



## South West Chilterns Community Board Minutes

Minutes of the meeting of the South West Chilterns Community Board held on Tuesday 14 July 2020 in Via video conference call, commencing at 7.00 pm and concluding at 9.15 pm.

### Members present

Cllr J Adey, Cllr M Appleyard, Cllr D Barnes, Cllr S Brown, Cllr A Collingwood, Cllr M Harris, Cllr D Johncock, Cllr I McEnnis, Cllr R Scott, Cllr J Teesdale, Cllr D Watson, Cllr C Whitehead and Cllr R Wilson

### Parish Council Representatives

V Brownridge – Little Marlow PC; L Coldwell – Hambleden and Turville PC Clerk; A Hill – Marlow Bottom PC and J Murray – Little Marlow PC

### Others in attendance

C Burslem, M Devlin and S Taylor

### Agenda Item

#### **1 Apologies for Absence**

Apologies were received from Councillor Neil Dring, Chairman of Medmenham Parish Council (PC).

#### **2 Welcome and Introductions**

Councillor Dominic Barnes, Chairman, welcomed everyone to the meeting and introduced himself.

#### **3 Declarations of Interest**

There were no declarations of interest; however, the Chairman advised that declarations could be made at any time during the meeting.

#### **4 Community Board Vision - Setting the Scene**

The Chairman stated that the Community Board (CB) would be the 'eyes, ears and voice' of the community. The CB covered a large area of Buckinghamshire from Fawley in the West to the Wooburns in the East and had a population of approximately 38,000. There was £129K available for funding local projects (this was based on the population) and £43K for infrastructure works. The CB was keen to work with the PCs, stakeholders and community groups and would set up a number of sub-groups to review the applications. The sub-groups would also look at

other potential funding sources.

Makyla Devlin, Community Board Co-ordinator, provided a presentation, appended to the minutes, and highlighted the following points:

- The aim of the CBs was to bring the community together; the CBs had a combined budget of £3.9m which was significant resource to make a difference.
- The CB would find out what was important to residents and embrace collaborative working to enable use of the best expertise.
- The Covid-19 pandemic had highlighted the community spirit which had helped resolve issues; the CBs would build on the spirit.
- There would be a mixture of formal and informal CB meetings which would take place in various locations across the area.
- Positive public engagement was key; Facebook, online forums, video conferencing and other digital platforms would ensure a wide range of engagement.
- Everyone was welcome to attend; town and parish councils (PCs), the Fire Service, Police, voluntary and community organisations and members of the public; a wide membership would provide valuable intelligence and would vary depending on the topics raised.
- Informal sub-groups would improve the outcomes for residents.
- Valuable connections had been made during the pandemic and work was being carried out with voluntary sector partners to evolve the CB.
- Residents would be consulted to allocate the budget.
- £250K of the CB budget was allocated for urgent Covid-19 need in April 2020.
- Highways maintenance and planning issues would be discussed in dedicated sub-groups; Transport for Bucks Local Area Technicians and Area Managers would be included without having to attend the evening CB meetings. However, a highways officer could be invited to a CB meeting if there was a relevant agenda item.

The following points were raised and discussed:

- It was agreed that input must come from the residents and that it was not for councillors to dictate how the budget would be allocated.
- The Chairman explained that the CB would decide on the funding proposals; the unitary councillors would each have a vote and PCs would have an indicative vote.
- Pothole issues should be reported via the online reporting tool – [Fix My Street](#).
- A member was concerned that the CB could by-pass the PCs. Some local issues required a speedy decision; PCs were an important part of the jigsaw and acted as a link to Buckinghamshire Council (BC). Councillor D Barnes declared an interest at this point as he was a member of a PC and BC; he agreed that PCs had a strong role on the CB but the CB would have to be

mindful of projects across the area but added that it would not be a problem if a decision was needed urgently.

- £10K had been allocated out of £16K allocated for Covid-19. If the proposal was £2K or below it needed three councillors to agree; if it was over £2K it would have needed agreement from the CB.
- It was noted that some projects would be carried over from the Local Area Forum and clarification was requested on the process. The Chairman advised that officers would work closely with the sub-groups and assess whether a proposal met the criteria. The sub-group would also consider if funding could be obtained from another source. It was anticipated that there would be a number of proposals/projects by September and the CB would be briefed on whether they had met the criteria. Virtual meetings would be held in between the CB meetings if a decision needed to be agreed.
- M Devlin would be involved in the all the working/sub groups.

