

## MINUTES

**Meeting:** SOUTHERN WILTSHIRE AREA BOARD  
**Place:** Coombe Bissett and Homington Village Hall, Shutts Lane,  
Coombe Bissett, Salisbury SP5 4LU  
**Date:** 23 June 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 8.40 pm

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### **In Attendance:**

#### **Wiltshire Councillors**

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

Cllr Richard Clewer – for Item 10.

#### **Wiltshire Council Officers**

Tom Bray, Community Area Manager  
Lisa Moore, Democratic Services Officer  
Tony Nye, Youth Development Coordinator

#### **Town and Parish Councillors**

Alderbury Parish Council – C Churchill, A Newbery, L Whetton  
Coombe Bissett Parish Council – P Crosthwaite, J Gregory, R Maycott  
Downton Parish Council – S Barnhurst-Davies, J Brown, M Chandler, B Cornish,  
C Hall, R Yeates  
Firsdown Parish Council – B Edgeley  
Landford Parish Council – J Martin  
Laverstock and Ford Parish Council – R Champion, S Champion, V McLennan  
Pitton and Farley Parish Council – G Lowndes  
Redlynch Parish Council – W Draw, C Morrison

West Dean Parish Council – H Urquart  
Whiteparish Parish Council – T King  
Winterslow Parish Council – P Robinson

**Partners**

Wiltshire Police – Dean Garvin  
Emma Procter – Extended Schools

**Total in attendance: 45**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Election of the Chairman</u></p> <p>Councillor Julian Johnson sought nominations for Chairman of the Area Board for the forthcoming year.</p> <p><b><u>Decision</u></b>  <b>To elect Councillor Richard Britton as Chairman of the Southern Wiltshire Area Board for the forthcoming year.</b></p>
2.	<p><u>Election of the Vice Chairman</u></p> <p>The Chairman, Councillor Richard Britton sought nominations for Vice-Chairman of the Area Board for the forthcoming year.</p> <p><b><u>Decision</u></b>  <b>To elect Councillor Leo Randall as Vice-Chairman of the Southern Wiltshire Area Board for the forthcoming year.</b></p>
3.	<p><u>Nominations for Representatives to Outside Bodies</u></p> <p><b><u>Decision</u></b>  <b>The nominations to Outside Bodies would be carried over for 2011/12 as per the table attached to the agenda.</b></p>
4.	<p><u>Apologies</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Tracy Carter – Service Director</li> <li>• Inspector David McMullin – Wiltshire Police</li> <li>• Jane Shuttleworth – Interim Head of Joint Commissioning</li> </ul>
5.	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
6.	<p><u>Minutes</u></p> <p>The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</p>

7.	<p><u>Chairman's Announcements</u></p> <p><b>Queen Elizabeth II Fields Challenge</b>  A paper was attached to the agenda with information on the initiative by Prince William, to identify and preserve 2,012 playing fields in communities all across Britain in time to mark the 2012 Olympics and the Queen's Diamond Jubilee.</p> <p>Wiltshire had been asked to look at 20 possible locations, which could be put forward locally, for protection from development and to ensure that they are brought up to the required standard and fit for use.</p> <p>Each Area Board had been asked to submit up to two suitable sites within their Community Area. The Chairman asked for any suggestions to be passed on to Tom Bray, Community Area Manager. The deadline for the Board to submit possible sites is 9<sup>th</sup> September 2011.</p> <p><b>End of Life Care</b>  A paper was attached to the agenda, the Chairman asked for a show of hands if anyone wanted this item to return as a main item at a future Area Board, as there was little response, the paper was noted.</p> <p><b>Older People's Accommodation Strategy</b>  A paper was attached to the agenda, this detailed plans for an 80 bed care home in Old Sarum.</p> <p><b>Street Trading Scheme</b>  A paper inviting people to comment on the final draft of the new council-wide Street Trading Scheme, had been attached to the agenda.</p> <p><b>Wiltshire Wildlife Trust Volunteering Scheme</b>  A poster had been attached to the agenda with the aim of recruiting volunteers to help prevent waste in Wiltshire. Contact details for those interested were included on the poster.</p>
8.	<p><u>Current Consultations</u></p> <p>The Board noted the two listed current consultations. The Chairman asked Tom Bray to find out when the Minerals Extraction Consultation would start.</p> <p>Information on the Core Strategy Consultation is attached to the back of these minutes.</p> <p><b>Action</b>  <b>Tom Bray, Community Area Manager undertook to look into the Minerals Extraction consultation.</b></p> <p>Current consultations can be viewed online at:  <a href="http://consult.wiltshire.gov.uk/portal">http://consult.wiltshire.gov.uk/portal</a></p>

9.

