



**Note of the meeting of the Keynsham Area Forum  
held on Wednesday, 30th September, 2015  
in Avonfields Room, 1st Floor, - Somerdale Pavilion, Keynsham (formally the Fry Club  
and Conference Centre)**

**Meeting Attendance**

<b>Name</b>	<b>Organisation Represented</b>
Adrian Inker	Community At 67
Adrian Betts	Saltford Parish Council
Councillor Sally Davis	Bath & North East Somerset Council Ward Councillor and Farmborough Parish Council
Councillor Emma Dixon	Bath & North East Somerset Council
Matt Donovan	Whitchurch Parish Council
Dawn Drury	Compton Dando Parish Council
Clive Fricker	Keynsham Town Council
Councillor Charles Gerrish	Bath & North East Somerset Council
Kerry Grace	Avon and Somerset Police
Councillor Alan Hale	Bath & North East Somerset Council Ward Councillor
Councillor Lisa O'Brien	Bath & North East Somerset Council Ward Councillor
John Twist	Corston Parish Council
Susan Charles	Corston Parish Council
Margaret Wilson	Keynsham and Saltford Churches Together
Brian Wilson	Ramblers Association
John Dottridge	Compton Dando Hall
Harriette Dottridge	Compton Dando Neighbourhood Watch
Caroline Mellers	New Hope / St Mungos
Gill Hellier	Local Resident
Hugh Burchard	Local Resident
Grazie Dixon	Local Resident
<b>Officers in attendance</b>	
Sara Dixon	Stronger Communities Manager, B&NES
Dave Dixon	Stronger Communities Manager, B&NES
Alison Wells	Community Projects Officer, B&NES
Mark Hayward	Standards and Support Manager, B&NES
Barry Grimes	CCG Clinical Commissioning Group (part)
Sue Blackmore	CCG Clinical Commissioning Group (part)
Dr Orpin	Chair of the CCG Clinical Commissioning Group (part)

**Apologies Received from:** Tony Crouch, Roger Busby, Louise Fradd, Alex Francis, Justin Hobbs, Chris Hounsell, Elaine Weightman

## **1. Welcome and introductions**

1.1 In the absence of the Chair, Adrian Inker, Vice Chair opened the meeting and welcomed everybody for their attendance.

## **2. Updates from the Police and other public sector bodies**

2.1 PC Kerry Grace provided an update to the meeting. Kerry is the Beat Manager for Keynsham, Saltford and the surrounding area. Kerry has been in post since June 2015 and is supported by his colleague PC Sam Keyser who works two day per week.

2.2 A worrying pattern of burglaries is beginning to occur over the past three weeks in Bishop's Sutton area so please be vigilant.

2.3 The two problem areas at the moment appear to be The Queens Road/ Tintagel Close/ Warwick Road/ Farleigh Road area of Keynsham where there is minor criminal damage, drug taking and anti-social behaviour. The area is being targeted by the beat managers and PCSO's and numerous stop/searches and some high profile arrests have taken place since the last meeting which appears to be a strong visible police presence in the area on an evening to try and combat the problem.

2.4 The second area of concern is the Town Memorial Park in Keynsham, most notably by the bandstand which has suffered from drug taking and dealing, drinking by minors, littering, criminal damage and arson over the summer months. Police officers and PCSO's are at the park on a nightly basis attempting to disrupt things and several arrests for possession and dealing have occurred over the past two months. It is noticeable also that many of the youths have come from outside the area and have been dropped off and picked up by parents from areas such as Longwell Green.

2.5 The problem has become so serious, that a set of action is being compiled in an attempt to completely stop the problem.

2.6 A copy of the full Police report is attached to these notes.

2.7 Cllr Alan Hale asked about the police numbers covering the Keynsham area. Kerry said there were two officers in the team.

2.8 Cllr Alan Hale asked whether the Forum could write to the local MP and Police and Crime Commissioner expressing concerns over the lack of police presence and increase in criminal activity. Adrian Inker agreed that this was part of the function of the Forum. It was agreed that a letter would be sent from the Forum by the Chair.

2.9 A question was asked about the Mobile Catering Unit situated near Waitrose, the positioning causes issues for access to the store. Kerry agreed to investigate.

