

# MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** Grove Buildings, Barton Lane, Mere, BA12 6JA  
**Date:** 6 February 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 9.00 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Bridget Wayman (Chairman), Cllr Jose Green, Cllr Richard Beattie (Vice Chairman), Cllr Tony Deane and Cllr George Jeans

### **Wiltshire Council Officers**

Stephen Harris, Community Area Manager  
Lisa Moore, Democratic Services Officer  
Jaki Farrell, Team Leader - Youth Services Coordinator

### **Town and Parish Councillors**

Alvediston Parish Council – R Garran  
Ansty Parish Council – M Brewer  
Bishopstone Parish Council – M Ash & J Thompson  
Dinton Parish Council – G Gillott  
Fovant Parish Council – T Phillips  
Hindon Parish Council – R Gough & D Robertson  
Mere Parish Council – M White & L Wood  
Sedgehill and Semley PC – G Purdue  
Teffont Parish Council – G Ewer  
Wilton Town Council – J Holt & P Matthews

### **Partners**

Wiltshire Police - Inspector Lindsey Winters

**Total in attendance: 43**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman Councillor Bridget Wayman, welcomed everyone to the meeting of the South West Wiltshire Area Board.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Donhead St Mary Parish Council – Jeane Barnes and John Pendrill</li> </ul>
3	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
4	<p><u>Minutes</u></p> <p>The minutes of the previous two meetings held on Wednesday 5 December 2012 and the extraordinary meeting held on 12 December 2012 were agreed as a correct record and signed by the Chairman.</p> <p>Cllr Green noted that Mike Ash of Bishopstone Parish Council, was in attendance at the 5 December meeting, but had not been listed on the minutes.</p>
5	<p><u>Matters Arising</u></p> <p>There were none.</p>
6	<p><u>Chairman's Announcements</u></p> <p><u>Empty Homes Update</u> Information on the number of empty homes within South West Wiltshire (SWW) was attached to the agenda on pages 59 – 64.</p> <p>Councillor Deane asked whether the high demand for 1 bedroom properties on new build projects was actually being addressed and provided for by any developments, and asked that the Board look into the issue.</p> <p><b>Action: Community Area Manager.</b></p> <p><u>Broadband Update</u> Wiltshire and South Gloucester Council's had signed a contract with BT for the provision of super fast broadband.</p>

	<p>A Connectivity and Provision update was attached to page 87 of the agenda.</p> <p>A minimum of 85% of homes across Wiltshire would be able to access superfast broadband by 2015, with all households having access to a minimum broadband service of 2Mbps by 2015. Further updates would be circulated via the area board as and when information was available.</p> <p>Councillor Jeans who sits on the Broadband Working Group explained that a mapping process would identify the area where it would be possible to provide the superfast broadband, and those areas of Wiltshire where this would not be possible.</p> <p>The information attached to the agenda included a link to an online map which showed these areas, however there were several white patches across the SWW community area which seemed to indicate there would be poor coverage.</p> <p>The Board would be proactive at pushing for better coverage for the community area.</p> <p><u>Highways – Contractual Changes</u>  The Contract for Highways Consultancy service, which provides specialist design work in connection with roads, bridges, street lighting and transportation changed from Mouchel to Atkins on 1 December 2012.</p> <p>The Highway and Streetscene Contract which is concerned with construction, will change from Ringway to Balfour Beatty in June 2013. This provides road resurfacing and works, bridge repairs and construction. It will also include street lighting maintenance already carried out by Balfour Beatty and Streetscene services such as litter picking and grass cutting.</p>
7	<p><u>Current Consultations</u></p> <p>The South West Wiltshire Area Board noted the list of current consultations attached to the agenda on pages 65 – 66.</p> <p>For further information and to take part in the consultations online, follow the link: <a href="http://consult.wiltshire.gov.uk/portal">http://consult.wiltshire.gov.uk/portal</a></p>
8	<p><u>Partner and Community Updates</u></p> <p><u>Police – Inspector Lindsey Winters</u>  An established PC from the Salisbury City area; PC Ian Pedliham had joined the Wilton Neighbourhood Policing Team as the permanent Beat Manager.</p> <p>PCSO Gary Chambers, currently posted in Tisbury was temporarily covering the Mere area in addition following the departure of PCSO Jake Noble who had left to join the army.</p>

Wiltshire Fire & Rescue Service

A written update for December was attached to the agenda (page 75), in addition a January update was circulated at the meeting.

NHS

A written updates for December and February had been attached to the agenda (pages 77 – 80).