## 5 Reflections on Covid19, Grant and Recovery Strategy

The Chairman advised that £2K had been provided to the following organisations during the pandemic:

Councillor	Name of organisation
Cllr Richard Scott	Brand Events Limited
Cllr Alex Collingwood	Marlow Age Concern
Cllr Alex Collingwood	One Can Trust
Cllr Suzanne Brown	Seed 1
Cllr Alex Collingwood	Seed 1

M Devlin explained that a number of community hubs/cells had been set up; some of which had now merged as we were now in the recovery phase and would continue for another 12 months. The CB would work with the community hubs/cells if a second wave occurred.

The following points were noted regarding shared learning from the Covid-19 pandemic:

- Communications – one type did not fit all. Many methods had been used e.g. door to door leaflets, Facebook groups, WhatsApp, email etc. M Devlin would use a variety of means to reach residents including local noticeboards.
- Information on Covid-19 testing should be distributed to the town and parish councils for promotion; any information to be disseminated should be sent to the Chairman and Community Board Co-ordinator.
- Social media had worked in Marlow as there were approximately 3,500 members; 150-200 food boxes had been distributed a week across the SW Chilterns area.
- There were some areas of extreme deprivation which needed to be identified.
- Many residents needed help and someone to talk to.
- Following a discussion, M Devlin agreed to provide a short briefing on the CB

which would be circulated to all the members for inclusion in parish magazines.

**ACTION: M Devlin**

## **6 Public Health - Key Indicators for Community Board**

Louise Hurst, Public Health Consultant, provided a presentation, appended to the minutes. The presentation was a top level overview and included recommendations for the South West Chilterns Community Board based on the public health profile. However, the numbers were never the full story; local insight/intelligence/assets were key as the profile looked at the population overall and did not identify variations between different areas. The profile highlighted where things were going well, but also importantly where improvements could be made to help inform priority setting for current local health and wellbeing needs. Many of the indicators were presented in comparison to the other community boards or Buckinghamshire overall. Therefore, some community boards would, by definition, perform “better” or “worse” than others. L Hurst recommended referring to the national (England) reference values where available for wider context. A number of factors influenced health and the following points were raised during a discussion on how Covid-19 had affected the health of residents:

- Depression and mental health difficulties had been noted in both young and old people.
- Weight gain through lack of exercise.
- Loneliness – L Hurst added the Council was offering mental health support to people who were shielding and raised the possibility of the support being offered to the communities.
- The impact of home-schooling on children and parents.
- Following a query on how the Befriending Service worked L Hurst explained that it would be carried out over the telephone for the time being to those who qualified. L Hurst added that there would be many people over the age of 70 who would not be offered the service and suggested it would be worth considering.
- There was a lack of confidence in the public to use local restaurants and facilities.
- Reference was made to the map showing the vulnerability index on slide 6 of the Public Health presentation and how it was measured. An area of high vulnerability in the north-west of the South West Chilterns CB area was pointed out and L Hurst offered to find out the location.

**ACTION: L Hurst**

- The impact on people waiting for tests and routine procedures whilst the NHS caught up with the backlog.
- The SW Chilterns area had a higher proportion of older residents and the importance of the flu vaccine was highlighted.

There were five recommendations based on the Public Health profile:

1. Reducing smoking, childhood obesity and physical inactivity were key areas

- as they were major causes of preventable ill health and death.
2. Risk of cancer was linked to a number of behavioural factors. Screening and early detection did not prevent cancer but were linked to better outcomes.
  3. Exploration of local dementia friendly initiatives.
  4. Promotion of NHS Health Checks.
  5. Programmes to build community cohesion or encourage befriending.

L Hurst encouraged everyone to complete the Buckinghamshire Coronavirus Health and Wellbeing Survey and asked that the survey be promoted to residents. L Hurst agreed to provide information to Councillor Suzanne Brown which could be printed and delivered to local households.

