>Bowman of Warminster was awarded £826.88 which would enable 13 to 19 young people with disabilities and with special educational needs to experience archery for free.</b></p>
8.	<p><u>Wiltshire Citizens Advice</u></p> <p>Suzanne Wigmore, Chief Executive of Wiltshire’s Citizens Advice, gave a presentation on Wiltshire’s Citizens Advice services in and around Warminster. The key points were:</p> <ul style="list-style-type: none"> <li>• An overview was given of the aims and services offered</li> <li>• Key statistics were presented for 2015/2016</li> <li>• It was found that most people preferred to call the service rather than meet face to face which has enabled them to adapt to this demand and save money</li> <li>• The structure of the organisation and how the services worked was presented</li> <li>• There was a drop in centre in Warminster on Tuesdays 10am to 1pm</li> <li>• Key facts were given of how the service impacted lives</li> <li>• A new webchat facility was currently being rolled out which they hoped would enable more members of the public to use the service</li> <li>• Outreach centres were being run in the rural villages but they had been difficult to maintain as not many people would attend and the view is that an appointment centre would work best.</li> </ul> <p>The Chairman thanked Suzanne for the presentation.</p>
9.	<p><u>Cornerstone, Warminster</u></p> <p>Geoff Samways, Cornerstone, gave a presentation on the support that Cornerstone offered to Warminster and the surrounding villages. Key points</p>

	<p>included:</p> <ul style="list-style-type: none"> <li>• Cornerstone had been running for two years and has seen an increase in the number of people using the services</li> <li>• A volunteer group which helped people with any problems they may have</li> <li>• A grant received from the Area Board had helped increase the services offered</li> <li>• A mobile cornerstone had been set up to go out into the villages as realised many people were unable to reach the service. Volunteers of Cornerstone also visited hospitals to identify up and coming needs before they occurred</li> <li>• The service was looking for more volunteers.</li> </ul> <p>Some questions were asked about the overlap in services provided and the low percentage of over 60s. It was noted that Cornerstone offered help with small practical issues and give advice where the professionals were unable to give their time. The low percentage of over 60s was unexplainable.</p> <p>The Chairman thanked Cornerstone for their presentation.</p>
10.	<p><u>Warminster &amp; District Food Bank</u></p> <p>The item was deferred.</p>
11.	<p><u>Community Area Transport Group</u></p> <p><b>Decision</b></p> <p><b>To approve schemes:</b></p> <ul style="list-style-type: none"> <li>• <b>4829/ 4809 - Heytesbury Tytherington Road speed limit changes</b></li> <li>• <b>4827 - Sturford Lane, Corsley to improve visibility and safety</b></li> </ul>
12.	<p><u>Warminster Regeneration Working Panel</u></p> <p>It was noted that discussions are currently taking place with stakeholders and proposed developers. A proposal would be put before the Area Board before putting in any planning application.</p>
13.	<p><u>Health and Wellbeing Panel</u></p> <p>Cllr Keith Humphries referred to the report included in the agenda.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>To appoint Bernice Robbins as the Carers' Champion</b></li> <li>• <b>To approve £988 for the Health and Wellbeing Co-ordinator role, which would be hosted by the Community Area Partnership.</b></li> </ul>

14.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered the following applications seeking 2016/17 Community Area Grant funding:</p> <p><b>Decision</b>  <b>To delegate to the Chairman in consultation with the Community Engagement Manager, the Wylve Coyotes Afterschool Club application, to establish the official figures to agree, and propose 25% of the total requested be funded by the LYN.</b></p> <p><b>Reason - The application figures were incorrect, the application met the Community Area Grants Criteria 2016/17 and could be approved under delegated authority.</b></p>
15.	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
16.	<p><u>Future Meeting Dates</u></p> <p>It was noted that the next Area Board meeting would take place on the 5 January 2017 at the Warminster Civic Centre.</p>