



Wilton Community Area Partnership (WILCAP)
Committee Meeting-28th June 2010 7.30pm
Wilton TC Chambers.

1. **Present-** Peter Edge ,Ivan Seviour, Jimmy Green, Rachel Ashton-Brown, Nigel Lefroy, David Parker. Trevor Long, Charles Smith- Richard Beatie was also in attendance.
2. Apologies were received from Clive Upton,
3. The minutes of May 24th 2010 were examined and accepted as a true record.

Matters Arising-

- Peter Edge reported that Andrew Jacks from County was unable to attend tonight's meeting but he would hopefully get to the next.
4. The Contact details sheet was circulated and Ivan asked that members update with any new information.
 5. The treasurer reported that the WILCAP account was now fully functioning and contained £500:00 that had been put into the account by Wilton Town Council by way of a loan until the WILCAP budget had been approved.
 6. Rachael explained about the work she had been doing on the website issue and members stated their views regarding the websites that she had emailed to them. A general discussion then took place about the place of websites and what they might be able to provide for the CAP.
It was agreed that the basic principles of the site should be ;
 - A website for basic communication and information
 - The site will need to be maintained and updated at regular intervals.Rachael said that she would be happy to continue working on the website issue. Trevor proposed to the group that **Rachael should develop the website issue** and this was fully supported by the members present. Ivan also said that he would be happy to assist Rachael in any way that he could.
 7. **WILCAP Workplan.** A detailed discussion took place regarding the WILCAP workplan. Richard had emailed a Generic document that WILCAP could base their Workplan on. The members looked specifically at the headings contained within this document **and Ivan agreed to adapt this to include members suggestions**. This would be then emailed to all members for their comments and this would then be finalised at the next meeting so that it could be forwarded to Richard Munro for presentation at the Next Area Board meeting that was scheduled to be held in August. Members of WILCAP would need to be present at the August Area Board meeting to speak on the Workplan and as a result hopefully get the document approved so that the first part of WILCAP Budget could be released.

8. **Community Plan.** It was thought that any outline regarding a Community Plan that WILCAP puts together would need to be in full consultation with parishes within the Community Area Partnership Area so that relevant needs that have been prioritised within those parishes are fully included. It was therefore agreed that WILCAP needs to be proactive in trying to make links with the parishes so their needs and concerns form part of the Community Plan.
9. Charles emphasised the importance of WILCAP identifying members specialisms and interests in the quest for avoiding work overload for Committee Members.
10. Peter Explained about the 'Voice' training Programme details that Laura Pictor had sent. The dates had been set for 7th and 21st September 2010 . A decision would be made at the next meeting after ***Peter had emailed members about this.***
- 11 . The meeting closed at 9:00pm. **Next Meeting Monday 26th July –Wilton TC Chambers 7.30pm.**

I R Seviour July 3rd 2010