



Meeting **Somer Valley Forum**

Date **Tuesday, 6th October, 2015**

Time **6.00 - 8.00 pm**

Venue **Beacon Hall - Peasedown St John**

6.00pm - 6.30pm - Informal Open public session

1.	Welcome and introductions
2.	Updates from the Police and other public sector bodies
3.	Question and Answer sessions

6.30pm - 7.00pm - Annual General meeting (AGM)

4.	Notes of the inaugural meeting (31st July 2014) and matters arising (attached)
5.	Chair and Vice Chair's annual review including update and report back from July workshop (workshop notes attached)
6.	Election of the Chair and Vice Chair positions (nomination forms attached)
7.	Partnership meetings - nominated representatives from each Forum required
8.	Review and amend, if required, Terms of Reference (attached) (Pages 25 - 32) <i>(incl working arrangements, membership and frequency of meetings)</i>
9.	Adopt Action plan and agree future priority discussions

(15 mins refreshments break)

7.15pm - 9.00pm Ordinary meeting

10.	Notes of the previous meeting 19th February 2015 (attached)
11.	Matters arising
12.	Consultation items Presentation - introduction to the Somer Valley Transport Strategy (7.30pm – 8.00pm) <i>The Council commissioned Transport Strategies for Bath and Keynsham and has committed to completing its review of transport in the District with this commission for new Transport Strategies for the Somer Valley and the Chew Valley and other rural areas. The presentation will provide an introduction to this work and seek the views of the Forum about public engagement.</i> CCG Your care, Your Way consultation, Phase 2 – workshop (8.00pm – 8.50pm) <i>The CCG are now in a period of formal consultation on their draft proposals for how community services could be organised in the future. The CCG will be presenting the options and seeking the views of those present at the meeting. This part of the meeting will take form of a workshop. For more information about your care, your way visit http://www.yourcareyourway.org/</i>
13.	Dates of next meeting (incl hosting Budget Fair discussion in November)

9.00pm - End of meeting

Date of Future Meeting:

Monday, 30 November 2015

Conygre Hall - Timsbury



Minutes
SOMER VALLEY FORUM
 Thursday 31st July 2014, 7.00pm
 Farrington Gurney Memorial Hall

Present:

Name	Organisation Represented	Status
Richard Baldwin (RB)	Divisional Director, B&NES	Support
Dom Chambers (DC)	Somer Valley FM	Voting Member
Colin Currie (CC)	Radstock Action Group	Voting Member
Dave Dixon (DD)	Stronger Communities Manager, B&NES	Support
Sara Dixon (SD)	Stronger Communities Manager, B&NES	Support
Peter Duppa-Miller (PDM)	Avon Local Councils Association	Observer
Cllr Michael Evans (ME)	B&NES	Voting Member
Cllr Andrew Fraser (AF)	Peasedown St John Parish Council	Voting Member
Kirstie Green (KG)	Timsbury Parish Council	Voting Member
Cllr Sally Griffiths (SG)	Farrington Gurney Parish Council	Voting Member
Cllr Nathan Hartley (NH)	B&NES (part – left at 8.30pm)	Voting Member
Cllr Mike Hedges (MH)	Farrington Gurney Parish Council	Voting Member
Madeline Jenkins (MJ)	Radstock Residents' Association	Observer
Cllr Les Kew (LK)	B&NES	Voting Member
Royston Knight (RK)	Radstock Action Group	Observer
Cllr Jane Lewis (JL)	Midsomer Norton Town Council	Voting Member
Heidi Limbert (HL)	Children's Centre Service Manager, B&NES	Observer
Cllr Anne Lyons (AL)	Paulton Parish Council	Voting Member
Cllr Barry Macrae (BMc)	B&NES	Voting Member
Cllr Lesley Mansell (LM)	Radstock Town Council	Voting Member
Cllr Stephanie Morley (SM)	Holcombe Parish Council	Observer
Cllr Robin Moss (RM)	B&NES	Voting Member
Cllr Paul Myers (PM)	B&NES	Voting Member
Terry Nicholls (TN)	Kilmersdon Parish Council	Observer
Andrew Pate (AP)	Strategic Director of Resources, B&NES	Presenting
Constable Stuart Peard (SP)	Avon and Somerset Police	Partner
Brian Perrett (BP)	Radstock Residents' Association	Voting Member
Lynda Robertson (LR)	Midsomer Norton Society	Voting Member
Shirley Steel (SS)	Somerset and Dorset Railway Heritage Trust	Voting Member

Clive Stillwell (CS)	Midsomer Norton Town Council	Voting Member
Terry Taylor (TT)	Norton Radstock Regeneration	Voting Member
Nick Turner (NT)	Radstock Museum	Voting Member
Cllr Bryan Wallbridge (BW)	Westfield Parish Council	Voting Member
Cllr Derek Wheeler (DW)	Timsbury Parish Council	Voting Member
Alison Wells (AW)	Community Projects Officer, B&NES	Support
Tanya West (TW)	Peasedown St John Parish Council	Voting Member
Rob Wicke (RWicke)	RE:generate	Observer
Cllr Les Wild (LW)	Paulton Parish Council	Voting Member
Robert Williams (RW)	Prattens Westfield Amateur Sports Club	Voting Member

Apologies:

Cllr Simon Allen	B&NES
Cllr John Bull	B&NES
Cllr Paul Crossley	B&NES
Cllr Doug Deacon	B&NES
Jilly Edwards	Quartet Community Foundation
Cllr Liz Hardman	B&NES
Cllr Eleanor Jackson	B&NES
Kaoru Jacques	Planning Officer, B&NES
Oliver Jones	Creativity Works
Amanda Leon	Radstock Action Group
Cate Le-Grice Mack	Norton Radstock Regeneration
David Trethewey	Divisional Director, B&NES
Cllr John Whittock	Peasedown St John Parish Council

		ACTION
1.	Welcome	
1.1	DD welcomed those present.	
2.	Introductions and Apologies	
2.2	All introduced themselves. Apologies as above.	
3.	Presentation on the new Forum and Workshop	
3.1	AP gave a presentation, highlighting the achievements of the Somer Valley Partnership and explaining the role of the new Forum. The aim is to build on what went before but be more ambitious. Also, for local Town/Parish Councils and communities to play more of a role and have more influence. Hard copies of the presentation were circulated at the meeting and an electronic version will be sent with the minutes.	AW
3.2	AP asked if there were any questions/comments:- CC asked whether B&NES are really going to start liaising with people outside Bath? AP said the plan is to work in a different way across the	

	whole of B&NES.	
3.3	BMc said, taking budget setting as an example, what Parishes want and what the Somer Valley Forum want may differ and does B&NES care? Parishes will focus on precepts in their own area, not elsewhere. AP said the Council does want feedback on its budgets. The question of precepts is a matter for individual Parish Councils but they may wish to liaise with each other.	
3.4	LM said the theory is great but she does have concerns around whether B&NES will continue to act first and tell us after. She suggested that a Compact is drawn up.	
3.5	RM said he is keen that Parishes in Mendip participate in a more formal way. Community Infrastructure Levy and Section 106 will be based on geographic areas but have impact on surrounding areas.	
3.6	AP introduced the 2 workshop questions and suggested that while groups discuss these, the voting slips are circulated.	
4.	Election of the Chair and Vice Chair	
4.1	DD said that three members have been nominated as Chair:- Terry Taylor - NRR Lynda Robertson – Midsomer Norton Society Cllr Lesley Mansell – Radstock Town Council Lynda Robertson and Lesley Mansell had also been nominated to stand as Vice Chair. All confirmed that they were prepared to stand.	
4.2	PM said that a vote for both posts could not take place simultaneously and should be separate.	
4.3	SG said that the candidates are unknown to some in the room and asked them to give short presentations to introduce themselves, their background and what they will contribute. This was done.	
4.4	The voting slips were distributed and collected while the workshop sessions took place. The results were:- Terry Taylor – 9 votes Lynda Robertson – 7 votes Cllr Lesley Mansell – 7 votes Abstentions - 3	
4.5	RM proposed that LR and LM jointly take the position of Vice Chair. Some members agreed while others felt that a second vote for the position of Vice Chair should be held. (NH left the meeting).	
4.6	AP asked for a show of hands, with 15 agreeing to two Vice Chairs and 8	

	requesting a second election. AP said it will be for the Chair and the two Vice Chairs to agree how they might make this work.	
4.7	DC said that now a Chair had been elected, they should take over the meeting.	
4.8	Feedback was given from the workshop groups and will be circulated with minutes.	AW
4.9	BMc said the feedback was very encouraging. The subject of jobs was raised frequently. He noted that the Somer Valley Partnership members had the opportunity to determine the Agenda and he would like to see this again. AP said that is the idea.	
4.10	TT thanked everyone for electing him as Chair and said he looked forward to presenting a united front to B&NES where we share our ideas with them, rather than make demands. AP said it is also important to remember that the Forum is about working with other Public Services as well as the Council.	
4.11	The meeting was closed at 9pm and it was agreed to defer the adoption of the Terms of Reference and other items until the next meeting.	
	<p>Dates of Future Meetings</p> <p>DD said that the topic Place-making would be incorporated into a future meeting and that if any community wished to host future meetings, to contact him or AW.</p> <p>Thursday 16th October 2014 Tuesday 25th November 2014 Thursday 19th February 2015</p>	ALL



**Connecting Communities -
Somer Valley Forum – Report of the Facilitated Workshop
July 2015**
Attendees list at end of the report

Executive Summary followed by detailed notes	
1. Introductions and welcome <ul style="list-style-type: none"> • Welcome from Terry Taylor Chair of the Forum • Setting the scene - background & context from Cllr Tim Warren Leader of the Council and Cabinet Member for Communities and Cllr Martin Veal, Cabinet Member for Community Services Bath & North East Somerset Council • Video about Connecting Communities – the importance of local engagement. 	
2. Introduction to the Facilitated Workshop – Rowena Harris <p>Purpose – the Forums have been designed to provide a stronger voice for the community and help improve engagement with the public sector partners. The workshop aimed to help the Forums consider different ways of working together on specific ideas, gain a better understanding of what partners can offer and review the influence and effectiveness of the Forums for the future.</p> <p>a. What's already happening? The Forums could provide ways of exchanging information: people were asked to bring posters or a pre-written postcard/notes to tell other people in the area about things planned or underway to improve things in their community.</p> <p>b. What issues concern you NOW and what ideas do you have to make a change? People were encouraged to write on post it notes under the following headings:</p> <ol style="list-style-type: none"> 1. Health & Wellbeing 2. Transport 3. New housing and infrastructure developments 4. Environmental Sustainability & Climate Change 5. Skills and Jobs 6. Stronger and Safer Communities 7. Education 8. Young people 9. Older People <p>These post it notes were typed up and are included in the next section of this report.</p> <p>c. Action Planning : the attendees were asked to propose what they wanted to discuss further in small groups. Ten themes were suggested and a lead was nominated for each to ensure action is taken forward:</p> <ul style="list-style-type: none"> ○ Community Asset transfer: lead Andrew Pate B&NES, Strategic Director – Resources B&NES, Strategic Director – Resources ○ Local Housing Policy: lead: Janet Durk, Timsbury PC ○ Dialogue about an ageing society: lead Chris Gittins ○ Inclusive sports facilities; lead Ann Birtwistle 	

