



Wilton Community Area Partnership (WILCAP)
Committee Meeting-26th April 2010 7.30pm
Wilton TC Chambers.

1. **Present-** Peter Edge ,Ivan Seviour, Jimmy Green, Gary Nunn, Rachel Ashton-Brown, Clive Upton, Frank Trevor Long, Laura Pictor, Charles Smith, Richard Munro
2. Apologies were received from Joy Wagstaff, David Parker, Nigel Lefroy, Laura Pictor
3. The minutes of March 29th 2010 were examined and accepted as a true record.

Matters Arising-

- i. Charles suggested that any future action points that are to be minuted should be highlighted in some way.
Ivan agreed to do this in the future.
 - ii. It was agreed that all future emails from Richard Munro and Laura Pictor be copied to Rachael Ashton-Brown.
 - iii. **Ivan would circulate the CAPs contact details at some point.**
 - iv. Trevor had contacted the Tidworth CAP as he said he would but disappointingly had received no reply.
 - v. Peter had drafted an outline budget that he had sent to Richard for his consideration
4. Debate took place regarding the draft budget that the chairman had sent into Richard. Richard looked at the budget headings with the group and the amounts that WILCAP has assigned. It was felt that a £1000:00 for Admin costs was more realistic-this would equate to £10:00 per hour-10 hours per week over 10 months, then a figure of £1000:00 is arrived at. Overall the budget was reduced to around £6000:00 and Richard felt that this was probably more appropriate. A degree of flexibility was available regarding how much and when the budget amounts could be released to the CAP. It was felt that there was now further work to be done on the budget to that it could be linked more closely to the overall WILCAP plan for the year.
5. The chairman reported that the Bank Accounts for WILCAP were just about to be opened. The 3 signatories would be Peter Edge, Rachael Ashton-Brown and Ivan Seviour.
6. Much discussion took place about the current CAP situation across the County and it is clear that they all operate slightly differently in some respects but many have similarities. How the CAPS stand at the current time is varied, especially in terms of their development. Richard further explained some the issues that the CAPS were facing. Further debate about the role of WILCAP within the local community still needs to be explored both in a wider sense and within the group itself.
7. Richard Munro further outlined some of the themes that the Area Board might be interested in-these may or may not be issues/ projects that CAPS might be able to undertake in some form and could possibly obtain some funding for;

- ❖ Area Board setting out 3 more events in the future;
 - July 2010- Services to older people.
 - Autumn 2010- Services to younger people
 - Dec 2010/Jan2011- Law and Order.

8. Some discussion took place regarding the Community Plan. It was thought that the CAP should contact Andrew Jacks from County to see when he would be able to come and talk with WILCAP about what he would be able to offer the group in terms of data that the group could tap into. This type of information would be invaluable in helping to write a meaningful Community Plan.
9. Rachel Ashton-Brown informed the group that she would be prepared to give the CAP some admin time and possibly work on a WILCAP website. This was agreed by the group - details of this to be worked out.
10. Five members of WILCAP would be attending the WFCAP conference in Devizes on Saturday 8th May. This was felt to be a very worthwhile opportunity to talk with other active CAPS across the county and hopefully gain some insight into what work is being achieved by CAPS in Wiltshire. Members attending would be able to report back at the next meeting. WILCAP also agreed to take part in further training that Laura Pictor was intending to roll out WfCAP members.
11. Charles raised the issue of establishing theme groups within WILCAP. He felt that this way of working helped to focus members on the issues they are interested in rather than everybody needing to look at everything. Members were urged to think about this and perhaps be prepared to take responsibility for certain issues.
12. The meeting closed at 9.10pm. **Next Meeting Moday 24th May –Wilton TC Chambers 7.30pm.**