Feedback from Area Board Consultation - Actions on Local Employment and Community Safety

The Chairman informed the Board that there had been 136 responses to the consultation document that had been circulated by Tom Bray via the Community Area Network (CAN) list.

Views had been sought on what issues people had in their communities. The top two came back as:

1. Local Employment
2. Community Safety

The Board proposed that 10% of the grants budget was set aside to work on the above two areas. Any funds set aside which were not used within six months would be put back into the grants budget.

The Chairman explained that each year the Board was permitted to hold two additional extraordinary meetings in addition to the scheduled six meetings for the year. He proposed that, in response to the survey findings, the Board should dedicate one of these extraordinary meetings to look at Community Safety. The Board would invite representatives from organisations such as:

- Speed Watch
- Street Watch
- Fire and Rescue

with the aim of exploring how these groups could be brought together in order to maximise the effectiveness of their work on the community.

Decision

**The Board approved the three proposals in the officers report as follows:**

- 1. That the Board sets aside 10% (£4,103) of its budget to work specifically on projects associated with improving local employment opportunities for its residents. All projects will require approval from the Southern Wiltshire Area Board. Unused funds will be returned to the Community Grant 'pot'.**
- 2. In order to enable development of this work the Board delegates authority to the Community Area Manager, in consultation with Southern Wiltshire Area Board Councillors, to spend up to £250. All expenditure should be reported to the next Area Board meeting.**
- 3. That the Area Board holds a special meeting on Community Safety on 21 July 2011.**

10.

### 13 - 19 Commissioning Strategy

The Chairman informed the Board that a Young Persons Area Board had been held the previous day at Laverstock Community Farm. At that meeting the views of the young people present had been sought on what their priorities were for the future of the youth service.

Councillor Richard Clewer, Portfolio Holder for Youth and Skills gave a presentation outlining the plans for improving the services for the 13 – 19 age range. He explained that this was not a predetermined consultation, but one which was open to views and comments, with the key aim of improving the outcomes available for 13 – 19 year olds.

Wiltshire Children's Trust draft commissioning strategy contained the following sections:

- An introduction including the purpose and scope.
- The national and local context for work with 13 to 19 year olds.
- Local needs and services.
- An analysis of the current position from the point of view of young people and the staff and managers who work with that age range.
- The commissioning priorities including some suggestions for the future delivery of youth work services in Wiltshire. These suggestions were developed with a range of stakeholders and wider views were now being sought.

A handout was circulated which contained a number of suggested commissioning priorities outlined below:

1. Maximising the participation and involvement of young people
2. Improving educational attainment
3. Supporting young people to move into employment and training
4. Improving access to information, advice and guidance
5. Increasing the availability of affordable housing
6. Reducing the number of young people who are unable to live with their families
7. Improving services available for young people who are engaged in risky behaviour
8. Improving services available for young people with disabilities
9. Exploring options to improve transport for young people
10. Encouraging and increasing volunteering opportunities for young people
11. Making sure information is available on services and activities for 13 to 19 year olds

During the consultation feedback is being sought on whether the above are the right priorities and which, if any, should have higher priority.

The draft strategy is available to at: [www.wiltshirepathways.org](http://www.wiltshirepathways.org) on the home page under 'Latest News'.

Consultation was taking place for 12 weeks from 13<sup>th</sup> May 2011 to 5<sup>th</sup> August 2011. The final strategy would be presented to Wiltshire Council's Cabinet in September 2011 along with a report making specific proposals on future plans for youth work.

Written responses to the consultation could be sent to [pathways@wiltshire.gov.uk](mailto:pathways@wiltshire.gov.uk)

Tony Nye – Youth Development Coordinator explained that two consultations had been undertaken, one with the CAYPIG and the other at the Young Peoples Area Board. He added that it had been interesting to see some year six pupils expressing their views on a service which would be available to them in a few years time.

