

## **ACTION NOTES**

<b>MEETING:</b>	<b>Greater Aylesbury Local Area Forum</b>
<b>DATE:</b>	<b>8 September 2008 8.00 pm to 10.00 pm</b>
<b>LOCATION</b>	<b>Aylesbury Fire Station, Stocklake, Aylesbury (changed from Aylesbury Vale District Council Offices, because of a power cut which occurred at 7pm)</b>

<b>Present:</b>	Bill Chapple OBE (Bucks County Council), Keith Gray (Coldharbour Parish Council), Jenny Hunt (Stoke Mandeville Parish Council), Chester Jones (Bucks County Council), Steve Kennell (Bucks County Council), Pam McCord (Coldharbour Parish Council), Steven Mitchell (Aylesbury Town Council), Steve Patrick (Aylesbury Vale District Council), Joan Poole (Aylesbury Vale District Council), Brian Robson (Bierton with Broughton Parish Council), Joanna Rose (Weedon Parish Council), Sue Severn (Watermead Parish Council), Alan Sherwell (Aylesbury Vale District Council), Glyn Thomas (Watermead Parish Council) and Andrew Tipping (Stoke Mandeville Parish Council)
<b>In Attendance:</b>	Freda Ackroyd, Diana Amies (AOTRA), Graham Aylett (Thomas Hickman's Charity), Nigel Brooke, Ann-Marie Davies, Clare Gray, Bob Gregory, Madeleine Howe, Katy MacDonald, Steve Orchard, Ian Reed and Keith Wheeler
<b>Apologies:</b>	Mary Baldwin, Paula Buck, Sue Chapple, Neil Gibson, Paul Hughes, Anne James, Clifford Marshall, Tony Nicholson, Colin Perrottet and Freda Roberts MBE

Item	ISSUES RAISED
<b>1</b>	<b>CONFIRMATION OF CHAIRMAN</b>  Steve Patrick, District Councillor chaired the meeting for the evening but the confirmation of Chairman for the ensuing year has been deferred to the next meeting.
<b>2</b>	<b>APPOINTMENT OF VICE-CHAIRMAN</b>  This item was deferred to the next meeting.
<b>3</b>	<b>APOLOGIES FOR ABSENCE/CHANGES IN MEMBERSHIP</b>  As listed above.
<b>4</b>	<b>DECLARATIONS OF INTEREST</b>  There were no declarations of interest.
<b>5</b>	<b>QUESTION TIME</b>  There were no public questions.  A Parish Council representative asked how the Local Area Forums will be publicised. The Senior Local Area Co-ordinator reported that as this was the inaugural meeting of the Local Area Forum, constitutional issues were still being considered. However, future meetings would be advertised through the use of posters, to be put on Town/Parish Council noticeboards as well as notices in local newspapers and community/parish newsletters.  <b>Action: Ian Reed</b>

