



Area Forum East
Michael Drayton School
The Woodlands, Hartshill
Warwickshire,
CV10 0SZ

Thursday 6 October 2011

AGENDA

6.00 – 6.30 – Surgery Session

Please come along and talk to Councillors, Council Staff and the Police about issues you might have.

6.30 – Main Meeting

- 1 Welcome from the Chair, Cllr Anne Forwood**
- 2 Apologies/Minutes/You said We Did (update on issues raised at last meeting)**
- 3 Police update**
Safer Neighbourhoods Team
Police Authority update
- 4 Health Update**
Annual Report on Public Health
North Warwickshire Health Profile 2011
- 5 WCC update**
Mancetter – Extra Care
Libraries
- 6 NWBC update**
Community Hubs
Local Development Framework
- 7 Tell us your issues** - An opportunity for issues of local concern to be raised (Please contact Jo Giblin if you wish to speak)
- 8 Funding update**
Area Forum Fund – NWBC
SCS Fund
- 9 Suggestions for items/themes for the next meeting**
- 10 Future Meeting Dates:** Tuesday 7 February 2012
Tuesday 12 June 2012
Tuesday 11 September 2012
Tuesday 20 November 2012

For general enquiries please contact Jo Giblin, North Warwickshire Area Office on 01827 719317 or via e-mail jogiblin@warwickshire.gov.uk

MINUTES OF THE AREA FORUM EAST

21 July 2011

The Area Forum East met at 6.30pm The Partnership Centre,
Coleshill Road, Atherstone

Present: County Councillor / Police Authority - Carol Fox in the Chair

County Councillor M Shaw

Borough Councillors: A Forwood, L Dirveiks, N Dirveiks, L Freer, K
Johnston, M Davis

In Attendance: A Rigby, J Rhodes - Warwickshire CC
S Garner, C Bridges - North Warwickshire BC
PC Carter, PCSO Mander – Warks Police

D Clews, R Jarvis, G Davis, - Atherstone TC

D Clay, M Wrigley, D Atkin, Mr Chowdray

1. Apologies for Absence.

Apologies for absence were received from T Wykes, D Pickard, A Wright, T Hopkins, A Macchi

2. Minutes and Matters Arising of the meeting held on 14 April 2011

The minutes were agreed as a true record.

A Rigby presented 'You said – We did' reporting back on the actions from the last meeting that were followed up by Warwickshire County Council, (WCC) North Warwickshire Borough Council (NWBC) and NHS Warwickshire.

A copy of the presentation can be viewed at www.warwickshire.gov.uk via the link for meetings and minutes.

Discussion focused on Atherstone Train Station. Request was made for improved signage to direct people to the station and for an updated timetable to be displayed at the bus station.

3. Safer Neighbourhoods Update

PC Leon Carter, Beat Manager for SNT East fed back on Police activity over the last 3 months including the three priorities chosen at the last meeting. The presentation can be viewed at www.northwarks.gov.uk via the link for meetings and minutes.

Cheryl Bridges, NWBC reported back on the success of a number of recent youth and community activities including: Call 4 Sport; Community Fun Days, Community Safety Day in Atherstone and 5 a-side tournament at Aston Villa's training ground.

A general discussion then followed about the next set of priorities to take forward for this round.

Comments made:

- Highway Agency to be notified of speeding on Atherstone by-pass
- Pavement clutter outside shops on Coleshill Rd, Chapel End to be reduced
- Police to ask NWBC licensing officer to approach Atherstone supermarket re: sales of alcohol to minors
- Police School Liaison Officer to approach Head of QE School re: impact of pupils in town on Prom Night
- Police force priority to respond to serial burglars
- Police to increase presence along canal in Atherstone to deter motorbikes and under age drinking
- Parking on Ratcliffe Road and on Coleshill Road, Atherstone to be looked at after the summer holidays
- Thanks passed to PC Carter's team for work on 3 priorities

Priorities for next 3 months:

Priority: Parking - Long Street, Atherstone

Priority: ASB - Under age drinking in PH, Atherstone town centre

Priority: ASB and associated issues in Chapel End

4. **Police Authority**

Update given by Police Authority representative Cllr Fox.

A strategic alliance between Warwickshire Police and West Mercia Police Force has been agreed. This will help Warwickshire Police meet its next saving target of £5.9 million by merging some of the workforce eg IT department.

Both police forces will retain a separate Police Authority, Chief Constable and Deputy Chief Constable.