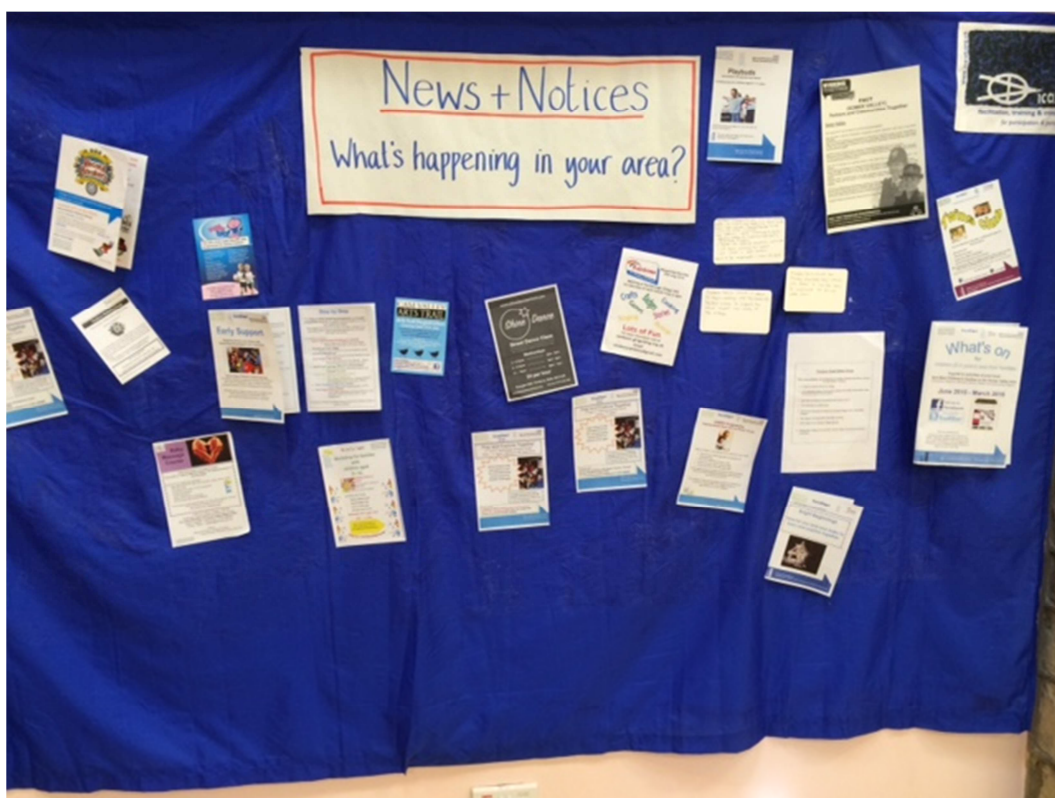
- Improving how the Forum works: lead Paul Myers
- Engaging young people: lead Heidi Limbert B & NES Children's Centres
- Economic development for Radstock: lead Oliver Jones
- Improving communication between &B & NES and Town and Parish Councils: lead Kirstie Green Timsbury Parish Clerk
- Support for local workless families: (no notes handed in)
- Services in villages (no discussion took place)

Detailed notes and actions agreed in each discussion are included in the next section of this report. The 'Lead' will report back on progress at the next Forum meeting.

3. Closing words

- Terry Taylor thanked everyone for their contributions
- The next meeting of the Forum is the AGM on 6th October, venue Beacon Hall, Peasedown St John, Bath.

What's already happening in the Somer Valley area?



What issues concern you most at the moment and what ideas do you have to make a change?

Post - it notes as follows

- **Health & Wellbeing**

- *the old style SVF was a very good model - the 'core' strategy was discussed by the locals and adopted with very high levels of support*
- *unhealthy weight - require greater funding to run more courses in the area on healthy eating as 20 - 30% 5 year olds are obese*
- *develop a B & NES school leaving fitness test & certificate with grades - increase self esteem of non-academic pupils, tackle obesity, set up lifelong healthy habits*
- *sharing of information between organisations to support service delivery and evidencing impact*
- *more local inclusive disability sport roadshows in Timsbury, encourage local sports providers - wheelchair users in the village want to be more active, accessing cricket, tennis etc*
- *access to leisure facilities in Peasedown St John*
- *more NHS dentists to promote dental health - outreach support to groups within Children's Centres*



- **Transport**

- *Timsbury Road Safety Group: non-political, non-funded group of residents, open to anyone concerned about road safety in Timsbury. They are working with B & NES to consider how to implement a 20 mph speed limit. Look on Timsbury web site.*
- *The Roads & Transport sub group of the Placemaking Group, together with Timsbury Road safety group, the PC, B & NES engineers, transport manager, police and residents have attended a series of workshops to develop a strategy for improving traffic flows in North Road Timsbury, to improve pedestrian safety, not harm existing businesses & reduce speeding. About to be implemented WATCH THIS SPACE!*
- *Timsbury road safety - ease traffic flow, safety issues to be addressed where road widening not possible*
- *some ability to improve parking in central Timsbury, currently reaching grid lock*
- *shoppers car park Timsbury High Street is too small. Cars are left there too long so it's often impossible to find a space, very difficult for elderly or disabled*
- *parking is very bad in Timsbury and will only get worse*
- *not enough disabled parking in village or Bath*
- *disabled parking needs to be more inclusive for larger vehicles with tail gates. A minibus with a 3mtr access requirement cannot use many of the disabled spaces*
- *work with the villages to consider the area wide impact of vehicle weight/size controls*
- *lack of road links around Bath are killing our businesses*
- *stop out sourcing services- it is cheaper to do in house. Just building more houses is not regeneration and does not help transport problems (e.g. more commuter traffic from Radstock to Bath, Bristol, Frome. Why not reinstate rail links AT THE SAME TIME AS building more houses. N.B. no new roads are planned*
- *NETWORK required to allow links between journeys e.g. bus, cycle routes*
- *produce a new traffic & transport model for the whole area*
- *Timsbury needs accessible public transport for wheel chair users to maintain independence*
- *affordable public transport to community facilities*
- *costs of transport means that it costs more to go from PSJ to MSN than to go to Bath - negative impact on local economy*
- *cost of transport is high within rural areas - reduced access to services - action: subsidies for families*
- *loss of 184 bus service*
- *no buses into Bath after 7.30 p.m.*
- *transport from Radford to Timsbury 1 mile walk uphill to nearest bus stop*
- *franchising of bus services to control buses across council boundaries as many people work and play in Bristol*
- *efficiency - potholes - don't patch, do a proper job*
- *potholes in roads unsafe - danger to residents at Greenhill House who have to go into the road to access village shops - pavements are not wide enough for their wheelchairs, the camber tips them into the road*
- *Leonard Cheshire Disabled - we do not get our roads gritted which means we feel isolated - need a grit for a distance of 200 m and 3 minutes of time to deliver*

- *please make sure vulnerable people e.g. Cheshire Homes, have access to facilities /emergency vehicles in icy weather - road should be gritted*
- *gritting of Radford Hill towards Clandown*
- *dropped kerbs need to be flush to the road so that electric wheelchair users can safely access pavements and cross roads*
- **New housing and infrastructure developments**
 - *Timsbury - improved broadband urgently needed to encourage new and existing businesses*
 - *when is Cam valley going to get good broadband and mobile phone signals?*
 - *provide genuine traffic impact assessment of the effects of new development i.e. 5,10,20 miles away not 100 yards up the road*
 - *ensure that new developments are only implemented in accordance with the Core Strategy and are led by this plan*
 - *no mains sewers at Radford - each house has its own septic tank*
 - *one size fits all - the 'city' mentality does not fit - allow differences*
 - *poor quality and expensive private rented housing threat to RSL's from Government housing proposals*
 - *affordable housing still not affordable for residents*
 - *we need new housing that is affordable for our children, built in a sensitive and sustainable way with attention paid to added parking within any development*
 - *new houses should have parking space for at least one car*
 - *give Parish Councils the chance to decide who gets local housing*
 - *give local people the chance to settle in their village of birth and don't let outsiders take new houses*
 - *support families moving into new housing i.e. induction - how to reduce mould, save on heating*
 - *new affordable housing necessary where building land is available but important to keep communities together - not all running into each other*



- **Environmental Sustainability & Climate Change**
 - *unless the planning process prioritises good environment in its decisions it will continue to reduce - a 'false' green space substitute is not the answer*
 - *local communities should identify locations for appropriate scale sustainable energy generation - solar panels, wind farms - and to have a final say on them*

- **Skills and Jobs**

- *what are the problems that 'we' can work together to overcome: jobs, buses, bad planning, anti-social, preservation of green belt*
- *availability of affordable workspaces*
- *improve the support available to help people back into work, very few services available in Somer Valley - all centralised in Bath*
- *promote use of living wage for over 18's 18 year olds earning £5.13 an hour*
- *living wage for 18 year olds so they can afford to live*
- *encourage more employment opportunities by having a clear plan for generating inward investment*
- *severe cuts in community budgets can prevent useful community tasks being done. The money earned is spent 'in the system' very quickly and circulates, much of it back to the government*
- *support business organisations like the Chamber of Commerce to help businesses to help themselves*
- *will B & NES apply for economic partnership funding for Somer Valley to establish more jobs?*
- *lack of jobs for young people*

- **Stronger and Safer Communities**

- *creative social hub for health, housing and the arts in Radstock*
- *hub type facility - somewhere for charities like Age Concern UK to hold surgeries, an internet cafe facility at a reasonable price for young mums & older generation to meet. An extra room at Conygre Hall could be used - consider extension or ensure YMCA can use it at reasonable rates*
- *increase role of arts and culture in empowering communities to develop socially - increasing social capital leading to education and employment opportunities*
- *information sharing when appropriate of incidents of domestic violence so that the support can be introduced at the right time*
- *reduce anti-social behaviour by having more street pastors*
- *need to improve road safety in our village i.e. traffic calming, reduction in speed, measures to ensure children have safer journeys to and from school*
- *improve the walk or cycle to school e.g. Paulton to MSN*
- *Timsbury PC is about to begin working with the Community Pay Back Scheme to improve the visual impact and safety of the village*
- *cambers on pavements very difficult for wheelchair users*
- *stop policy on pavements because a wheelchair user is not visible when they need to cross the road*
- *we are very concerned about the safety of disabled people using local footpaths and roads - lots of pot holes, damaged uneven areas - causing damage to our vehicles*
- *speed tables in Gullock Tynning replace ineffective bumps, close gate of Somer centre at night to reduce anti-social behaviour*