Youth – Jaki Farrell, Youth Services Team Leader (Locality E)

Jaki spoke to her written update which had been circulated at the meeting, a copy of this is attached to these minutes.

Following the departure of the Youth Assistant for Wilton, interviews to fill the post had taken place and a suitable candidate had been found, pending CRB checks the team was confident they could recruit to the post fairly soon.

Councillor Beattie asked Jaki to ensure that the newly appointed Youth worker meets with Wilton Town Council to introduce themselves, and that they are aware of the four agreed work streams previously agreed.

**Action: Jaki Farrell**

Cllr Deane noted that at the last CAYPIG meeting he had attended the young people had been concerned over the recent changes to the driving license rules for young people, which were soon to be introduced, these would include a ban on driving between the hours of 11pm and 4am. These limitations would impact on young people living in rural locations, where alternative regular late and nightly bus services were not available. Young people working night shifts at supermarkets etc.

Councillor Wayman suggested the Board should write to the local MP to raise the issue.

**Action: Cllr Wayman**

Councillor Jeans informed the Board that he felt Gillingham School was not providing information on further education choices in Wiltshire, to its pupils, but was instead only promoting the choices available outside of Wiltshire. Other comments from the room supported this information.

It was felt that the information and direction given to the young people from the SWW community area who attended Gillingham School, was not meeting the needs of those young people, and that little consideration was given as to how they would travel to further education outside of the county.

As Councillor Wayman had a contact at Gillingham school, she would follow the issue up.

	<p><b>Action: Cllr Wayman.</b></p> <p><u>Wessex Cross Border Working Group</u> Minutes from the last two meetings of the Group were attached to the agenda (pages 81 – 84), Cllr Deane noted the next meeting of the Group would be held later in February.</p> <p><u>Tenants Group Update</u> Councillor Green had attended the last Tenants Group meeting where they had discussed issues such as the upcoming changes to the benefits system, the bedroom tax and the uplift in rent amounts which would be introduced in the future.</p> <p><u>Wiltshire Involvement Network (WIN)</u> A written update was attached to the agenda (page 85 – 86).</p> <p>Phil Matthews explained that from 1 April 2013, the PCT would cease to exist and would be replaced by the Health Commissioning Group, the Chairman of this would be Christine Graves. By law, the PCT would need to produce a legacy document, which would be handed over to the HCC.</p> <p><u>Wiltshire Council Items for Information</u> A written update - Online Connectivity and Provision, was attached to the agenda (page 87).</p> <p><u>South West Wiltshire Issues System</u> An Issues System update report was attached to the agenda. The following comments were also received:</p> <ul style="list-style-type: none"> <li>• Cllr Deane noted that in relation to the issue of speeding in Fonthill Gifford, the general feeling was that the speed limit of 30mph there had been set too low. Drivers were travelling through at close to 50mph, CATG were looking into possible solutions.</li> </ul> <p><b><u>Decision</u></b> <b>Councillors agreed to close the issues highlighted in the report.</b></p> <p><u>Wilton Community Land Trust – Ken Taylor</u> The MOD had started the process for the sale of land at the former Wilton Land Command site. The Community Land Trust had made a bid for the land. A press release had been circulated at the meeting and a sign up sheet was available in the reception of the hall at the meeting, for anyone interested in receiving future updates.</p>
9	<p><u>Police and Crime Plan Consultation</u></p> <p>Matt Bennion-Pedley from the Police and Crime Commissioner’s (PCC) Office</p>

delivered a presentation on the Police and Crime Plan Consultation.

The PCC's role is to commission services to cut crime and deliver an effective and efficient police service. The PCC will set a five year Police and Crime Plan, which will set the strategic direction of policing in Wiltshire and Swindon. Engagement and consultation about the plan will take place as follows:

Date	Activity
14 and 18 January	Community and voluntary sector workshops in Salisbury and Swindon
6 February	PCC will be putting the budget to the Police and Crime Panel for their approval
18 February	Publication of draft plan on PCC website – <a href="http://www.wiltshire-pcc.gov.uk">www.wiltshire-pcc.gov.uk</a>
18 February – 10 March	Formal public consultation via a website feedback facility
28 March	Publication of final plan

Angus Macpherson, the Police and Crime Commissioner for Wiltshire and Swindon will be seeking views on his first Police and Crime Plan, which is due to be published at the end of March 2013.