Since the new policing model came into operation on 9 May: 900 police staff have been moved, 400 computers / items of IT have been moved, 150 police vehicles relocated and more Special Constables have been used.

221 requests for voluntary redundancy by Warwickshire policing staff were approved.

On 9 August Atherstone's CCTV centre will be linked directly to Leek Wooton.

5. **Tell us your issues**

Atherstone Town Council would like to assist the Borough Council's dog warden in keeping the town clean and tidy. Coleshill Road, Atherstone in particular needs attention. Officers to discuss ideas further.

Residents / Councillors can already make use of the One Stop Shop to report any dog related issues.

6. Updates

- **HS2**

J Rhodes gave an update on the consultation that closes on 29 July. All the latest information can be found at <http://highspeedrail.dft.gov.uk>

The County Council's Cabinet met on 14 July to agree its formal response to the Government's consultation on High Speed Rail 2 in opposing the project.

A question was raised as to whether the County Council supports in principle a high speed rail connection from Birmingham to Scotland.

- **Libraries**

The County Council's Cabinet met on 14 July to decide on the proposal for the transformation of libraries. Cabinet approved an extension for finalising the business plans of all 16 bids to run community libraries. Community groups have until 19 August to complete their plans.

Hartshill library has two business cases proposed by Hartshill Parish Plan project and Inglebury Foundation. Officers are assisting both groups to complete their business cases on time.

- **Youth Service**

Cabinet has confirmed that the Ratcliffe Centre, Atherstone will continue to be run as a Youth Centre and will act as a "Centre of Excellence" providing a base for expertise and support to local organisations continuing to work with young people locally.

- **Funding**

Warwickshire County Council's North Warwickshire Area Committee has agreed to launch a grants programme worth £50K. The Community Development Fund and Small Grants Fund will run as in previous years. Both funds will be open to community and voluntary groups in North Warwickshire and launched before the end of July. For further details visit

www.warwickshire.gov.uk/grants

7. Representatives of Outside Bodies

Borough Councillors agreed the membership to be:

Hartshill Hayes Country Park Advisory Committee – Cllr Wykes
(Sub Cllr Johnston)

Rowan Organisation – Cllr Forwood

8. Any Other Business

Council officers to assess and comment on the improvement works around the bridge at Atherstone train station

9. Suggestions for items / themes for next meeting

Update Atherstone train station

Resident only parking in Atherstone town centre

10. Date of next meeeting

Thursday, 6 October 2011

Briefing Note to Area Forums

Creating a Community Hub

Project aim

The aim is to reduce the impact of social and rural isolation by improving access to services.

This pilot project will support the creation of community hubs e.g. ICT - internet access, training software and volunteering.

Target community

This project will support rurally isolated communities, who have limited and/or no access to transport. It will help to address inequalities and will bring different groups of people together within the parish.

The main activities of a Community Hub include:

Providing IT, internet facilities such as Broadband with Wi-Fi, Public access computers or laptops, printer or photocopier, projector and screen, hobby software, digital camera and a Nintendo Wii.

The Community hub will enable all people with limited or no access to the internet to use the facilities. This project puts local people at the heart of the service design by providing a hub and spoke model that reaches out to hard to reach groups and isolated communities thus making a real difference to people's lives.

With IT facilities there is potential to start new activities at the venue (provided there are local volunteers who can help) such as

- Film evenings
- IT training courses *
- UK online Centre (enabling people to learn the basics)
- Hobby software
- Meeting place

The revenue costs will need to be funded via a parish precept or for paying for hire / use of facility or for printing. This will be a decision for each community hub.

What sort of funding will suit you?

The Borough Council working with the County Council and North Warwickshire CAVA are keen to assist you in setting up ICT hubs across the Borough. This help will extend to helping you make funding applications providing data to assist in any consultation work you may need to do to justify setting up a hub and thereafter providing staff support available in terms of set up advice, and providing technical and procurement advice in terms of the equipment.

Strategic B.O.B Stops:

If your venue is in a target area and there is funding identified, North Warwickshire Borough Council may be able to offer some funding to pay for your running costs and will support you in the making of an application to fund capital costs.

Other Community B.O.B Stops

We are also interested in helping to establish hubs across the Borough where similar help and support can be given to that detailed above although will rely on the local parish council or community funding the ongoing revenue costs of running the hub. If it is not possible to raise these funds by a small increase of the parish precept, it is expected that facilities may be able to pay for themselves. This will require a business plan and a clear idea about what it is costing to run and what you can charge.