**ACTION: L Hurst**

<https://yourvoicebucks.citizenspace.com/public-health/coronavirus-ph-survey/>

## **7 Interim Priority Setting**

The Chairman provided a presentation on the Community Board Profile. The presentation showed a considerable amount of statistical information with comparators to Buckinghamshire as a whole and the south east of England. A query was raised on how “loneliness” was measured; The Chairman/M Devlin offered to find out.

**ACTION: The Chairman/M Devlin**

The following short term priorities/projects and leads were agreed:

1. \*Covid-19 (to include mental health issues, health and wellbeing, community wellbeing, confidence, youth and loneliness) – Councillor Suzanne Brown
  2. Broadband provision
  3. \*Transport and Infrastructure (to include regeneration and economic development) – Councillor Alex Collingwood
  4. Environment and Climate Change
  5. Affordable Housing – Councillor Chris Whitehead
- \*indicates a high priority.

The Chairman advised that suggestions could be forwarded to himself and M Devlin at any time. All applications would need to be assessed and go through a bidding process in order to work out the best result collectively.

## **8 Membership and Sub Committees**

All CB members were welcome to be part of whichever sub-group they wished and should express their interest to M Devlin as soon as possible.

## **9 Any Other Business**

Carole Burslem advised that there had been parking issues in Ferry Lane, Medmenham. Mark Davis, Parking Manager, Buckinghamshire Council, had forwarded a proposal, the cost had not been finalised; but the maximum quoted was £20K which was out of budget. It was proposed that match funding be provided

and that Carole liaise with Makyla Devlin.

- 10** **Date of Next Meeting**  
14 September 2020.



# Community Board Vision

Introducing Community Boards

Makyla Devlin

Community Board Coordinator  
South West Chilterns

Community boards will bring the council and community together to find creative ways of improving their local area

## TACKLING LOCAL ISSUES TOGETHER



Building strong connections with communities



Responding to local needs



Improving outcomes for residents

# Creating community conversations

- ❖ An exciting new initiative backed by £3.9 million to make a real difference to local communities
- ❖ 16 Community Boards will:
  - ❖ Enable local conversations about local priorities
  - ❖ Identify needs within local communities and work to produce creative solutions
  - ❖ Represent the voices of local people
  - ❖ Be creative in how thoughts, ideas and suggestions are captured
  - ❖ Take a collaborative approach
  - ❖ Explore areas of interest
  - ❖ Influence decision making and delivery of public services
  - ❖ Support Covid-19 local recovery

## KEY BENEFITS



Stronger connections between Buckinghamshire Council councillors and communities.



Better and more responsive public services that meet the different needs of communities.



Greater resident and community involvement in decisions about how services are run locally.

# How will Community Boards work

- ❖ We want them to be vibrant, creative and take action locally
- ❖ Mixture of formal and informal meetings
- ❖ Focused sub groups will explore and deliver projects on specific issues
- ❖ Engage with the community in lots of different ways to collect ideas and focus on what matters to them the most
- ❖ A wide membership that provides valuable intelligence, helping to understand and respond to local need
- ❖ Using technology and getting creative
- ❖ A tailored approach for each board
- ❖ Good links back into the council



# Who is involved

Anyone can support their community by getting involved with a Community Board



# Public engagement is key



- ❖ We are creating a space and facility for community conversations on local issues
- ❖ Engaging with the public will be a key element of this
- ❖ The boards and the issues they are working on will be open and accessible to all
- ❖ They will bring people together to work on specific projects, initiatives or look into local issues together
- ❖ Involving people across the whole community, making use of their skills and knowledge to make real change
- ❖ Using innovative and audience specific tools to engage on different topics, priorities and projects, for example:

Focus groups Petitions Online forums Social media Polls

# Working with our partners

- ❖ Local partners will be key to making the boards effective
- ❖ Impressive community spirit of Buckinghamshire during response to coronavirus
- ❖ Building on the great connections made already
- ❖ Sharing data, insight and resources to make a real difference
- ❖ Local recovery plans focused on understanding local need

“The Community Boards bring a new opportunity to work together more effectively to address directly local issues, and for us as a service to identify any new or emerging risks enabling a more effective and timely response.”



