

PRINCES RISBOROUGH LOCAL COMMUNITY PARTNERSHIP



DATE:	17 September 2008
TIME:	7.00 pm
LOCATION:	Great Kingshill School

AGENDA

Item		Page No
1	Appointment of Chairman County Councillor Richard Pushman in the Chair.	
2	Appointment of Vice Chairman The Vice Chairman to be a District Councillor.	
3	Apologies for Absence/Changes in Membership	
4	Declarations of Interest To declare any personal or prejudicial interests.	
5	Future of Locality Working in Buckinghamshire (i) To receive report (a) County Council Resolution reported on 10 July 2008 (ii) To receive report (b) on the Terms of Reference	1 - 10
6	Action Notes from the meeting held on 25 June 2008 To consider the notes of the Princes Risborough LAF held on 25 June 2008.	11 - 18
7	Action List of Items Outstanding from Last Meeting To consider the list of items outstanding from the last two meetings.	19 - 34
8	Question Time In future there will be a 20 minute period for public questions at the meeting. Members of the public are encouraged to submit their questions in advance of the meeting to facilitate a full answer on the day of the meeting. Questions sent in advance will be dealt with first and verbal questions after. One supplementary question is allowed to be submitted by the member of the public from whom the question originated.	
9	Issues of Interest Previous issues discussed by the forum are contained in the report attached to this item. A Forward Plan of issues is currently being developed and Members are asked to let the Chairman know of any issues they wish to be included for future meetings.	35 - 36

10	Petitions To receive any Petitions that have been submitted to the LCP (none received this time).	
11	Fire and Rescue Service To receive a presentation	
12	Tranquil Project - Update	
13	Speed Limit Review	
14	Princes Risborough Service Excellence Event Feedback from the Conference held on 12 June 2008.	37 - 54
15	Dates of next and future meetings The next meeting of the Local Community Partnership will take place on 17 December 2008 at 7.00pm. Suggested dates of Future Meetings: 2009 18 February 24 June 23 September 16 December	

Democratic Services Contact: Maureen Keyworth, Tel 01296 383603, Email
mkeyworth@buckscc.gov.uk
Please contact me if you have any special requirements e.g. hearing loop

(i)

County Council Resolution

Princes Risborough Forum

17 September 2008

Purpose of Report.

- (a) To **inform** Princes Risborough Local Community Partnership (LCP) of the County Council RESOLUTION made on 10 July 2008 regarding the revised GC2C Strategy.
- (b) Members of the Local Community Partnership are asked to **note** this report (see link: <http://www.buckscc.gov.uk/moderngov/ieListDocuments.asp?CId=107&MId=2493>) and the agreed County Council resolutions (11) see attached and, are invited to **discuss** how the items can be effectively used in this local area.

Background

Local Committees

1. In 2000 Buckinghamshire County Council established 4 Local Committees, one for each District Area. Initially these Committees focused on Transportation and environmental issues and replaced the former Road Safety Consultative groups. Participants are County Councillors, District Councillors, Parish Councils and other partner bodies including some voluntary sector service providers. Over the course of the last 8 years both Buckinghamshire County Council and Wycombe District Council Committees have worked effectively together. Additionally other partners have placed items on agendas and promoted presentations and consultations at all 4 Local Committees.
2. Constitutionally the four Local Committees were advisory although the County Council has made an annual Capital sum of £125K per Local Committee available for local Transportation and environmental use. The committee role is to advise the Head of Transportation on appropriate schemes and projects and wherever possible suggestions/schedules of schemes have been accepted and work implemented. The budget responsibility has however, remained with the Head of Transportation.

Area Working (19 areas of Buckinghamshire)

3. Over the last 2 years the localism agenda has developed both nationally and locally. The County Council, through its Getting Closer to Communities Programme has explored service delivery and participation in consultation at a more localised level. 19 areas have been identified for the County, 7 in Aylesbury Vale and 4 in each of Wycombe, Chiltern and South Bucks District Areas.

This area concept was included within the Pathfinder documents which formed part of the successful bid to Government, jointly submitted by the County Council and the 4 District Council partners.

5. For some time now a number of County Council members have held cluster group meetings with parishes in their divisions and found that this “sub-district” arrangement has helped develop a sense of local identity. County Council members, holding these cluster meetings, have also included District colleagues and other public service providers. The Local Community Partnership concept (see below) rationalises and formalises this sort of meeting.

Proposal

Local Area Forums (Local Community Partnerships) - Consultation and Development

6. Earlier this year (2008) a consultation document “Buckinghamshire Locality Strategy” was widely circulated. This included a paper on establishing “Local Area Forums: A Framework for Consultation”. The consultation sought views on a comprehensive partnership approach to local area working. The draft strategy has five, interlinked aims:

- Community Leadership
- Community Engagement
- Services that meet Community Need
- Local Access
- Joined Up Service Delivery

7. The proposals included the formal establishment of 19 Local Area Forums/ Local Community Partnerships (building on existing forums) aligning to the 19 areas of the county. This concept accords with the Level 2 in Community Engagement work stream of Pathfinder and allows promotion of locality working countywide. The Forums would have a core Terms of Reference and some key functions, the clear expectations would be that they evolve to meet the different needs of the 19 local areas. The consultation document suggested that the 4 Local Committees would cease and 19 Local Area Forums develop during the next 12 months.

8. The County Council at its meeting on 10 July 2008 agreed the attached 11 recommendations.

9. In the Wycombe District Area the meetings will be known as Local Community Partnerships to reflect the pilot work of the Pathfinder Programme. (see 7 above).

Conclusion

10. The decision to establish Local Area Forums/Local Community Partnerships builds on the success of the Local Committees and is a further evolution in locality working (cross LAF/LCP or whole District meeting is still be possible). It is recognised that we need to record and preserve the benefits that have come from the Local Committees, whilst embracing the additional benefits that a more local approach can bring. Clearly, Local Area Forums/Local Community Partnerships will need time to evolve and to establish a wider partnership base and the management of topics to other forums the LSPs, in particular, will need to be addressed.

Council Meeting - 10 July 2008

The following resolution was passed:

1. To approve the revised GC2C strategy and the Organisational Requirements for delivery.
2. To continue discussions with all partners about the development of the Buckinghamshire Locality Strategy as the Local Strategic Partnership approach to:
 - Empowering communities
 - Delivering better outcomes for residents
 - Preparing for the Comprehensive Area Assessment
 - Localised delivery of the Local Area Agreement
3. To undertake further work with local councils to develop a better understanding of the relationship with the county Council and how we can support their fundamental roles as the most local tier of community representatives.
4. To replace Local Committees with Local Area Forums on a phased basis and to amend the Constitution accordingly.
5. To approve the Terms of Reference, Constitution and Working arrangements for Local Area Forums.
6. To replace the Local Committees with Local Area Forums in Aylesbury Vale and Local Community Partnerships in Wycombe Districts from 1 September 2008.
7. To defer the replacement of the Local Committees in Chiltern and South Bucks to allow further discussions to take place to try to identify an agreed way forward, but to permit the establishment of one or more LAF's in those Districts where there is support for this.
8. To authorise the Leader and Deputy Leader to make changes to the arrangements for Local Area Forums in Chiltern and South Bucks on the basis of further discussions within those areas.
9. To authorise the Deputy Leader to make minor changes to the terms of reference of Local Area Forums, in the light of the operation of the forums, in consultation with those forums.
10. To request the Head of Legal and Democratic Services to bring forward recommendation for any minor amendments to the Constitution resulting from these decisions, which will then come to full County Council for discussion and approval.
11. To undertake a review of the operation of Local Area Forums and report to the Council on progress in 12 months time, taking into account the results of the Pathfinder Pilots in Wycombe and Aylesbury Vale.

(ii)

Terms of Reference

Princes Risborough Forum

17 September 2008

Purpose of Report.

- (a) To **inform** Princes Risborough Local Community Partnership (LCP) of the contents of the proposed LAF/LCP terms of Reference (including Constitutional and Operating Arrangements)
- (b) Members of the Local Community Partnership are asked to **note** this report and are invited to **discuss** elements of the Terms of Reference (including and Operating Arrangements) that are open for LCP decision.

Background

1. The County Council at its meeting on 10 July agreed, as part of the report (appendix F), GC2C a draft CONSTITUTION (including TERMS OF REFERENCE AND OPERATING ARRANGEMENTS)
2. There are elements of these documents that are specifically related to individual LAFs/LCPs and some items will require discussion and agreement by each LAF/LCP. These items include attendance at LAFs/LCPs by local stakeholders.
3. A presentation of the document and its contents will be made at the first LAF/LCP in each area (from September 2008 onwards) and members will be invited to discuss the contents and feedback their views via the minutes of the meeting. Any comments and observations will be used to inform any future reviews of LAF/LCP arrangements.
4. Where appropriate recommendations regarding attendance (3 above) specific to each LAF/LCP will be noted and added to the document specific to that LAF/LCP.
5. Allocation of representatives - on the size of population and the make-up of the parish areas it is suggested that Hughenden Parish Council may

send up to three representatives to the meeting (this is to reflect the number of settlements, population of the area). Princes Risborough Town Council to be invited to send up to three representatives (on the basis of its population). The remainder of the parishes will continue to send one representative.

