

**Minutes of Meeting held on Wednesday 2nd April 2014 at 7pm
The Centre**

Present: Keith Smith Alison Durrant Ken Saunders Sarah Oler
Ian Webb Paul Newton Smith Phil Baker

1. Apologies: Sandra Rendall Shirley Colbeck Smith Helen Holly Adrian Hares
Mark Pritchard

2. Minutes of February Meeting:
Minutes of previous meeting signed and filed. Proposed by IW seconded by PNS

3. Matters Arising:

4. Locality Team Input: Apologies received from Mark Prichard
Pam Gough has left the localities team to take a position with the policing team in Devizes

5. Correspondence:
a. Matt Goddard of Kilda Road has offered his services in the areas of Crowd Funding and Gilberts Lane. Ks will meet with him.

b. Matt Ford Social enterprise and care in the community
Meeting to organize all aspects of care in the community regarding service. Mark Pritchard is to contact all service areas of the SBC. Professionals plus volunteers re: caring to provide 2 minute presentations. Idea is to form a directory for all aspects of service. Wednesday 4 June 2014. HCPG plan to invite as many services (domestic violence, Seqol, Swindon Social Services,) so that SBC can see who to contact in HIGHWORTH. Maybe ask GP.

Mark Pritchard, Matt Ford and Keith to facilitate this meeting

Ian Webb suggested an article in the Link which Phil Baker felt could pull in the wrong people
Alison Durrant mentioned that the PCT had a wide listing before they were closed down.
Sarah Oler mentioned that SEQOL already have a local listing
Keith said that Swindon is a LONG way away when you are in need

6. Public Liability Insurance:

Keith has received an email from Laura Pictor of WFCAP. Our insurance expires 24.04.14. All 22 CAPs have been asked what cover they require, response by 01.02.14. Keith has done this.

Keith has contacted CDA and been quoted £250.34.

HCPG finances - £1000.00 set aside for the Vision. That leaves £244.93. Should we ask the 5 groups who use the HCPG as their bank to cover to cover the public liability split 5 ways (£43.00)?

Ken suggested the 5 groups be asked

Phil mentioned that the HCPG were saving each group the hassle of individual insurance

Alison, as spokesperson for HAFFT - said she felt the group was not aware that their insurance had been covered by the HCPG in the past.

Phil mentioned all groups had received this free from 2008.

Keith said that WFCAP had supplied this insurance for the last 6 years but it may come to an end. It was agreed this cost be split 5 ways, subject to the other groups' approval

Alison asked if there would be an actual exchange of funds but this would not be the case as the HCPG held all their funds anyway.

Ian asked if the £5m covered any number of events. It was not the number of events that changed the insurance – but the number of people expected to attend.

Ian also suggested that all groups should be issued with a copy of the policy

Alison suggested that any new group joining should be advised of the future insurance fee to cover them for their forthcoming year

Phil mentioned that actually £43.00 was incredibly good value.

7. Action for Market Towns:

WFCAP will not be renewing HCPG membership for Action for Market Towns

Keith said this had not been used for the past year. He had been to 2 conferences, Ken and Paul had been to 1 and Sarah was due to attend one but this had been cancelled.

The cost of attendance was a minimum of £100 which was not viable.

Paul Newton-Smith said we could always re-join if needed

Alison mentioned the annual assembly in May of the HTC where the community can ask questions. Also that May 6th was Mayor making.

8. HTC representative:

Alison reported from the HTC minutes for 18 March 2014 which were available to everybody online.

There was a presentation from Warneford School asking what do young people want? That the Highworth Youth Centre was only open 2 hours per week. Anna Pope is about to on maternity leave. Normal attendance levels at the Youth Centre are @ 20 boys. SBC have reviewed the building and wish to keep it open.

The HTC discussed the possibility of purchasing the large house in Sheep Street. Ian asked where the funds would come from. Alison said that the sale of the HTC properties would cover this, that the large house had better leasing potential. This idea has now been shelved.

