

ACTION NOTES

MEETING:	Wexham & Ivers Local Area Forum
DATE:	26 January 2010 7.10 pm to 9.30 pm
LOCATION	Main Hall, Harvey Memorial Hall, George Green Road, George Green, Slough SL3 6BJ

Present:	Ruth Vigor-Hedderly (Buckinghamshire County Council), Marion Dunstall (Wexham Parish Council), Alan Oxley (South Bucks District Council), Ian Skeldon (Wexham Parish Council) and Geoff Spring (Wexham Parish Council)
In Attendance:	Mark Averill, Angela Galvin, Maureen Keyworth, Pat Leech, Wendy Matthews, Rachael Winfield and Stephen Young

Item	ISSUES RAISED
1	<p>APOLOGIES FOR ABSENCE/CHANGES IN MEMBERSHIP</p> <p>Apologies were received from Sue Imbriano, John Whitby, Melvin Pearce, Malcolm Bradford and Carol Gibson.</p>
2	<p>CONFIRMATION OF CHAIRMAN</p> <p>Ruth Vigor-Hedderly was confirmed as Chairman</p>
3	<p>CONFIRMATION OF VICE CHAIRMAN</p> <p>Malcolm Bradford was confirmed as Vice Chairman</p>
4	<p>QUESTION TIME</p> <p>The Chairman asked those attending if they had any questions.</p> <p>In answer to a question regarding whether Local Parish Councils were in favour of LAFs, it was noted that currently the South Bucks Association of Local Councils was not in favour of forming LAFs and would prefer to have one Forum for all Parish Councils in South Bucks. However, several Parish Councils in South Bucks were in favour of forming LAFs and the County Council was working positively with the District Council and Parish Councils, as well as community groups in order to set up LAFs in each area. It was noted that at least 75% of Buckinghamshire has now formed LAFs.</p> <p>If one LAF were to be formed for the whole of South Bucks it may be that issues in urban areas may not be relevant to those in rural areas. The smaller LAFs allow Parish Councils to have a voice regarding their own local issues.</p> <p>With regard to the amount of work a LAF may take on, concern was expressed that this may result in the Forum taking major and substantial decisions about which they may not be informed enough to take. It is not the intention of the LAF to put people in a situation where they would not be confident enough to make decisions. As LAFs evolve and develop, partnerships services and how they are delivered will be set up to ensure they fit in with the needs of the local area and LAFs will have critical input. Any decision making will be taken with the full backing from the relevant organisation or Council.</p> <p>Discussion took place with regard to how this LAF could move forward without participation from</p>

	<p>Iver Parish Council. The first meeting of the LAF had been postponed in order to facilitate a meeting between County Council officers and Iver Parish Council to discuss this issue. It was noted that Iver Parish Council will be meeting during the first week of February to re-visit the decision taken six months ago not to participate in LAFs. However, this did not preclude the LAF from being formed and it would continue to be representative of the whole Wexham and Ivers area with automatic membership extending to each Parish Council. Even if they do not participate, members of Iver Parish Council will continue to receive the agenda and papers for meetings and have the opportunity to be represented if they so wish.</p> <p>With regard to voting, it was generally considered that decision making would be on a consensus basis rather than the need to vote. It would be up to members of the LAF to decide whether any other organisations that may be invited to join the Forum would be eligible to vote. However, the Chairman stated that the general opinion was that non-elected members should not have a vote, because those organisations may not represent the whole of the community.</p> <p>With regard to any devolved or delegated funding, once local priorities are established many will be identified which may be shared between both Parish Councils or will be relative to Wexham or Iver particularly. However, it was stressed that this was about taking the wider view across the whole area and not about being parochial. It was not about inventing what may be needed, but prioritising many existing issues and looking to see what County, District and Parish Councils can do together in order to pool resources and address gaps.</p> <p>Reference has been made to the County Council being remote and that the role and power of the Parish and District Councils are being undermined, which is not the case, it is about County, District and Parish Councils working at a local level on a partnership basis to obtain services, particularly in light of the financial constraints imposed by central government.</p> <p>With regard to future Question Times, members were asked where possible to submit any questions prior to the meeting in order to give officers time to form a response. Otherwise questions will be taken away and a response will be made after the meeting.</p> <p>Members were also informed that the Transport Localities Team Leader and Local Area Technician will attend future forums from 6.30pm one hour before the meeting formally starts to address any transport issues. Where possible,, members were again asked to email any questions in advance.</p>
<p>5</p>	<p>PETITIONS</p> <p>Members were informed that Transportation had its own petitions protocol which has been adopted. Petitions for County and District Councils can, in the first instance be presented at the LAF and can then be presented to the relevant cabinet members at their respective councils. The response to any petition will also be shared at LAF meetings.</p>
<p>6</p>	<p>TERMS OF REFERENCE</p> <p>Members were informed that the draft Terms and Conditions attached to the agenda are those that have been adopted by other LAFs.</p> <p>With regard to the name of the LAF members agreed that even though Iver Parish Council has currently chosen not to participate, the LAF would continue to be called the Wexham and Ivers LAF but this would be reviewed after six months.</p> <p>In relation to the number of members needed for the meeting to be quorate, officers confirmed that it was not just the voting members who made up the quorate, but that all local County, District and Parish Councils who were automatically members of the LAF.</p>