- **Education**

- *give parents more information including performance tables in the secondary school admissions brochure - better schools more informed choice*
- *skills education for less academic children to include forest schools, sewing classes, farming etc*
- *removal of funding to colleges and students*

- ensure that educational provision in accordance with the planned development required by the Core Strategy to avoid children having to be educated outside their local communities - plan ahead!!!
- **Young people**
 - school aged children - Brownies, Guides, Scouts etc but youth facilities required for those who do not take part in these activities
 - older teenagers need to have places they can 'hang out' without being moved on by police
 - give the money to the community to help all young people instead of just focussing on problem cases in a couple of centres with expensive staff
 - increase investment for Children's Centres to act as a hub for supported troubled families
 - ask young people what they want - appropriate consultation to reflect the diversity of the community
 - the school holidays are a problem for working families - there could be more working together in local villages to provide a spread of activities for all ages during the holidays
 - young people need to be encouraged to take up sporting activities but need supervision
 - how will B & NES support children and young people in Somer Valley area?
 - school leaving fitness test and certificate
- **Older People**
 - Timsbury - create a hub for the benefit of old and young - library, internet, cafe, meeting rooms
 - ageing well awareness programme involving all generations in ageing society
 - gritting in bad weather to ease fears of frail and disabled people
 - isolation becoming a problem, older people are afraid to go out at night, people living longer with more health problems
 - better publicity for all clubs and venues to help isolation problems
 - try to bring the various organisations together to help each other to achieve more meaningful and common objectives - ensure everyone has a say
 - improve links between isolated - elderly and young families e.g. children in secondary schools encouraged to befriend an old person
 - where will people go for books when the library is closed?
 - join the University of the Third Age – life-long learning
 - the council should do more to get older people out of houses
 - pilot home share initiative to help older people stay at home and provide affordable accommodation for those in need - have an integrated and shared vision for independent living services
- **Other**
 - you want us to do more & more like a team but you never let us think as a team
 - we want to be able to talk to each other - not talked at
 - we should SHARE both good and bad issues and learn from one another, help each other WORK TOGETHER using best practice
 - why can't we as members talk to each other - it's our Forum
 - local priorities should be the TOP of our agenda: dog mess (we know the owners) traffic (parking, speeding) business (lack of), development (inappropriate): we know best!
 - unless unitary authority officers and departments start communicating across their boundaries there will continue to be waste and contradictory decisions

- *what does the new closer working arrangements with other councils mean?*
- *different priorities in different areas...whether village/group or adjacent areas*
- *avoid overt politicisation of local issues. Parish councils are not responsible for EEC or immigration or the national wage!*
- *an innovative and risk taking approach for redesign of services - be more outward looking using examples of best practice from UK and international*
- *Neighbourhood Plans and Placemaking - the lack of decisions is holding back village projects*
- *joined up planning and consultation*
- *use other agencies as vehicles to consult with vulnerable families - there is a willingness, let's find a way!*
- *what about meaningful consultation e.g. changes to leisure facilities*
- *more consultation needed regarding services e.g. change in leisure facilities in MSN and Bath*
- *lack of consultation regarding tendering and facilities*
- *poorer communities unable to fund raise to replace lost central and local government cash*
- *abandoned 'ranger' scheme - parish allocates jobs e.g. clearing vegetation, verges etc B & NES supplies training/certification for 1 individual to use weed killer*
- *volunteering hampered by need for residents to work multiple jobs*
- *more funding for voluntary training e.g. first aid*
- *volunteers already deliver fishing for disabled people and need better facilities to increase this locally and expand to other sports activities*
- *standardise and publish B & NES property strategy for surplus property e.g. garages, much needed garage space was sold by B & NES, sale held in London, not advertised locally for rent or sale*
- *B & NES property division - can we know what property is owned in a Parish and be warned if selling and given an option on purchase if special circumstances*
- *reliance on food banks and other charitable donations*
- *what is happening with the parish Charter that Peter Duppa - Miller compiled?*
- *efficiency - inspect all work before paying the bill!*
- *town park for Midsomer Norton - Bath, Keynsham, Radstock all have parks*
- *more of a civic lead from Radstock Town Council bringing organisations together to bring in outside investment e.g. European Funding (ESIF Building Better Opportunities)*
- *Gritting: South Road - residents in the Cheshire Home deserve better service!*
- *we need more dropped kerbs to enable disabled residents, old and young, to access local shops safely*

The issues raised on the post it notes could be reviewed at a future meeting of the Forum.

Action Planning - notes from small group discussions

1. Complete Community Asset Transfers (those pledged by B & NES)

What benefit will this idea bring to the community?

- *enable local charities/organisation to lever in money and develop*

What needs to happen first and by when?

- *leases to be fast tracked (get update next week)*

Who will lead?

Andrew Pate B&NES, Strategic Director – Resources

Who else needs to be involved (or wants to be involved)?

key B & NES property officers

What help we would like? *ongoing support from Bath & North East Somerset Council to help with looking at resources across the Parishes: Dave Dixon can help*
dave_dixon@bathnes.gov.uk

Further comments:

- *legal issues unblocked or if there are real problems they need to be clearly explained*

2. Ageing better workshop in Timsbury (as a start for village forums in other B & NES towns and villages)

What benefit will this idea bring to the community?

- *greater awareness of issues*
- *talk about ageing population and plan practical activities based on good ideas around B & NES and wider*

What needs to happen first and by when?

- *workshop in the Autumn, mapping what already happens, make proposal to PC*
- **Who will lead?** *Chris Gittins & Parish Council*

Who else needs to be involved?

other residents, then wider

What help we would like?

- *small grant might be needed*
- *information about services e.g. CURO*

3. Future of the Somer Valley Forum

What benefit will this idea bring to the community?

- *democracy, get things done, share resources*
- *to have a Forum that works as a team, owned and run by its members*
- *all to contribute to the agenda*
- *space to share views so we can focus on what we agree on and look at how to address*
- *action so people can take a plan away to work with, either in groups or*

<i>alone</i>
What needs to happen first and by when? <ul style="list-style-type: none"> • <i>Forum to work out a plan</i>
Who will lead? <i>Paul Myers from discussion group at July workshop, with all forum members and newly elected chair</i>
Who else needs to be involved? <i>we invite members who are the community - try to get a representative from each town and Parish</i>
What help we would like? <i>minimal from B & NES but let us talk and think rather than talking at us</i>

4. Economic Development in Somer Valley
What benefit will this idea bring to the community? <ul style="list-style-type: none"> • <i>jobs and better trained local workforce</i> • <i>a place that people want to work and live in - better regional and national profile to attract further investment</i>
What needs to happen first and by when? <ul style="list-style-type: none"> • <i>Bath College to improve liaison with employers to fit jobs to courses - a working dialogue</i> • <i>possibility of creating a flagship business hub</i> • <i>creating an exemplar building/project e.g. creative health and well being centre</i> • <i>create a business case for the ideas - organise a meeting with B & NES, Bath College, Radstock & Westfield Development Advisory group (expanded to include PSJ), and other interested parties</i>
Who will lead? <i>Creativity works to report back to Forum</i>
Who else needs to be involved (or wants to be involved)? <i>Town Council, B & NES(John Wilkinson), Bath College, Radstock & Westfield Development Advisory group (expanded to include PSJ), and other interested parties</i>
What help we would like? <ul style="list-style-type: none"> • <i>expertise from big business</i> • <i>funding LEP, WOE investment</i>
Further comments: <ul style="list-style-type: none"> • <i>address issues with broadband and transport links including public transport</i> • <i>bike storage to be provided to encourage cycling</i> • <i>what about Midsomer Norton?</i> • <i>avoid overlap with ideas already going ahead , Oliver to talk to Cllr Tim Warren Leader of the Council</i> • <i>pushing on an open door</i>

5. Youth Engagement in the Forum

What benefit will this idea bring to the community?

- *variety for young people*
- *better engagement, better community for all*

What needs to happen first and by when?

- *Forum to include representation of all ages: guides, scouts, youth service, WPA drama and dance , toddler groups etc*
- *make a list of contacts for all parishes and towns*
- *gauge interest and forewarn*
- *invite to Forum meetings*

Who will lead? Heidi Limbert B & NES Children's Centres

Who else needs to be involved (or wants to be involved)?

- *Parish & Town Clerks (admin)*

What help we would like? ongoing admin support from Bath & North East Somerset Council. All members of the forum need to promote the meetings.

Further comments:

- *community forums to have a facebook page & twitter account - can link with others e.g. Sirona, Children's centres, Parish Councils*
- *younger people appear not to be involved in a number of activities e.g. Radstock in Bloom*
- *young people lack confidence to attend formal meetings*
- *best to organise representation of young people - keep numbers sensible*
- *themed meetings so young people can be invited to specific meetings*

6. Improved Communication between B&NES and Parish Councils

What benefit will this idea bring to the community?

- *better working together*
- *better outcomes for residents*
- *more informed Parish and Town Councils, also B & NES more in touch with communities*

What needs to happen first and by when?

- *PC's to be proactive and ask for help*
- *help each other to get a better flow of information*
- *encourage B & NES councillors/officers to attend meetings*

Who will lead?

Kirstie Green Timsbury Parish Clerk

Who else needs to be involved (or wants to be involved)?

- *B & NES Community Development officers with Town and Parish Council clerks*

What help we would like?

- *better support from District Councillors, clustering of Parishes*

Further comments:

- *understand strengths and weaknesses*
- *link to similar discussions at Bathavon Forum with David Trethewey and Keynsham with Andy Thomas*
- *online two way forum might be useful*
- *focus on the future , not the past*
- *Forum can be the place to share information*

7. Local Housing Issues (local people being priced out of housing in their own villages)

What benefit will this idea bring to the community?

- *keep families together*
- *care for older relatives*
- *local people can stay in local employment*

What needs to happen first and by when?

- *to influence the 'points' system more fact finding needed*
- *find out from B & NES/CURO about any constraints or possibilities asap*
- *find out more from CURO about allocation of housing to local families in High Littleton*

Who will lead? Janet Durk, Timsbury PC

Who else needs to be involved (or wants to be involved)?

- *B & NES housing, CURO, ward councillors, private developers?*

What help we would like?

- *advice from housing team at B & NES, CURO etc and views from other PC's & Forums*

Further comments:

- *need for more local representation in housing allocation*
- *in villages over 3,000 a local connection is not taken into account (National Government Policy)*

8. Inclusive Sports Facilities

What benefit will this idea bring to the community?