2.10 A question was asked about funding a camera in the Memorial Park particularly by the Bandstand. Kerry explained that a bid had been put into B&NES Council. A comment was made that there were difficulties regarding the electrical power supply in the park.

2.11 There were concerns raised around the lack of communication between the community and police, particularly since the PACT meeting had been disbanded. There were also concerns raised by Neighbourhood Watch. Harriette Dottridge offer Kerry help with pulling together a comprehensive list and sharing information.

2.12 Adrian thanked Kerry for his update.

2.13 Sara Dixon gave a demonstration on the roadworks website. The website [www.roadworks.org](http://www.roadworks.org) provides up to date information on highway maintenance works taking place across the UK and the organisation responsible. She said the Council also produces a weekly e-mail list of roadworks in the B&NES area linked to this website. All Parish Councils should now be receiving this and if anyone else would like to be added to the mailing list, to let us know. It is also possible to set alerts on the 'roadworks' website for a particular area. Parishes were encouraged to promote the information via their own websites and newsletters.

2.14 A question was asked about how good the roadworks website actually was?

2.15 Sara Dixon explained that the site was easy to use and the information is updated regularly. The information can only be as good as what is received by various sources and there will be times where emergency works have to be added once they have commenced.

### **3. Notes of the inaugural meeting 24th July 2014 and matters**

3.1 Notes of the inaugural meeting held on the 24th July 2014 were agreed as a correct record.

3.2 There were no matters arising.

### **4. Chair and Vice Chair's annual review including update and report back from July workshop**

4.1 Adrian gave a review of the last year. He commented that the Forum had offered a number of opportunities for issues to be discussed such as transport, Placemaking and CCG Community Services Review. The workshop in July had offered everybody a chance to set out what they want from the Forum and for the B&NES wide issues to be collected.

4.2 He added that the effectiveness of Forums will come down to the actions that are taken by the members of the Forum. There are difficult times ahead with the reductions in public finance but there is an opportunity to find ways to share resources and build consensus to achieve what was needed.

Report back from July workshops

4.3 John Twist (Corston Parish Council) provided an update on the topic of the Parish Ranger scheme. As the level of support from B&NES is reducing, Parish Councils need to join together to share what resources they have. There could be a potential for volunteers to support initiatives like the Parish Rangers scheme, although many volunteers are currently involved in lots of community activities already. There are possibilities of carrying out activities such as painting fingerposts etc.

4.4 Kerry Grace (Police) said that he was aware that more needed to be done to improve the communication between the community and police. He asked for support from the Forum to help make this happen.

4.5 Sara Dixon provided an update on improving and developing the Forum. A web-based tool is being developed that will help share information. Report back to a future Forum meeting.

4.6 Sara Dixon explained that discussions were taking place between B&NES and Parish and Town Councils to help improve communication and support for clerks. Report back to a future Forum meeting.

## **5. Election of the Chair and Vice Chair positions**

5.1 Adrian Inker stood down and Sara Dixon took over the Chairing of the meeting. Sara said there were two nominations for Chair and asked if there were any further nominations. There were none.

5.2 The nominations received for Chair were Cllr Tony Crouch and Cllr Alan Hale. In the absence of Cllr Crouch, Sara gave a brief personal statement about Cllr Crouch which followed by a personal statement from Cllr Hale. Forum members were asked to vote by a show of hands. Cllr Hale received the most nominations and was appointed as Chair.

5.3 The nominations received for Vice Chair were Adrian Inker. Adrian gave a brief personal statement. Forum members were asked to vote by a show of hands. Adrian was appointed as Vice Chair.

5.4 Sara Dixon thanked Cllr Crouch for his efforts in helping to develop the Forum and leading the former Chew Valley Area Partnership. She welcomed Cllr Hale and Adrian Inker into their positions.

5.5 Cllr Alan Hale thanked the group and took over the Chairing for the remainder of the meeting.

## **6. Partnership meetings**

6.1 A request had been made of the Forum for a representative for the new 'Natural Environment Partnership' for development in the North East Somerset area. Cllr Charles Gerrish asked for clarity about why representation was required from Keynsham. Sara Dixon agreed to go back to Mark Minkley for further information.