Grants:

There are a number of funding bodies who may be able to help with the initial capital costs. They will have particular criteria that they will want you to fulfil. Some potential funders are:

- Awards for All
- LEADER funding
- North Warwickshire Access Funding
- Other National Funding (as appropriate)

ICT Support

Whilst still to be agreed, we hope to be in a position to support ICT hubs via NWBC staff along the lines of Helpdesk support from NWBC initially (between 9am and 5pm Monday to Friday) with a 48-Hour Promise – Remote Support and 5 working day promise – On Site support.

Tips from successful Broad places (a similar scheme set up in Shropshire)

1. Research your potential market. Many people have computer access at home now, so IT access in a community venue needs to offer something extra.
2. Involve as many people and groups as possible from the start. A small number of volunteers will lose interest quickly.
3. Don't let kit, sit in cupboard unused for months because you are afraid to give the keys out. Make equipment as accessible as possible. If only one person has the key then it won't get used. Anyone hiring your venue should automatically have access to the equipment. If you are concerned about theft or damage take a deposit.
4. If you are marketing to organisations for training, conference and meeting purposes make sure that they will receive a professional service and charge accordingly.
5. Incorporate your local website for publicity or if you don't have one, set one up.
6. Young people will naturally make use of the facilities. An existing youth club will benefit from access but it needs to be supervised. If you don't have an existing youth club or very committed local volunteers you may have to get funding for a youth worker, as it is a lot to ask a volunteer.

A meeting has been arranged with all parishes or areas who have already expressed an interest and is open to any other group or parish who wish to find out more. This is an opportunity to improve local services. The meeting will last no more than 90 minutes and consists of a presentation and a question and answer session.

Community Hub Meeting

Tuesday 8 November 2011 at 7.00 pm
The Council Chamber, North Warwickshire Borough Council,
South Street, Atherstone. CV9 1DE.

Area Forum East – Thursday, 6 October 2011

Draft Core Strategy

Recommendation

That the report be noted.

1 Introduction

- 1.1 The Borough Council has prepared for publication a Draft Core Strategy. This document will in part take over from the North Warwickshire Local Plan 2006 and sets out the strategic planning policies. This is an opportunity for residents, businesses and other stakeholders to give their views on what is included and, perhaps just as importantly, what has not been included in the formal submission Draft Strategy.

2 Draft Core Strategy

- 2.1 The consultation on the Draft Core Strategy will last for 12 weeks from late October 2011 until mid January 2012. The consultation will include:
- Information on the Council's website;
 - Documents to be physically available in libraries and one stop shop;
 - Manned and unmanned displays in various locations throughout the Borough;
 - Mail shot, either by post or by email, letting those on LDF database know of consultation process (this list includes all Parish Councils);
 - Article in North Talk;
 - Press releases; and,
 - Talks / presentations to specific groups and partners.
- More detailed information will be available over the coming weeks as the details are finalised.
- 2.2 The Forward Planning Team will be contacting all Parish Councils to arrange a set of presentations on the Draft Core Strategy. Parish Councils will also be sent a paper copy of the document.
- 2.3 The following documents will accompany the Draft Core Strategy and will also be available as highlighted above:
- Sustainability Report
 - Habitat Regulations Assessment Screening Report
 - Equalities Impact Report
 - Key Diagram
 - Rural Proofing

The Contact Officer for this report is Dorothy Barratt (01827 719250).

Area Forum East – 06 October 2011

Area Forum Fund

Recommendation

That the three eligible applications to the Area Forum Fund be given consideration by Borough Council Members as indicated in the report.

1 Summary

- 1.1 This report summarises the Area Forum Fund's eligibility criteria and informs Borough Council Members of the monies available for disbursement and the applications received for consideration.

2 Area Forum Fund

- 2.1 A sum of £35,000 has been allocated to the Area Forum Fund, this figure being based on a formula of £1,000 per Ward Member. This method of allocation results in each Forum having the following sums available for local disbursement: Area Forum North £10,000; Area Forum South £9,000; Area Forum East £8,000 and Area Forum West £8,000.

- 2.2 A process has been established that invites applications from parish/town councils and any formally constituted community group with its own bank account. Applicant organisations, however, must be able to satisfy each of three main eligibility conditions:

1. Bids must be signed by a Borough Councillor to indicate his/her support for the project.
2. Bids should be for one-off projects that provide lasting benefit to the community.
3. Projects will only be eligible for support from one source of Borough Council funding, of which the Area Forum Fund is one. Organisations will be signposted to other schemes of assistance if a more appropriate source of funding can be identified.

