



**STEERING GROUP MEETING**  
**32 Chestnut Springs, Lydiard Millicent**  
**7:30 pm on Wednesday, 6 August 2008**

**MINUTES**

**Steering Group Members Present:** Brian Atfield, Mollie Groom (Chair) Jacqui Lay, David Tetlow, Veronica Stubbings

**Officers Present:** Shelley Parker, NWDC/WCC & Lesley Taylor, Community Involvement Officer, Community First

Item	Topic	Action
1	<b>Apologies</b> Allison Bucknell, Lisa Mitchell, Richard Pagett, Tom Pepperall and Diana Wain	
2	<b>Minutes</b> approved and signed by Mollie as a true record of events.	
3	<b>Account Update</b> No changes. Balance is £1,946.66 This takes into account recently received invoice from Cricklade Town Council for £30 for venue hire Niki Lewis (WCC) agreed to give NCAP £1,000 £2,000 from NWDC for admin to be paid into new account	<b>SP</b>
4	<b>Support from Community First</b> – Lesley Taylor had emailed us with briefing paper. Discussed options suggested. Decided to consider State of Area Debate following into the consultation around Community Plan. Could use the hand held voting system (32 units) plus have e-debate. LT & SP suggested Community Area Young Peoples Issues Groups (CAYPIG) to be contacted. Keep themes of the Community Plan for the debate. Meeting on 20 August to finalise ideas and target groups prior to Area Board Task Group meeting of the 21 <sup>st</sup> and so that LT can plan her work (LT unavailable to come to next meeting). Suggestion to use £2,000 allowance from Community Partnership to pay for State of Area Debate. Did discuss whether to include the Gypsy & Traveller issues as part of a debate though as some local parishes are considering a meeting, agreed to encourage them to have meetings and NCAP will support them if they want us to.	
5	<b>Future Administrative Support</b> – SP can no longer undertake Admin etc. as this is no longer part of her role. NCAP needs to find someone else. SP to give details of the support role she has provided which could form the basis of a job description. Suggest we use employment agency to find self employed person with possibly criteria that they live in the area and relate to issues in the area. Six months contract. Up to £2,000 available for Admin but this could be used for other admin costs besides someone to do minutes/agenda etc. Clarification needed from NWDC.	<b>SP</b>  <b>SP</b>
6	<b>Area Boards – NCAP's Role</b> – NCAP to co-host (with pilot Area Board) an area debate. Boundary review under way which may result in changes to the Community Area with possibly two parishes – Ashton Keynes and Leigh leaving Area 2 to join with Area 1. SP to ask Town and Parish Councils for 'Sticky Issues' which the Area Board can try to resolve by bringing in Front Line Services and other bodies, such as Police etc.	<b>SP</b>

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7	<p><b>Format of AGM – 10<sup>th</sup> September at Purton.</b> First Area Board meeting to run alongside the Area 2 Committee. AC will be held first with break for refreshments and then the AB pilot. Short NCAP AGM to be part of this second meeting. To include update/presentation from RP. Agreed that refreshments could be funded by NCAP. Need to elect NCAP Chair etc. Election to be discussed at next SG</p> <p>JL to let SP have tel. nos. of local caterers (Purton House &amp; Purton Roasters) – tea and cakes.</p>	<p>All JL</p>
8	<p><b>Cricklade Update</b> – Cricklade TC believe separate Area Partnership for their immediate area would work. Dr Keith Robinson (Chief Exec. WCC) met with CTC and feels maybe some merit in separate partnership. Separate funding would be required. SP explained that WCC has, so far, indicated that funding/support would have to be shared between the two partnerships. Suggestion funding to be split on population basis between possibly a northern and southern CAP. CTC unanimous decision to enable a separate partnership. Possibly could use the Area Debate to check on residents’ reaction. Cricklade feels remote from NCAP with M4 as a natural barrier between them. CTC feel if it has the separate CAP then community may get more involved. CTC support the creation of a working party which will discuss proposals with SP before holding a public meeting with other nearby parishes invited.</p>	<p>DT</p>
9	<p style="text-align: center;"><b>AOB</b></p> <p>(a) Wiltshire County Councillor John Thomson replied to Mollie re: Wiltshire Council support for Community Planning Partnerships – DT to draft a reply.</p> <p>b) DT – Cricklade Day Care Centre at Jenner Hall is run by a Charity and they announced last week that it intends to close the Centre. CTC to discuss with Trustees of the Charity to see if there is a way forward to save the Day Centre.</p> <p>c) MG attended Preliminary Hearing on Waste Core Strategy. Asked for a Hearing on Studley Grange site to be held locally. Since attending the meeting Mollie was concerned to hear that EA established that the pond at Padbrook is no longer fed by a spring which had fed it for several hundred years. EA advise that water has no oxygen and is stagnant. She understood that the problem arose after Biffa re-profiled a further cell. WCC is being contacted.</p>	<p>DT</p>
10	<p><b>Date of Next Meeting – 20<sup>th</sup> August 2008 7:30 at 32, Chestnut Springs.</b></p> <p>Jacqui Lay gave apologies as she cannot attend this meeting.</p>	

**For further information, please contact**

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Northern Community Area Partnership

Ashton Keynes . Bradenstoke . Braydon . Broad Town . Bushton . Clyffe Pypard . Cricklade . Hook . Latton . Leigh . Lydiard Millicent  
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