Also in HTC minutes, the missing link and the Highworth Cycle Group, community assets, buildings and play areas, that HTC were taking over the public toilets from SBC. SBC passing over the costs of running this facility.

The leisure centres, there are concerns re 25 year leases. 1) the golf course being sold to a leisure company and 2) the Rec, which has a 3 way partnership could be considered to be put in with the 6 other centres.

Warneford School has got the funding for the sports hall which will be a loss to the Rec

Solar Farm planning for Inglesham, solar farm business' are writing to local land owners asking them if they want to sell land for solar farms

Also discussed, the podium, Fox roundabout and the street cleaner – not resolved

9. Projects for 2014:

a. Highworth the Vision inc. Neighborhood Plan– information collected from meetings in March and April needs writing up. The councilors are satisfied that they now have all the information they need. Discussions now centre around the writing of the plan.

Mark Pritchard (NE Locality Lead, SBC) is still supporting the project

b. Totally Locally- is going "virtual". The group has received 2 grants from the SBC. £500 for Administration and £500 to develop plan.

Paul is developing their website.

There has been very poor shop uptake. Sandra Rendell, Ann Hinton Tim Belcher and Adrian Hares are the drivers of this plan.

Paul is designing window stickers for the shops. There are a few companies that have joined i.e. Virtual Red.

Paul described the website is a static instrument and that the use of Facebook and Twitter was vital.

Suggested an article be put into the next Link magazine to say that the SBC as a funding this project which would also provide a free advert for businesses.

Ian suggested a stall at the May Fayre, Keith asked who could do this; Sarah suggested a poster on every stall if allowed.

Sarah also asked if there was a map on the Highworth website showing every business in Highworth and where they are.

10. Members Business:

Phil Baker - Hospital Transport – has anybody got any stories as Arriva are having supply issues. Alison mentioned that transport availability is not always obvious.

The Bridge is to be a satellite food bank but there was the issue of specific opening times which is not conducive to those needing help. The idea came from the Swindon Food Bank. Alison asked if Highworth's demand had increased – NO.

CAP debt service, 2 people are being interviewed for post of manager and should be ready mid June after training. Keith asked if these were Highworth people. They are Highworth/Shrivenham and recruited via the local Church.

The funding is at £30k per year for first 2 years. Manager 3 days a week and is highly trained.

Link magazine is having printer issues. Paul suggested using Stephen George Merthyr Tydfil as they have never let him down. There was a general agreement that the Link was a superb magazine in every way.

Alison – the Big Lunch is on 1st June. Does the HCPG or anyone want to take part? Perhaps in the community gardens in The Elms? Perhaps at the HCC? Maybe the community church would be interested? Ken commented that the concept of the Big Lunch was for community street parties amongst neighbours!!

Phil commented that it was too late to start planning for this year. Let's plan now for next year. 12 months of planning and good publicity would make the HCC the perfect place for this event to become an annual event.

Action: Put on Agenda for September

Ian – Reported a Prospect Hospice presentation. Lots of people in Highworth are affected and use all services provided by the Prospect. 20 plus people attended the presentation and were keen to set up committee, guided by the hospice. The Prospect commended Highworth as 18 out of the 20 volunteered to be on the committee.

Ken – reminder that the Friends of Pentylands Country Park AGM was Tuesday 8th April at 7.30pm

Keith – The Job Club. This has been running every Wednesday for 5years, since February 2009. And have run out of USB sticks again. HCPG bought the first lot, Intel the second. Keith applied to Nationwide for sticks but was told that sticks were not allowed in the building for security reasons. So Keith suggested applying to Nationwide for a grant. Phil proposed and Ian seconded.

Defibrillator – this has been installed in Gilberts Alley. It is controlled by the emergency services (you need to call for a code to access).

Ken mentioned that the Lions ran a race night and raised just under £1k which is just short of the value of 2 more defibrillators.

Meeting closed at 9.23pm

Next meeting Wednesday 7th May, 7.00pm at the HCC