- 6 The LCP is invited to identify any member organisations. The meeting is advised that under the Pathfinder Pilot the LCP is a Level 2 meeting, the work of Level 1 meetings is being tested in pilots in Downley/Disraeli and Stokenchurch, Radnage and West Wycombe Community Action Group. The meeting may wish to see how the pilots work before appointing any organisations to the LCP.
- 7 Delegated Budgets Schemes 2009/10 – please see attached letter. The LCP will be invited to discuss schemes later in the year but the process is not set in stone at the moment.

Buckinghamshire County Council



Jim Stevens Head of Transportation

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Sent to:

Parish / Town Councils
County Councillors
District Councillors in High Wycombe LCP Area
June Campbell, WDC for Grassroots Groups

Contact: **Si Khan**
Tel: 01494 475320
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Email: srkhan@buckscc.gov.uk
Ref: **SR/sw**
Date: 26 August 2008

Dear Colleague

Delegated Budget Scheme 2009/10

The Local Community Partnership (LCP) meetings in January 2009 will be considering which schemes, put forward by Parish / Town Councils, should be progressed in 2009/10 from the delegated budget with the meetings in April 2008 confirming the decision.

Wycombe District Local Community Partnerships will receive £125k between them, allocated as follows:

Chepping Wye Valley	£ 28,099.58
High Wycombe	£ 33,020.57
SW Chilterns & Marlow	£ 33,510.85
Princes Risborough	£ 30,368.99

Each areas 'base budget' has been calculated as:

60% (total)/no of LCP

The remainder has been split according to:


4%	based on A road length
4%	based on B road length
5%	based on C road length
7%	based on U road length
10%	population
10%	customer service requests

Can you please submit any schemes by the **end of December 2008**. I attach for your information a copy of the Matrix Criteria Form which will be used to score the schemes.



Please respond to me and do not hesitate to contact me if you have any queries.

Yours faithfully

A handwritten signature in black ink, appearing to be 'Si Khan', with a small dot at the end.

Si Khan
Local Area Coordinator

ACTION NOTES

MEETING:	Princes Risborough LAF
DATE:	25 June 2008 from 7.00pm to 9.15pm
LOCATION	Lacey Green Millennium Village Hall

Present:	<p>Andy Ralph, Anne Dunbar, Lee Turnham, Thames Valley Police Alan Turner, Princes Risborough Town Council Richard Pushman, Dennis Green, Paul Rogerson, BCC Brian Hill, Princes Risborough NAG David Davies, David Jarman, Hughenden Parish Council Miv Hughes, Catheryn Davies, Lacey Green Parish Council Pam Priestley, Wycombe District Council and Longwick Parish Council Ken Hale, Bradenham Parish Council John Hughes, RACA</p> <p>Chairman for the meeting: Paul Rogerson.</p>
In Attendance:	Colin Price, Karen Adamson, Chris Garcia, Ian Reed, Maureen Keyworth
Apologies:	John Hambly, David Carroll, Nigel Faux, Judith Good, John Gibbs

ISSUES RAISED

3	<p>Action Notes of the Meeting held on 19 March 2008</p> <p>Agreed.</p>
4	<p>Matters Arising</p> <p>Community Speed Watch Members noted that unfortunately, a donation had not been received from David Devine, as reported at the last meeting.</p> <p>A member expressed concern that the changes in the Area 4 Speed Limit Review had been delayed and would not be done in August. Colin Price will obtain an update and circulate to members</p> <p style="text-align: right;">Action: Colin Price</p> <p>HGV Issues Members were informed that a plan was under consideration for lorries to be directed back up the A40 and onto the A4010 rather than travelling through Hughenden. Concern was expressed that more heavy traffic would be directed through Princes Risborough.</p> <p>New Think Signs Colin Price agreed to look into the fact that some PC members had requested that the signs be taken down because there were too many, particularly in Great Kingshill and Hughenden.</p> <p style="text-align: right;">Action Colin Price</p> <p>The Chairman apologised that for the majority of the actions set out by the previous meeting there was no officer to report back on progress made and that he would take the matter up with senior officers. With regard to other action points in the minutes, Ian Reed agreed to obtain any information requested.</p> <p style="text-align: center;">Action: Ian Reed to contact Transportation regarding lack of actions on last minutes</p>

ISSUES RAISED

5 Chris Garcia, Head of Youth Services – to answer questions on BCC Youth Service

Chris Garcia is Head of Community and Youth Engagement and also has responsibility for Community Cohesion issues across the County. She had been in post since September 2007. 80% of resources are targeted towards the 13-19 age range with the rest targeted towards 11-13 age range. 80% of the total budget is for staffing which, is mainly for provision of youth workers, with very little spent on back office services.

The Youth Service Management Team has been re-structured in line with the eight local delivery areas for the County Council, which is also in line with Getting Closer to Communities (GC2C). The tiers below the Management Team are structured to reflect the 19 GC2C areas. Princes Risborough has a full-time Youth Worker.

Many of the youth centres are attached to schools and some centres are not necessarily in the right place, but there are not enough resources to re-site them. The Service tries to compensate by providing detached workers on the streets for young people who are not involved in activities elsewhere. Work is also being undertaken in trying to build up mobile provision, i.e. mini buses, particularly to cover rural areas.

The Youth Service is located under Safer and Stronger Communities and its requirements are about providing an informal education service and working with young people outside school time to give them an opportunity to engage in activities and build relationships. It is not a policing service and workers are not there to get young people off the streets. Although it is a universal service, workers tend to deal with young people who are not involved in any other organised activities.

The Service also works with parishes around the county, but currently not with PRTC. However, Katy Moore is currently undertaking some work in the area and has been involved in developing the Risborough Area Youth Matters. With regard to other staffing the Group noted that a senior practitioner has been appointed for Wycombe – Peter Roberts – who will be starting in September. Mary Lewis is the Service Manager for the Wycombe and Marlow area.

Hughenden PC is actively looking at youth issues within the Parish. Chris Garcia stated that although outreach workers can help, it is the detached workers who deal with people causing problems and who do not want to be in centres or engaged in opportunities. Information on such groups is usually passed on from the police, residents, councillors and officers. Investigations are undertaken to see whether such groups meet regularly and if that is the case, the detached workers will work with them. This work is not carried out on a short term basis, but workers will stay long enough with the group to try and encourage them to take up opportunities on offer in the area.

The Youth Service is keen to get communities engaged in supporting their own young people. Part of their work is to try and get partners involved to set up youth clubs locally. The Service would provide training and back up and any necessary information needed to run such a project. It could also provide a youth worker short term until the community is able to look after its own project.

In discussion it was noted that it was important for Parish Councils and the Youth Service to communicate with each other if work was being undertaken in a particular area. The member for Hughenden Parish Council expressed concern that work was undertaken in his area but the results were never communicated to the PC. It was suggested that such information could be shared via email. Outreach workers had been successful in Princes Risborough, but it was also about getting the young people to take more responsibility and create answers themselves.

The Chairman thanked Chris Garcia for her report.

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6	<p>Area 5 Speed Limit Review</p> <p>The Group noted that the internal SLR Board had met and proposed recommendations which will go out for consultation in the summer. This includes some changes to the speed limits on the A4010 and various smaller changes at, for instance, Ellesborough and Meadle. The Chairman urged Parish Councils to respond to the consultation.</p> <p>Some members of the Group expressed concern that the Board did not appear to be taking into account the wishes of the Parish Councils which were considered by the original SLR Panel. The Chairman advised that it should be noted that in Marsh, a decision was taken by the Panel to not allow a 30mph speed limit, had been over ruled because it was the wish of the local people that the speed limit should be changed. The same had taken place in Ellesborough where the limit was to be retained at 30 mph not increased to 40 mph</p>
7	<p>Community Gangs in the Princes Risborough Area</p> <p>Parishes have been asked to put forward suggestions for work to be undertaken by the local community gangs, such as removal of vegetation and litter, cleaning of signs etc. Parishes were asked to submit their requests via the clerks, who would then send them into the LAT. It was noted that parish clerks were contacted prior to the gangs coming into an area in order that requests can be discussed and submitted.</p> <p>The Group discussed grass cutting in the area and the possibility of devolving this service to the Parish Councils. In the past Parish Councils could not undertake these services unless they had achieved Quality Parish status, but this is now not the case. Under the Buckinghamshire County council 'New Deal' for Parishes the County Council would be introducing a scheme to allow local councils a level of involvement more suitable to their needs. However, a Parish Council would have to satisfy the County Council regarding qualifications and ability to carry out the work. It was suggested that collaborative working could be undertaken with a number of parishes working together on providing a local service.</p> <p>The representative from Princes Risborough Town Council reported to the meeting that the Town Council had been unhappy with the standard of grass cutting for many years and under 'New Deal' would be investigating getting the grass cutting service devolved to the Town Council.</p> <p>Guidance with regard to grass cutting was also discussed. There are rules connected to when grass should be cut and what should be cut, particularly in relation to wildlife. It was agreed that guidance would be circulated to the Group at the next meeting.</p> <p style="text-align: right;">Action: Ian Reed re 'New Deal' Mark Averill re Grass Cutting</p>
8	<p>Tranquil Update</p> <p>A more up to date report was tabled at the meeting.</p> <p>Gateways</p> <p>These are now starting to appear at the entrances to villages in the area and can be put in at the request of the Parish Council, but not until the local area speed limits have been agreed.</p> <p>A complaint had recently been received regarding a sign and speed roundel at Bryants Bottom which is restricting drivers' vision as they leave the village. It was suggested that the new signs should be put up where the old sign was situated, which would resolve the problem. Colin Price agreed to investigate.</p> <p style="text-align: right;">Action: Colin Price</p>

