



STEERING GROUP MEETING
32 Chestnut Springs, Lydiard Millicent
7:30 pm on Wednesday, 14th May 09

Minutes

Steering Group Members:

Brian Atfield	+	Tony Clements	#	Mollie Groom (Chair)	+	Jacqui Lay	+	Lisa Mitchell	+
Richard Pagett (Vice Chair)	*	David Tetlow	*	Veronica Stubbings	+	Clive Wilce (Treasurer)	+		

Observer(s) / Guest(s):

Richard Rogers (Team Leader for Community Area Managers in the North of the County)	+	Karen Scott (Community Area Manager Wootton Bassett and Cricklade Area)	+
Mark Rippon (Community Safety Officer)	+	Officer: Stuart Rudd	+

Key: + = Attended * = Apologies sent # = No apologies sent

Item	Topic	Action
1	Minutes approved as a true record of events	
2	<p>Full Partnership going ahead as planned for the 9th of June at the Memorial Hall, Wootton Bassett .</p> <p>Community Plan questionnaire analysis presented. Further analysis of economic responses requested as this may be the major change point compared to the previous consultation.</p> <p>It was agreed that any further information / questionnaires will be accepted.</p> <p>KS brought Corsham's Area Community Partnership document along to the meeting to be studied as it may be a useful benchmarking document for NCAP.</p> <p>KS to help with promotion of event including clarification of Martin Alvis (police) presentation and requirements.</p> <p>Memorial Halls requires a risk assessment to be produced + PAT testing of equipment to be performed.</p>	<p style="text-align: center;">SR</p> <p style="text-align: center;">KS</p>
3	<p>Presentation on Making the Most of Your Money to take place on the 25th August 09 in the Memorial Hall.</p> <p>LM to supply flyers, SR to coordinate promotion.</p>	LM / SR
4	<p>Account Update (Awaiting information ref Tranche 1 funding)</p> <p>NCAP has received £4k to date from Wiltshire council and is still awaiting £7K</p> <p>CW discussed requirement for a new signatory for signing cheques – it was agreed to wait until after the June 09 elections as the committee structure may change at this point.</p> <p>No accounts are available for 2008, therefore they need bringing up to date.</p> <p>SR was asked to provide separate invoices for Shaping Our Communities work and other NCAP work</p>	CW

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5	SBC/WCC 3000 houses (Moredon Bridge, The Pry, Ridgeway Farm) MG has tried to obtain a response from George Batten, however he is on holiday. MG to continue to pursue a response.	MG																
6	Transwilts Train Service – all NCAP members to individually go to http://www.transwilts.org.uk/pledge.html and pledge their support.	All																
7	WFCAP (Wiltshire Forum of Community Area Partnerships) MG attended WFCAP meeting and reported that Steve Milton (WCC) stated no funding would be available to CAPs unless the agreement was signed. NCAP asked to see this agreement and its implications before signing. Charity status – LM pointed out that any voluntary organisation with an income over £10k needs to register as a charity. MG to confirm if WFCAP have adopted a stance on the charity status yet.	MG																
8	NCAP support for Promoting the Sustainable Communities Act - ongoing	MG																
9	Wiltshire Council Support of NCAP – KS explained the rule and route to raise any issues (using the Procedural Flowchart For Community Area Issues and Issues Sheet). MG to use Issue Sheet to request the name change <i>Wootton Bassett and Cricklade Area</i> to <i>Northern Community Area Board</i>	MG																
10	AOB Marston Meysey accepted as the current correct spelling. Mark Rippon (Community Safety Officer, WCC) discussed the problems around Purton Youth Club (damage, alcohol etc.) and the forthcoming public meeting on the 26/05/09 at Purton Village hall to discuss it. LM gave an example of how Lyneham PC introduced a bye law to give Lyneham police extra powers to move people on from the local Youth Centre. Although NCAP were grateful of being involved in the discussion they agreed that the situation sounded like a police matter. However, some concern was raised over the Youth Worker running Purton Youth Club who works alone. MG discussed the grant application for a local resident who wished to attend a resuscitation course enabling him to cover The Lydiards and Purton. JL pointed out that Purton already has such equipment and would investigate the status of the equipment.	JL																
11	Next Meetings																	
	<table border="1"> <thead> <tr> <th>Date</th> <th>Time</th> <th>Group</th> <th>Venue</th> </tr> </thead> <tbody> <tr> <td>9th June</td> <td>7:30 pm</td> <td>NCAP Full Partnership</td> <td>Memorial Hall, Wootton Bassett</td> </tr> <tr> <td>9th July</td> <td>TBC</td> <td>Area Board Task Group SG</td> <td>Teal House, 20 Teal Avenue, Lyneham</td> </tr> <tr> <td>15th July</td> <td></td> <td>Area Board Task Group</td> <td>To be advised</td> </tr> </tbody> </table>	Date	Time	Group	Venue	9 th June	7:30 pm	NCAP Full Partnership	Memorial Hall, Wootton Bassett	9 th July	TBC	Area Board Task Group SG	Teal House, 20 Teal Avenue, Lyneham	15 th July		Area Board Task Group	To be advised	
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For further information, please contact
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www.ncap-northwilts.org

Northern Community Area Partnership

Ashton Keynes . Bradenstoke . Braydon . Broad Town . Bushton . Clyffe Pypard . Cricklade . Hook . Latton . Leigh . Lydiard Millicent
Lydiard Tregoze . Lyneham Village . Marston Meysey . Purton . Purton Stoke . RAF Lyneham . Tockenham . Wootton Bassett