



Northern Community Area Partnership

<http://www.ncap-northwilts.org/site/index.html>

**Minutes of the Steering Group Meeting
Tuesday, 16th January 2007 at Horseshoes, 32, Chestnut Springs,
Lydiard Millicent at 7.30pm**

Steering Group Members Present:

Brian Atfield, Mollie Groom, Lisa Mitchell, Tom Pepperall, Veronica Stubbings and Clive Wilce

Officers Present: Dave Roberts and Shelley Parker

Item	Topic	Action
1	Apologies: Richard Pagett and David Tetlow	
2 & 3	Minutes of last SG meeting/Matters Arising Minutes agreed.	
4	<p>Account Update</p> <p><u>Administrator</u> – Draft employment contract drawn up by NWDC Legal Adviser. Agreed that admin. duties should be shared between SG members until next AGM (September).</p> <p>Action: Rota (agenda and minute taking responsibilities) to be drawn up</p> <p><u>Broad Town Feasibility Study</u> – Agreed that this proposal for public consultation for development in Broad Town was a good one. It clearly linked to the Community Plan (see refs. lack of affordable housing - p.16, support for local schools – p.10, lack of recreational facilities –p.22). Agreed that NCAP should offer match funding of £1100 (the consultation itself will be undertaken by Community First). This is legitimate expenditure under the ESF grant criteria. <i>(As a Broad Town Parish Councillor, Veronica Stubbings abstained from the decision-making for this item)</i></p> <p>Action: Confirmation of match funding from Broad Town Parish Council to be sought before funding can be released</p> <p><u>Bid for next tranche of ESF funding</u> – Agreed that the second bid should be submitted. This funding stream would finish in June 2007 and a third a final bid would also have to be submitted by then.</p> <p>Action: Bid to be drafted. (This could be based on the previously submitted workplan)</p>	<p>Shelley</p> <p>Veronica</p> <p>Tom/ Shelley</p>
5	<p>Closure of Leisure Centres in Cricklade and Wootton Bassett</p> <p>Disappointment at handling of issue by NWDC particularly the lack of transparency in the lead up to the decision made by the Executive in November. Some SG members already working with community groups towards the best way to take the centres forward. <i>(Business plans due for submission to NWDC by 1.2.07 – latest update and background available on www.northwilts.gov.uk).</i> Agreed that NCAP should, where it was able to, support the efforts of these groups. Once a decision had been made about how/whether the centres should continue, NCAP could consider financially supporting any public consultations, feasibility studies, research, consultancy work that may be required.</p> <p>Action: (i) Letter to be sent to the Leader of NWDC setting out NCAP’s disappointment at the closures and general management of the issue. It would also cover how this compromised the findings and needs set out in the Community Plan. This letter should be drafted and cleared with the Chair, Vice-Chair and Treasurer. Copies to be sent to NWDC’s Chief Exec, local MPs and Ruth Kelly (Secretary of State for the Department of Communities and Local Government) <i>(Admin Note – see also 12 below)</i></p> <p>ii) Local Community Groups (KLIC in Cricklade and SOS in Wootton Bassett) to be assured of NCAP’s support.</p>	<p>Clive</p> <p>Clive/ Brian/ Mollie</p>