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Directional Signing

Aluminium signs will be replaced by directional finger posts and the work will be carried out in October. It was hoped this would help to alleviate the use of rural roads for 'rat runs'.

Use of Temporary Speed Indicator Devices (TSID)

There were problems, particularly with the software, which have now been resolved and it was hoped the TSIDs would appear soon. Invitations will be sent to Parish Councils asking where the signs should be sited.

Action Colin Price

9 Adult Social Care – Karen Adamson

Karen has been with the County Council since January 2008 as a Community Development Worker and her background is working with Older People in various areas, such as residential homes, as a care worker and working in care management at Stoke Mandeville Hospital and Aylesbury Team for Older People. She was Manager of Intake Team, which deals with care crisis in the community and facilitates prompt discharges from hospital with a team of carers. Karen is part of the new Prevention Team. Other staff members are:

Simonetta Juniper, who is working with new initiatives on prevention services offered to those who do not meet the criteria for normal social care services for example, contact the Elderly/Simply Walks, and the Mind Befriending Service;

Ann Jenkins, who administers the BucksInfo.net website, which is an online directory of voluntary and community organisations and clubs and societies in Buckinghamshire. This can be used by one interested.

There are three parts to Karen's job:

- Setting up Social Care surgeries in each of the 19 GC2C areas across the County. A surgery will be held on 16 July at Princes Risborough Library. The surgeries will provide a local access point for members of the public to be able to ask for advice and guidance. It is also to raise the profile of the department and allow people to be aware of new and up and coming services that Adult Social Care provide. For example, those referred to the In Touch programme would receive telephone calls three times a year to monitor their needs to prevent people from getting to crisis point. It was also hoped that links would be established with the PSCO so that they can attend the surgeries in order to provide information crime prevention and local policing issues. This has proved to be a success in the Aylesbury Vale Area.
- Recruiting existing members of Adult Social Care staff to become designated representatives for each of the 19 areas so that concerns/issues can be directed to them, as well as their being able to provide information and advice. This is over and above their normal work. Currently six representatives have been appointed and interviews are underway to fill the other vacancies. However, Karen will be happy to continue visiting the area until the vacancy has been filled.
- Community link training will be given to volunteers in each area about what Social Care is and the services it provides. Members were asked to contact Karen if they were interested in becoming a volunteer and receiving training.

Action: All Members of the Group

Karen's contact details are: kadamson@buckscc.gov.uk Tel: 01296 383847

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10 Rights of Way Issues: Off Road Driving – College Plantation, Lacey Green

This item was discussed in conjunction with Item 14.

11 Community Police

The Group was informed that Clare Davies, a new PCSO has just been appointed and will work both in Princes Risborough and the outer areas. It was hoped another PCSO would be in post by the end of August. Dave Rawlings will be working full time until September.

With regard to Risborough Festival, Dave Rawlings is taking the lead on arranging a community football match on 5 July in the King George V Playing Fields.

Pub Watch has been launched in Princes Risborough. It is in the early stages, but has proved to be successful so far. Pubs within Princes Risborough are the only ones currently taking part, but others have shown interest.

A public meeting for the NAG was held In Princes Risborough on 12 May. Ten agencies took part but public attendance was disappointing. Priorities for the NAG are:

- 1 Speeding
- 2 Anti social behaviour with regard to parking and litter
- 3 Vandalism

The School Poster Competition was successful, with 250 entries. The winner was from St John's School, Lacey Green and the School held a special assembly devoted entirely to road safety. Wycombe District Council laminated the posters and Briants donated the posts.

Community Speedwatch

A sum of £1995 was raised by Princes Risborough Inner NAG, but it has now been discovered that VAT and delivery charges also have to be paid. Further funds have been received and Parish Councils from the Inner and Outer NAGs were asked to contact the police if they wished to take part in the programme.

With regard to insurance of the equipment, It is likely that the equipment will need to be stored in residents' houses prior to it being returned to the police and in this connection, insurance for loss and damage needs to be obtained. PRTC received a quote of £50 for this, which would be costly if each Parish has to provide this cover. It was hoped that blanket insurance could be obtained through the NAG. Volunteers are also required to operate the equipment. A booking system will also need to be set up.

12 Princes Risborough NAGs – Inner and Outer

The Chairman, on behalf of the Group, welcomed Lee Turnham, Neighbourhood Specialist Officer. Lee works in the Princes Risborough Inner and Outer NAG. The Group noted that the Chepping Wycombe NAG is being set up and will be the biggest area in the TVPA.

The priorities in most of the NAGs appear to be the same, with speeding the most common. Lee is qualified to use speed enforcement equipment and is able to book out equipment if needed. The Group noted that Hughenden will stay in the NAG cluster with Hazlemere for at least 18 months.

Parking Issue at Saunderton

Parking cannot be enforced because there are no markings on the road. The police can only educate would be offenders. Following the Residents meeting in May action had been taken to look for White lining to indicate areas where parking was not encouraged. Also the police were able to issue notices where inconsiderate perking / obstruction was notified.

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Flytipping in the area was also mentioned and members were asked to contact Environmental Services in this connection.

The Group was informed that priorities were set at public meetings and would remain priorities for at least a year or until they had been resolved. Consultation is undertaken, the results of which are then used to set priorities. In some cases concerns may not be real but perceived problems, and these are examined and dealt with if possible. There is a need to ensure that public meetings are well advertised and residents and parish councils be encouraged to attend. It was also noted that these meetings are for problem solving and any specific concerns should be dealt by contacting one of the officers after the meeting.

It was agreed that those people wishing to be advised of dates of NAG meetings should provide Ann Dunbar with their contact details.

Action: All members and officers in the Group

13 Update on Pathfinder Programme

The Group was informed that from September 2008, under the Wycombe District Pathfinder Community Engagement pilot, there will be two levels of local working:

Level 1: **Community Action Groups**, which will be under the remit of Wycombe District Council. NAGs will be included in Level 1.

Level 2: **Local Community Partnerships**, which will influence and, in time, provide services run by the County Council

The pilots will be run in Downley/Disraeli, and Stokenchurch/West Wycombe/Piddington/Lane End. Community Action Groups will be set up in these two areas between May and August and Local Community Partnerships will run from September. Eventually the pilots will be rolled out across the County. The Chairman stated that he hoped this would not happen until the effectiveness of the pilots had been established.

The meetings will be multi-agency meetings and services such as the Fire Authority and PCT etc., will attend if there is an issue to be discussed.

A member representing PRTC expressed concern that such meetings should not impinge on the work of other organisations such as the NAGs. Members were informed that Getting Closer to Communities was the way the County Council will deliver services at a local level and that was why representatives from Highways and Adult Social Care had attended this meeting. This was part of community engagement.

14 Local Issues

Item 10 Rights of Way Issues: Off Road Driving

The Chairman had received an email from Mike Walker, Rights of Way Manager, explaining the position regarding BOATs, which the Chairman agreed to circulate to all Parish Clerks and bring to the next meeting for discussion.

Action: Paul Rogerson

Parking at Saunderton Station

Discussions have been held with the County Council/District Council/Police.

High Street, Princes Risborough – Proposed One-way System

With the increase of congestion in the High Street a proposal for a one way system was considered the best way forward to alleviate the situation. The Town Council, Local Member, Police and residents are in favour of a one way system, as are the local business organisations. However, it was noted that the local press had reported that the County

ISSUES RAISED

Council was in favour of such a proposal.

The Town Council has been working on this for some time and a feasibility study has been carried out. The Project is still sound and residents are overwhelmingly behind it, as evidenced by feedback from the Questionnaire, Parish Poll and public meeting. Alan Turner had met with Ann James who suggested a formal approach to the Council. If the project was agreed, it was proposed that a trial period for the one way system should take place after the new parking arrangements are in place.