- *change attitudes about disability*
- *increase access to sport*

What needs to happen first and by when?

- *need to find a local permanent space for Boccia (a kind of bowling game, a para Olympic sport) other sports such as fishing.*
- *need more volunteers to help with driving*
- *increase awareness of the sport*
- *need to discuss with Bath University about improving their facility*
- *Janet will take to next meeting*

Who will lead? SD/AB/NCandy

Who else needs to be involved (or wants to be involved)?

<ul style="list-style-type: none"> Colin Taylor - Somer centre
What help we would like? <ul style="list-style-type: none"> help to look at funding opportunities - Corporate Sponsors? need to be part of the West of England Inclusive Sports Programme (WISP)& influence strategic planning
Further comments: <ul style="list-style-type: none"> could mark out a Boccia court at Conygre hall - Janet to ask committee

Feedback on the Workshop (12 forms were completed, all comments typed up)

1. On which sections would you have liked to have spent more or less time this evening?

More time on...

- education
- us being able to talk and write our own lists. We are so short of money why/how can we afford a video and a facilitator?
- future
- inclusive sport and activities
- local housing
- highways & transport limitations
- discussion of topics

Less time on...

- housing
- B&NES officers and outsiders talking
- politics
- housing
- unachievable aspirations which are the responsibility of others

What was about right?

- the length and format of the meeting
- ageing population
- all very good
- agenda and emphasis on communication
- 2 minute limit for feedback
- all of it
- all about right
- all OK
- feedback from groups

- *interesting ideas (even if no time to discuss them properly), good parking, length of session, good turn out*
- *best shot so far at eliciting local projects with a realistic chance of implementation*

3. Please give one example of something you will do as a result of tonight's discussions, no matter how small.

- *support the Forum*
- *fight for a democratic forum for the people*
- *help other groups*
- *try and sort transport problems*
- *future forums working more bottom up*
- *feedback to parish council*
- *follow up with my district council*
- *think about moving the Forum onwards so it's more than a talking shop*

4. Any thoughts about the frequency, format and venue for future Community Forum meetings?

- *make invitees more aware of format in advance*
- *ok as it is*
- *quarterly meetings*
- *every three months*
- *bi-monthly*
- *this type of meeting was just a 'one off' wasn't it? Normally agenda run, a bit rushed.*
- *themed meetings*
- *as this is my first meeting I don't know how they usually work, this hall is a good venue*
- *quarterly*
- *depends on how the Forum develops*

5. Any other comments?

- *the facilitator has done an excellent job this evening. I found the whole meeting interesting and informative*
- *disappointing facilitation, screen was adjusted wrongly, why not ask community to bring speakers if you can't do it?*
- *very good meeting*
- *very professionally presented meeting*
- *very good special meeting*

Name	Organisation Represented
PC Stuart Peard	Avon and Somerset Police
Insp. Sarah Treweek	Avon and Somerset Police
Cllr Barry Macrae	B&NES – Midsomer Norton North
Cllr Michael Evans	B&NES – Midsomer Norton North
Cllr Chris Dando	B&NES – Radstock
Cllr Paul Myers	B&NES – Midsomer Norton Redfield
Cllr Liz Hardman	B&NES – Paulton
Cllr Deirdre Horstmann	B&NES – Radstock
Heidi Limbert	B&NES Children's Centres
Jed Parsons	B&NES Children's Centres
Chris Gittins	Chair - Timsbury Neighbourhood Plan Group
Oliver Jones	Creativity Works
Cllr Ian McLennan	Farrington Gurney Parish Council
Ann Birtwistle	Greenhill House, Leonard Cheshire Home
Keith Pope	Greenhill House, Leonard Cheshire Home
Liz Clemments	Greenhill House, Leonard Cheshire Home
Maria Francis	Greenhill House, Leonard Cheshire Home
Rob Ryan	Greenhill House, Leonard Cheshire Home (resident)
Peter Swithenbank	Greenhill House, Leonard Cheshire Home (resident)
Cllr Jane Lewis	Midsomer Norton Town Council
Terry Taylor	Norton Radstock Regeneration and Chair of the Somer Valley Forum
Cllr Bob Piper	Paulton Parish Council
Cllr Lesley Mansell	Peasedown Parish Council and Vice Chair of Somer Valley Forum
Royston Knight	Radstock Action Group
Brian Perrett	Radstock Residents' Association
Cllr Mike Boulton	Radstock Town Council
Julie Harrington	Sirona
Peter Barter	Somer Centre, Midsomer Norton
Shirley Steel	Somerset and Dorset Railway Heritage Trust

Rev Martin Blewett	St Mary's Church, Timsbury
Geoff Smith	Timsbury Neighbourhood Plan Group
Kirstie Green	Clerk – Timsbury Parish Council
Cllr Mike Horler	Timsbury Parish Council
Cllr Ray Merchant	Timsbury Parish Council
Janet Merchant	Resident
Cllr Sheila Clarke	Timsbury Parish Council
Cllr Janet Durk	Timsbury Parish Council
Cllr David Lorriman	Timsbury Parish Council
Cllr Derek Wheeler	Timsbury Parish Council
Cllr Martin Veal	B&NES – Cabinet Member for Community Services
Cllr Tim Warren	B&NES - Leader of the Council
Andrew Pate	B&NES, Strategic Director – Resources
Sara Dixon	B&NES Strategy and Performance
Dave Dixon	B&NES Strategy and Performance
Mark Hayward	B&NES Strategy and Performance
Alison Wells	B&NES Strategy and Performance
Rowena Harris	Independent Facilitator
Diane Godwin	Independent Facilitator

Connecting Communities Forums

NOMINATION FORM

POSITION OF CHAIR / VICE CHAIR

I

As an attendee of the Bathavon / Chew Valley /Keynsham Area /Somer Valley Forum*, I would like to nominate / self-nominate* (**please delete as appropriate*):

.....

For the position of Chair/ Vice Chair* (**please delete as appropriate*).

For the period of one year starting from the date the Sept / Oct 2015 until the next AGM held in 2016.

The Nominee has confirmed they are prepared to stand for the post.

Self-nominations are accepted.

Signed:

Date:

Please return the form via email or present the nomination form to one of the B&NES officers prior to commencement of the meeting.

c/o Strategy & Performance, Bath & North East Somerset Council,
email: Mark_Hayward@bathnes.gov.uk tel: 01225 396975

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Terms of Reference Somer Valley Forum

1. Name and Area of Benefit

1.1 The name shall be the Somer Valley Forum

1.2 The Somer Valley Forum will cover the two Towns and six Parishes of:-

Farrington Gurney; High Littleton; Midsomer Norton; Paulton; Peasedown St John; Radstock; Timsbury and Westfield.

1.3 Corresponding Members will be:-

Camerton and Shoscombe (B&NES)
Chilcompton; Coleford; Hemington; Holcombe (request to be removed received April 2015); Kilmersdon; Stratton-on-the-Fosse (Mendip)

2. Background

2.1 The Somer Valley Forum is part of an initiative that aims to improve the external engagement of the Council and its partners by bringing together neighbourhoods, villages and towns to reflect local issues and priorities.

2.2 Whilst creating operational boundaries, it is also important in identifying local priorities and bringing together local communities where there are shared and common issues.

2.3 Each area of the initiative will be supported by a local 'Forum' that will work together to improve local engagement, join up services and foster communication so local people receive better outcomes.

2.4 Each Forum may collaborate with other Forums to share good practice and engage in wider discussions. This collaborative approach is designed to secure involvement of stakeholders and local residents.

3. Aims and Objectives

3.1 The overall aim is to provide a mechanism for collaboration between communities and public bodies; including Bath and North East Somerset Council and members of the Public Services Board; in order to improve local engagement, join up services and foster communication so local people receive better outcomes.

3.2 The objectives are to:-

- Involve residents and organisations by seeking their views and encouraging them to participate in improving their quality of life
- Identify common issues across this area and debate local priorities

- Discuss how organisations, including this Forum, will work most effectively together to respond to the local priorities and take action where appropriate
- Influence wider policy developments and encourage meaningful conversation

4. Key principles

4.1 All voting and non-voting members of the Somer Valley Forum agree to follow the five key principles of the Connecting Communities programme which are:-

- To **listen** - always being open to ideas.
- To **prioritise** - making sure local needs come first.
- To **join up** - working in partnership with our local communities.
- To **work collaboratively** - helping communities find the best way to tackle local issues.
- To **share ideas** - building on what works.

5. Membership

5.1 The Core Membership of the Somer Valley Forum will be:-

Non-voting Members

One officer representative from the following public services:-

- Avon and Somerset Constabulary
- Avon Fire and Rescue Service
- Curo
- NHS Bath and North East Somerset
- Bath & North East Somerset Council

Voting Members

- All B&NES elected ward members in the Somer Valley Forum area
- Up to 2 representatives from all of the Parish Councils in the Somer Valley Forum area
- Up to 2 representatives from the Town Councils in the Somer Valley Forum area

5.2 Further voting members may be drawn from voluntary, community and social enterprise organisations and local business, within the area of benefit as defined in 1.2

5.3 Meetings of the Somer Valley Forum shall be open to the public. A notice of every meeting will be placed on Bath and North East Somerset Council's web meeting diary. All members of the Somer Valley Forum will be requested to promote all meetings to encourage wider engagement. Members of the public may speak/participate at the Chair's discretion.

- 5.4 An organisation may apply to become a member of the Somer Valley Forum and this shall be considered at the Forum AGM, subject to a maximum number of 50 members. Applicants will be associate members until this time, subject to 5.6 below.
- 5.5 Members that do not attend, or give apology for, three consecutive meetings of the Somer Valley Forum will be deemed to have allowed their membership to lapse but will be welcome to re-apply.
- 5.6 The Secretarial support role will be carried out by Bath & North East Somerset Council, Strategy and Performance Service.

6. Role of the Chair and Vice Chair

- 6.1 The Chair and Vice Chair will be elected from the voting membership set out above. They shall act independently and work on behalf of the Forum for the wider benefit.
- 6.2 The Chair and Vice Chair will meet with the relevant officers of Bath and North East Somerset Council to propose agendas, discuss how issues might be resolved and report to the Forum as appropriate.

7. Working Methods

- 7.1 The Somer Valley Forum will meet at least 4 times a year, one of which meetings shall be an Annual General Meeting.
- 7.2 A third of voting members should be in attendance at each Somer Valley Forum meeting, for the meeting to be quorate.
- 7.3 Agendas and papers for meetings will be circulated a minimum of seven calendar days before a meeting. A record of each meeting will be taken.
- 7.4 Every member of the Somer Valley Forum shall be accorded the same degree of respect, dignity and consideration by all other members, irrespective of people's protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation and with regard to equalities legislation.