**David Norris**  
Head of Prevention,  
Response & Resilience



**Buckinghamshire**  
**FIRE & RESCUE SERVICE**  
*we save lives*

# Community Board Budgets

- ❖ Overall budget for community boards is £3.9m:
  - £1.5m Community Area Priorities Fund
  - £500K Health & Wellbeing Fund
  - £1.9m Local Infrastructure Fund
- ❖ Budgets based on population, levels of deprivation and proposed housing growth
- ❖ Coronavirus Councillor Crisis Fund £250k and an additional £50k from Rothschild Foundation has been allocated to support local initiatives across the county
- ❖ Budgets will be allocated to projects that directly address agreed local priorities and represent good value for money
- ❖ Local organisations will be able to apply online for funds for projects that address the agreed local priorities

# New Highways conversations

- ❖ Highways and network improvement conversations will take place outside of the formal meetings in new focused sub groups
- ❖ 2 meetings a year in each of the north, central and south areas with senior highways officers providing a more strategic approach to maintenance concerns like pot holes, gullies, grass cutting, weeding and trees
- ❖ Smaller sub groups will address local network improvement issues in the community board area like road safety, traffic calming, parking (waiting) restrictions
- ❖ This will give residents, community groups and local organisations the opportunity to discuss in detail with the right people
- ❖ Other elements of transport such as growth, strategy, sustainable transport and passenger services would still continue to interact with community boards

# The benefits of a more focused approach

- ❖ Opportunities for Town and Parish Councils and residents to report and track issues via fix my street
- ❖ Opportunities for Town and Parish Councils and Buckinghamshire councillors to meet 3 times a year (including the TfB conference) with senior highways officers to discuss issues more strategically
- ❖ Prevents community boards becoming too dominated by highways issues
- ❖ More efficient use of LATs and Senior Managers time and ensures expertise in focused sessions
- ❖ The opportunity to invite a highways officer to a formal Community Board to address a specific issue is still available

# Your community board coordinator

I will:

- ❖ Be dedicated to championing the local area
- ❖ Be the driving force for a new style of collaborative working which stretches far beyond traditional meetings
- ❖ Be creative at collating local voices and supporting informal discussions
- ❖ Develop a board action plan that helps tackle issues
- ❖ Support local devolution conversations
- ❖ Be the connector to engage local partners, groups and organisations
- ❖ Energise the boards and harness ideas
- ❖ Work closely with the Chairman