The Group endorsed the suggestion that Chris Garcia should take up this issue with officers at the County Council

Action: Chris Garcia

Proposed Zebra Crossing – Longwick Road Junction, Wellington Avenue, Princes Risborough

Currently there are two proposals for crossings:

1. Longwick Road Junction with Wellington Avenue
2. Aylesbury Road between the St Teresa's School and the Playing Field.

The Group asked that priority be given to the Longwick Road proposal. Residents in that part of the Town need to cross the Longwick Road in order to access the shops and the rest of the Town and currently there is a lollypop crossing on the road for the school children going to Princes Risborough School. The Town Council has been proposing a zebra crossing here for a number of years. The school now has a Level 3 Travel Plan in place which was one of the requirements needed to put forward this suggestion. The group noted that RACA consider that both crossings are vital.

It was agreed that pressure should be put on the Council to provide this crossing because it has the support of the Town Council, Local Member, the Police and residents.

Action: Ian Reed to contact Si Khan and Eric Meek

15 Date of Next Meeting

Wednesday 17 September at 7.00pm at Great Kingshill School.

Richard Pushman to Chair.

PRINCES RISBOROUGH LAF:

ACTION SHEET RE MEETING ON 19 MARCH

ACTION	RESPONSE
Eric Meek agreed to visit Parishes – particularly Hughenden PC	Eric Meek met with Hughenden Parish Council. Eric is willing to attend any other Parish Councils meetings and PCs should contact him to make arrangements.
Tranquil When will the decision be made for changes on Area 4. . .	TRANQUIL – AREA 4 SLR There are a few more site visits/ data processing (speeds/crashes) to do, then the proposed changes will be put forward to Head of Transportation/working Group. The resultant public consultation proposals will then be advertised, (hopefully by autumn 2008 for 6 weeks), feedback collated, Working Group and Head of Transportation input received, Report written for Cabinet Member, approval of Report, then any new limits in place early 2009. Pat Francis is the lead officer on this project. Re discussion re SIDS and TSIDS, SK confirmed there is a policy for TSIDS. County Council has purchased three additional signs for use throughout the county in addition to the two used in tranquil area.
HGV Issues Eric Meek to notify Nigel Spencer in the Casualty Reduction Team that the parishes had not been consulted regarding new signs prohibiting use of mobile phones, and advertising the wearing of seat belts.	Those signs that can be removed, have been, but others will remain because of work carried out by the Road Casualty Team.
Hughenden PC requested that the new signs be removed	As above
Prioritisation of road signs linked to the history of collisions. Ken Moloughney to respond	This relates to warning signs on bends and cross roads, giving drivers warning.
Traffic management issues Eric Meek to investigate continued congestion at Pipers Lane Junction between 8 and 9am	This is a Safer Routes to School Issue. The area has been risk assessed and is deemed to be safe. Considered to be a Level 1 Meeting issue and possibility that member from the School Travel Plan Team could give a talk on issues - Officer to be identified

ACTION SHEET RE MEETING ON 25 JUNE

ACTION	RESPONSE
<p>Youth Service Get contact information out to PCs</p>	<p>Information sent out by Democratic Services Officer</p>
<p>Community Gangs in PR Need guidance on grass cutting, when it can be done what can be done etc., for next meeting.</p>	<p>Mark Averill to provide information on Built Environment and rural grass cutting. Si Khan to provide copy of grass cutting policy.</p>
<p>Tranquil Update Complaint that vision obliterated by sign and speed roundel coming out of Bryants Bottom. Needs to be put back to where old sign was. Colin Price to deal.</p>	<p>This has been completed and Colin Price will circulate a photograph at the meeting to show the work.</p>
<p>Adult Social Care Community Link training being offered in each GC2C Area. Contact Karen Adamson if interested</p>	<p>Action point for LCP members to take on board.</p>
<p>Community Speed Watch. If want to participate contact Brian Hill</p>	<p>Action point for LCP members to take on board.</p>
<p>Suggestion that PC clerks should be on NAGs email lists for notification of meetings.</p>	<p>PC Clerks to contact Anne Dunbar Email: anne.dunbar@thamesvalley.pnn.police.uk</p>
<p>Send out weblink for cabinet papers re Locality Strategy.</p>	<p>Information sent out by Democratic Services Officer</p>
<p>BOATS PR to circulate email from Mike Walker to parish clerks.</p>	<p>PR has circulated email to all members. Note: Rights of Way Committee will judge every application on its merits.</p>
<p>Chris Garcia to report back on request for one way system in PR High Street</p>	<p>Ken Moloughney to liaise with Chris Garcia regarding production of report for the next meeting.</p>

ACTION	RESPONSE
<p>Ian Reed to report back on request to support a zebra crossing on Longwick Road, rather than the one requested for the A4010 between the playing field and St Teresa's School.</p>	<p>The zebra crossing bids will be progressed through the School Travel Plan process and will be dealt in an equal and transparent manner. These bids will be submitted through the SAM (Scheme Assessment Matrix) process and merited on their individual contents. The decision will be made in March 2009 and if the bids are successful, implementation of the scheme will be carried out in 2009/2010 financial year.</p>

OTHER ISSUES ARISING FROM LCP MEETING

Issue	Response
<p>323/324 Bus Service</p>	<p>Arriva have said their final decision is that this is not commercially viable. PR has asked SK as Transportation Area Coordinator to arrange a meeting to ask Arriva to think again.</p> <p>SK will speak to Richard Maskell at BCA to see if there is any other way a bus service can be provided to the Kimbles etc., and whether there is any funding available to support an extended or an alternative community service.</p> <p>This will be reported back to the September meeting.</p>
<p>Weight restrictions in Longwick</p>	<p>Ken Moloughney to respond at September meeting</p>
<p>NAG issues</p>	<p>NAG looking at B4009 – Wiggins Lane into Bledlow, re speeding. Can monitor this through SLR. Speed Watch trying to assess whether there is a problem. Speed cameras being purchased. Could be Level 1 issue</p>
<p>Inconsiderate parking at Saunderton</p>	<p>There is advisory lining at present and anything further will be dealt with through the Wycombe CEA/SPA.</p>
<p>£3.5m road maintenance programme</p>	<p>SK will produce an update and highlight roads where work has been undertaken. Currently, work is complete with regard to white lining where roads patched, and the list of outstanding lining has been passed on the appropriate officers.</p>

RISBOROUGH COMMUNITY BUS PROJECT
SUMMARY OF DISCUSSION ON 14 FEB 08

Present:

Malcolm Maultby	RACA Transport Group Leader
Richard Maskell	Bucks Community Action
Malcolm Godwim	Bucks Rural Towns Co-ordinator
Chris Blanchard	RACA Transport Group

1. **Type of service.** Bearing in mind the nature of the spread of the potential users and their reasons for using the service, a scheduled service would meet user needs better than an on-call service; it would also be more efficient. Potential users are likely to be from all age groups but, bearing in mind the population of the town, they would tend to be of the older generation.
2. **Area and times of operation.** The aim would be to cover Princes Risborough, Monks Risborough and Longwick. To extend beyond this area would tie the bus up for long periods for only a very small number of people. Hours of operation would be approximately Monday – Friday 0930-1630 and Saturday 0930-1300.
3. **Stand-alone or Tie-In with another service.** There was no other transport service which could provide a centre from which a Community Bus could be co-ordinated.
4. **Business or Charity model?** To run the bus as business would not be viable. It would have to be run as either a Registered Company with Charitable Status or a Community Interest Company, (a not-for-profit company; for more advice Stuart Jones 01494-865333). The bus would be operated under Section 22 of the Transport Act 1985, this allows passengers to be charged.
5. **Type of vehicle.** Ideally, the bus would be a low floor coach, with seating for up to 16 passengers and with wide access at the side for wheelchairs and buggies. A new one would cost about £50k, a second-hand one about £20k. Depreciation would be about £5k per year. To hire a bus would cost at least £11k per year, this appears to be prohibitively expensive.
6. **Drivers.** The aim should be to find sufficient volunteers so that each only had to drive for one half day each month; this would not be easy! Using a bus with a maximum seating capacity of 16, drivers with licences obtained before 1997 **or has passed a medical** would not need to take any additional driving test. However, it is recommended that they undergo a Midas training course, about £75 per driver, which is geared to the driving of the type of vehicle envisaged. Drivers must be under 70 years old.
7. **Co-ordination of the service.** If a scheduled service were introduced there would be no need for hour-by-hour management of it. Instead, it would need daily monitoring to ensure, for example, that if a driver was unavailable a replacement was found; also, the servicing of the bus would need to be pre-planned. The ideal place for this to take place would be the Town Council office. Having heard that the administrative support for the Council needs to be supplemented and that, increasingly, RACA needs administrative support, the obvious solution is to come to an agreement whereby the Town Council clerks are paid to carry out a small amount of work for RACA, this would result in improved admin cover in the council offices. In the future, part of that work could be monitoring and co-ordinating as necessary the Community Bus.
8. **Funding.** Funding should be found for the first 3 years minimum. Lottery grants, a useful source in the past, are in practice no longer available. Local sponsorship would be vital. Useful contacts for advice and assistance are: Laurie Johnson at Bucks Community Action, Dave Furze at WDC, and the website “grantfinder”. Charging passengers would be likely to be necessary

9. **Way Ahead.**

- a. Form a Project Group.
- b. Draw up a Business Plan.