	<p>It was agreed that any items discussed and agreed at a particular meeting, would not be adopted until the next meeting.</p> <p>The Local Area Forum AGREED the following for adoption at the next meeting:</p> <ul style="list-style-type: none"> a) That members of the Buckinghamshire County Council, South Bucks District Council, and members from the Parishes of Wexham and Iver will meet as a fully constituted Local Area Forum. b) That the name of the Forum will be ‘Wexham and Ivers Local Area Forum’. However, this would be reviewed in six months time. c) The Terms and Reference and constitution for the Wexham and Ivers Local Area Forum, with the addition of the following: ‘Any Item discussed at one meeting, shall be adopted at the following meeting’ d) Any items discussed and agreed at one meeting would not be adopted until the next meeting. This was to be added to the Terms of Reference and Conditions.
<p>7</p>	<p>WEXHAM AND IVERS LOCAL AREA FORUM VOTING RIGHTS</p> <p>Members were informed that in practice voting rarely occurs at LAF meetings. However, it is useful to have a mechanism in place should there be a need. Members discussed each of the options presented in the report and agreed on the ‘Amersham’ Model, as follows:</p> <ul style="list-style-type: none"> • 1 vote for Wexham Parish Council • 1 vote for Iver Parish Council • 1 vote for South Bucks District Council • 1 vote for Buckinghamshire County Council (not Chairman) plus the Chairman’s casting vote in case of deadlock. <p>Members agreed that for the time being no other organisations would be afforded voting membership but this may be reconsidered at some time in the future.</p>
<p>8</p>	<p>STATUTORY AND VOLUNTARY GROUP PARTICIPATION</p> <p>Members were informed whilst that LAFS are encouraged to invite other organisations or individuals to the meetings, it was at the discretion of the members as to who should be invited and whether they would be accorded voting rights. It may be that local community groups or individuals with a special expertise would be invited to meetings where they could contribute on particular issues. However, if members wish, organisations such as the Police, Fire & Rescue Services may be invited on a more permanent basis, or keep a watching brief. A member suggested that these organisations may only want to attend if there is an item which is relevant to them.</p> <p>It was noted that when issues are identified for discussion, the Locality Services Area Co-ordinator would co-ordinate invitations to relevant services and officers so that they are in attendance for specific items. If there were cross border issues with neighbouring authorities, there was no reason why officers could not attend from other authorities. Adult Social Care is one issue which was raised and in this connection, it was suggested that Karen Adamson be invited to speak to the meeting with regard to services.</p> <p>Concern was expressed that officer time should not be wasted in attending meetings and in this connection, it was reiterated that transport officers would only attend prior to the meetings in order to reduce unnecessary officer attendance. It was also noted that work on relevant issues would be ongoing between meetings and progress reported as necessary.</p>