From 18 February , the public will be able to read and give their views on the plan via the PCC's website: [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)

Comments and Questions included:

- Who was responsible for the moral of the Police force? Answer: The moral of the Officer's was the responsibility of the Chief Constable, however it is the PCC's role to commission the right services to make sure the Chief Constable has the resources required.
- Would there be interagency working? Answer: The Commissioner would have the ability to commission other services from other agencies. There would be interagency discussions.
- Would the Police become involved with setting road speed limits? Answer: There are five PCC's across the South West of England, who meet regularly to discuss common issues, such as speeding, however speed limits are set by the local authority. With regards to enforcement, there is a theme in the Plan which moves away from prosecution where prosecution is not effective.
- There are many crimes which go unreported, because of this the crime statistics for some of the community areas are misleading as there are far more crimes in reality. Answer: The Police Force encourages everyone to report crime, as it can only act on crimes which are reported.

The link to the draft Plan would be added to the Community Blog site.

**Action: Community Area Manager.**

10	<p><u>Review of our Area Board over the past four years.</u></p> <p>Stephen Harris, the Community Area Manager had produced a DVD which highlighted some of the projects supported by the South West Wiltshire Area Board during 2011/12.</p> <p>An end of term review report and an Area Board Priorities report were attached to the agenda.</p> <p>To view the DVD follow the link:</p> <p><a href="http://www.youtube.com/watch?v=zyZtjDATKo0">http://www.youtube.com/watch?v=zyZtjDATKo0</a></p>
11	<p><u>Tisbury Community Campus Update</u></p> <p>Councillor Tony Deane gave an update on the progress of the Campus since the last meeting.</p> <ul style="list-style-type: none"> <li>• There had been some problems with appointing an architect, which had caused some delays in progress. Interviews would take place on 7 March 2013.</li> <li>• The Tisbury Community Campus newsletter had recently been distributed to homes around the Tisbury community area. 17 written comments had been received. 3 in favour and 14 asking questions about the project.</li> <li>• A 'Frequently asked questions' document was being produced and would be uploaded to the web once finalised.</li> <li>• Once the architect was in place, communications would take place with the stakeholders to ensure that their needs are considered where possible.</li> <li>• TAPCAP had been requested to cover the cost of distributing the newsletter, confirmation was awaited.</li> </ul>
12	<p><u>Community Asset Transfer</u></p> <p>The Board members considered a Community Asset Transfer (CAT) application for the transfer of two plots of land in Mere, one at Steep Street and the other, the Band Hut, Castle Street to be transferred to Mere Parish Council in accordance with Wiltshire Council's Community Asset Transfer Policy, further details were provided in the report attached to the agenda.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board approved the transfers, in accordance with the CAT Policy and subject to the matters referred to in paragraph 8 of the report, and listed below:</b></p> <p><b>8. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has</b></p>



	<p>provided the following observations to the Area Board.</p> <p><b>8.1 The Steep Street property is leased to Mere Croquet and Boules Club for ten years from 29 September 2009.</b></p> <p><b>8.2 Mere Parish Council has commissioned a condition survey of the Band Hut. This has identified various works required to bring it into repair. Mere Parish Council will be responsible for carrying out these works.</b></p> <p><b>8.3 The properties are to be transferred on the standard basis. This is that there will be a covenant restricting use of the properties to community purposes. If they should cease to be used for this purpose they will revert to Wiltshire Council.</b></p> <p><b>8.4 As the Steep Street land is let the rent, currently £500 per year, will be payable to Mere Parish Council instead of Wiltshire Council. Mere Parish Council will bear the cost of putting the Band Hut into repair and take over maintenance. Therefore, financial implications will be the loss of rent for Steep Street and the maintenance cost of the Band Hut previously incurred by Wiltshire Council being transferred to Mere Parish Council.</b></p>
13	<p><u>Community Area Transport Group (CATG) Update</u></p> <p>The Board noted the minutes from last CATG meeting, and the CATG report, both were attached to the agenda.</p> <p>The Board considered the recommendation to fund one project, as detailed in the CATG report.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board awarded £1,650 from the Community Area Transport Budget for 2012/13, towards the replacement of three fingerposts in Donhead St Andrew.</b></p> <p>Councillor Green noted that she had been informed that Wilton Depot was no longer able to source new letters for the fingerposts.</p> <p>Mere Parish Councillor, Roy Simms added that he had visited the depot in Wilton and believed that they could actually remove the letters from the old fingerposts for use on the new.</p>
14	<p><u>Area Board Projects and Councillor Led Initiatives - Supporting Economy and Tourism</u></p> <p>On 5 March 2012 SWWAB (South West Wiltshire Area Board), TAPCAP</p>

(Tisbury & Parishes Community Area Partnership) and WilCAP (Wilton Community Area Partnership) hosted a Community Planning event at Dinton village hall.