**REVISED
DRAFT**

**PRINCES RISBOROUGH
COMMUNITY BUS**

BUSINESS PLAN

14 JUN 2008

INTRODUCTION

1. The Princes Risborough Community Bus scheme will to be organized and run by Risborough Area Community Action (RACA). It will provide a scheduled service to transport people in the residential areas of Princes Risborough, Monks Risborough and Longwick to and from the centre of Princes Risborough; additional runs on Market Days to and from Loosley Row are envisaged.

EVIDENCE OF NEED

2. The Princes Risborough Market Town Healthcheck of 2004 suggested there was a need to provide a transport service to convey residents from local residential areas into Princes Risborough town centre; this reflected earlier comments made by members of the community. As a consequence, in 2007, Risborough Area Community Action (RACA) in conjunction with Buckingham Community Action (BCA) conducted a Local Travel Survey involving the distribution of more than 3000 questionnaires; the population of Princes Risborough and Monks Risborough is excess of 8000. Just under 20% were returned of which 65% indicated they would be likely to use the service. These results showed that there was sufficient support for the introduction of a Community Bus to cater for the needs of those living in the residential areas of the town and immediately beyond which are outside reasonable walking distance.
3. The service will introduce a much-needed improvement in accessibility to shops, medical services and leisure facilities. Also, it will improve the quality of life for many of the elderly who currently find it difficult or impossible to walk into town. Furthermore, it will also reduce the number of cars making short journeys into a town already short of car-parking spaces.

PROPOSED SERVICES

4. The proposed routes for the bus are detailed in Annex A. Scheduled stops will include the town centre, supermarkets, the Community Centre and Leisure Centre; stops are also planned for the railway station and the large new residential development, in its late planning stage, at Pictsmede
5. It is anticipated that the bus will operate weekdays from 0930 to 1630; this will permit it to make three return runs both mornings and afternoons to each of the three residential areas covered. On Saturdays the bus will operate from 0930 to 1330 providing three return runs both to each of the three residential areas covered
6. On Market days (Thursdays) and Saturdays the bus will make two return morning journeys to Loosley Row covering the heart of the village; currently, Arriva buses remain on the main road which means users from the village have a significant uphill walk to catch them.
7. When not in use, during evenings, Saturday afternoons and on Sundays, the bus will be available for hire by local groups.

LEGAL FRAMEWORK
STATUS OF THE PRINCES RISBOROUGH COMMUNITY BUS ORGANIZATION

8. The Princes Risborough Community Bus organization will become a Company Limited by Guarantee.
9. The Princes Risborough Community Bus organization will become a Registered Charity.
10. The Princes Risborough Community Bus organization will join the Community Transport Association (CTA).

OPERATING LICENCE

11. The Princes Risborough Community Bus will be run under Section 19 of the Transport Act 1985.

VEHICLE

12. It is planned to buy a new bus, with seats for up to sixteen passengers; it will have low easy access for the disabled and children's buggies and will have a capacity for 3 wheelchairs.
13. It is intended to find a member of the local business community who will provide free secure overnight parking for the bus.

HUMAN RESOURCES

14. Overall control and management of the scheme will be exercised by a Board of Trustees which will be responsible for:
 - a. Overseeing the scheme to ensure it meets the aims and objectives of the Business Plan.
 - b. Ensuring there are sufficient volunteers to maintain the planned and published schedule.
 - c. Ensuring all regulatory requirements are met in respect of vehicle maintenance and security, driver qualification, Health and Safety, public liability and financial accountability.
 - d. Securing funding for the scheme to ensure its future viability.
 - e. Publicizing the scheme.
 - f. Canvassing user views on the performance of the scheme and recommendations on how it could be improved.
15. Specific members of the Board of Trustees will be appointed to be responsible for:

- a. Accounts and financial matters.
 - b. Marketing.
 - c. All aspects relating to the bus itself.
 - d. Health and Safety.
 - e. Bus schedule and timetable.
 - f. Customer relations.
16. The Board of Trustees will fulfil the requirements for the scheme to be run as a Registered Charity to enable it to be run as a Registered Charity.
17. A list of the Board of Trustees and their roles is given at Annex B.

STAFFING

18. It is planned for day-to-day co-ordination of the service to be carried out by a minimum of two volunteers; however, if they are not found two part-time co-ordinators will be paid.
19. The Board of Trustees will not be paid nor is it is not planned to have any paid staff other than the two co-ordinators should volunteers for those posts not be found.

VOLUNTEERS

20. The Board of Trustees will all be volunteers.
21. As detailed in para 18 above, it is planned for day-to-day co-ordination of the service to be carried out by a minimum of two volunteers.
22. A minimum of twenty volunteer drivers, ideally 40, will be sought; they will be given specialist driver training on the type of vehicle to be used.
23. Recruitment of volunteers has been and will continue to be primarily through the many organizations affiliated to the Risborough Area Forum. Additionally, it is planned to have an appropriate entry in the Princes Risborough Town Council magazine "Crosstalk".

FINANCIAL PLANNING AND FUTURE FUNDING

24. The experience of other Community Bus schemes indicates that the full potential use of the bus is not achieved until approximately six months after the scheme is launched, the projected first year running costs reflect this. The projected cost of administration is low in anticipation of suitable volunteers being found for most of the tasks; canvassing for these will begin in the summer of 2008. The allowance made for vehicle maintenance is for annual servicing towards the end of the first year of ownership only, prior to this any maintenance or rectification would be covered by the vehicle warranty.
25. The cost of the initial setting up of the scheme and its first year funding are shown at Annex C.

26. The projected running costs of the bus in years two and three are set out in Annex D.
27. Bus running costs are based on:
- a. 24750 miles per year.
 - b. Diesel consumption 16 mpg.
 - c. Diesel price £1-50 per litre in first year, rising by 5% in each subsequent year.
28. Users of the bus who do not hold concessionary bus passes will be charged a fare of £1 per single journey. It is anticipated that approximately 98% of passengers will possess passes. Income from fare collection is based on:
- a. 48 single journeys each weekday, 24 each Saturday.
 - b. £1 per passenger per single journey for 50 full days and 25 half days per year.
29. The Concessionary Bus Pass scheme will/will not apply to the Princes Risborough Community Bus scheme.
30. Income from hiring the bus has not been estimated. Likely charges are in the region of £4.50 per hour plus 90p per mile.

FUNDRAISING

31. The cost of setting up the service, especially the cost of buying a bus, and its initial running costs are dependent on grants and donations made by public and private organizations both local and national.
32. Initial funding will be sought from the Lottery, SEEDA (including the Rural Access to Services programme), Help the Aged, Age Concern and the Community Transport Association (CTA). Local organizations and businesses will be invited to contribute to the cost of setting up the scheme and, to a lesser degree, to its future running costs.
33. A local charitable organization has shown keen interest in the scheme and may help it with a legacy which it has been bequeathed.

MILESTONES

34. A Time/Activity chart is at Annex E. Key milestones are:
- | | |
|--|--------------|
| a. Appointment of Board of Trustees. | 01 Jul 2008. |
| b. Applying for Company and Charitable status. | 01 Aug 2008. |
| c. Start recruitment of staff and volunteers | 01 Oct 2008. |
| d. Order bus. | 14 Dec 2008. |

- e. Staff and volunteer training complete. 06 Apr 2009.

- f. Launch service. 20 Apr 2009.

MARKETING PLAN

- 35. The service will be promoted via:
 - a. The Risborough Area Forum.
 - b. Distribution of leaflets.
 - c. Parish Council magazines, (if permitted).
 - d. The RACA web-site.
 - e. Local newspapers, radio and, on inauguration, local television.

MONITORING AND EVALUATION

- 36. The Board of Trustees will review the service at least quarterly to evaluate whether or not the service meets passenger needs and whether it can be improved upon. Passengers will be consulted by questionnaire at least once annually.
- 37. The Board of Trustees will monitor the financial situation monthly during the first year of operation and at least quarterly thereafter.

SWOT EVALUATION

- 38. The Board of Trustees believe that they have analysed correctly the potential customer need and use of the proposed service based on the questionnaire replies.
- 39. The growing and aging population of Princes Risborough, Monks Risborough, Longwick and Loosley Row suggest that there will be an increasing need for a Community Bus service.
- 40. The Board of Trustees believe that together they have the management and organizational skills necessary to run the proposed Community Bus service, the accountancy experience to ensure financial integrity and the necessary fund-raising experience in the local community
- 41. Whilst every effort has been made to assess realistically the potential need for the service, it cannot be guaranteed that the replies made by people in their questionnaire will be reflected in their use of the service.