8. Agenda Planning

- 8.1. The Somer Valley Forum will adopt a core agenda for ordinary meetings as follows:-
- Welcome, Introductions and Apologies
 - Declarations of Interest
 - Minutes of the Last Meeting
 - Matters Arising
 - Standing Items (eg Community Safety, Transportation)
 - Parish and Town Council Items
 - Community Items
 - Consultation Items (eg Council, Police, CCG etc)

9. Area profile

- 9.1 The Somer Valley Forum will establish and keep updated an Area Profile that aims to inform the priorities for the Forum.

10. Annual General Meetings

- 10.1 The Somer Valley Forum will hold an Annual General Meeting each year or within fourteen months of the anniversary of the inaugural meeting.
- 10.2 The Somer Valley Forum will elect a Chair and Vice-Chair at its first inaugural meeting. These positions will be held for one year and thereafter elections will take place at the Annual General Meeting.
- 10.3 At the first inaugural meeting and subsequent AGM meetings, the Somer Valley Forum shall:-
- i. Elect the Chair and Vice Chair
 - ii. Review the Terms of Reference
 - iii. Agree how organisations, including this Forum, will work together to respond to the local priorities and take action where appropriate
 - iv. Influence wider policy developments
 - v. Review its progress annually and consider how to engage more widely, showcase initiatives and share good practice
- 10.4 Any voting member may stand to be elected as Chair or Vice Chair. The existing Chair and Vice Chair may seek re-election.
- 10.5 Nominations for Chair and Vice Chair may be received prior to and at the AGM. This includes self-nominations for both positions.

11. Voting

- 11.1 The Somer Valley Forum will seek to work through the development of consensus.
- 11.2 Decisions, including alterations to the Terms of Reference, will be made by a simple majority vote, subject to the quorum of the meeting (see 7.2 above).

12. Working Parties

- 12.1 The Somer Valley Forum may establish from time to time working parties that will be responsible for undertaking specific topics as necessary.
- 12.2 Members of the working parties may co-opt individuals or organisations to join, in an advisory capacity, to support their objectives.
- 12.3 A record of working party meetings will be taken and reported back at the Somer Valley Forum meetings.

13. Dissolution

- 13.1 A proposal for dissolution of the Somer Valley Forum will require the approval of the majority of voting members.
- 13.2 All funds, documents and possessions shall be disposed of in accordance with the wishes of the majority of voting members.

Voting Members

B&NES Councillors

- All Elected Members High Littleton (1)
- All Elected Members Midsomer Norton North (2)
- All Elected Members Midsomer Norton Redfield (2)
- All Elected Members Paulton (2)
- All Elected Members Peasedown st John (2)
- All Elected Members Radstock (2)
- All Elected Members Timsbury (1)
- All Elected Members Westfield (2)

Parish Councils (*2 members per Town/Parish Council proposed in view of the number of B&NES Councillors*)

- Farrington Gurney Parish Council (2)
- High Littleton Parish Council (2)
- Midsomer Norton Town Council (2)
- Paulton Parish Council (2)
- Peasedown St John Parish Council (2)
- Radstock Town Council (2)
- Timsbury Parish Council (2)
- Westfield Parish Council (2)

Other Voting Organisations (1 vote per organisation)

- Business West
- Creativity Works
- B&NES Youth Forum
- Midsomer Norton and Radstock Chamber of Commerce
- Midsomer Norton Community Association
- Midsomer Norton Society
- City of Bath College – Somer Valley Campus
- Norton Radstock Regeneration
- Prattens Westfield Amateur Sports Club
- Radstock Action Group
- Radstock Museum
- Radstock Residents' Association
- Radstock Town Traders
- Somer Valley FM
- Somerset and Dorset Railway Heritage Trust

Non-Voting Members

- Avon and Somerset Constabulary (Radstock and District)
- Avon Fire and Rescue Service
- Avon Local Councils' Association
- B&NES Officers
- Curo
- CCG/NHS Bath and North East Somerset
- Quartet
- Sirona
- B&NES Healthwatch

Corresponding Members

- Camerton Parish Council
- Shoscombe Parish Council
- Chilcompton Parish Council (Mendip)
- Coleford Parish Council (Mendip)
- Dunkerton Parish Council * *requested to join*
- Hemington Parish Council (Mendip)
- Holcombe Parish Council (Mendip) * *requested to be removed*
- Kilmersdon Parish Council (Mendip)
- Stratton-on-the-Fosse Parish Council (Mendip)
- Cllr Neil Butters (Ward Councillor for Shoscombe)
- Cllr David Veale (Ward Councillor for Camerton)

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Connecting Communities

Draft Action plan 2015

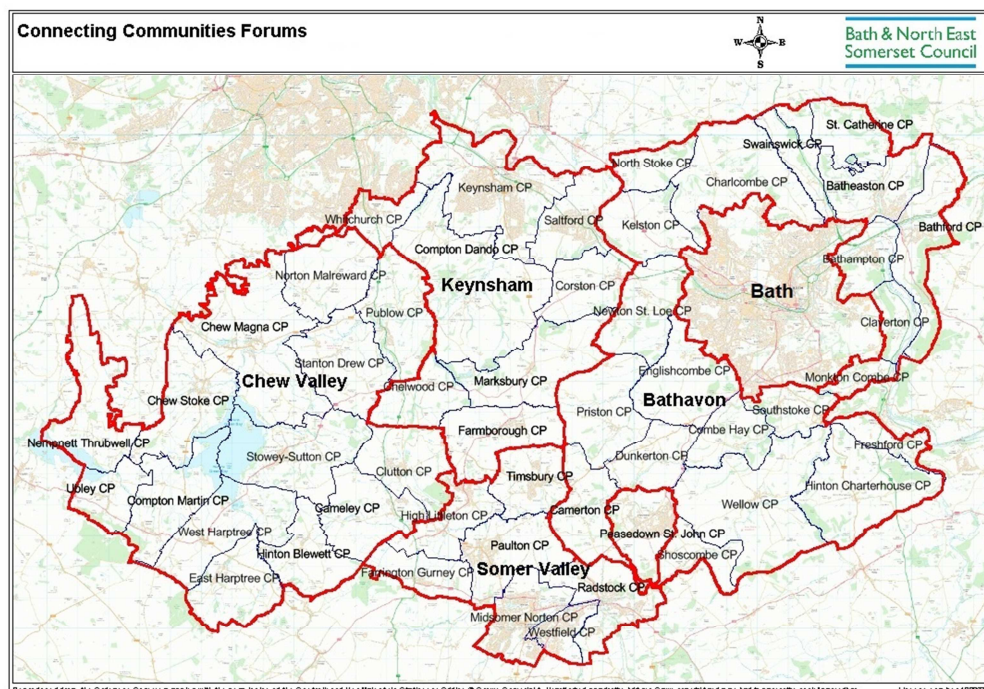
1. About Connecting Communities

Local residents are able to use different methods to inform the Council and public sector partners about the delivery of services. However, what has been lacking is a joined-up approach to planning services for future needs and no consistency when engaging with local communities.

The 'Connecting Communities' programme is an initiative designed to help public service providers understand the needs of the diverse range of people and communities that make up Bath and North East Somerset. The approach has been built around five key principles:

- Listen
- Prioritise
- Join-up
- Work with you and;
- Share ideas

The programme has divided Bath and North East Somerset into five distinct geographical areas: Bath, Bathavon, Chew Valley, Keynsham and Somer Valley.



Each area is supported and represented by a local 'Forum' with the aim of improving engagement between public services and local communities, as well as encouraging local people and communities to talk to each other, share skills/ideas and work together where appropriate.

The Forums aim to bring together the right people at the right time. They do not replace the rights of parish councils and key stakeholders to input into statutory consultations. However they do provide a mechanism for discussion, influence and prioritising what matters most.

2. Progress so far

The development of each Forum is at different stages. This is due to previous partnership arrangements in place, a legacy of regeneration partnerships and local representation on the 'Local Strategic Partnership'. Bath and Bathavon Forum are currently being developed and will be formally established by Autumn 2015.

A rationalisation of other meetings has also taken place. Parish Cluster meetings, which were designed only for Parish Councils to attend and PACT meetings, run by Avon and Somerset Constabulary, have now been disbanded. Issues raised at these meetings can now be raised at the informal session run at the start of each Forum meeting.

A series of workshops was held in July 2015 for Bathavon, Chew Valley, Keynsham and Somer Valley. The aim of these was to help the Forums consider different ways of working together, a better understanding of what partners can offer and review the influence and effectiveness of the Forums for the future.

The outcomes of the workshops have been worked up into a series of action plans (see Section 4 below 'Action Planning') and draw together previous discussions held by previous partnership arrangements. The action plans will help each Forum focus on what really matters most and help them work together to solve these issues.

3. About each Forum

A series of area profiles have been developed for each of the five areas. This brings together the key facts from the 2011 census data. Each profile provides a snapshot of the local population, how it lives and its characteristics and helps provide a better understanding of the area. As new data becomes available each profile will be updated to reflect the current situation.

Bath - The Bath Area consists of sixteen electoral wards. Unlike North East Somerset, the Bath Area does not have parishes or parish councils. It has a resident population of 88,859. It lies 12 miles south-east of Bristol, near the southern edge of the Cotswolds, in a valley of the River Avon, designated as an Area of Outstanding Natural Beauty. Further information can be found at:

<http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/bath-forum-area>

Bathavon - The Bathavon area consists of 3 electoral wards and 21 parishes and has a usual resident* population of just over 12,600. Geographically it surrounds Bath City and borders South Gloucestershire to the North, Wiltshire to the West and Mendip to the South. The area is largely rural and home to a number of villages. Further information can be found at:

<http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/bathavon-forum-area>

Chew Valley - The Chew Valley Area consists of four electoral wards and 14 parishes, and has a resident population of about 9,983. The Chew Valley lies to the west of Bath and North East Somerset, and has strong links to Bristol. It is a large rural area and identified as an Area of Outstanding Natural Beauty. One of its key features is the Chew Valley Lake, an important site for wildlife which has been dedicated as a Site of Special Scientific Interest and a Special Protection Area. Further information can be found at:

<http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/chew-valley-forum-area>

Keynsham Area - Keynsham Area consists of seven electoral wards; one town and seven parishes, and has a resident population of about 24,692. It lies to the north of Bath and North East Somerset, and has strong links to both Bristol and Bath. The largest of the areas, Keynsham, is a market town, which serves a number of the nearby villages. One of its key features is that the physical geography is influenced by the two rivers, Avon and Chew, which converge to the north of the town. Historically the rivers were used as a transport corridor, now the A4 from Bath to Bristol provides the principle vehicular route for the area. Further information can be found at:

<http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/keynsham-forum-area>

Somer Valley - Somer Valley Area consists of eight electoral wards; two towns and six parishes, and has a resident population of about 39,848. It lies to the south of Bath and North East Somerset and has close links with Mendip. The area has strong historical characteristics from a Medieval Market town to the transformation during the industrial revolution. The strength in community and historical identity remains strong. The industrial landscape has been returned to countryside, and the former Somerset and Dorset Railway route provides a cycling route for access to Bath and Frome. Further information can be found at:

<http://www.bathnes.gov.uk/services/your-council-and-democracy/local-research-and-statistics/wiki/somer-valley-area-forum>

4. Action Planning

A series of workshops were held in July 2015 for Bathavon, Chew Valley, Keynsham and Somer Valley Forum areas. The workshops were run and managed by Independent Facilitators, Rowena Harris and Diana Godwin.