6.2 The CCG have asked for a representative from the Forum for the 'your health, your voice'. Adrian Inker was happy to take on this role and the Forum agreed.

## **7. Review and amend, if required, Terms of Reference**

7.1 Sara Dixon asked for two amendments to the TORs. The removal of 7.3 and the shortening of the wording in 10.1. Both amendments were agreed.

7.2 It was reported that no requests for additional members had been received.

7.3 Adrian Inker felt that there is a need for more voluntary groups from within our communities are needed to take up the actions and get things done. The Chair agreed that the Forum needs to welcome new groups even if they are not full members. Cllr Hale agreed to write to the local paper to invite people along to the meeting.

7.4 Dawn Drury said that Keynsham Town council had a list of over 200 community groups and a message could be sent to that contact list.

7.5 Harriet Dottridge felt that the neighbourhood watch schemes could have a more active role with the Forum. Cllr Alan Hale asked that information on the Keynsham Area Forum be sent to existing neighbourhood watch schemes.

## **8. Adopt Action plan and agree future priority discussions**

8.1 Sara Dixon referred to the draft Action plan circulated with the paperwork for the meeting. She said that the Action plan had been developed from the discussions at the July workshops and previous workshops held by the former partnership group. She added that progress on the priorities will be monitored and reported back. Further items will be added as they arise. The group agreed the action plan.

8.2 SD said in terms of forthcoming meetings, all the Forums have been asked to host the Budget Fair's this year. A provisional date for Keynsham Area is 24th November. Also on the Agenda at this meeting will be an update on the Joint Spatial Plan. Cllr Charles Gerrish explained that the local authorities that form the West of England have a duty to co-operate on strategical documents and will be consulting on the West of England Joint Spatial plan which looks as housing and transport across the whole area. The Forum welcomed the opportunity for the discussion at the next meeting.

8.3 Cllr Gerrish suggested that any parish, individual or group can make representations, the more responses the better.

8.4 Cllr Gerrish reminded the everyone that the Keynsham Transport Strategy Consultation closes on 16th October. The Strategy considers the surrounding areas as well as the town.

## **9. Keynsham Area Forum Minutes 18.02.15 and matters arising**

9.1 The notes were agreed as a true record. There were no matters arising.

## **10. Consultation item - CCG Your care, Your Way consultation, Phase 2 - workshop**

10.1 The CCG presented the Forum with the details of the next stage for the 'your care, your way consultation. The feedback in Phase 1 was really useful. The report can be found on-line here:-

[http://www.bathandnortheastsomersetccg.nhs.uk/assets/uploads/2015/01/Phase\\_One\\_Report\\_WEB.pdf](http://www.bathandnortheastsomersetccg.nhs.uk/assets/uploads/2015/01/Phase_One_Report_WEB.pdf)

10.2 Phase 1 was around starting to engage the community in the process. Phase 2 began in May and is around developing the commission document. Phase 3 will begin in December 15

where the CCG will work with providers to put a service plan together and look at costings. The review will be completed in Summer 2016.

10.3 The CCG currently spends £70m with 60 providers, delivering 400 services. They manage 180 contracts. Feedback so far has suggested that empowerment is important to all ages alongside timely intervention. They have also had feedback around the current need to travel around the district to receive different services.

10.4 The CCG are suggesting four, potential models for delivery. Model 1 is around services that focus on conditions. Model 2 is based around functions. These are both pathway models which is similar to current provision but with more integrated information systems. Model 3 is around GP Wellbeing Hubs. The hubs could be physical buildings or virtual with resources around community needs. Model 4 is community led neighbourhood teams, currently based on the Forum areas. The pathway models include a 'keyworker' that will be constant throughout the patient's journey.

10.5 Roundtable discussions were had and the CCG asked Forum members to complete the survey. It can be found here <http://www.bathandnortheastsomersetccg.nhs.uk/>

10.6 Cllr Hale thanked the CCG for attending and looked forward to receiving an update next year on progress.

## **11. Dates of next meeting**

11.1 The Keynsham Area Forum will be hosting a special meeting to include the B&NES Council Budget Consultation on the 24th November 6-7.30pm, The Community Space, Market Walk, Keynsham. There will also be a presentation on the West of England Joint Spatial Strategy and Placemaking.