- 2.3 The Fund was developed to support projects that address issues of importance to local communities. Accordingly, projects that satisfy the above eligibility conditions must also be able to identify a link to at least one of the three priorities of the Sustainable Community Strategy that have been

established by the community of North Warwickshire. Particular consideration will also be given to projects that promote social inclusion.

- 2.4 Awards can be made for up to 60% of the total annual fund available to the relevant Forum, resulting in maximum possible awards of £6,000 for Area Forum North, £5,400 for Area Forum South, and £4,800 for Area Forums East and West. Community organisations must be able to provide at least 30% match funding for the project for which a grant is sought. Parish/town councils must provide at least 50%. This match funding can include in-kind support.

3 Area Forum Fund Applications

- 3.1 The 2011/12 budget for Area Forum East is £8,000. A sum of £452 has been returned from Biffa as an underspend against the Owen Street Arts Centre Energy Efficient Heating System project, which was supported by the Forum in April 2010. No applications were received for the April Forum meeting. There is, therefore, a total sum of £8,452 available for disbursement at this meeting.
- 3.2 Three eligible applications have been received for consideration at the meeting. The applicants have requested financial assistance in a cumulative total sum of £5,405.

4 Applications for Consideration

4.1 Atherstone Theatre Workshop

- 4.1.1 Atherstone Theatre Workshop provides theatre skills for children and young adults. Regular drama workshop sessions are run from its Owen Street base. Additionally, productions are staged for the locally community to enjoy.
- 4.1.2 Atherstone Theatre Workshop wishes to purchase an acoustic induction loop system that will enable both clients and customers that are hard of hearing to enjoy sessions and productions. The total cost of the induction loop system, including installation, is £982. Atherstone Theatre Workshop had requested 100% funding towards the project. The maximum award under the scheme criteria for this community group is 70%, however, which results in a sum of £688.

4.2 Recommendation to the Forum

- 4.2.1 The project links to the Sustainable Community Strategy priorities of Raising Educational Attainment, Aspirations and Skills, Developing Healthier Communities and Improving Access to Services. It is recommended, therefore, that Members give consideration to awarding the project the maximum award of £688.

4.3 Atherstone Dicken's Night Committee

4.3.1 Atherstone Dicken's Night Committee works to promote and deliver "Dicken's Night". The event takes place each year in the market town of Atherstone and attracts people from the surrounding villages. The event provides an evening of Christmas festive fun with outdoor entertainment for all the family.

4.3.2 The Committee runs on a "not-for-profit" basis and wishes to purchase a replacement container to store equipment used for the event (such as lights, stalls and closure barriers). Additionally, the Committee needs acquire new tyres for the trailer used to transport the equipment and it wishes to replace the stalls, which are coming to the end of their useful life. The total cost of the project is £3,850, towards which the Committee has requested a sum of £2,690 from the Area Forum Fund.

4.4 Recommendation to the Forum

4.4.1 The project links to the Sustainable Community Strategy priority of Developing Healthier Communities and Improving Access to Services. It is recommended, therefore, that Members give consideration to awarding the project the requested sum of £2,690.

4.5 Mancetter Community Panel

4.5.1 Mancetter Community Panel is a new group, which has been established to arrange social activities for people of all ages living in Mancetter and the surrounding area. The Community Panel's first project, following local consultation, is to set up a tea dance at Mancetter Memorial Hall. The sessions will run every week on a Wednesday afternoon and it is anticipated that, after a few months, the Dance project will become self financing.

4.5.2 The total cost of the project for the first three months of operation is £2,885, of which £1,152 is the estimated value of the volunteer time that will be provided to make the sessions a success. Mancetter Community Panel is requesting the remaining sum of £1,733 from the Area Forum Fund. This will be used to pay for equipment, promotion and the first three months hall hire costs.

4.6 Recommendation to the Forum

4.6.1 The project links to the Sustainable Community Strategy priorities of Raising Educational Attainment, Aspirations and Skills, Developing Healthier Communities and Improving Access to Services. It is recommended, therefore, that Members give consideration to awarding the project the requested sum of £1,733.

5 Area Forum Fund – Financial Implications

5.1 If Members grant the requests in the sums indicated in the report (a total of £5,111), the Forum will have £3,341 to carry forward to 2012/13. The next deadline for applications to be considered by the Forum is 1 February 2012.