Each workshop included a briefing by Cllr Tim Warren, Leader of the Council and Cabinet Member for Communities and Cllr Martin Veal, Cabinet Member for Community Services about the Council's priorities and future financial challenges.

The workshops were divided into three parts and Forum members were asked to participate in each.

1. **What's already happening?** inform others in the area about things planned or sharing best practice.
2. **What issues concern you now and what ideas do you have to make a change?** – issues that matter most and ideas to make a change. These were sorted into a series of topics.
3. **Action planning** – put forward proposals that they wished to discuss further within a small group and agree actions to take forward outside of the meeting.

Detailed notes and actions agreed at each workshop were written up by the Facilitators.

A number of priorities that were identified had a common theme across all Forums areas - the need for increased information sharing and improved community engagement. These are summarised as follows:-

- Future formats for Forum meetings

- Increase community involvement in the Forum including local residents and young people
- Training and development for new Parish Councillors & Clerks
- Improve communication between: public services and parish councils; police and residents; parishes council and residents; utilities, highways and the local community and across Forum areas

Other shared issues raised across all the Forum areas included:

- **Children & Young People:** improve the provision of services and facilities for young people.
- **Development and Infrastructure:** ensure the impact of development maintains the identity of the towns, villages and rural setting and ensure sufficient improvements to infrastructure.
- **Environmental, Sustainability and Climate Change:** encourage sustainable energy - better understanding of the benefits and opportunities for environmental sustainability initiatives.
- **Health & Wellbeing:** increase access to and information about services available.
- **Transport:** the need for affordable and accessible public transport; more community transport solutions; reduction in speeding and volume of traffic and; improved engagement in highway maintenance programmes.

It is recognised that whilst these priorities and common issues are shared across all Forum areas, the action needed may differ dependent upon the needs of each Forum and therefore have been dealt with separately in each Action Plan.

There was one priority that requires discussion across the whole area; the need to improve communication, training and development for new parish councillors and clerks. The action required is detailed below:-

Issue	Action	Involving	Timescales
Improve communication, training and development for new Parish Councillors and Clerks	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	B&NES Strategy & Performance Jo Swift, Kirstie Green, Kathryn Manchee, reps from other Forum Areas	Sept 15

The completed action plans are detailed below in Section 5. The action plans will be reviewed annual and updated as required.

The Bath Forum will hold a separate workshop once formally established and develop series of priorities which will be drawn together into an action plan.

5. Action Plans

Bathavon Action Plan

Transport is clearly the priority issue for Bathavon as well as a need for better information sharing and community engagement.

A summary of the issues raised in July 2015 are detailed in the Action plan below.

Theme	Issue	Action	Lead / Involving	Date raised	Priority	Timescales
Children & Young People	Improve the provision of services and facilities for young people.	Share of best practice between villages that are supporting youth provision.	B&NES Children Centre Services Parish Councils	July 15		
Developments and Infrastructure	Ensure the impact of development maintains the identity of villages and provides sufficient improvements to infrastructure such as schools, roads, traffic, affordable housing and health (being aware of the needs of boat dwellers living in the area.)	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	July 15		
Developments and Infrastructure	Better Integration of students who live within existing communities	Work with the Student Community Partnership to explore local projects	Student Community Partnership	July 15		
Economic development, skills, training and enterprise	Improve the availability of apprenticeships, work placements and volunteering opportunities and support those people who are unemployed / career changes	Review existing apprenticeships, work placements and volunteering opportunity currently available Explore mentoring and coaching opportunities	B&NES Economic Development and Volunteer Centre, Children's Centres	July 15		

Environmental Sustainability & Climate Change	Encourage sustainable energy - better understanding of the benefits and opportunities for environmental sustainability initiatives	Explore examples of local energy production in the area.	Bath & West Community Energy	July 15		
Health & Wellbeing	Encourage more referrals to existing services particularly support for older people Utilise more community venues for social activities	Explore options for a 'village agent' or 'volunteer befriending service' to support individuals and signpost to services and use facilities to put on more social activities.		July 15		
Health & Wellbeing	Increase awareness of services available to improve the health & wellbeing of residents	CCG Community Services Review - input into the review of Community Services	B&NES Clinical Commissioning Group	July 15		
Stronger Communities	Future format of Forum and getting more input from our communities: how to improve communication between Parish Councils and parishioners (Common theme)	Discuss terms of reference, membership and engagement plan for the Bathavon Forum. Draft terms of reference to be presented for discussion at the inaugural meeting in the Autumn.	B&NES Strategy & Performance and Chair of Forum All Forum members	July 15	High	Autumn 15
Stronger Communities	Better communication between B&NES and Parishes and better induction for new councillors (Common theme)	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	B&NES Strategy & Performance Representatives from other Forum Areas, Jo Swift, Kirstie Green, Kathryn Manchee	July 15	High	Sept 15

Transport	Influencing Transport Decisions at both strategic level (including neighbouring authorities) and at local level (responding to affordability, reliability, alternative options of public transport, speeding, volume of traffic, safer routes to schools, highway maintenance improvements.)	<p>Discussion on transport issues will be included on the Bathavon Forum agenda for future meetings. Ensure the relevant officers and agencies are invited.</p> <p>Terms of reference needs to include a spokesperson from the Valley Parish Alliance</p>	<p>B&NES Planning and Transportation team</p> <p>All Forum members</p>	July 15	High	Ongoing
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Chew Valley Action Plan

Transport is clearly the priority issue raised at the July 2015 workshop for the Chew Valley, followed by the need for better information sharing and community engagement. Other priorities raised in 2013 included improved access to health and wellbeing services, support for rural businesses to thrive and improve broadband for rural businesses.

A summary of the all the issues raised in September 2013 and July 2015 are detailed below.

Theme	Issue	Action	Lead / Involving	Date raised	Priority	Timescale
Children and young people	Improve the provision of services and facilities for young people.	<p>Explore wider use of Children's Centre for the whole community</p> <p>Utilise the Children's centre bus for more activity in the Chew Valley (such as mobile One stop Shop)</p> <p>Explore opportunities for more intergenerational links</p> <p>Support the developments of an Arts Centre at Chew Valley Secondary School to provide youth activity</p>	<p>B&NES Children Centre Services</p> <p>Chew Valley Secondary School</p>	Sept 13 / July 15		
Children and young people	Promote positive behaviours of young people in the Chew Valley	Encourage more nominations to existing Awards to highlight positive achievements of young people across the area.	All Forum members	July 15		

Developments and infrastructure	Ensure the impact of development maintains the identity of villages and provides sufficient improvements to infrastructure such as broadband, schools, roads, traffic, health, affordable housing and secure future for leisure centre.	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	Sept 13 & July 15		Ongoing
Economic development, skills, training and enterprise	Improve the availability of apprenticeships, work placements and volunteering opportunities	Review existing apprenticeships, work placements and volunteering opportunity currently available	B&NES Economic Development and Volunteer Centre	July 15	High	
Economic development, skills, training and enterprise	Support rural businesses to thrive.	Identify the type of support needed for local businesses	Chew Valley Chamber of Commerce	July 15	High	
Economic development, skills, training and enterprise	Improve broadband for rural businesses.	Work with the Council to ensure local issues are highlighted	B&NES Economic Development	Sept 13 & July 15	High	
Environmental, sustainability and climate change	Reduce the impact of flooding by working in partnership with agencies and the community to identify prevention measures and maintenance (including Flood Warden Training).	Support the activity of the Chew Valley Flood Forum	Chew Valley Flood Forum	Sept 13		

Environmental, sustainability and climate change	Better understanding of the benefits and opportunities for environmental sustainability initiatives such as bulk buying of oil.	Explore the benefits including financial of sustainable energy sources	B&NES Strategy & Performance - Sustainability Team	July 15		
Environmental, sustainability and climate change	Maintain awareness of the threat of Fracking in the local community.	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process.	B&NES Planning Policy, All Parish Councils	Sept 13		
Health & Wellbeing	Improve access to services by offering more accessible ways to deliver services recognising the challenges of rural life and reducing inequality, isolation and loneliness.	CCG Community Services Review - continue to input into the review of Community Services and explore ways for local initiatives to be developed. Continue to support the Village Agents scheme - supporting individuals and increasing signposting of services for residents.	B&NES Clinical Commissioning Group All Forum members	Sept 13	High	Autumn 15
Safer Communities	Better Communication: especially between Police, Neighbourhood Watch and local residents Provide a safe community by supporting campaigns and initiatives that reduce crime.	Explore options for better communication, volunteer neighbourhood co-ordinator and make better use of social media and mobile apps. Explore the opportunity for a Pub Watch scheme	Avon and Somerset Constabulary Parish Councils, health visitors, agencies, one stop shop, businesses and local residents.	July 15	High	
Stronger Communities	Future format and make up of Forum	Discuss amendments to the terms of reference, memberships, frequency, venues, structure and promotion of meetings at the AGM/Inaugural meeting and implement new	B&NES Strategy & Performance All Forum members	July 15	High	Autumn

		arrangements thereafter.				
Stronger communities	Ensure community facilities are accessible and affordable to the whole community.	Report back on the Chew Valley Mapping of community activities that is currently being undertaken.	Volunteer Centre	Sept 13		
Stronger Communities	Better Community Engagement between parish councils and residents	Identify ways in which Parish Councils engage with local residents eg, email distribution list, welcome pack for new resident and share best practice.	Vice Chair of Forum All Forum members	July 2015	High	Autumn 15
Transport	Influencing Transport Strategy taking account of: health and wellbeing of those more isolated; improve connections to the main public transport routes for commuters; improve community transport provision to local services; provide safer routes for cycling and walking.	Transport Strategy - address issues that affect the Chew Valley Develop an engagement process for inputting into the B&NES transport strategy – set up a 'Task & Finish Group' from members of the forum to explore the engagement options. Review the information contained within the Neighbourhood Plans and issues raised previously by the Forum. Complete the Chew Valley Transport Study: find out what is already happening - what is working, what isn't working including viewing the issues raised by the Forum.	B&NES Place Directorate, Strategy & Performance, WERN All Forum members Include service providers e.g. Children Centres, Health & Social care, Hospitals, local GP's, local council members, local businesses	Sept 13 & July 15	High	Autumn 15

Keynsham Area Action Plan

Improved communication is clearly the priority issue raised at the July 2015 workshop for the Keynsham Area. Other priorities raised in 2013 are included along with the issues highlighted in 2015. These are detailed in the action plan below.

