

## **ACTION NOTES**

<b>MEETING:</b>	<b>Waddesdon Local Area Forum</b>
<b>DATE:</b>	<b>24 September 2008 7.00 pm to 8.45 pm</b>
<b>LOCATION</b>	<b>Grendon Underwood Village Hall</b>

<b>Present:</b>	B Clapp (Westcott Parish Council), Michael Edmonds (Bucks County Council) (Chairman), Craig Essam (Thames Valley Police), Nick Heirons (Quainton Parish Council), Paul Jackman (Buckinghamshire County Council), Sheila Knox (Quainton Parish Council), Ian Metherell (Marsh Gibbon Parish Council), Margaret Morgan-Owen (Aylesbury Vale District Council) (Vice-Chairman), Gareth Morley (Thames Valley Police), Susan Polhill (Aylesbury Vale District Council), Mr G B Rowles (Grendon Underwood Parish Council) and David Vick (Waddesdon Parish Council)
<b>In Attendance:</b>	Karen Adamson, Elaine Bedford, Nic Brennan, Ann-Marie Davies, Janette Eustace, Madeleine Howe, Katy MacDonald and David Smith
<b>Apologies:</b>	John Cartwright, Joanne Loftus and Jackie Phipps

Item	ISSUES RAISED
1	<p><b>CONFIRMATION OF CHAIRMAN</b></p> <p><b>RESOLVED</b></p> <p><b>That Michael Edmonds be appointed Chairman for the ensuing year.</b></p>
2	<p><b>APPOINTMENT OF VICE-CHAIRMAN</b></p> <p><b>RESOLVED</b></p> <p><b>That Margaret Morgan-Owen be appointed Vice – Chairman for the ensuing year.</b></p>
3	<p><b>APOLOGIES FOR ABSENCE/CHANGES IN MEMBERSHIP</b></p> <p>Apologies were received from John Cartwright, Jackie Phipps and Joanne Loftus (VAHT).</p>
4	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were no declarations of interest.</p>
5	<p><b>NOTES FROM PREVIOUS MEETING</b></p> <p>The notes from the previous meeting were confirmed.</p>
6	<p><b>MATTERS ARISING</b></p> <ul style="list-style-type: none"> <li>• Update on Youth Cafes in Waddesdon and Quainton.</li> </ul> <p>Members were informed that a Youth Café in Waddesdon will be starting in October on Mondays after school until 6pm in the Village Hall. A flyer to advertise this will be going into the next newsletter.</p> <p>The Youth Café in Quainton will be opening towards the end of September in the Baptist</p>

	<p>Church. It will be open on Thursdays from 6.30-9pm and is aimed at 11-18 year olds.</p> <ul style="list-style-type: none"> <li>It was not possible to get an update on Local Access in time for the meeting, but it was agreed that an update would be attached the minutes.</li> </ul> <p><b>ACTION: Madeleine to obtain an update to be attached to the minutes.</b></p> <ul style="list-style-type: none"> <li>Service Excellence Event</li> </ul> <p>The report on the Service Excellence Event was attached to the Agenda. Madeleine advised the Forum that she had some updated notes on the actions highlighted in the report and will send out with the minutes.</p> <p><b>ACTION: Madeleine to obtain an update to be attached to the minutes.</b></p>
7	<p><b>FUTURE OF LOCALITY WORKING IN BUCKINGHAMSHIRE</b></p> <p>The Chairman asked the Forum to note the report regarding the County Council resolution made on 10 July 2008 and advised that the link for the report had been distributed for background information. Members were asked to consider the 11 resolutions passed by Council. A discussion took place on the membership on the Local Area Forum (LAF) and the Chairman noted that members of the Waddesdon Local Area Forum (the Forum) comprises of representatives of the County, District and Parish Councils and the key partner representatives include Thames Valley Police, the Fire and Rescue Service and the Primary Care Trust. Members were advised that it is open to the Forum to decide whether they should invite other local organisations to join.</p> <p>Members were advised that the Forum will hold four meetings a year.</p> <p>Members were invited to ask questions and the following points were made:</p> <ul style="list-style-type: none"> <li>A member asked what the process was for adding an item to the agenda. Madeleine Howe suggested that Parishes contact either herself <a href="mailto:mphowe@buckscc.gov.uk">mphowe@buckscc.gov.uk</a> or Katy Macdonald <a href="mailto:kmacdonald@buckscc.gov.uk">kmacdonald@buckscc.gov.uk</a>.</li> <li>A member queried who was representing each Parish Council and enquired how voting rights were determined. The Chair advised that each Parish Council had been invited to send a representative whom should ideally be a named representative. With regards to voting it would be one Parish Council, one vote.</li> </ul> <p>The Forum was asked to consider the Terms of Reference and membership issues and these were approved unanimously.</p>
8	<p><b>PROPOSAL FOR CHANGE OF NAME OF FORUM</b></p> <p>It had been proposed to change the name of the Forum from Waddesdon LAF to Waddesdon and Winchendons LAF to better reflect the geographical spread of the area covered. After discussion it was agreed to leave the name as Waddesdon LAF but to put a list of the names of all the Parishes included at the top of the agenda.</p> <p style="text-align: right;"><b>ACTION: Madeleine Howe</b></p>