	<p>Members agreed that for the time being membership would be limited to Parish, District and County Council members and other organisations would be invited on an ad hoc basis in order to complement what is being discussed at particular meetings. It was noted that this could be changed at any time if members wished to extend membership to other organisations. However, everyone is invited to attend the meetings and in this connection, it was noted that meetings would be publicised through the local press, parish magazines and websites.</p>
<p>9</p>	<p>DELEGATED EXPENDITURE FOR 2009/10</p> <p>Members received the report the purpose of which was to provide information in relation to delegated budgets for local area forums and delegated funding for 2009/10 approved prior to the formation of the Wexham and Ivers LAF.</p> <p>Because there was a deadline for budget spending the decision was delegated to officers prior to the formation of the LAF and the Transportation Budget was approved by the Head of Service. The Local Area Forum will be the decision maker for the next financial year as part of the locality planning process, and will be notified what spending will be available in that financial year. This will be dealt with at the July meeting.</p> <p>Members were informed that at present there are four budgets from which funding is either delegated or devolved to LAFs. These are as follows:</p> <ul style="list-style-type: none"> • Transport (delegated) • Positive Activities for Young People (delegated) • Local Priorities (devolved) • Early Years and Childcare Grant (devolved) <p>Generally, delegated money is approved by the relevant head of service under advice from the LAFs. With devolved budgets, the LAFs make the decision on how the money should be spent within the set criteria.</p> <p>With regard to bidding for the funding prior to the formation of the LAF, members noted that Parish Councils would have been informed of this through the Parish Clerks meetings, which the Locality Services Co-ordinator has attended. Notification would also have been sent by the District Council with the minutes of the meetings.</p> <p>Members Noted:</p> <ol style="list-style-type: none"> a) the detail of the Local Transportation and PAYP delegated budget funding approved in 2009/2010 b) Proposals for expenditure on the local transportation delegated budget for 2010/11 will be brought to a future meeting of the Wexham and Iver LAF for consideration c) As part of the process of developing a Local Area Plan for the Wexham and Ivers LAF area, members will have the opportunity to influence and consider a further programme of PAYP for 2010/11
<p>10</p>	<p>DELEGATED BUDGET - LOCAL PRIORITIES</p> <p>Members received the report, the purpose of which was to provide information in relation to the delegated Local Priority budget for LAFs and expenditure of the Local Priority budget for 2009/10 approved prior to the formation of the Wexham and Ivers LAF.</p>

	<p>With regard to the proposal for £4,000 for the establishment of a Good Neighbour Scheme in the Wexham and Iver local area, a member asked whether there would be feedback on how the money was spent. It was noted that officers can be asked to attend the meeting to talk about how the Good Neighbourhood Scheme will be implemented.</p> <p>The contribution towards Wexham Football Club was a name error and is in fact the George Green Dragons Football Club.</p> <p>The Locality Services Area Co-ordinator stated that there were many opportunities to work with the District and Parish Councils on issues and activities for young people and how some of the local groups can be supported. There could also be additional funding that could be tapped into in order to develop strong youth provision for the whole area. It was suggested that partnerships have a stronger chance of being successful with funding bids.</p> <p>The Early Years contribution towards Langley Manor School was discussed and it was noted that this was one of the few bids that had been received for that funding and was therefore accepted. However, it was suggested that future bids could be put in for the play school at Harvey Memorial Hall and other groups that may need support in the local area. In this connection, support for autistic children and their parents was discussed and it was hoped that funds could be identified to support this area. However, members were asked to note that this funding relates to pump priming and is given on the assumption that any project will be self financing and will relate to supply of equipment, not people. Concern was expressed that before pressing on with play schemes a check should be made on whether funding will be available in the next financial year. It was also suggested that a check should be made to see if any funding was left over from this financial year which could be used.</p> <p>The Locality Services Area Co-ordinator reiterated that the issues raised at this meeting could also be raised at the Local Area Planning Workshop.</p> <p>The Local Area forum NOTED</p> <ul style="list-style-type: none"> a) details of expenditure of the £8,000 Local Priorities delegated budget for 2009/10 approved by the Head of Service b) As part of the process of developing a Local Area Plan for the Wexham and Ivers LAF area, members will have the opportunity to influence the expenditure of delegated local priority funding for 2010/11 and commission projects to address local priorities.
11	<p>EARLY YEARS AND CHILDCARE GRANT - SMALL CAPITAL GRANTS PROGRAMME AND LAF DEVOLVED BUDGET 2009/10</p> <p>This was discussed under Item 10.</p>
12	<p>FORWARD PLAN AND LOCAL AREA PLANNING</p> <p>Members were informed that a Local Area Planning Meeting will be set up after Easter and invitations would be sent out in the near future. The local area planning meeting would identify priorities for the area, and will enable a forward plan to be constructed which will inform the agendas for future meetings. As an example, it was noted that the July meeting will discuss budgets for 2011/12 and Adult Social Care also wish to attend to discuss ASC provision in the area.</p> <p>Members were also asked to contact Stephen Young, Localities Services Area Co-ordinator if they wished to put any items on the Forward Plan.</p>

	<p>A member stated he welcomed the establishment of the LAF which would help to bring central services out to the more remote areas of the County.</p> <p>The Chairman thanked everyone for attending and informed them that the Deputy Leader asked that his thanks be extended to all who participated and said he was happy for members to contact him direct if they wished. It was recommended that meetings commence at 7.30pm.</p>
13	<p>DATE OF NEXT AND FUTURE MEETINGS</p> <p>With regard to LAF meetings, members agreed on four meetings per year with further meetings being arranged if there was a need. Members would be informed once dates for future meetings had been established.</p>