One key issue which had come out of these consultation exercises was that the young people felt that there was a lack of transport, to and from the activities and clubs. Also given the choice between having a good quality building to hold youth sessions or maintaining good youth workers, the young people said that they would rather lose the buildings.

Tony gave an update on projects and activities carried out to date over the last year, these included:

- Weekly evening delivery at 5 points around the community area
- Leisure credits
- Courses based on requests from young people including food hygiene and first aid
- Working in partnership with the Area Board Manager and the Extended Services Cluster Manager to deliver 2 Activity Days
- Looking to deliver a week long drama project over the summer

Tony added that the delivery which had been developed (ie one night a week in 5 different venues where young people can meet up with their friends and then a variety of projects/activities across the community area) was based on how young people had said they wanted to make use of the resources which were available. The conversations about this were started at the locality young people's planning and evaluation residential then a CAYPIG meeting and then to each of the delivery points.

The consultation would be taken back to each of the areas where the Council provides a youth service, however if any other groups want to take part in the consultation please let the Community Area Manager know.

	<p>The Chairman added that it was really important for this community area to continue with meaningful engagement with the young people.</p>
11.	<p><u>Allocation of Youth Funding for a series of Activity Days in August 2011</u></p> <p>The Chairman informed the Board that there had been an application for funding from Winterslow Play day Voluntary Group, but as Tony Nye, the Youth Coordinator also provided activity days, the Board asked the two groups to work together to maximise the effectiveness of publicity.</p> <p>The board then considered the attached officers report for the allocation of funding for a series of Activity Days in August 2011.</p> <p><b><u>Decision</u></b>  <b>The Southern Wiltshire Area Board approved the recommendation of the Community Area Manager as follows:</b></p> <ol style="list-style-type: none"> <li><b>4. That the Board agrees to fund the 3 play/activity days from the Youth Funding Budget (£3115). The details of the expenditure on the 2 Activity Days are to be confirmed and the financial implications to be detailed with the Community Area Manager in conjunction with an Area Board Councillor. All 3 projects are to be promoted jointly using a shared communications budget from within the overall £3,115.</b></li> <li><b>5. That the Board asks parish councils to consider assisting young people with transport arrangements though local transport schemes and opportunities.</b></li> </ol>
12.	<p><u>Partner and Parish Updates</u></p> <p><b>Wiltshire Police – Sergeant Dean Garvin</b></p> <p>The police team’s current three top priority issues were:</p> <ul style="list-style-type: none"> <li>• Youth Engagement – Issues over the summer months with anti social behaviour was hoped to be tackled by working closely with the Area Board and the Youth Services coordinators.</li> <li>• Morgans Vale and Redlynch- Anti Social Behaviour.</li> <li>• Increased theft and burglaries at the Old Sarum estate.</li> </ul> <p>The crime statistics had been circulated in the room, however additional statistics were also provided, these were a break down of crimes in the ‘other’ category are as follows:</p> <ul style="list-style-type: none"> <li>• Drug offences = 5 crimes or 0.76 percent</li> <li>• Fraud = 20 crimes or 3.03 percent</li> <li>• Other (admin) = 9 crimes or 1.36 percent</li> </ul>



- Robbery = 1 crime or 0.15 percent (although actually this is a mistake and will be 'no crimed shortly')
- Sexual offences = 12 crimes or 1.82 percent
- Theft / Handling = 210 crimes or 31.77 percent

Questions and comments from the floor included:

- There had recently been a spate of incidents in Pitton where signs had been ripped up and turned around. Answer: Dean agreed to visit Pitton and monitor the issue.
- Regarding speeding through villages, some villages did not especially want to form a Community Speed Watch group, but would prefer to have a police presence once in a while. Answer: The police had been inclined to give more attention to the areas experiencing speeding issues where the CSW scheme was in operation. The Board is keen to encourage Community Speed Watch as a response.
- Fly tipping is always an issue, as once one area has been tackled, the problem just moves on to another site. Answer: If a particular area of concern has been identified, recourses could be made available to try and tackle the problem at that site, but yes it is difficult in rural areas, as the issue is actually catching the offender in the act.
- Laverstock and Ford PC – CSW was in operation in Ford which did work for a while, but seemed not to be as much of a deterrent now. Ford would like to put in for the use of the SID, as this proved to be effective the last time it was in the village. Answer: Cllr Britton agreed that SIDS did work well. A report produced by Cabinet member Councillor Dick Tonge had detailed that each Area Board would be allocated one of the 18 Speed Indicator Devices (SIDS) available. The Board would also be given a list of suitable sites where the SID could be placed.
- Downton PC had received an email from their PCSO, saying that the police wanted volunteers for a pilot scheme called 'Streetwatch'. Downton felt that what was proposed may lead to vigilante type behaviour and would prefer to have trained police in full uniform patrolling their streets, not volunteers in yellow jackets. Answer: The term vigilantes has a negative image. The idea behind Streetwatch, is that trained volunteers would work in patrolling their neighbourhoods in groups of two or more, to look out for anything out of the ordinary. They would have help from the police. The police believe Streetwatch could be effective in Downton and will look to work with the PC to discuss how Streetwatch might work.