<p><b>9</b></p>	<p><b>QUESTION TIME</b></p> <p>The Chair clarified that Question Time is a 20 minute period for public questions. Members of the public are encouraged to submit their questions in advance of the meeting and these questions will be dealt with first and any verbal questions thereafter.</p> <p>There were no public questions.</p> <p>The Chair asked members if they had any questions. The following points were made:</p> <ul style="list-style-type: none"> <li>• A Parish Council representative asked how the Local Area Forums will be publicised. Madeleine Howe (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 a poster, previously used at the Waddesdon Local Committee, which relied on Parish Clerks putting them on their noticeboard and in addition local newspapers and community/parish newsletters. Members were also advised that ensuring all members of the public can attend the forums is considered very important and a hearing loop has been purchased and venues will be fully accessible. Janette Eustace (Area Lead Officer) reminded members that they also had a key role in promoting the LAFs through their own networks.</li> </ul> <p style="text-align: right;"><b>Action: Madeleine Howe</b></p> <ul style="list-style-type: none"> <li>• The representative from Grendon Underwood explained that parents of children attending the village school use the village hall car park during school dropping of and collection times. The village hall car park is in need of repair/upgrading. A bid to the Delegated Budget scheme had been applied for unsuccessfully. The village hall committee are keen to know whether there are other sources of funding. Madeleine and Ann-Marie Davies will help the village hall committee to look at the options.</li> </ul> <p style="text-align: right;"><b>Action: Ann-Marie/Madeleine/Paul Jackman</b></p> <ul style="list-style-type: none"> <li>• A Parish representative asked about Local Committees and whether they were still continuing. The Chair confirmed that Local Committees have now finished.</li> </ul>
<p><b>10</b></p>	<p><b>PETITIONS</b></p> <p>There were no Petitions.</p>
<p><b>11</b></p>	<p><b>FIRE AND RESCUE SERVICE</b></p> <p>A presentation was given by Paul McShane for the Bucks Fire and Rescue Service 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>The Fire and Rescue Service highlighted how they could contribute to LAFs by addressing priorities identified and working together to try and resolve them. After discussion the following points were made:-</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>• Domestic Sprinklers can be installed in houses where the occupants were disabled or would have difficulty getting out of the house quickly in the event of a fire.</li> <li>• Posters on inconsiderate parking were available and show 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. This leaflet has been circulated to Local Area technicians, highlighting partnership working.</li> <li>• Youth Diversion Scheme, which targets young people and aims to educate children, young people and their families in fire safety skills and divert them from fire crime and associated antisocial behaviour.</li> <li>• Members asked what the Fire and Rescue were doing regarding road safety. Paul McShane informed members that they currently work in partnership with the police, for example by providing Biker Drop-Ins held in villages where friendly advice and information is offered.</li> </ul> <p style="text-align: right;"><b>Action: Parish Councils/Fire Service Partnership</b></p>
<p><b>12</b></p>	<p><b>ADULT SOCIAL CARE</b></p> <p>A presentation was given by Karen Adamson and Elaine Bedford for Adult Social Care.</p> <p>They highlighted how Adult Social Care could contribute to LAFs by working in partnership with local communities and other agencies to ensure local communities receive the services needed locally. Adult social care surgeries are held locally and aim to bring adult social care services closer to residents by offering support and advice to those who may not be able to get to the main social care offices. After discussion the following points were made:-</p> <ul style="list-style-type: none"> <li>• Elaine Bedford is the local Adult social care representative for Waddesdon LAF and will be attending the LAF.</li> <li>• Elaine asked that if anyone had any concerns about any vulnerable people in the community to contact herself <a href="mailto:ebedford@buckscc.gov.uk">ebedford@buckscc.gov.uk</a> 01494 475202 or Karen Adamson <a href="mailto:kadamson@buckscc.gov.uk">kadamson@buckscc.gov.uk</a> 01296 383847.</li> <li>• The last surgery resulted in 12 people joining the in-touch programme which is a free call four times a year to see how people are getting on and whether they might like to receive any help. Clients who have received calls have commented favourably about the programme mentioning that the caller might have been the only person they had spoken to that day.</li> <li>• The next surgery will be at Quainton Memorial hall on 20 January 2009.</li> </ul> <p style="text-align: right;"><b>Action: Parish Councils/Adult Social Care Partnership</b></p>
<p><b>13</b></p>	<p><b>NAG</b></p> <p>A presentation was given by PC Gareth Morley from Waddesdon Police Station. Gareth made the following points:</p>

