

# Melksham Community Area Partnership

## Minutes of the Steering Group Meeting

Thursday 16 September 2010

Melksham Divisional Police Headquarters



### Present:

Jim Law  
Mavis King  
Thelma Carr  
Graham Ellis  
Abbi Gutierrez  
Chris Holden  
Kane Fulbrook-Smith  
Miriam Zaccarelli

### 1. Apologies

Apologies were received from Colin Goodhind, Laura Pictor and Alfred Webbley

8 members of the Steering Group are required to be quorate, and as only 6 members were present the meeting was cancelled.

The members that were there discussed changing the constitution to decrease the number that makes the group quorate, which can be done at the AGM.

**ACTION:** Miriam to include quorum on AGM agenda

The group introduced themselves. Kane explained that it was his third day in post and he will be replacing Kevin Harmsworth as the Community Beat Officer.

Thelma was concerned about an email that had been sent in which CAPs were being encouraged to raise funds for their own communities. The role of CAPs was clarified not to raise money for their communities but to run consultations.

Mavis asked about requesting funding from Parish Councils should help to finance this group and it was explained that it had been a historic situation because Melksham 1st was funded by the Parish Councils. The CAP could be helping villages to plan their views but since nothing has been done for them there is nothing to say. It was suggested to write to Parish Councils asking for even a small contribution of only £100 to contribute to the running of the CAP.

Theme groups were discussed and each group can be invited to present to the Steering Group what has been done and what the issues are. In the public meeting on July 27th renewable energy was the most popular item.

Abbi reminded the group that the Highways Department have money to spend on transport and the community are being asked to join a Community Transport Issues Group to prioritise how it will be spent. Jim volunteered to join the Transport issues group. Kane announced that road safety is a big issue by the new school and a consultation with the head master will be held.

Jim announced that he does not want to lead the MCAP transport theme group anymore.

**ACTION:** Miriam to remind the Steering Group about the Community Transport Issues Group.

Abbi explained that the Highways Officers need a response by 13 October so a meeting needs to be held before then.

It was agreed to use the Melksham Independent news to advertise theme groups and get people on to them.

**ACTION:** Miriam to write a piece for the Melksham Independent News

Theme groups have to be asked to present at every SG meeting. Specific issues need to be discussed at theme group meetings instead of the SG meetings.

The next SG meeting will be November 18 and the AGM will be the week after that.

**ACTION:** Miriam to find a date for the AGM by doodle.

**ACTION:** Miriam to get reports from theme groups for the SG.

The following items were deferred to the next meeting due to the meeting not being quorate:

2. Agree minutes of the previous meetings held on July 15 and August 26 2010
3. Matters arising:
  - a. Carnival and village fetes
  - b. Public meeting
  - c. Vision and mission statement
4. Theme Group Reports
5. Villages
6. Street lighting
7. Standing orders for meetings

#### **8. Date of Next Meeting**

The next meeting of the Steering Group will be November 18 at the Melksham Police HQ.