



## Northern Community Area Partnership

### Minutes of the Steering Group Meeting – Wednesday, 10th August 2005 at 7.30pm at Horseshoes, Chestnut Springs, Lydiard Millicent

Steering Group members present: Mollie Groom, Lisa Mitchell, Richard Pagett, Shelley Parker, John Allen, David Tetlow and Veronica Stubbings. Also Tom Pepperall.

#### 1. Apologies

Apologies from Roland Scott, Keith Dixon and Dave Roberts.

#### 2. Minutes of the SG meeting on 14<sup>th</sup> July Agreed.

#### 3. Update on actions.

There had been one acknowledgement to the car-parking letter; the reason for lack of response is thought to be due to the holiday period. However the Car Parking Working Party would meet on the same night as the NWDC Area 2 Committee (the next being October 12)

The Row de Dow footpath was ongoing, it was agreed that Veronica and Keith would act as the Partnership's liaison representatives. It was also agreed to circulate the project report by NWDC with the S G minutes.

**Action Shelley/John**

#### 4. Full partnership meeting/AGM

Richard provided a view of the PowerPoint presentation that would be circulated with the minutes.

**Action Richard/Shelley**

There was discussion about prospective S G members providing reasons for standing. It was agreed that potential volunteers for the Theme Task Force groups would not be asked to explain their interest (in case this was off-putting). It was agreed to detail in each theme all those who had previously expressed an interest so they could reaffirm this or new people add their names in.

It was also agreed that the work of the S G group should be better explained so that it was clearer that its role is more administrative and organisational.

An update on the plan feedback should be available at the September meeting.

**Action Shelley**

#### 5. Funding

It was agreed that a draft letter be drawn up to be signed by the two Town Council Clerks and local business organisations to agree the Partnership be the official accountable body for the Market Towns funding. (Before a letter is drafted, it was agreed that John and Shelley would talk to the Wiltshire Market Towns Partnership (WMTP) about the exact details needed in these letters to support any funding bid).

**Action Shelley/John**

The next S G meeting would look at what the first round of funding should be for and then apply for the first funding stream.

A web site was a priority; agreed to see at what state the WCC website was at. A separate NCAP website was preferred but there was the question of administering it.

**Action John**

**6. New Community issues**

It was agreed a letter should go to the Planning Inspector of the Local plan enquiry regarding issues raised 21<sup>st</sup> July about the need for affordable housing in Broad Town

**Action Veronica**

The evidence priority list from the last meeting should be the catalyst by which the planned task groups would see action on those issues.

**7. Other issues.**

An example of a new logo was provided, suggestions taken on board.

WCC had amended the Community profile. Copy to be circulated, comments passed to Shelley as soon as possible.

Terms of reference to be split highlighting the constitution, this would be an action at the next S G meeting

The deadline for applications for the Area 2 Committee's Community Awards Scheme was 9<sup>th</sup> September. Copies of a notice setting out details of the scheme was circulated. (75% of this funding would be awarded to applications showing a link to issues raised in the NCAP Plan).

**8. Date for next Steering Group Meeting**

This would be at Teal House Lyneham 11<sup>th</sup> October 7.30 pm,

**9. Date of next Partnership meeting**

To be held 17<sup>th</sup> January. Venue to be announced later,