



**Wilton Community Area Partnership (WILCAP)
Committee Meeting 28th March 2011 7.30pm
Wilton TC Chambers.**

1. **Present-** Peter Edge (in the chair) Ivan Seviour, Jimmy Green, Rachel Ashton-Brown, Nigel Lefroy, C.Upton, Mike Ash, Richard Munro, Andrew Jacks, Sam Spacey

2. **Apologies** were received from C.Smith, D Parker

3. **The minutes** of February 28th 2011 were examined and accepted as a true record.

4. **Matters Arising-**

There were no matters arising from the minutes.

5. **WILCAP A5 FLYER**

- . The Flyer was now at the printers, details of which had been forwarded by the chairman. A proof PDF file had now been received. After checking some alterations were required. As soon as these were complete printing would be completed at a cost of £99:00 for 5000 copies
- Ivan had also sent the content of the A5 flyer to the Valley News. David Parker the editor had replied and said that the information would appear in the April edition of the Valley News as an editorial piece. This should be on the streets in a few days.

6. **Andrew Jacks.**

- Ivan had asked Andrew if he might be able to comment on the points below when he attended the WilCAP meeting.
 - Any key issues that might have been identified in the WilCAP area that exist in data already collected.
 - Ideas for a possible script that WilCAP might be able to use in their goal of establishing positive links with WilCAP parishes.
 - Comments on the development of the WilCAP Action Plan.
- Andrew reported that he had recently been looking at some of the relevant documentation and in particular he had been looking at information and statistics about the Wilton Community Area. He went on to briefly highlight some of the issues he came across, some of which WilCAP might want to investigate further at a future point in time. Ivan asked if the notes that Andrew had made regarding some of these issues might be forwarded to him and then he could send round to WilCAP members.

Richard Munro explained that much of this information could be accessed through the SWWAB part of the Wiltshire website and it could be found under the Community Profile Tab.

Andrew also reported that although a script did not exist that we could use in our goal of making links with the parishes within WilCAP, he felt that some of the information contained within our proposed flyer may well provide a good starting point.

Richard suggested that we might like to make contact with the chairman of the Melksham CAP as this partnership had been in existence a little longer than WilCAP but at the present time they were involved in some interesting work within the local community, in terms of trying to create campus to house local services in one central building. He also went to describe and reinforce the principles of a CAPs work and its relationship with parishes and the Area Board.

It was thought that the WilCAP Action Plan Grid Model was a useful tool for planning the work of a CAP. It is a well developed format for developing identified issues. It was thought that some of the issues listed perhaps need more detail and explanation. The Area Board felt that WilCAP was working along the right line with regard to what it was listing in its internal work plan.

Richard also encouraged WilCAP to make the fullest possible use of Andrew Jacks in his research capacity. Andrew mentioned a proposed survey that was due in the Autumn and thought there may be a possibility that WilCAP might have the opportunity to use a page within this document to find information about a particular issue.

Richard mentioned a future event to be held on May 12th in Dinton Village Hall at 5.00pm. This would be organised by the SWWAB and would be on The Big Society/Localism and would probably be a steer as to possible content of the Community Plan- leading to Neighbourhood Plans.

7. WilCAP Website.

- Rachael reported that she had attended WfCAP training on Social Media. She thought that more statistics would be available in the future regarding who is accessing the WilCAP website

8. Treasurer's Report-

- A bank balance of £5809:00 was reported by the Treasurer. ***Ivan would try and forward a draft budget for the forthcoming year to Richard and Andrew.***

9. Chairmans Correspondance/ Future events.

- A Law and Order event would take place at some point in the future.
- 12th May Dinton- The Big Society/Localism.

10. AOB

- ***Peter and Ivan would create an expenses/mileage claim sheet for WilCAP members.***
- ***Ivan to email Jan 2011 minutes to Rachael.***

There being no other business the meeting closed at 9.05pm.

Date of the next meeting **Monday April 18th 2011 at 7.30pm in Wilton Town Council Chambers.**

IRS- 4th April 2011