The Chairman added that Streetwatch was already operating successfully in Salisbury and did seem to be very effective. Schemes such as Streetwatch are symptomatic of the times that we are in when, increasingly, communities have to be more prepared to do more for themselves.

The possibility that the Neighbourhood Tasking Group (NTG) meeting may be replaced with an email update was discussed. A Downton Parish Councillor felt that their NTG meeting was well attended and stated that she would not want to

see the meeting being replaced by an electronic update, as this would not allow for people to get together and discuss priorities of issues as a group.

Dean Garvin agreed that the Downton NTG was working well, adding that in those areas where their NTG was successful they would remain in operation, but for the areas where no meetings were taking place or attendance was poor, they would probably be replaced by the electronic update.

### **Action**

**Dean Garvin would be writing to all Parish Councils to explain the Streetwatch scheme and what was involved.**

### **Wiltshire Fire and Rescue Authority – Councillor Chris Devine**

- New Fire Chief, Simon Ralph Jones had been appointed.
- Over the last few months the Fire Service had been working hard to rescue people from Wells, Road Traffic Accidents and Fires.
- There had been no cuts to the Fire Service.
- One of the main problems encountered by the Service was false alarms.

### **Laverstock and Ford Parish Council – Virginia McLennan**

The litter problem was still ongoing, the parish council appreciated the work that the waste management team did with the street cleansing machine however, it was felt that the problem was down to an education issue.

It was felt that there needed to be some sort of consequence when the children dropped litter. Previous letters to the head teacher had been ignored, maybe writing to the Governors may have a better outcome.

Councillor Chris Devine – Head teachers do have a duty of care to the children, the Board could put pressure on the head teacher to speak to the children.

Councillor Ian McLennan – It would be a good idea if we could ask the Council to clarify where Head teachers stand in asking pupils to pick up the litter, as the school has suggested that it would be a health and safety issue. Also once the children are outside of the school boundary; it seems that the teachers are not interested.

**Action – Councillor Richard Britton would find out if there are any guidelines on the matter.**

### **Street Light Dimming**

Downton Parish Councillor Chris Hall requested an update on the implementation situation of the schemes already submitted. Answer: Tom Bray informed him that the scheme had been overwhelmed with submissions across the county, those already approved will be implemented soon.

13.	<p><u>Your Local Issues</u></p> <p>Tom Bray, Community Area Manager informed the Board that there had been no new issues logged since the last meeting. He urged people to use the system.</p>
14.	<p><u>Community Area Transport Group (CATG) Outcomes - Allocating £27,022 to Transport Projects</u></p> <p>A report detailing the recommendations of the Community Area Transport Group (CATG) was circulated at the meeting. The Board also received an update from some members of the CATG:</p> <ul style="list-style-type: none"> <li>• In view of the limited funds available, the group felt that they had been able to come to the best outcome possible.</li> <li>• One member of the group had been greatly encouraged by the last meeting, as some good points had been raised and officers present had provided good suggestions for improvements for the A338 at Charlton All Saints.</li> <li>• The solution for the traffic problems on the Odstock Road was that the hospital had been approached to pay half of the cost of the total project (double yellow lines would be painted from entrance B all the way down to the village, on either side of the road). Wiltshire Council had been asked to pay half of the remaining half, which had left £1,125 for the Area Board to fund.</li> </ul> <p>Following this the Board considered the recommendations as detailed in the report.</p> <p><b><u>Decision</u></b></p> <ol style="list-style-type: none"> <li><b>1. The Southern Wiltshire Area Board approved the allocations and corresponding actions as set out in the table detailed below.</b></li> <li><b>2. Parish Councils who are asked to make a contribution to the projects as set out in the table consider this at their next available council meeting as a matter of urgency and report back to the Community Area Manager on the outcome.</b></li> </ol>