- Neighbourhood Action Groups (NAGs) were originally set up under neighbourhood policing and they were set up to be separate from the Police, with the intention that the NAG was to give information to the police.
- Thames Valley Police can no longer hold a committee post on the NAG.
- Peter Stray is Chairman of the Waddesdon NAG and will be attending Waddesdon LAF representing the NAG in future.
- Thames Valley Police will attend Waddesdon LAF in future regarding policing roles.

Gareth provided members with a report 'Waddesdon with Quainton, Grendon Underwood and Marsh Gibbon District Neighbourhood' – Neighbourhood Profile 2008. After discussion the following points were made:

- The priorities for the NAG and Neighbourhood Policing team for 2008/2009 are:
  1. Excess speed offences – three areas have been identified to address speeding issues. Station Road, Quainton where the average speed was 44 mph. Station Road, Marsh Gibbon where the average speed was 50 mph and Blackthorn Approach, Marsh Gibbon where the average speed was 50 mph.
  2. Parking –Lower Street in Quainton where there is a time specific problem (school times) with parking and Baker Street, Waddesdon where short term and long term solutions such as double yellow lines are being considered.
  3. Criminal damage/vandalism/graffiti – following visual audits Waddesdon and Westcott will be targeted. A clear up day has been arranged and ways of engaging younger children in this day are being looked at.
- A member commented that the improvements in the Neighbourhood Policing have been amazing.
- A member asked if NAG would get involved in school travel plans. Gareth advised that it is part of Neighbourhood Policing responsibility to support travel plans.
- Gareth advised the Forum that if Parishes wanted a speed check completed anywhere to contact him and he could arrange this.
- A member asked how night time speeding was tackled. Gareth advised that a traffic officer has been assigned to tackle speed offences committed day and night. He will initially be looking at identified areas.
- A member asked how they could ensure that intelligence gets through. Gareth informed the forum that all intelligence goes through Aylesbury and highlighted the need for members to continue to report any problems as it helps to build up a local picture.

**14 DATE OF NEXT AND FUTURE MEETINGS**

The next meeting of the LAF will take place on 17 December 2008 at 7pm at Westcott Cricket Pavilion.

The suggested dates of future meetings were confirmed as:

2009

- 18 March - Ludgershall Village Hall
- 17 June – Waddesdon Primary School
- 16 September – Quainton Village Hall
- 16 December – venue to be confirmed.