Theme	Issue	Action	Lead / Involving	Date raised	Priority	Timescale
Children and young people	Improve the provision of facilities and services for young people	Explore opportunities to join up and improve services for children and families including better use of Children's centre.	B&NES Children's Centres	Sept 13 & July 15		Ongoing
Children and young people	Promote positive behaviours of young people	Encourage more nominations to existing Awards to highlight positive achievements of young people across the area.	All Forum members	July 15		Ongoing
Development and infrastructure	Ensure the impact of development maintains the identity of the town and villages and rural setting and ensure: sufficient improvements to infrastructure such as schools, roads, traffic and health; employment land is brought forward to create new jobs; increase availability of affordable housing for local people; relocation of leisure centre in Keynsham.	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	Sept 13 & July 15		Ongoing
Development and infrastructure	Ensure community assets are maintained and retained for future community use.	Explore the opportunities to register local community assets under the 'Community Right to buy'.	B&NES Planning Policy All Parish Councils	Sept 13 & July 15		Ongoing

Economic development, skills, training and enterprise	Create more job opportunities and support those people seeking employment	Support local initiatives such as Community @67 job club and Children's Centres employment and training support to help local residents seek employment.	Community @ 67, B&NES Children's Centres, Keynsham Chamber of Commerce, Saltford Business Network	July 15		Ongoing
Economic development, skills, training and enterprise	Increase the opportunity for apprenticeships, volunteering and work placement opportunities	Review existing apprenticeships, volunteering and work placements currently available and explore new opportunities	Community @ 67, B&NES Children's Centres, Keynsham Chamber of Commerce, Saltford Business Network	July 15		Ongoing
Environmental, sustainability and climate change	Improve the Air Quality	Input into the consultation draft Air Quality Action Plan for Keynsham and Saltford and monitor progress.	B&NES Place Directorate	Sept 13 & July 15		Winter 15
Environmental, sustainability and climate change	Better understanding of the benefits and opportunities for environmental sustainability initiatives including solar panels, wind turbines and utilising the river Avon as an energy source	Explore the benefits including financial of sustainable energy sources	B&NES Strategy & Performance - Sustainability	July 15		Winter 15
Environmental, sustainability and climate change	Reduce the impact of flooding by working in partnership with agencies	Identify any flooding risks that impact on the local area	B&NES Place Directorate	Sept 13 & July 15		Winter 15
Environmental, sustainability and climate change	Encourage people to take pride in their local community.	Support local initiatives such as Keep Britain tidy, Volunteer Clear up days and In Bloom activity.	Parish Councils, In Bloom groups, Transition group	July 15		Winter 15

Health & Wellbeing	Ensure services are accessible and affordable particularly for those more vulnerable and isolated people in the community	CCG Community Services Review - continue to input into the review of Community Services. Explore ways for local initiatives to be developed and promote existing opportunities	B&NES Clinical Commissioning Group All Forum members	Sept 13 & July 15		Autumn 15
Health & Wellbeing	Lack of clarity regarding the provision of NHS services for residents living near other local authority boundaries.	Explore the possibility of B&NES residents being offered a choice of preferred provider	B&NES Clinical Commissioning Group and Bristol Clinical Commissioning Group	Sept 13 & July 15		Autumn 15
Safer communities	Create a safe community by reducing the fear of crime and anti-social behaviour	Support initiatives such as 'Neighbour Hoodies' to foster good citizenship.				
Safer Communities	Better communication between Police and local residents	Explore options for better communication; consider other methods (not just social media) make better use of free media i.e. Keynsham Voice/Week & Parish Magazines, noticeboards, community radio, a regular column is planned for Keynsham Voice.	Avon and Somerset Constabulary Parish Councils, local media.	July 15	High	Autumn
Stronger Communities	Alternatives to the Parish Ranger Scheme	Explore the opportunity for a Parish Ranger scheme for the area by sharing resources and ideas and links to volunteers.	Carolyn Beecroft (Chelwood PC) and John Twist (Corston PC) including support from B&NES Strategy & Performance All Parish councils in Forum Area	July 15	High	Autumn / Winter

Stronger Communities	Improve communication between Utilities, Highways and the community	<p>Invite public utilities (e.g. Wessex Water, Bristol Water) to attend future Forum meetings.</p> <p>Ensure planned highways works are disseminated to Parish Councils. Engagement at the planning stages will ensure better co-ordination.</p>	B&NES Place Directorate and Strategy and Performance	July 15	High	Autumn
Stronger Communities	Improve communication and support between B&NES & Parish & Town Council Clerks	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	<p>B&NES Strategy & Performance</p> <p>Representatives from other Forum Areas, Jo Swift, Kirstie Green, Kathryn Manchee</p>	July 15	High	Sept 15
Stronger Communities	Improving and developing the Forum	<p>Discuss amendments to the terms of reference, membership (include Colleges), frequency, venues, structure and promotion of meetings at the AGM meeting and implement new arrangements thereafter.</p> <p>Extend budget fairs to include Forum meetings.</p>	<p>Sub group to discuss proposals B&NES Strategy & Performance, Chair of Forum and Chair of Compton Dando PC</p> <p>All Forum members</p>	July 15	High	Sept 15
Transport provision	Improve the provision of public transport for access to work	Ensure all Forum members have an opportunity to comment on the Keynsham Transport Strategy and monitor progress.	<p>B&NES Place Directorate</p> <p>All Forum members</p>	Sept13 & July 15		Ongoing
Transport provision	Ensure that any strategic transport planning considers the impacts to the Forum area and neighbouring authorities plans	Provide an opportunity to influence other local transport strategies (eg Chew Valley), neighbouring authorities plans and West of England.	<p>B&NES Place Directorate</p> <p>All Forum members</p>	Sept13 & July 15		Ongoing

Transport provision	Ensure sufficient transport provision is offered for medical appointments and to help reduce isolation and loneliness	Actively promote community transport services and local bus services to local residents Promote the benefits of volunteering to support community transport services	All Forum members Community Transport schemes	Sept13 & July 15		Ongoing
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Somer Valley Action Plan

A summary of the issues raised in July 2015 and the discussions held in July 2014 are summarised below in the action plan.

Theme	Issue	Action	Lead / Involving	Date raised	Priority	Timescale
Children and Young people	Youth Engagement in the Forum	Consult with young people and youth organisations on how they wish to engage with the Forum	B&NES Children Centre Services	July 15	High	Autumn
Children and young people	Ensure those seeking information about schools are well inform	Better understanding of the information available about local schools and colleagues (stats, funding, extra-curricular activities etc)	All Forum	July 15		
Children and young people	Improve the provision of services and facilities for young people.	Explore opportunities to join up and improve services for children and families including using Children Centres as a hub to support troubled families	B&NES Children's Centres	July 14 & July 15		
Developments and infrastructure	Ensure the impact of development maintains the identity of villages and provides sufficient improvements to affordable housing (particularly for local people), quality retirement accommodation, home share	Parish Councils to continue to engage with the Placemaking and Neighbourhood Planning process. Report back to Forum on progress.	B&NES Planning Policy All Parish Councils	July 14 & July 15		

	initiatives, schools, transport infrastructure					
Developments and infrastructure	Local Housing Issues (local people being priced out of housing in their own villages)	To clarify the policy procedures for allocating social housing for local families, eg shared knowledge of other schemes such as High Littleton	Timsbury PC All Forum	July 15	High	Autumn 15
Developments and infrastructure	Improve broadband and mobile phone signals for rural businesses and resident	Work with the Council to ensure local issues are highlighted	B&NES Economic Development	July 15		
Economic development, skills, training and enterprise	Economic Development for the Somer Valley (inward investment, skills and training, wages, affordable workspaces)	Develop a plan to generate inward investment into the Somer Valley Create a business case for a business hub in the Somer Valley and report back to Forum on progress	Local businesses, public and voluntary and community sector	July 15	High	Autumn
Environmental, sustainability and climate change	Better understanding of opportunities to improve the energy efficiency of homes	Promote campaigns such as 'B&NES Energy at Home Advice Service'	All Forum	July 15		
Environmental, sustainability and climate change	Better understanding of the benefits and opportunities for environmental	Explore the benefits including financial of sustainable energy sources	B&NES Strategy & Performance - Sustainability Team	July 15		

	sustainability initiatives such as solar panels, wind farms etc.					
Health & Wellbeing	Ageing better workshop in Timsbury (as a start for village forums in other B& NES towns and villages)	Develop a proposal and present to Timsbury Parish Council on an 'Ageing Better workshop' – this proposal could be rolled out to the whole of the Somer Valley	Timsbury Parish Council, Village Agents	July 15	High	Autumn
Health & Wellbeing	Inclusive Sports Facilities	Identify local community assets that would support a permanent Boccia Facility and other sports eg fishing Raise awareness of the benefits of inclusive sports, encourage corporate sponsors and promote volunteering opportunities	Leonard Cheshire Homes, B&NES Strategy & Performance, Sport & Active Lifestyle	July 15	High	Ongoing
Health & Wellbeing	Reduce isolation especially in villages	Explore ways for local initiatives to be developed and promote existing opportunities	All Forum members	July 14 & July 15		
Health and wellbeing	Increase residents health & wellbeing with a focus on reducing deprivation, childhood obesity, cancers, diabetes, improve child dental health, mental health	CCG Community Services Review - continue to input into the review of Community Services	B&NES Clinical Commissioning Group	July 14 & July 15		Autumn 15

Safer communities	Reduce anti-social behaviour.	Support initiatives such as Street Pastors and Alcohol Partnership to reduce anti-social behaviour	Avon and Somerset Constabulary	July 15		
Stronger Communities	Complete Community Asset Transfers (those pledged by B&NES)	Follow up on pledge Community Asset Transfers, unblock any legal issues and clearly explain any problems regarding the asset transfers	B&NES Resources and Strategy and Performance	July 15	High	Ongoing
Stronger Communities	Future of the Somer Valley Forum	Discuss amendments to the terms of reference, membership (include Colleges), frequency, venues, structure and promotion of meetings at the AGM meeting and implement new arrangements thereafter. Extend budget fairs to include Forum meetings.	Sub group to discuss proposals, Cllr Myers and B&NES Strategy & Performance All Forum members	July 15	High	Oct 15
Stronger Communities	Ensure community assets are maintained and retained for future community use	Explore the opportunities to register local community assets under the 'Community Right to buy'. Encourage more joint working between organisations that manage community spaces.	All Forum members	July 15		Ongoing
Stronger Communities	Improved Communication between B&NES and Parish Councils	Explore options for better communication, buddying scheme for PC, training opportunities and sharing information and good practice.	B&NES Strategy & Performance Representatives from other Forum Areas, Jo Swift, Kirstie Green, Kathryn Manchee	July 15	High	Sept 15