Various stakeholders took part in the event including local residents, parish councils, statutory services and voluntary groups. As a direct result of this event, the SWWAB set priorities for 2012/13 under three main headings, these were:

- Economy, jobs and skills
- Health and the environment
- Housing

Under the heading 'Economy, jobs and skills' the Board wishes to support two projects, as Councillor Led Initiatives.

#### 1. Chamber of Commerce Support

Councillor Beattie presented information on this Councillor led initiative, a report and supporting documents were attached to the agenda (pages 129 – 152).

To promote economic development and to ensure that the Nadder Valley has effective Chambers of Commerce working in liaison with each other and with the AONB (Cranborne Chase and West Wiltshire Downs Area of Outstanding Natural Beauty), particularly its sustainable tourism initiative in the region, the project would see allocations of £14,000 to each of the three business chamber/association in two tranches, as detailed below:

- To be released immediately;  
Mere & District Chamber of Trade = £7,000  
Tisbury Business Association = £7,000  
Wilton & District Business Chamber = £7,000
- To be released before the end of the 2013/14 financial year (i.e. before end of March 2014), on condition that approval is given by South West Wiltshire Area Board for this tranche to be released, according to the aims of projects being met;  
Mere & District Chamber of Trade = £7,000  
Tisbury Business Association = £7,000  
Wilton & District Business Chamber = £7,000

Details of the projects put forward by the three business chamber/associations was included in the agenda papers.

#### Decision

**The South West Wiltshire Area Board awarded £42,000 from the 2012/13 budget towards the Chamber of Commerce support project, as a Councillor led Initiative, in accordance with the report and funding criteria attached to the agenda.**

	<p><b><u>2. Unpaid Intern Position – Cranbourne Chase &amp; West Wiltshire Downs AONB</u></b>  Councillor Deane presented information on this Councillor led initiative, a report was attached to the agenda (pages 153 – 155).</p> <p>This is a pilot project, due to take place between February – October 2013, which if successful would be rolled out to other areas. The Board identifies the joint benefits in this project and is looking to fund an intern in order to work in partnership with the AONB for mutual benefit.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board awarded £4,800 from the 2012/13 budget to Fund an Intern Position, as a Councillor led Initiative, in accordance with the report and funding criteria attached to the agenda.</b></p>
15	<p><b><u>Community Area Grants</u></b></p> <p>The Board members considered 13 applications for funding from the Community Area Grant Scheme for 2012/13. Applicants present were invited to speak in support of their projects and to answer any questions. Following discussion the Board members voted on each application in turn.</p> <p><b><u>Decision</u></b>  <b>South Newton Cricket Club was awarded £6,294 towards their project to purchase a replacement mower for the club, with the recommendation that mower is owned by the Parish Council for wider community use.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.</i></b></p> <p><b><u>Decision</u></b>  <b>Hindon Parish Council was awarded £1,250 towards their project to replace a multi-play tower in the children's playground.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.</i></b></p> <p><b><u>Decision</u></b>  <b>Mere Town Youth Football Club was awarded £1,400 towards their project to purchase storage container for club equipment.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.</i></b></p>

**Decision**

The application from PCC St Mary's Church, Dinton for funding towards renovation and repositioning of a medieval stained glass window in the church was refused.

**Reason**

*Although sympathetic to the project itself, elected members did not agree that Area Board funding should be granted to fund the restoration of a religious building. Although the Board looks at each application on its own merits, the members did not want to set a precedent by awarding funding to churches.*

**Decision**

The application from Fuggleston St Peter for funding towards a replacement information sign to indicate the church as a historic building, to passers by, was refused.

**Reason**

*The Board did not support the project to replace a church information sign as it was felt that the funding should be raised by the parish. In addition Witon Town Councillor, Phil Matthews noted that the applicant had not approached the TC for funding towards the project, and that they could do so in the next financial year.*

**Decision**

Bishopston Village Hall was awarded £5,000 towards their project to purchase an audio-visual system.

**Reason**

*The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.*

**Decision**

Chalke Valley Community Hub Ltd. was awarded £5,000 towards their community hub project, to establish a community owned retail amenity. With the following condition:

- That any money received from the share issue element of income over £14,266 will be returned to South West Wiltshire Area Board.

**Reason**

*The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.*

**Decision**

Compton Chamberlayne Cricket Club was awarded £960 towards their project to restore the cricket nets. With the following condition:

- That copy of club constitution is provided to satisfaction of

Community Area Manager before any funding is released.