6	<p><b>REPORT SUBMITTED TO COUNTY COUNCIL ON THE FUTURE OF LOCALITY WORKING IN BUCKINGHAMSHIRE</b></p> <p>This item was discussed in conjunction with item 7.</p>
7	<p><b>TERMS OF REFERENCE</b></p> <p>Steve Orchard, Programme Manager Getting Closer to Communities tabled two reports; the first report provided information on the revised Getting Closer to Communities (GC2C) Strategy, the second report provided information on the proposed terms of reference. During his introduction to the report the following points were noted:-</p> <ul style="list-style-type: none"> <li>• This was the first formal meeting of the Greater Aylesbury Local Area Forum since the constitution of the Local Area Forums at Full Council meeting in July 2008.</li> <li>• An amendment had been made to the resolution at Council to authorise the Deputy Leader to make minor changes to the terms of reference of LAFs/LCPs in the light of the operation of the Forums.</li> <li>• The County Council, District Councils and Parish Councils have been asked to appoint representatives to attend these meetings. Invitations have also been sent to Bucks Fire and Rescue Service, the Thames Valley Police Authority, the Primary Care Trust and the voluntary sector as partners of the Council.</li> <li>• Inclusion of appropriate wider groups as Forum Members will need to be the subject of local determination. This is consistent with the principles of GC2C about freedom and flexibility to meet local needs. An inclusive approach will be adopted to build a collective ownership of service delivery.</li> <li>• There are 3 clear functions of the LAFs/LCPs; setting priorities for the area, empowered decision making with funding, taking action on community issues.</li> <li>• In the initial phase, the Chairman will be a County Councillor with the Vice-Chairman normally being a District Councillor. The intention is to move to rotating chairs in subsequent phases, for example, where a District Council also devolves functions and budgets to the LAFs/LCPs.</li> </ul> <p>During discussion Parish Councillors asked for clarification on the following points:-</p> <ul style="list-style-type: none"> <li>• Membership issues – A representative explained that their Parish was on the edge of the Greater Aylesbury Local Area Forum and that they adjoined two LAFs. There was flexibility for other neighbouring Parish Councils to attend but he was unclear what their member status would be if they were not assigned to that LAF area. He particularly expressed concern about the involvement of Bucks Association of Local Councils (BALC) in membership issues which was set out in the terms of reference.</li> </ul> <p>The representative expressed concern that not all Parish Councils were Members of BALC and therefore they should have no role in this process. A number of other PC representatives agreed with this statement. It was pointed out that membership issues and the involvement of BALC was a suggestion only and Buckinghamshire County Council has taken no action on this point. He then asked for further clarification on support for LAFs as it was proposed in the terms of reference to ask partners to share the costs of the Forums (e.g officer support, provision of meeting rooms) and he considered that this was not appropriate for Parish Councils who had no mandate to contribute to running costs. In response it was noted that Councils could offer their village halls/meeting rooms free of charge or alternatively could raise money through a precept. A representative asked that the sharing of costs be removed from the report for clarification, except for the hiring of village halls.</p> <ul style="list-style-type: none"> <li>• A question was asked on what the appropriate number of Parish Council representatives should be. GC2C Programme Manager reported that the rationale behind the paragraph on</li> </ul>

	<p>membership was to allow flexibility to allow LAF's to set the number of PC representatives.</p> <ul style="list-style-type: none"> <li>• Concern was expressed that Parish Council views had not been taken into account during the consultation period on the Locality Strategy, particularly in relation to how Parish Councils were formally consulted. Parish Councils had a right to be consulted. Parish Councils had a right to be consulted as an elected body.</li> <li>• A PC representative commented that some of the Parishes included in the Greater Aylesbury LAF were quite rural, they wanted to ensure that their voice would be heard. Each LAF was a public meeting but if there was a cross boundary issue then the Parish Council could attend and at the discretion of the Chairman, speak to the meeting.</li> <li>• A District Councillor emphasised the importance of improving local involvement in decision making and the need to empower Parish Councils which was in the spirit of the LAF.</li> <li>• The Forum discussed the wider agency membership. Reference was made to the representatives attending on behalf of the Thomas Hickman Charity and Old Aylesbury Residents Association. It was agreed there were other agencies that may benefit from attending the meeting such as VAHT (Vale of Aylesbury Housing Trust) or Vale Volunteers. Different representatives may attend depending on the specific agenda item. A representative reported that any organisation that has any influence should be welcomed to the Forum to attend and observe the discussions.</li> </ul> <p>Other Comments Made</p> <ul style="list-style-type: none"> <li>• The legal responsibility for monetary allocations devolved by either the County Council or District Council is devolved to the relevant Head of Service.</li> <li>• The Forum could make a difference by working in partnership and focusing on issues on the table.</li> <li>• The terms of reference would be reviewed after one year at the County Council meeting.</li> </ul> <p>It was agreed that an additional meeting be organised for October (date to be agreed outside the meeting) (with the normal meeting still being held in November). There was a request for clarification on membership and voting issues and also its role, in particular level 1/Level 2 issues and how it relates to the Neighbourhood Action Groups. Members noted that the Forum would evolve over time.</p> <p style="text-align: right;"><b>Action: Ian Reed</b></p>
<p><b>8</b></p>	<p><b>ACTION NOTES</b></p> <p>The Action Notes of the Workshop Meeting of the Forum held on 14 July 2008 were agreed as a correct record.</p>
<p><b>9</b></p>	<p><b>KEY ISSUES FOR THE FORUM</b></p> <p>Fire and Rescue Service and Local Area Forums</p> <p>A presentation was given by the Bucks Fire and Rescue Service which can be located via the following link: <a href="http://modern.gov/Published/C00000622/M00003303/AI00006293/FirePresentation.pdf">http://modern.gov/Published/C00000622/M00003303/AI00006293/FirePresentation.pdf</a> and covered the following issues:-</p> <ul style="list-style-type: none"> <li>• Vision</li> <li>• Organisation</li> <li>• Understanding community risks</li> <li>• Pressures and realities</li> <li>• Proposed objectives</li> <li>• Potential prevention schemes</li> <li>• Integrated Risk Management Plan (IRMP)</li> <li>• Summary and contacts</li> </ul>