PRINCES RISBOROUGH COMMUNITY BUS

PROPOSED ROUTES.

1.Longwick
Thame Road WDC Recycling Collection Site
Chestnut Way
Lower Icknield Way
Summerleys Road
Station
Manor Park Avenue Loop Mileage7...
Stratton Road
Church Street.

2.Kingsmead
Mill Lane
Place Farm Way
Dunsmore Ride
Dunsmore Ave Loop Mileage3...
Wellington Ave
Shortborough Ave
West Mead
Wellington Ave
Longwick Road
Duke Street

3.Highfield Road
Berryfield Road
Northfield Road
Eastfield Road
The Crescent Loop Mileage.....3...
New Road
Oak Road
Chestnut Road
Ash Road
New Road
Duke Street

4.High Street SE
Horns Lane
New Road NW
Duke Street Loop Mileage.....1.6...
Church Street
Stratton Road
Manor Park Avenue
Station

PRINCES RISBOROUGH COMMUNITY BUS

BOARD OF TRUSTEES

Mr Malcolm Maultby	Chairman
Mr John Coombes	Funding
Mrs Sue Coombes	Treasurer
Mr Chris Blanchard	Bus schedule and timetable.
Mrs Anne Edwards	?
?	Marketing.
?	All aspects relating to the bus itself.
?	Health and Safety.
?	Customer relations

PRINCES RISBOROUGH COMMUNITY BUS
INITIAL PROJECTED COST OF SETTING UP
&
FIRST YEAR RUNNING

	INCOME (£)	EXPENDITURE (£)
Fare Collection/Concessionary Fare Scheme re-imburement	9900	
Bus Purchase		60000
VAT Recovery	10500	
Company Registration		400
Licence		250
Insurance		1700
Diesel		10550
Insurance – Public Liability		500
CTA Subscription		100
Driver Training (40 X £100)		4000
Vehicle Maintenance		1000
Administration		500
Vehicle Depreciation per annum		6,000
TOTAL	20400	85000

PRINCES RISBOROUGH COMMUNITY BUS

PROJECTED INCOME & EXPENDITURE

SECOND & THIRD YEAR

	INCOME (£)	EXPENDITURE (£)
Fare Collection/ Concessionary Fare Scheme re-imburement	26400	
Licence		500
Insurance		4000
Diesel		21100
Insurance – Public Liability		1000
CTA Subscription		200
Driver Training (5 per annum x £100)		1000
Vehicle Maintenance		2000
Administration		1000
Vehicle Depreciation (£6000 per annum)		12000
Fund-Raising & Hiring to Local Organizations	16400	
TOTAL	36390	42800

Issues of Interest

Princes Risborough LCP

17 September 2008

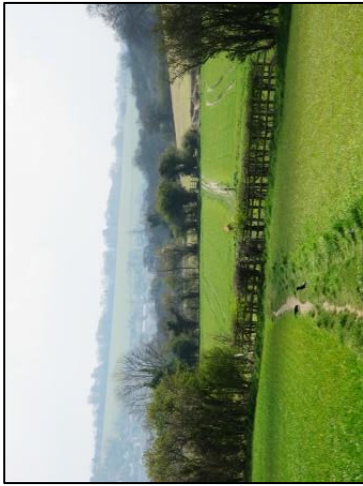
contact officer: Ian Reed

01494 475378

Over the past year, the Forum has discussed the following issues:

- Speed Limit Review Area 5
- Tranquil
- Temporary Speed Indicator Devices (TSID)
- Off Road Driving
- One Way System, High Street, Princes Risborough
- Community Speed Watch
- Bus Service 323/324 and other Rural Services
- Grass Cutting
- NAGs
- Fly Tipping
- Molins Sports Field
- Delivering Police in Schools
- Think ! Signs

The LCP is invited to give some direction on the type of issues it wishes to address in the future. The majority of items discussed at informal Forums have been transportation-related. Is this likely to be the main issue of concern or does the LCP wish to expand on the type of issues discussed?



getting closer to communities

WORKING TOGETHER FOR SERVICE EXCELLENCE

Getting Closer to Communities – Princes Risborough Local Community Area
Bledlow-cum-Saunderton, Bradenham, Ellesborough, Great and Little Hampden, Great and Little Kimble,
Hughenden, Lacey Green, Longwick-cum-Ilmer and Princes Risborough

12th June 2008

Uplands Conference Centre, High Wycombe

Report produced by:
Change Support Team, Buckinghamshire County Council
01296 383645 change@buckscc.gov.uk



Objectives for the day:

- To raise awareness of the importance of customer service;
- To seek opportunities for working across organisational boundaries, saving costs and improving the resident's experience;
- To provide an opportunity for networking;
- To generate suggestions for improvement to service delivery in the locality;
- To take forward realistic and achievable actions to tackle some of the issues raised.

Delegates' additional objectives for the day:

- Streamlined Community engagement
- Making sure all community groups are engaged

Customer Intelligence – What do we already know about our customer base?

Delegates brought along knowledge they have about the issues for their customers/residents in the Local Community Area. This information helped to build a picture of the area, getting a handle on what our customers want and needs are and their views of service(s) provided. On the day, this key information was recorded onto post-it notes and collated into the themes detailed on the following pages.

Transport / Highways

POSITIVE	NEGATIVE
Concessionary travel for older people	Public transport – rural areas
Good transport links for rail and road	Lack of provision for cyclists in West Wycombe, Naphill Bradenham area. Creating traffic congestion.
Launch of a Local Area Technician (GC2C)	Lack of pedestrian crossings on main road Naphill/Walters Ash
Extra funding – 3.25million for road maintenance	Naphill Primary School, main road car parking at start and cease school times
Aware of increased level or customer satisfaction in last 12 months	Widmer End – volume of traffic in North Road, Brimmers Hill & Windmill Lane, then when traffic is low, speeding is a problem
NAG toolkit for speeding being produced	Still too many potholes – repairs do not last? (particularly Coombe Lane, Naphill – on the hill)
Good transport links through main settlement: A4010 Line 300 Train	Managing customer expectations with regards to funding – extra funding still does not mean BCC can do everything everywhere
Good bus service through Naphill – 20 min frequency, running on time.	Lack of information leads to the misunderstanding and negativity (although communication is improving ie potholes/funding)
(Speeding) Town Council / NAG SIDs	Loss of bus service from Pr. Risborough to Thame impacted on children attending school in Thame (out of county)
Excellent Local Area Technician	Flooding – rural areas Haw Lane, Slough Lane
School Travel Plans – schools working hard in the area to promote safe and sustainable travel. Good relationships between the County Council schools.	Too reliant on buses. What about considering demand responsive transport?
Formation of clean up team – WDC	Accessibility of Dial-a-Ride services
NAG action group	Selective education – children are being taken out/brought in from other areas – this then causes problems in the evenings.
RACA community bus project	Public transport- buses are not taking the right routes/stops. No consultation with residents as to where they want to go, so service is not suitable (eg Bledlow Rider)
BCC becoming more involved with local highways problems – Widmer End & Great Kingshill	Excessive speeding generally across the area (mentioned many times)
	Public transport needs to serve those without access to a car in

	many rural villages
	BCC are not interested in considering re-opening rail link between h/w and Bourne End
	Parking on Princes Risborough high street is bad during the day – buses can't get down road
	Potholes – bad in general
	Difficulty = lack of funding and a whole County to cover. Funds have to be split equally
	Grass cutting, rural roadside verges
	Vehicle size and speed in rural areas (eg Marsh)
	Public transport fares too high
	Parking issues in Princes Risborough town, especially in High Street.