<b><u>Southern Wiltshire CATG - 21st June 2011</u></b>				
<b>BUDGET</b>	<b>Amount Allocated by CATG</b>	<b>Total cost of project (as estimated by Senior Highways Engineer)</b>	<b>Notes and Actions Required</b>	
10/11 Budget	£13,676			
11/12 Budget	£13,676			
<b>Total</b>	<b>£27,352</b>			
<b>Scheme</b>				
Preliminary speed survey at Woodfalls	£330			Spent in 2010 for investigatory works
Crossing on Middleton Rd, Winterslow	£2,000	£2,500		<b>Winterslow Parish Council are asked to contribute £500</b>
Yellow lining on Odstock Rd	£1,125	£4,500		50% funding from Hospital & 25% Wiltshire Council Highways
Extension to footway on C12, Odstock	£4,000	£5,500		<b>Odstock Parish Council are asked to contribute £1500</b>
Crossing on the Ridge, Woodfalls	£3,000	£4,000		<b>Redlynch Parish Council are asked to contribute £1000</b>
Access improvements to footpath between London Rd Park & Ride to Lavertsock	£5,000	£40,000		If it turns out that this project will not take place in 2011/12 then the funds will be directed towards A338, Charlton All Saints issue. This should be determined as soon as practicably possible. <b>NB.</b> Total project cost is an estimate
Gateway improvements, refuge and white lining on A338, Charlton All Saints	£11,897	£25,050		<b>Downton Parish Council are asked to make a contribution (approx. £3000).</b> Also a bid is to be made to the Central CATG Substantive Projects fund for the remaining funds (approx £10,153). NB. £25,050 inc. Option B=£19,000, White lining=£550 and Gateway features=£5,500
<b>Total</b>	<b>£27,352</b>	<b>£81,550</b>		
A representative from Charlton All Saints thanked the Board for their decision, adding that the village had been pushing for this work for the last ten years.				
15.	<p><b><u>Community Area Grants</u></b></p> <p>The Board considered three applications for funding from the Community Area Grant Scheme. The Chairman invited the applicants present to speak in support of their project, after discussion the Board members voted on each application in turn.</p>			

	<p><b><u>Decision</u></b>  <b>Alderbury Guide Hall Management Committee was awarded £904 towards their project to repair the guide hut.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the Community Area Grant Criteria for 2011/12 and The Area Board recognises the need to support and enhance local facilities and the extension of the use of the Guide Hut for the Alderbury Youth Club demonstrates the benefits of this project.</i></b></p> <p><b><u>Decision</u></b>  <b>Wiltshire Fire and Rescue Service was awarded £800 towards their Salamander project.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the Community Area Grant Criteria for 2011/12 and will enable young people who are known offenders, at risk of offending and exclusion take part in a meaningful activity.</i></b></p> <p>Councillors McLennan and Devine did not vote for the above application.</p> <p><b><u>Decision</u></b>  <b>Nomansland Sports Association was awarded £5,000 towards their project to improve the play facilities and BBQ area.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the Community Area Grant Criteria for 2011/12 and the Association have raised £4,946 of their own funding, received a grant from the Parish Council of £1,000 and estimate that around £3,315 of voluntary labour will be used. Further to this the applicant has shown evidence of community need through local consultations.</i></b></p> <p><b>Action – Tom Bray, Community Area Manager</b></p>
16.	<p><b><u>Evaluation and Close</u></b></p> <p>The Chairman announced that he and Tom Bray would be meeting informally with Parish Council Chairmen and Clerks to review how the Area Board is doing, since Parish Council involvement is the key to whether or not the Board is successful.</p> <p>If anyone has any suggestions of issues the Board should include on a future agenda, please contact the Chairman or Tom Bray.</p> <p><a href="mailto:Richard.britton@wiltshire.gov.uk">Richard.britton@wiltshire.gov.uk</a></p> <p><a href="mailto:Tom.bray@wiltshire.gov.uk">Tom.bray@wiltshire.gov.uk</a> or by phone on: 01722 434252</p> <p>The Chairman thanked everyone for coming and closed the meeting.</p>

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