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6	<p>Sub Regional Strategy (Rural Buffer) Tom gave an update on the EIP meeting he had attended that day in Exeter. The session had been primarily to prepare for the next meeting and advise how best to prepare submissions for our full comments.</p>	
7	<p>Review of Community Plan <u>Progress to Date</u> -Agreed that the deadline for comments to be added to the Status Document should be the next SG meeting (27th Feb.) The document can be downloaded from the weblog (under archives for October). Comments had been received from representatives of the Youth Development Service. Action: Comments should be added alongside those issues listed in the Plan where some action had been taken (not necessarily as a result of NCAP's involvement). (This would help towards a general review of where things are now that the Plan has been published for more than 12 months.) <u>Identity of the Community Area</u> – Some SG members unclear about the thinking behind WCC's decision on the naming of the Community Area (when not known as the Northern Community Area). In some cases it seemed that WCC gave little or no recognition of Cricklade as one of Wiltshire's towns. Steps had been taken to change this and the town now appeared alongside Wootton Bassett on stationery and publications. Dave confirmed that the decision had been taken to refer to the area as 'Wootton Bassett and Cricklade' (rather than 'Cricklade and Wootton Bassett') as Wootton Bassett was the town with the largest population. . Action: A letter to be requested from WCC to Cricklade Town Council/NCAP to confirm this. This was to follow-up a letter already sent to the Town Council which set this out. The contents of this first letter to be checked. <u>Single Community or Split Approach</u> – Agreed that the Partnership should remain as one group and that it had achieved some success this way. All acknowledged that the large geographical spread of communities was unique in the county. Capacity building remained a problem. Cricklade had played an active role in the work of NCAP and it would be good to have more involvement from Wootton Bassett. Action: Wootton Bassett Town Council to be encouraged to work more closely with NCAP</p>	<p>All</p> <p>Dave Clive</p> <p>Mollie</p>
8	<p>Learning and Development Programme for Area Partnerships Following the first session of this training programme on 4th November, the NWDC Programme Co-ordinator was waiting to hear which sessions NCAP would like to attend. Although places had already been allocated to other Partnerships, NCAP members were welcome to join these groups. Agreed that some sessions may be useful for SG members especially those around bringing more volunteers into the Partnership and training on funding opportunities. Action: List of dates and available sessions to be circulated</p>	Shelley
9	<p>NCAP Weblog/Wiltshire Community Website All appreciative of David Tetlow's offer to maintain the NCAP pages on the Wiltshire Community Web and Richard Pagett's continued work around the weblog. The WCW site was a good (and free) tool to spread the word about the Partnership. Agreed that any substantial changes or new information should be prepared by other NCAP members for David to post on to the site.</p>	
10	<p>Raising Awareness Around Climate Change Agreed that this was an issue that should be taken on board as it would affect many priorities already in the Plan. (Richard had forwarded a brief document about how this issue fits into strategic planning). Ps & Qs in Purton was already active and had recently held an event in the village. A group in Ashton Keynes was planning to hold an AWARE day in March. NWDC currently working on a strategy on this issue and are looking to support events/activities with local communities.</p>	
11	<p>Action Plans - Update <u>New Action Plan – Refurbishment of Jenner Hall</u> – This was recently posted on weblog. Awaiting outcome of application from Awards from All for refurbishment of kitchen. <u>Transport</u> – Liam Tatton-Bennett had followed up issues coming out of the event on 23rd November at the Bowls Pavilion in Purton. These included issues around the A419, Extended Schools, and Lyneham Community Minibus. Appreciative of the follow up work taken on by Liam and would like to know about progress on the setting up of a Transport Hub.</p>	

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	Action: More information needed on the proposal to set up a transport hub similar to those in Cricklade/Malmesbury.	Liam Tatton- Bennett /Tom
	<u>Cricklade Country Way</u> - The public consultation exercise supported by NCAP had now finished. Feedback was positive. The report will be published and available shortly. The balance of the contribution of £1,000 had not all been spent for the public and business consultation but would be needed by the CCW team for follow up work. <u>Care for the Elderly</u> – A meeting to be set up for 7 th March at the Silver Threads in Purton. Primarily to discuss the current state of play. The Director of Age Concern Wiltshire (David Evans - who also sits on the Calne Area Partnership sub-group covering this issue) has offered to attend. Officers from the Social Services, PCT and local Practice Managers should also be invited. Action: Meeting to be organised and relevant officers/representatives to be invited.	Brian/ Clive/ Veronica Shelley/ Dave
12	Next Full Partnership Meeting To be held at <i>The Hive, RAF Lyneham on Tuesday, 13th March 2007</i> . Theme of meeting to be centred around leisure provision in the Community Area. By this time, any agreed rescue packages put together by local groups (KLIC and SOS) will have been assessed and it will give them a chance to explain their plans. The Leader of NWDC to be invited to attend to set out the District Council pledges/provision on future leisure provision for the area. This way NCAP could act as a facilitator to these local groups and NWDC enabling things to be taken forward. It would not provide a platform for accusations or blame. Action: An invitation to be issued to the Leader of NWDC Organisation/planning of meeting UPDATE Richard had also suggested a Climate Change theme	Lisa Lisa/ Veronica /Shelley
13	North Wiltshire Partnership (NWP) – LSP Update Richard Pagett asked that copies of the first edition of the North Wiltshire Partnership Newsletter be circulated. This can also be downloaded from the weblog. UPDATE Richard had also advised that progress within the NWP was unnecessarily slow and that the action planning (to provide a basis for future NWP work) was taking second place to other matters considered more expedient by NWDC	
14	Wiltshire Foundation of Community Area Partnerships (WFCAP) Tom reminded SG members about the WFCAP Conference on the morning of Saturday, 27 th January 2007 at the Corn Exchange in Devizes. Over 60 members from other Wiltshire Community Area Partnerships would be attending. In addition to a number of workshops, there would be presentations on transport and riverside regeneration. Action: List of NCAP attendees to be passed to Nicki Coyne at WFCAP. (Mollie, Tom, Clive and Veronica expressed and interest in this)	Tom
15	AOB - Details for Landfill Tax Credits funding circulated. Next SG Meeting – <i>Teale House, RAF Lyneham on 27th February 2007 at 7.30pm</i>	

For further information, please contact:

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