Communication / Information / Access to Services / Customer Service

POSITIVE	NEGATIVE
Access to the Princes Risborough Local Office of WDC Strong/effective Parish Councils	Need to focus various groups like NAG/LAC into one County Council website difficult to navigate e.g. 6 clicks to get to bus timetables.
Library and Tourist Info centre work closely together – partnership working	Only one representative from the PR area (John Hughes CAG) attends the Grassroots Representatives Group of the LSP (Wycombe One Partnership)
RAIC	More feedback on various BCC meetings involving local groups
Community alerts – Trading Standards provide email info to community groups of scams happening in their area	People not aware of inter-hospital transport links between Wycombe and Aylesbury (poorly advertised)
Excellent shared information centre within PR town, allowing easy access to district & county information on services (mentioned several times)	Residents report generally high levels (comparatively) of service satisfaction, but are less satisfied with access to services
Willingness to work together	Lack of coordination between councils (and within them!)
Online Café – www.bucksdaat.co.uk - opportunity for parents and groups to ask questions and seek support (Drug & Alcohol Action Team)	Chinnor & Princes Risborough Railway – getting the railway better known locally. There are still surprising numbers of local residents who don't know that the railway exists.
Engagement with communities	Confusion about who does what
Wealth of knowledge of what issues & positives are	Danger of over-consultation due to various layers of 'forums'
Excellent Community Action group for the Risborough area. Very active	Confusion over which groups do what – NAGs, LAGs, Forums, etc!
People show an interest in what is going on	Rural/urban issues
Very good at letting people know when there is a problem	Greater coordination needed
Trading standards – excellent working relationship with Neighbour Watch in Pr. R.	We need greatly improved communication and working together between all services working with children and their families especially with extended services and development of children's centre
	Need streamlined/co-ordinated community engagement & actions
	Better communication re progress by youth services working in Great Kingshill

Housing, Environment and Green Spaces

POSITIVE

Open spaces well maintained	Widmer End – worry about the disappearance of green spaces – eg Wellesbourne campus development
Lots of good pubs/ country walks	Affordable housing – pack of houses for younger generation throughout the area is needed.
Good open green spaces	Widmer End and Four Ashes – what is the future of conservation area in Four Ashes?
Soon to have good access to WWRC with Bledlow and shortly Aston Clinton	Lack of low-cost housing – people growing up in the area can't afford to live there afterwards.
Great area for walking – lovely countryside	Affordable housing for local people (mentioned several times)
Beautiful countryside/ access to nature	Widmer End – pollution from traffic in a rural area.
Access to walks, nature, eg Bledlow	

NEGATIVE

Health

POSITIVE

Health link well with other organisations/agencies in identifying and addressing inequalities	People not aware of inter-hospital transport links between Wycombe and Aylesbury (poorly advertised)
Improved staffing levels in Health visiting and school nursing offers potential to improve health outcomes for our children and their families.	Some not happy with changes to A & E services at Wycombe
Able to access Wycombe or Stoke Mandeville hospitals.	Access to major Hospitals, High Wycombe in particular
Generally good health status in the area	Clients (families with young children) would like a 'one stop shop' to access health services, support and activities, ie children's centre.
Good GP services in the Princes Risborough area.	Issues about having to go to Wycombe hospital for treatment <ul style="list-style-type: none"> – parking is expensive – journey time
	Poor access to dentist
	Complications in making GP appointments
	How to get to High Wycombe Hospital and parking for duration. Bus is free, parking isn't.

NEGATIVE

Education and Libraries	
POSITIVE	NEGATIVE
Excellent schools	Widmer End – availability of schools
Good library	Geographical access to substance misuse services are low.
Library is a friendly and safe place.	
Library staff are very friendly and helpful	
Good library in Princes Risborough Town	
Library is accessible to all community groups.	

Growth	
POSITIVE	NEGATIVE
WDC development briefs	Stagnant economy
Community shop in Hughenden	Princes Risborough High Street is rapidly dying – high business rates, lack of free parking, Wendover & Thame near and both have free parking for shoppers.
RACA & Pathfinder ?	Creeping increased density in a rural settlement – backland development (Naphill & Walters Ash)

Older People	
POSITIVE	NEGATIVE
Very caring community, people look after each other, eg Good neighbour scheme.	A lot of older people in Pris – more than national average. Huge problem in recruiting carers to look after them.
Trading standards – Doorstop Selling Zones helps to stop vulnerable people being victims of bogus callers etc.	Widmer End – older people not having facilities to cross the roads – eg Brimmers Hill, North Road
Trading standards – providing community education for groups of older people in whole area (Princes Risborough /Bryants Bottom / Biedlow Ridge)	Feelings of isolation

Youth and Children

POSITIVE	NEGATIVE
Extended club sessions in summer	We need greatly improved communication and working together between all services working with children and their families especially with extended services and development of children's centre
Team youth activities in summer holidays	Better communication re progress by youth services working in Great Kingshill
3 nights of youth work per week	Lack of youth facilities within Hughenden Parish
I-van project going to provide video workshops with the 'Ark' – Jeff Blease – 'videos to promote work'	Concerns regarding young people from other areas coming into PR at the weekend and causing problems. More concern about young people grouping together at railway station.
Encouraging statistics for needs for teenagers in Risborough	Youth facilities – still need more – there are a large number of young people still 'hanging around'.
Youth – RAYM have a strategy.	Not enough things to do for youths in the area, especially Friday and Saturday nights.
Joined up work with local youth organisations including the 'Ark' project and BCC	Lack of youth facilities.
	Limited youth services county wide – especially in rural areas.
	Regular problems occurring in Princes Risborough on Friday evenings. Alcohol easily available causing additional problems.
	Difficulty around advertising events for young people – young people do not read leaflets etc.
	There seems to be an issues with young people from other towns being dropped off in PR in evenings (eg Friday and Saturday), who stay and 'hang around' after the youth groups close at 9pm.
	Issue of relativity – although youth facilities in Princes Risborough are 'good' compared to the rest of the county, they are still not enough – the youth facilities in the rest of the county may be extremely poor.

Action Plans:

During the Action Planning session, 5 groups were originally created – 1) North Wycombe Traffic; 2) Health; 3) Community Transport/Speciality transport; 4) Youth Activities; and 5) Reporting Anti-Social Behaviour. However, after some discussion amongst delegates, it was seen as more beneficial for the Health and Transport groups and the Youth and ASB groups to merge, as there was considerable overlap between the areas they covered.

1. I or we will do:	Lead person	By when
<p>Topic: North Wycombe Traffic Delegates in group: David Jarman, Colin Price, John MacMillan, Trevor Dean, Si Khan, Rebecca Dengler, Bob Ellisdon</p>		
<p>Aiming to alleviate traffic issues (volume and speed) in Widmer End without having a displacement effect on the rest of the area.</p>		
<p>Work with Widmer End School to develop a bid for a Zebra Crossing on Brimmers Hill. Continue to work with Widmer End/ Great Kingshill School to reduce single occupancy car use on the school run (therefore minimising traffic volume)</p>	Rebecca Dengler	August 2008 & ongoing
<p>To promote and encourage walking (and therefore reduce car use): (Subject to funding) Assess footways in the area (eg North Road) and improve these as a rolling programme.</p>	Colin Price	Start of the 08/09 financial year (July) and ongoing
<p>When Widmer End Transport Workshop takes place, Hughenden and Hazlemere should also be included to resolve displacement issues. (Widmer End Residents Association to contact BCC when they are ready to hold the transport meeting / workshop)</p>	Trevor Dean	August 2008
<p>To encourage joint working, coordination and dissemination of information: Risborough Local Area Partnership meeting taking place in September – all local groups to be invited to send a representative</p>	Ian Reed	August 2008
<p>Pursue demand-responsive transport in the are to help improve accessibility and reduce car use.</p>	David Jarman	ASAP (ongoing)

2. I or we will do:	Lead person	By when
<p>Topic: Health & Community/Speciality Transport Delegates in group: Malcolm Godwin, Deborah Taylor, Jenny Hill, Barrie Priestly, Andrew Long, Hassan Malik, Kevin Wise, Christine Johnson, Micheline Katz, Dave Roberts</p>	Malcolm Godwin	Ongoing
Investigate Access to Services issues in the area and investigate projects where required		
To email Bucks Hospital Trust about:	Deborah Taylor	Send email by June 08
- Publicising the Hospital Bus via the 2 hospitals		
- Putting info on appointment cards about transport to hospitals, access etc.		

3. I or we will do:	Lead person	By when
<p>Topic: Youth Activities and Reporting ASB Delegates in group: Jackie Eldridge, Stephanie Hill, John Rogers, Peggy Ewart, David Rollins, John Hughes, Sonia Pope, PCSO Natalie Powell, Jette Peddie, Jacqui Tully</p>		
Reporting of Crime –publicise the when/ where/ how to do this. Assess whether this is a perception of crime, or real crime/ASB (with Town Council)	Jette Peddie	
Seats in Bus shelter	John Rogers/ Peggy Ewart (Hughenden PC)	
Signpost existing intergenerational projects, and look into the possibility/requirement of new projects	Dave Rollins (AVYFC)	Ongoing – End 2009

Evaluation and feedback:

How would you rate the effectiveness of the workshop on a scale of 1 - 6 where 1 is low and 6 is high?		
Rating	Number of votes	Percentage
1		0%
2		0%
3	4	20%
4	6	30%
5	9	45%
6	1	5%
Average: 4.35		

Which parts of the workshop were MOST useful and why?	
1	Receiving different perspectives and other issues
2	Networking / meeting other people (5)
3	Meeting people and find out who does what.
4	Hearing people's concerns / views
5	Group work
6	Group workshops – hearing both +ive and –ive feedback about the Princes Risborough area
7	Awareness of issues local to the area
8	Learning about other people's roles and involvement
9	Engaging with local community groups that I was not previously aware existed.
10	Intelligence workshop
11	Break out sessions and 'So What?'
12	Hopefully making a difference!

