



Northern Community Area Partnership

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Minutes of the Steering Group Meeting held on Tuesday 27th February 2007 at 7.30 pm in Teal House, 20 Teal Avenue, Lyneham

Steering Group Members Present: Mollie Groom (Chairperson), Richard Pagett (Vice-Chairperson), Tom Pepperall (Treasurer), Brian Atfield, Lisa Mitchell (Minutes) and Veronica Stubbings
Officers Present: Shelley Parker (NWDC Community Partnership Officer), Dave Roberts (WCC Senior Community Planner)
Guests Present: Gary Walker (Chairperson of KLIC - Keep Leisure In Cricklade)

ITEM	TOPIC	ACTION
1	Apologies: David Tetlow, Clive Wilce, Representatives from SOS (Save Our Sport)	
2	Minutes of the last SG Meeting Minutes were read and agreed as a true record of discussion.	
3	Matters Arising Tom attended the 1 st and 2 nd Preliminary EIP on behalf of NCAP. Lisa and Veronica have attended three training sessions on behalf of NCAP in relation to funding and capacity building. Tom and Clive both attended the WFCAP Conference and indicated that it was very good and organisation is underway for next year's conference. Tom noted that a speaker at the event, named Hamilton Bailie, delivered a particularly good presentation on open plan road calming.	
4	<p>Leisure Centres Mollie handed the meeting over to Gary Walker for an update on progress by KLIC, and thanked him for attending. At the moment, Cricklade Leisure Centre will be open until 31st March. NWDC has offered £120,000 to support community bids, but has included a pre-requisite that £60,000 must be refunded to the Council if the bid fails and the operation of the Leisure Centre is unsuccessful. Gary indicated that at another meeting this evening, negotiations are underway to have this caveat removed. There are two proposals from KLIC being considered, which cover rent, staffing etc. KLIC are confident that their preferred plan is acceptable aside from the £60,000 restriction imposed by the District Council and only minor details now require changing. The preferred option is to present a business plan instead of relying on NWDC cash. Although KLIC has already benefited from extensive TV and radio coverage, Mollie suggested that if the plan is successful and the Leisure Centre is saved that KLIC attempt to secure a TV slot on ITV West, with the aim of encouraging further use of the Leisure Centre building and its facilities.</p> <p>The issue of grant funding to support KLIC was discussed. NCAP members stated that this group could help KLIC access funding streams, which could help them achieve their aims. To date, other community groups attempting to secure large amounts of funding have indicated that they have found the community plan particularly useful as supporting evidence for the applications. Gary indicated that this would be very helpful, as by the end of the next financial year there is a £200,000 refurbishment plan in place for Cricklade Leisure Centre, which will cover a café, re-siting of the gym and a function room for events. Tom spoke of the importance of having a strong evidence base for funding applications and indicated that there is money available from NCAP for flyers, community consultation etc. which is fairly straightforward to access at present. Lisa outlined further the support role that NCAP could play in terms of supporting KLIC. At a previous Steering Group meeting it had been agreed that up to £1,000 could be allocated by NCAP to support KLIC in terms of community consultation, publicity to help increased usage of the Leisure Centre or even to book and pay</p>	

Steering Group Members, Brian Atfield, Mollie Groom (Chair), Geoff Greenaway, Lisa Mitchell, Richard Pagett (Vice-Chair), Tom Pepperall (Treasurer), Veronica Stubbings, David Tetlow, Bridgett Tubb and Clive Wilce