	<p>Their website can be found at <a href="http://www.bucksfire.gov.uk">www.bucksfire.gov.uk</a></p> <p>During discussion the following points were highlighted:-</p> <ul style="list-style-type: none"> <li>• There was a leaflet on home fire safety checks and smoke alarms, which are provided free of charge.</li> <li>• The poster on inconsiderate parking shows how some fire engines find it difficult to reach their destination because of poor car parking along narrow roads. The Fire Service had no enforcement powers and had to rely on the goodwill of the public. Parish Councils asked for a copy of the poster so that they could add it to their noticeboards. <b>Action: Parish Councils/Fire Service Partnership Manager</b></li> <li>• The consultation on the IRMP was highlighted.</li> </ul> <p>The Forum discussed future items and noted that each LAF would establish a forward plan of items which would assist in the preparation/submission of reports. The Forward Plan would be published on the internet and would be a general forward plan of corporate issues but also include individual issues for each Forum. The following issues were suggested:-</p> <ul style="list-style-type: none"> <li>• Planning and licensing and making small environment improvements</li> <li>• The Waterside development.</li> <li>• The procedure for petitions - the representative commented that he still had not received a response to their petition on a bypass for Bierton. <b>Action: Anne Marie Davies</b></li> </ul> <p>The suggestions above would be added to the Forward Plan. <b>Action: Katy Macdonald</b></p>
<p><b>10</b></p>	<p><b>MATTERS RAISED BY AYLESBURY TOWN COUNCIL</b></p> <p>At the last meeting a workshop session was held to explore how the Forum could operate more effectively to develop joint working. The Chairman introduced three areas which could be considered by the Forum. He suggested these areas as solutions could be found by working together with the resources each partner had to offer. He suggested the following:-</p> <ul style="list-style-type: none"> <li>• Queens Park Centre – this is an art centre in Aylesbury which was fundraising for their freehold premises and also had property issues which needed to be resolved.</li> <li>• Cars for sale – where cars are left on highway verges or roundabouts and are advertised for sale</li> <li>• Britain in Bloom – the recent award received by Bletchley Town Council was a significant award as it created an environment that boosts the economy and a place where people want to live and work.</li> </ul> <p>During discussion the following points were made:-</p> <ul style="list-style-type: none"> <li>• How to prioritise which parts of the voluntary sector are supported.</li> <li>• Parish Councils had no funding to support it financially but could use their influencing skills.</li> </ul> <p>It was agreed that one item should be focussed on and discussed at a future meeting.</p>
<p><b>11</b></p>	<p><b>PETITIONS</b></p> <p>There were no petitions.</p>

**12**

**DATE OF NEXT AND FUTURE MEETINGS**

An additional meeting to be organised in October [date now set for 6 October at 7pm at Aylesbury College].

The following meeting will be held on Monday 10 November.