Makyla Devlin  
South West  
Chiltern  
Community  
Board  
Coordinator

This page is intentionally left blank



# Health and Wellbeing Profile – South West Chilterns Community Board

Louise Hurst

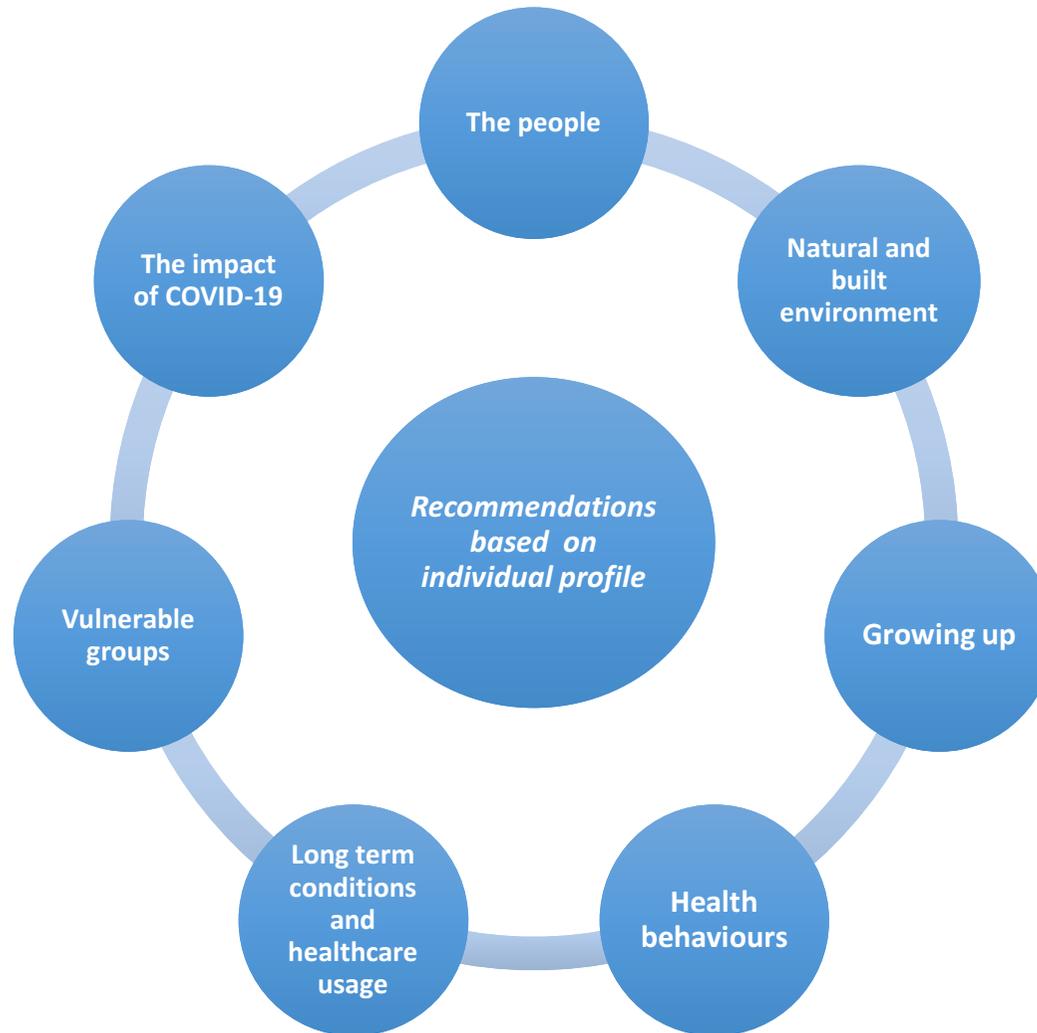
Public Health Team, Buckinghamshire Council

# Introduction to the profile

- The community we live in is one of the most important factors for our health, from before we are born right up until the end of our lives
- The indicators included in this profile are all important markers of the health and wellbeing of the local community
- The profile highlight areas where things are going well, but also importantly where improvements can be made **to help inform priority setting for current local health and wellbeing needs**
- Strong communities will be a key driver for recovery from the impact of the COVID-19 pandemic