13	Action planning and 'So What?' session, because real actions will result.
14	Identify positive and negative issues
15	Discussing specific topic chosen by group and follow-up actions.
16	All parts were useful in a different way
17	Everyone participated
18	All

Which parts of the workshop were LEAST useful and why?	
1	Smaller group sessions – I was not prepared to volunteer to assist specific issues.
2	Duplication of known data/strategy/actions or ignorance thereof.
3	Amount of time taken
4	I felt there was little opportunity for me to contribute from my own point of view as the limited health representation already had a strong agenda.
5	Survey results
6	Too long in the group work in the morning – I think this was due to small number of people.

What would you change and how?	
1	Would like to hear other groups' perspectives of the same issues
2	Coordinate activities of all statutory authorities
3	Not waste time – it could have finished earlier
4	Talk more about Pathfinder and what the authorities are trying to achieve
5	There should be more health and social care representatives to introduce more variety of issues.
6	Nothing – I think it all works well
7	Invite more people from outside BCC

8	Involve attendees (representatives) from every area to attend.
9	Format worked well, I think no changes are needed.
10	More use of Avs to get information across.

State 3 things you will personally do as a result of this workshop.	
1	Be involved with Priory centre, HW
2	Education for leaders looking after other people
3	Arranging talk for older people.
4	Help the community
5	Keep banging on about need for coordination within and across authorities
6	Continue work being done by RACA to fill gaps in statutory authorities capacity
7	Seek greater communication of what/who is being done/doing
8	Continue to work with schools in the area to develop their School Travel Plans and reduce single occupancy car use on the school run
9	Communication between other partners and works
10	Feedback to Community Safety Team
11	Work with 'So What?' group
12	Continued support of GC2C
13	Share outcomes and group remit with my team.
14	Tell community groups about bus service between hospitals
15	Read through paperwork.
16	Follow up on actions
17	Strengthen ties between various groups and forums
18	Report back to office

























19	Look at any problems mentioned
20	Be more observant about issues raised, help where possible and come to next meeting.
21	Aim to support the group working on health & community transport in any way I can
22	Work with Princes Risborough library to promote voluntary action in the area
23	Make contact with Jackie Eldridge to arrange an info session for Wycombe District on crime.
24	Follow-up on traffic issues around north Wycombe and attend Strategic Partnership Meeting in Sept 08
25	Take outcomes back to Age Concern Bucks colleagues
26	Follow up traffic situation to North of High Wycombe

Any other comments:	
1	As this was my first workshop, and I didn't receive information about the workshop, so didn't know what to expect. If invited again I will be better prepared next time.
2	Useful to meet people
3	Overall, a very worthwhile meeting
4	Not living in the Princes Risborough area, and representing a group (Chinnor & Princes Risborough Railway Association) that, despite its name, does not yet operate out of PRIs, I felt somewhat of an outsider with little local input to give. Nevertheless, I found the gathering interesting and feel that the Railway will have more to contribute when the day comes that it runs trains from PRIs Station.

Delegate names and contact details:

NAME	ORGANISATION	SERVICE AREA/ROLE	EMAIL	TELEPHONE
Freda Ackroyd	Buckinghamshire County Council	Getting Closer to Communities Local Area Co-ordinator	fackroyd@buckscc.gov.uk	
Jackie Bateman	Buckinghamshire County Council	GC2C	ibateman@buckscc.gov.uk	
Carole Burslem	Buckinghamshire County Council	Getting Closer to Communities Local Area Co-ordinator	cburslem@buckscc.gov.uk	
Trevor Dean	Widmer End Residents Association	Chairman	trevor-dean@supanet.com	01494 716667
Rebecca Dengler	Buckinghamshire County Council	Travel Plan Co-ordinator	rdengler@buckscc.gov.uk	
Eldridge, Jackie	Buckinghamshire County Council	Education and Information Officer, Trading Standards	ieldridge@buckscc.gov.uk	01296 383357
Bob Ellisdon	Chinnor & Princes Risborough Railway Association	Bob Ellison, Treasurer, 16 The Gables, Haddenham, HP17 8AD	bobellisdon@cprra.fsnet.co.uk	01844 292063
Peggy Ewart	Hughenden Parish Council	Vice Chairman	Pegewart1066@aol.com	
Chris Garcia	Buckinghamshire County Council	Area Lead Officer	cgarcia@buckscc.gov.uk	
Christine Gardner	Buckinghamshire County Council	Change Support Team	cgardener@buckscc.gov.uk	
Michael Godwin	Buckinghamshire County Council	Rural Town Co-ordinator, Economic Development & Enterprise	mgodwin@buckscc.gov.uk	01296 382489
Jenny Hill	Risborough Carers		jenny.hill@risboroughcarers.org.uk	
Stephanie Hill	Risborough Carers		stephanie.hill@risboroughcarers.org.uk	07871 326356
Madeleine Howe	Buckinghamshire County Council	Senior Area Co-ordinator	mphowe@buckscc.gov.uk	
John Hughes	Risborough Area Community Action (RACA)		jgh@jghughes1.f9.co.uk	
David Jarman	Hughenden Parish Council	Parish Councillor	david.jarman@virgin.net	01494 712441
Christine Johnson	NHS PCT	Health Visitors / School Nurses	Christine.johnson3@nhs.net	01844 212353
Micheline Katz	Buckinghamshire County Council	Community & Learning Team	mkatz@buckscc.gov.uk	01494 475576
Si Khan	Buckinghamshire County Council	Local Area Co-ordinator, Transportation	srkhan@buckscc.gov.uk	01494 475320
Andrew Long	The Priory Centre	General Manager	thepriorycentre@googlemail.com	01494 523440
Jackie Louch	Buckinghamshire County Council	GC2C and Marketing Officer	jlouch@buckscc.gov.uk	
Hassan Malik	Wycombe District Council	Drugs Prevention Club	Hassan_malik@wycombe.gov.uk	01494 421860
John McMillan	Wycombe District Council	Head of Human Resources and Corporate Admin	john_mcmillan@wycombe.gov.uk	

Steve Orchard	Buckinghamshire County Council	GC2C Programme Manager	sorchard@buckscc.gov.uk	
Jette Peddie	Business Watch / Pub Watch		businesswatch@bopenworld.com	
Sonia Pope	Wycombe District Council	DAAT	sonia_pope@wycombe.gov.uk	07776 454421/ 01494 421859
PCSO Natalie Powell	Thames Valley Police	PCSO	Natalie.powell@thamesvalley.pnn.police.uk	0845 8 505 505
Colin Price	Buckinghamshire County Council	Location Area Technician	coprice@buckscc.gov.uk	01494 475317
Barrie Priestley	Bucks Age Concern	Vice Chairman	ageconcern@ageconcernbucks.org.uk	01844 346456
Ian Reed	Buckinghamshire County Council	GC2C Senior Area Co-ordinator	ireed@buckscc.gov.uk	
David Roberts	Buckinghamshire County Council	Public Transport Development	droberts@buckscc.gov.uk	01296 373047
John Rogers	Hughenden Parish Council	Parish Chairman	hughendenpc@btconnect.com	01494 715296
Dave Rollins	Aylesbury Youth for Christ		info@avyfc.org.uk	01296 429838
Deborah Taylor	Bucks PCT	Partnership Development Manager	deborah.taylor@buckspt.nhs.uk	01494 552244
Jacqui Tully	Buckinghamshire County Council	Community - Youth & Community	jtully@buckscc.gov.uk	01494 452226
Kevin Wise	Royal Air Force, High Wycombe	Warrant Officer		01494 494471
Susie Yapp	Safer Bucks Partnership Manager		svapp@buckscc.gov.uk	01296 382773

	Natalie Powell PCSO Thames Valley Police		David Rollins Aylesbury Vale Youth for Christ		Trevor Dean Widmer End Residents Association		John McMillan Head of HR and Corporate Admin WDC		Chris Garcia Lead Area Officer BCC		Micheline Katz Community & Learning Team BCC		Cllr David Jarman Hughenden Parish Council		Barrie Priestley Age Concern Bucks
	John Hughes Risborough Area Community Action		Deborah Taylor Primary Care Trust		Christine Johnson Health Visitors/ School Nurses		Colin Price Local Area Technician, BCC		Sonia Pope Drugs Team WDC		David Roberts Public Transport Development, BCC		Bob Ellisdon Chinnor & Princes Risborough Railway Association		Kevin Wise Warrant Officer, RAF High Wycombe
	Jette Peddie Business Watch / Pub Watch		Rebecca Dengler Travel Plan Coordinator, BCC		Hassan Malik Drugs Prevention Club, WDC		Andrew Long Manager, The Priory Centre		Malcolm Godwin Rural Towns Coordinator, BCC		Jackie Eldridge Trading Standards, BCC		Jacqui Tully Youth & Community, BCC		Si Khan Transportation, BCC