**Reason**

*The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.*

**Decision**

Fovant Village Hall was awarded £4,000 towards the planned modifications to the roofing structure.

**Reason**

*The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.*

**Decision**

Fovant Parish Council was awarded £2,125 towards their planned safety upgrade works to the children's playground. With the following condition:

- That two up to date quotes are provided to satisfaction of Community Area Manager before any funding is released.

**Reason**

*The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.*

**Decision**

Dinton Community Shop was awarded £5,000 towards their community shop project. With the following condition:

- That clarification on final quotes to be used is provided to satisfaction of Community Area Manager before any funding is released.

**Reason**

*The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.*

**Decision**

Barford St Martin Parish Council was awarded £4,018 towards the rejuvenation project for the recreation ground. With the following condition:

- That copy of accounts is provided to satisfaction of Community Area Manager before any funding is released.

	<p><b><u>Reason</u></b>  <i>The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.</i></p> <p><b><u>Decision</u></b>  <b>Mere Town Football Club was awarded £5,000 towards the purchase of maintenance equipment for the upkeep of the football pitches, to meet FA standards. With the following condition:</b></p> <ul style="list-style-type: none"> <li>• That copy of accounts and two quotes for all project costs are provided to satisfaction of Community Area Manager before any funding is released.</li> </ul> <p><b><u>Reason</u></b>  <i>The application met the Community Area Grant criteria for 2012/13 and demonstrates a link to the Wiltshire Community Plan 2011-2026, as detailed in the officer's report.</i></p>
16	<p><b><u>Delegation of Authority</u></b></p> <p>This item was withdrawn from the agenda.</p>
17	<p><b><u>Close</u></b></p> <p>The next regular meeting of the South West Wiltshire Area Board will be held on Wednesday 5 June 2013, 7.00pm at South Newton Village Hall.</p> <p>An Extraordinary meeting has also been scheduled for Wednesday 13<sup>th</sup> March, 7.30pm at Nadder Hall Tisbury. This meeting is scheduled to consider the last intake of Community Area Grants applications, submitted for 2012/13.</p>
<p><b><u>Youth Update circulated at meeting</u></b></p>	

## Integrated Youth Service - Youth Work Team

### Report to South West Wiltshire Community Area Board - 6<sup>th</sup> February 2013

The past few months have seen a number of new young people making contact with staff through opportunities offered by the IYS in South West Wiltshire as well as others continuing to develop skills and make a positive contribution. A partnership between Zeals Youth Trust, local volunteers and staff from Mere DC4YP has enabled the reopening of the youth club in Zeals which we anticipate will grow and develop over the coming months. This has also helped to establish relationships between young people in Zeals and IYS staff and some members are now accessing other opportunities. Five young people from the South West Wiltshire area took part in a Peer leadership residential in January and now are carrying out peer leader roles in local clubs to complete their ASDAN Leadership Award.

Regrettably Sophie Fergusson the Lead Assistant Youth Worker for the Wilton community area left her post at the end of December. Before leaving however, she had implemented a number of positive projects and activities leading to some great outcomes for young people. Sessions at Wilton DC4YP continue to run with transport provided from some of the rural communities on a Monday evening. Interviews for a replacement Lead AYDW took place on Monday and we hope that the successful candidate will be in post in early March.

Leisure Credits continues to develop as an initiative across the community area and work restoring the footpath around Long Hill has continued (when the weather has not been too grim) as well work in Semley, Bishopstone and Tisbury. The MTCV group are currently building raised flower beds for Nadder Close as well as also working on a footpath in Fonthill. A group are also hoping to set up a website for the new charity Seeds4Success to promote the positive work of young people and assist with fundraising efforts to support the longer term sustainability of Leisure Credits.

The Youth Advisory Group (YAG) met for a second time in January and whilst disappointingly there were no members from voluntary youth organisations or community groups present this time, the meeting was very positive with the group identifying some priorities and making some decisions around how the meetings should run in the future. The group identified they would like to organise and run a community event to build stronger relationships between older and young people in the South West Wiltshire Area. The next meeting will take place at Nadder Hall, Tisbury on Wednesday 13<sup>th</sup> March 6 - 7:30pm (before the next area board meeting) and if anyone would like to come along and get involved they would be most welcome. For more information about the YAG please contact myself, Steve Harris or Bridget Wayman.

Community Area Young People's Issues Groups (CAYPIG's) are continuing to meet and will feed into the YAG. They will support young people to get involved in more local projects such as skate parks and campus development.

Thank you all for your continued support.

Jaki Farrell

Youth Development Co-ordinator Mere & Tisbury (Locality Team Leader)

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