



STEERING GROUP MEETING
32 Chestnut Springs, Lydiard Millicent
7:30 p.m. Wednesday, 11th June 2008

MINUTES

Steering Group Members Present: Brian Atfield, Mollie Groom (Chair) Jacqui Lay, Richard Pagett (Vice-Chair) David Tetlow, and Diana Wain (guest)

Officers Present: Shelley Parker, NWDC/WCC

Item	Topic	Action
1	Apologies Allison Bucknell, Lisa Mitchell, Tom Pepperall and Veronica Stubbings	
2	Minutes Read and agreed as a true record of events. Matters Arising NCAP can ask for items to be on Area 2 if Area Chair agrees (e.g. a presentation on the Local Area Agreement by WCC)	SP/VS
3	Account Update No changes. Balance is £2,028.66 including WCC contribution of £500 for 2008/9) Outstanding invoice still awaited from Cricklade Town Council (venue hire). A request for a further £500 has been made as NCAP is the only Community Area with two market towns – response still awaited	
4	WFCAP ~ Evaluation Report The report was a useful document; need to correct some factual errors ~ all to be sent to Shelley to collate and Mollie to send to Jim Lynch	SP/MG
5	Next Full Partnership Meeting – 8th July 2008 As agreed at the last SG, this meeting has been cancelled. SG members are instead encouraged to attend next Area 2 meeting on Wednesday, 9 th July. Continuing liaison with Area 2 Chair/NWDC Policy and Democratic Services on possibility of sharing venues for Full Partnership Meetings up to April 2009	MG/SP
6	Community Boards – NCAP's Role Task Force and Finish Group of around 10 members to be established made up of, County and District Councillors ,NCAP, service providers (Police, PCT, Fire) and perhaps TC/PCs to try out scenarios as part of the Community Board Development Phase. Discussion about utility of CAPs ~ perhaps create a different discussion forum under the aegis of the CBs rather than a separate functional CAP that has many of the same people; also an issue is the allocation of resources from CB rather than the Council itself; better networks between TCs/PCs and community leaders are needed; need a simpler system to involve the community; need to be close to decisions and the availability of funds Suggest that NCAP/pilot Board runs an innovative State of the Area Debate (as part of the Plan update) and also trials a Community Tracking system (possibly around Care for the Elderly) as part of the Development Phase	SP
7	South West Climate Change Action Plan Reviewed the Response to the SWCC Action Plan and agreed to confirm NCAP's support and also to send NCAP's own Response (slightly modified to take account that some TCs and PCs do recognise climate change implications and are acting accordingly)	MG/RP

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8	Community Plan - Theme Working Group Updates No responses received from Issue Leaders specifically. David noted that the projects based in Cricklade had not moved forward due to skill (Museum) or resource (Pre-School) shortages. Cricklade TC is the custodian trustee for Jenner Hall and is driving matters forward	
9	Update on Studley Grange Still odour issues; planning application to be put in	
10	Update on Tunnel under the M4/Junction 16 Judicial Review papers served on Swindon BC	
12	AOB (a) Cricklade is exploring the possibility of a being a separate area partnership with WCC ~ what can and cannot be done and resource issues (b) Jo Cogswell Letter on NCAP Support ~ discussed issues of accountable bodies, and more long-term, core funding for basic operational costs, should have consulted with CAPs concerning Community First tie-in, before issuing letter as there could be better ways of using the money for CAP rather than locking it into Community First Action: Draft letter to WCC on future funding for CAPs post Vesting Day	DT/MG
13	Date of Next Meeting Agreed suggested dates already circulated with exception of 23rd July for next meeting which is now <u>6th August</u> at 32, Chestnut Springs at 7.30pm Others are: Wednesday, 20th August (tbc) Wednesday, 17th September (AGM)* Wednesday, 22nd October Wednesday 26th November Wednesday, 10th December ACTION: SP to look at possibility of holding short AGM* after Area 2 Meeting on 10 th September	SP

For further information, please contact:
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