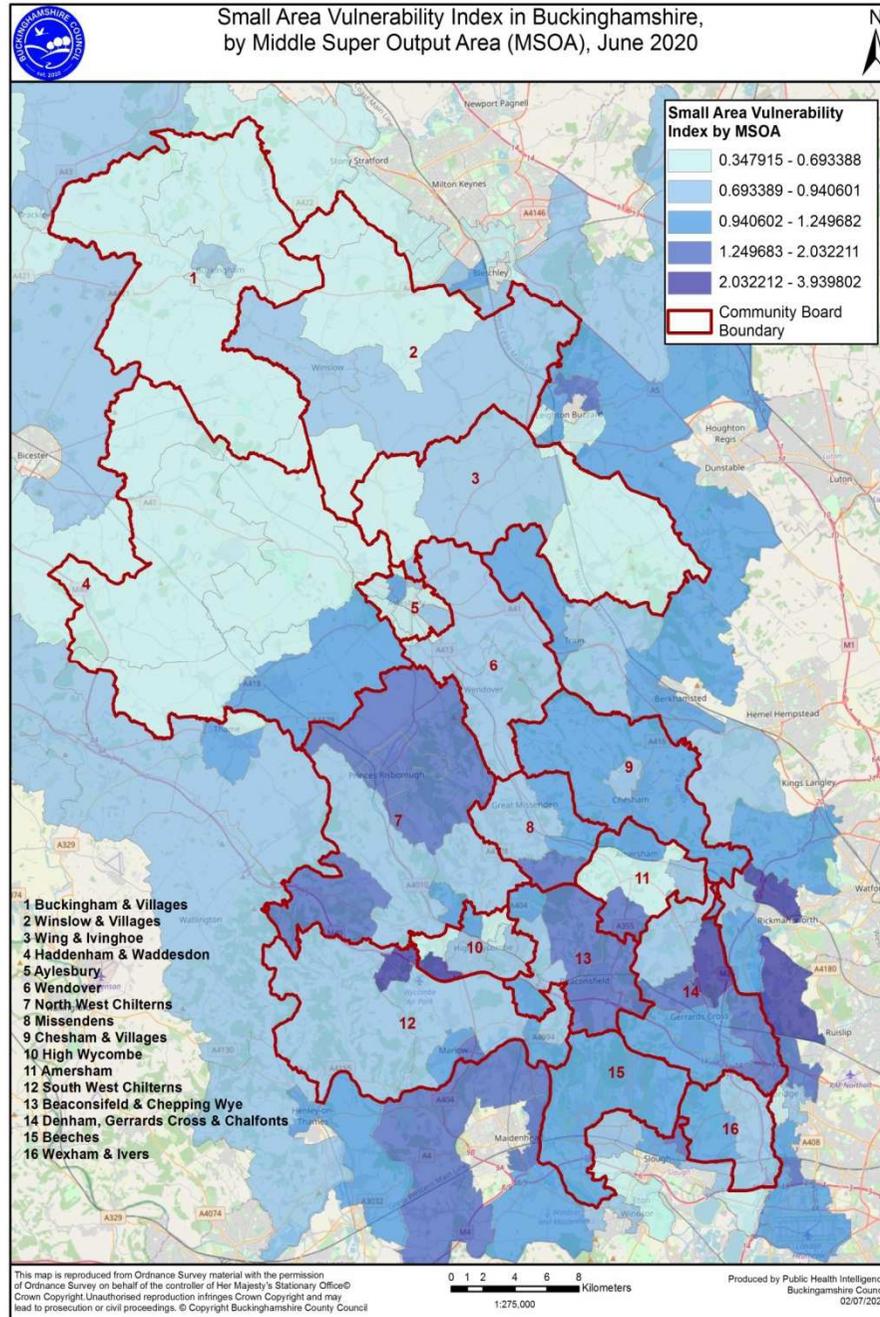


# Structure of the profile



# The impact of COVID-19 on communities

- COVID-19 has been shown to have a differential impact on communities
- Factors such as **older age, male sex, being from a Black, Asian or Minority Ethnic (BAME) group, residing in a more deprived area, occupation and certain long-term conditions** (e.g. diabetes, obesity) are associated with a greater risk of infection or a poorer outcome following infection
- ***What have been the impacts of COVID-19 in your community? What are you hearing from your community members about how COVID-19 has impacted their day to day lives?***



# Important considerations

- This profile is a high level overview of health and wellbeing indicators from existing data sources. Communities will have more intelligence on local issues and **importantly assets** which can be incorporated into the full picture of local needs and how they can best be met
- Many of the indicators are presented in comparison to the other community boards or the County overall. Therefore, some community boards will by definition perform “better” or “worse” than others. Please also refer to the national (England) reference values where available for wider context.

# Recommendations based on the profile

1. Reducing **smoking**, **childhood obesity** and **physical inactivity** are key areas as they are major causes of preventable ill health and death
2. Risk of cancer is linked to a number of behavioural factors. Screening and early detection do not prevent cancer but are linked to better outcomes.
3. Exploration of **local dementia friendly initiatives**
4. **Promotion of NHS Health Checks**
5. Programmes to build community cohesion or encourage befriending

# Public Health Buckinghamshire need your help

- Buckinghamshire Council's Public Health team has launched its new '**Buckinghamshire Coronavirus Health & Wellbeing Survey**'. The survey aims to understand how residents in Buckinghamshire have been affected by the Coronavirus pandemic including how the lockdown and its consequences have impacted their daily lives and health and wellbeing. The information collected through the survey will be used to help tailor the local recovery throughout the county following the impact of Coronavirus.
- To make sure we get a representative response we would be grateful if you could promote to your residents and encourage them to complete the survey:
- <https://yourvoicebucks.citizenspace.com/public-health/coronavirus-ph-survey/>

This page is intentionally left blank