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	<p>for venues for KLIC meetings, where they could use the platform to consult and update the local community on progress made. This offer will also be extended to SOS, as they require similar support.</p> <p>The meeting planned for Tuesday 27th March at 7:00pm in the Memorial Hall, Wootton Bassett will be the first step in this support process. This will be an NCAP meeting but it has been decided by all Steering Group members that it shall be single-issue meeting about leisure centres as this issue is the one of most concern to the majority of the population in this area at present. It was agreed that at the meeting, KLIC will do a powerpoint presentation to update the community on progress to date. SOS is interested in being part of this meeting and they too will do a presentation. Carol O’Gorman has been invited to speak and indicated initially that she would be very happy to attend. However, since the date has been changed, she has not yet replied to Lisa’s emails to confirm she will still attend. Shelley will chase her. It was agreed that after KLIC, SOS and Carol O’Gorman have all had an opportunity to speak and there has been sufficient time for public questions, there will be a short NCAP presentation at the end to update the community on progress made by the group and to demonstrate to attendees the breadth of issues NCAP has an interest and is active in. During the evening there will also be a break for refreshments.</p> <p>It is hoped by having the meeting on the 27th March, not only can the community be kept up to date on the progress and status of the leisure centres in Area 2, but also it will be an opportunity for SOS and KLIC to inform each other of their methods and developments, as they are fighting for the same cause. Tom suggested hiring a bus to enable KLIC members and supporters to attend. Gary indicated that he has contacts in this field and may be able to procure one free of charge for the evening. Dave stated that it looks like Calne Leisure Centre will certainly close as the potential investor has now pulled out. Veronica suggested that we should let people in Calne know that the open meeting is happening in case they wish to attend for interest, again, so they can learn from the developments achieved by SOS and KLIC. Dave has contacts for Calne as he works in this area but can only point people in the right direction on request, as, like Shelley, his role as a Council Officer precludes him from personal involvement.</p> <p>It was noted by group members that leisure centre provision has far reaching implications for other community and indeed NCAP issues, for example, transport, youth provision, extended schools provision <i>etc</i>. As previously indicated, the meeting on the 27th March is scheduled to take place at the Memorial Hall in Wootton Bassett. Discussion on this venue followed and potential other venues were identified, for example, in Hook and Purton, as they are geographically located in between the towns of Cricklade and Wootton Bassett. However, it was eventually agreed that Wootton Bassett is probably the most central location which is the easiest to get to, particularly for people coming from Calne, and so the current arrangements for venues will stay the same.</p> <p>Richard agreed to draft the press release and e-mail the meeting publicity to everybody on our database. Veronica will contact SOS to confirm their presentation and update them on the agreements of this meeting. Veronica will request that the bar at the Wootton Bassett Memorial Hall is opened and that tea, coffee and biscuits are provided. The tea, coffee and biscuits will be paid for by NCAP. Richard agreed to prepare the NCAP PowerPoint presentation, updating meeting attendees on NCAP’s progress to date. Shelley will prepare a sign-in sheet and will bring some extra copies of the Community Plan. All SG members should arrive at Wootton Bassett Memorial Hall at 6:00pm on the 27th March, to help put chairs out and prepare the IT equipment, which Mollie and Tom will bring. Tom and Richard agreed that they would locate a suitable extension cable for the IT equipment. Veronica commented that there was no microphone system at the Memorial Hall. It was agreed that we will not pursue this for technical and health and safety reasons, so there will be no microphone system on the night, although it is not anticipated that this will cause a problem.</p>	<p>Shelley</p> <p>Richard Veronica Veronica</p> <p>Richard Shelley</p> <p>ALL Tom</p>
5	<p>Account Update £643.42 has now been given to Cricklade Country Way; WFCAP need copies of these invoices. Nicky Coyne is to be requested to provide these. It was noted that, as per previous discussions, NCAP funding is available for advertising, publicity, consultation <i>etc</i> but not for the project itself.</p>	

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	<p>opinion and more opportunities will present themselves for more detailed community consultation later in the year. Dave to update with further information when available.</p> <p><u>Funding Advice Surgery</u> Shelley brought to the attention of the group some Awards For All literature and details of a Lottery Funding Advice Surgery, which is being held on 20th March, and encouraged SG members to attend.</p> <p><u>Minute-Taking</u> As agreed at a previous steering group meeting, that all members will take a turn of compiling minutes from the meetings, Dave Roberts will take the minutes at the next meeting, which will be the NCAP Community Partnership meeting about Leisure Centres on the 27th March.</p> <p><u>Homestart Volunteer Advertisement</u> Lisa asked if any SG members would be willing to take some Homestart posters away to display in community halls, libraries etc in their own geographical area. RAF Lyneham currently provides Homestart with funding in order to support some RAF Lyneham families, but Homestart would prefer that the volunteers to support these families came from outside of the Lyneham area. Shelley, Tom, Veronica and Brian all agreed to take posters and display them.</p>	<p>Dave</p> <p>Dave</p> <p>Shelley Tom Veronica Brian</p>
11	<p>Date of the Next Meeting As discussed this evening, the next Community Partnership meeting will be held on 27th March at 7:00pm in Wootton Bassett Memorial Hall.</p> <p>The next NCAP Steering Group meeting will be held on Tuesday 1st May at 7:30pm at Richard's home in Purton – details of location to follow.</p> <p>Any agenda items and apologies should be sent to Shelley.</p>	<p>All</p> <p>Richard</p> <p>Shelley</p>

For further information, please contact:

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