



**Minutes of Meeting held on Wednesday 1<sup>st</sup> February 2017, 7pm  
At the Community Centre**

**Present:** Keith Smith      Phil Baker      Adrian Hares      Ian James  
Ian Webb      Sandra Rendall      Gary Llewellyn      Paul Newton Smith  
Ken Saunders

**1. Apologies** Steve Martin      Alison Durrant      Sarah Olnier      Alice & Justin Douglass  
Nick Gardiner

**Visitor:**

**Welcome**

**2. Minutes of January Meeting:**

Minutes of previous meeting signed and filed. Proposed by **IW** seconded by **KenS**

**3. Matters Arising:**

**From July:**

**4. Post Box – KS** still to do

**6. Fox Roundabout –** David Lane meeting regarding 106 monies

**11. Podium –** discussed in 6.

**4. Report from HTC representative: KS**

- Library will have 2 paid staff covering 15 hours plus a further 15 hours funded by HTC. David Lane to negotiate cost and finance for extra person. We want the two employed persons to stay at the Highworth Library.
- A Mobile Bank will be placed in old library car park for 3 hours, 3 days a week. Will have to investigate as would be parked on yellow lines. A cashpoint at McColls is on their next Agenda.
- Parishes held a meeting regarding Fly Tipping. Parishes to pay for their own clean up or council will charge. SBC are offering this service at different costs to different parishes.
- A survey has been commissioned near Reg Skulls regarding the crossing.
- Do SBC take note of HTC Planning meetings? One area in which TC could improve is to give reasons as to why they have refused an application.

**5. Highworth Library Update:**

- Letter sent to DCMS has been acknowledged
- Rob Wilson, Minister for Libraries went with SBC to visit Parks and Covingham Libraries, outcome unknown.
- Justin Tomlinson MP in favour of 'Trust' idea
- HTC providing £16k for extra 15 hours, therefore Precept up by 6% this year, which is low compared to other areas of Swindon
- Highworth Library keeping evidence of busy periods the Library is used
- All positive news at present

**6. Programme for 2017:**

**Town Centre Update**

- Podium – nothing at present
- **GL** spoke with Rod Navaratte who is happy to do drawing of town. Base map of properties needed. GL will work with Rod to collate, map and present a Masterplan of the town to HCPG. Proposals can be added and compared used as a working draft document. This will include Gilberts Alley and be inclusive of conservation area. Confirmed fee of £300 which will be paid for from HCPG funds  
**Proposed: KenS and Seconded PNS with a unanimous decision from those present**

- SR to send property measurements to GL.
  - **GL** - improvements in Brewery Street and Shrivenham Road are to be made with flashing 20 signs and a dropped kerb at end of Gilberts Lane where traffic lady is.
  - **Care in the Community – thoughts/ideas:**
    - SBC Circles are presently looking for funding to continue. SR to speak to Circles to find out
    - Age UK, should we approach them, could we be supportive of them
    - Connexions list needs updating.
    - Clinical Commissioning, should we contact them?
  - **The Vision - Proposal**
    - Dated 2013/14. 17 policies have been revised and are in the Neighbourhood Plan, which is now being implemented and can be reviewed.
    - Impact Report 2015 could be published and put online. **KS** to email to **PNS** to format for us all.
  - **Tourism – thoughts/ideas**
    - Where to put coach spaces? Brewery Street car park? Visual appearance not nice, could put in Town Centre update
    - Tourism has been identified in both Local and Neighbourhood Plans
    - Where is Mabel Stranks buried?
    - Maps and Town Trail to pubs, hotels, Estate Agents and local villages
    - **KS** will research Visit Wiltshire and Wiltshire Tourism about having a page for Highworth
    - What is our 'Brand'? Historical Town Trail, Mabel Stranks, 15<sup>th</sup> Century Church?
    - Leaflets available to visitors
    - Lighthouse Bookshop needs to be more visible as Tourist Information
    - Co-op could advertise High Street
    - Would we get support/money from pubs, hotels, shops?
    - Prepare a flyer promoting tourism to businesses as benefiting them, start small with ideas in leaflet
    - Attractions, accommodation need to be included
    - Ask HTC in May which proposals to take forward from the NP. Tourism is in SBC RA1 policy and NP and the Vision. HTC would have HCPG support, would increase footfall as this will fall following loss of another bank.
    - **PB** will contact Barnes Coaches – What are their priorities when stopping?
    - **IJ** will visit local Tourist Information for leaflets and information
    - Arkells, how can they help?
    - In brief: KS at HTC meeting: Lloyds closing, reduced footfall, promote tourism, what is councils view? Leisure meeting in March
    - A small group will meet to get things started. **PB, IJ, SR, IW**
7. **Members Business:**
- **Business Breakfast Club: IW** - has 20 members, providing beneficial networking
  - **Job Club: KS** – Stats for Highworth December 16 – Jobseekers 0.6% = 30 people. As figures are down, Keith, Sandra and Dennis will work on a rota, now open 10-11 every Wednesday.
  - **PNS** – Approached by Highworth Pre-school who have been served notice, looking to HCPG's support in fighting closure? If we can help in an advisory way, we will.
  - **KenS** – Skate Park going ahead opposite Spar on football field by MUGA. Next meeting will be held at Community Centre and chaired by Skate Club. Meeting with Hills for funding towards cost. HTC may put in 50%.
  - **PB** – From February 6<sup>th</sup> the Surgery will operate 15 minute appointment, Feedback will be needed. Virtual participation in surveys has increased.
  - Foodbank – increase in usage since Christmas
  - Universal Tax Credit – proving to be complicated to complete forms
  - **GL** – Warneford School celebrating 60 years on 16/11. Planning to celebrate locally with past and present
  - **KS** - Neighbourhood Justice Panels – have been holding training at Community Centre. Leaflets available from HTC
  - **Twin Towns UK** – National campaign to boost small towns opportunity through partnership – Tourism Group to take on  
Meeting finished 9.30pm

**Next meeting 1st March 2017**