Stronger Communities	Alternatives to the Parish Ranger Scheme	Explore the opportunity for a Parish Ranger scheme for the area by sharing resources and ideas and links to volunteers.	Link to Keynsham Area Forum proposal	July 15		
Transport	Influencing Transport Strategy taking account of: affordability and accessible public transport, reliability, alternative options for public transport, speeding, volume of traffic, safer routes to schools, highway maintenance improvements and weight restrictions.)	<p>Transport Strategy - address issues that affect the Somer Valley</p> <p>Develop an engagement process for inputting into the B&NES transport strategy – set up a 'Task & Finish Group' from members of the forum to explore the engagement options.</p> <p>Review the information contained within the Neighbourhood Plans and issues raised previously by the Forum.</p>	<p>B&NES Planning and Transportation team</p> <p>All Forum members</p>	July 15	High	Ongoing



Minutes
SOMER VALLEY FORUM
 19th February 2015, 6.00pm
 Town Hall, Midsomer Norton

Informal Session, 6pm

Name	Organisation Represented
Terry Taylor (TT)	Norton Radstock Regeneration (Chair)
Pete Barter (PB)	Midsomer Norton Community Association
Mike Bolwell (MB)	Avon and Somerset Constabulary
Ed Bramall (EB)	Regional Manager – Neighbourhoods, Curo
Dave Dixon (DD)	Stronger Communities Manager, B&NES
Maureen Ince (MI)	Resident
Jeremy Ince (JI)	Resident
Cllr Paul Myers (PM)	B&NES
Lynda Robertson (LR)	Midsomer Norton Society (Vice Chair)
Cllr Richard Robertson (RR)	Midsomer Norton Town Council
Cllr Anne-Marie Sas (AMS)	Radstock Town Council
Alison Wells (AW)	Community Projects Officer, B&NES

DD introduced the Police and Communities Together (PACT) process. He welcomed Constable Mike Bolwell, the Beat Manager for Peasedown St John and Paulton, who gave the following update:-

- Crime trends – only one dwelling burglary in the area; no distraction burglaries; four non-dwelling burglaries.
- In terms of road safety, 140 cars were pulled in the previous day as part of an educational exercise. Most were related to the use of mobile phones while driving, not wearing a seatbelt, incorrect use of child seats, headlights out etc.
- On 20th February, a new Community Speedwatch will start in Frome Road, Radstock. There are now 18 Speedwatch locations in the area. This is welcomed as Police resources are dwindling.
- There was an incident of cannabis being grown in Radstock but this has been dealt with.

MB reminded those present of the importance of reporting crime, even if it is minor anti-social behaviour such as door-knocking.

Questions and Answer Session

- Q: *Has there been a reduction in the number of PCSOs in Midsomer Norton as they seem less visible? Submitted in advance by Cllr Barry Macrae, B&NES*
- A: MB said the Midsomer Norton beat has been temporarily affected as one member of staff is off on long term sick leave and another is elsewhere at the present time. Sometimes a particular area needs more attention so there needs to be some flexibility. If Midsomer Norton was experiencing high levels of anti-social behaviour for example, support could be drawn in from another area.
- Q: *What is the Police's view on the 20mph zones – are they causing problems? Maureen Ince, Resident*
- A: MB said in terms of 20mph signs, those with a red background are enforceable and those with green advisory. It can be difficult for motorists to do 20mph in some areas unless they are narrow, have speed humps etc. If people are visible with a speed-gun, it tends to slow the traffic down.
- Q: *There is a 20mph limit in Charlton Road but should this only apply to Westfield as Midsomer Norton opted not to have 20mph zones when consulted. Was a mistake made in terms of location, or was a Cabinet decision overturned? Cllr Paul Myers, B&NES*
- A: DD said he would ask Highways and report back **(Action DD)**
- Q: *Residents are concerned about parking on junctions with no restrictions and requesting more double yellow lines. What is the advice? Cllr Paul Myers, B&NES*
- A: MB said the Police get daily complaints about this and will leaflet households occasionally. If they see poor parking and can identify the owner of the vehicle, they will follow up.

The informal session closed at 6.40pm

Formal Meeting, 7pm

Present:

Name	Organisation Represented	Status
Terry Taylor (TT)	Norton Radstock Regeneration (Chair)	Voting Member
Cllr Simon Allen (SA)	B&NES	Voting Member
Cons. Mike Bolwell (MB)	Avon and Somerset Police (left at 7.30pm)	Public Services
Richard Baldwin (RB)	Divisional Director, B&NES	Public Services
Pete Barter (PB)	Midsomer Norton Community Association	Voting Member
Ed Bramall (EB)	Regional Manager – Neighbourhoods, Curo	Public Services
Cllr John Bull (JB)	B&NES	Voting Member
Dom Chambers (DC)	Somer Valley FM	Voting Member
Tracey Cox (TC)	Chief Officer, CCG	Public Services
Dave Dixon (DD)	Stronger Communities Manager, B&NES	Public Services
Nicola Duke (ND)	Clerk - Radstock Town Council	Voting Member
Cllr Michael Evans (ME)	B&NES	Voting Member
Cllr Mike Hedges (MH)	Chair, Farrington Parish Council	Voting Member
Cllr Bob Hitchens (BH)	High Littleton Parish Council (part)	Voting Member
Jenny Hillman (JH)	Midsomer Norton Forum	Observer
Maureen Ince (MI)	Resident	Observer
Jeremy Ince (JI)	Resident	Observer
Cate Le Grice-Mack (CLGM)	Norton Radstock Regeneration	Voting Member
Cllr Ian McLennan (IMc)	Farrington Gurney Parish Council	Voting Member
Mike MacCallam (MMc)	Senior Commissioning Manager, CCG	Public Services
Cllr Barry Macrae (BMc)	B&NES	Voting Member
Tamsin May (TM)	B&NES Clinical Commissioning Group	Public Services
Cllr Paul Myers (PM)	B&NES	Voting Member
Brian Perrett (BP)	Radstock Residents' Association	Voting Member
Lynda Robertson (LR)	Midsomer Norton Society (Vice Chair)	Voting Member
Cllr Richard Robertson (RR)	Midsomer Norton Town Council	Voting Member
Philippa Rudge (PR)	DHI	Observer
Cllr Anne-Marie Sas (AMS)	Radstock Town Council	Voting Member
Shirley Steel (SS)	Somerset and Dorset Railway Heritage Trust	Voting Member
Cllr Bryan Wallbridge (BW)	Westfield Parish Council	Voting Member
Alison Wells (AW)	Community Projects Officer, B&NES	Public Services

Apologies:

Name	Organisation Represented	Status
Cllr Paul Crossley	B&NES	Public Services
Cllr Doug Deacon	B&NES	Voting Member
Peter Duppa-Miller	Avon Local Councils' Association	Observer
Cllr Liz Hardman	B&NES	Voting Member
Cllr Nathan Hartley	B&NES	Voting Member
Cllr Eleanor Jackson	B&NES	Voting Member
Amanda Leon	Radstock Action Group	Voting Member
Cllr Jane Lewis	Midsomer Norton Town Council	Voting Member

Heidi Limbert	Children's Centre Service Manager, B&NES	Public Services
Cllr Lesley Mansell	Radstock Town Council (Vice Chair)	Voting Member
	Midsomer Norton Chamber of Commerce	Voting Member
Andrew Pate	Strategic Director, B&NES	Public Services
Nick Turner	Radstock Museum	Voting Member

		ACTION
1.	Welcome and Safety Announcement	
1.1	The Chair welcomed those present and a safety briefing was given.	
2.	Introductions and Apologies	
2.1	All introduced themselves. Apologies as above.	
3.	Minutes of the Last Meeting	
3.1	These were proposed by CLGM; seconded by TT and agreed as a true record by majority.	
4.	Matters Arising	
4.1	BMc asked whether the CCG had actioned 6.32 ie using 'Somer Valley' to refer to this area. TC said she has taken this suggestion back and there have been no objections. It has yet to be implemented formally.	
5.	Brief Update From Public Services	
5.1	DD said that there are representatives from the Police; Curo; Council and Clinical Commissioning Group present. Curo does not have an update for this meeting; the Police will say a few words and there will be a workshop with the CCG later in the Agenda. Those present are welcome to ask strategic questions of these organisations but individual/local questions should be posed at the informal session before the main meeting.	
5.2	MB gave the same Police update as in the informal session above.	
5.3	BMc asked whether the 20mph limit and PCSO questions had been dealt with in the informal session. It was confirmed that they had.	
6.	Your Care Your Way – B&NES Clinical Commissioning Group	
6.1	DD introduced Mike MacCallam, Senior Commissioning Manager for the Council and Clinical Commissioning Group. MMc thanked the Forum for this opportunity to engage with them on the start of their community planning.	
6.2	He said 'Your Care Your Way' relates to health care services received outside of hospital. This includes the social care that helps to keep people living in their own homes for as long as possible.	
6.3	The aim of the exercise is to help the CCG to plan services over the next 5 – 7 years that reflect the needs of the local community. It is not about re-commissioning or re-tendering services but reviewing them. The wheel	

	on slide 4 of the presentation helps to explain the range of services people receive at home, or in a local care setting.	
6.4	The CCG has already been informed by local people that they want to be able to 'tell their story once'. So the sharing of information and use of technology is an important part of the review.	
6.5	A large part of B&NES is rural and there are areas of social deprivation. How can people best access the health care services they need in these circumstances?	
6.6	The Somer Valley has an ageing population and low unemployment but there is above average economically inactive, which could indicate retirement. 55% of people claiming job seekers allowance have a mental or behavioural disorder.	
6.7	The review will be undertaken in four stages. This is stage 1 and will run until April 2017.	
	Questions and Answers	
6.8	AMS said the law has changed so there is a need to provide for carers and the cared for equally. The CCG makes provision for older people but in Radstock there are high numbers of infants/young people – what is being done for them? MMc said this is a 'cradle to grave' review.	
6.9	BMc said the information is useful but there needs to be direct comparisons. TC said in respect of child obesity two figures are available – one is the national statistic, the other is by Local Authority. They use these. SA said the Joint Strategic Needs Assessment (JSNA) is available on the Council's website and it is possible to compare statistics for the Somer Valley with national figures and with other parts of B&NES.	
6.10	JB asked how long this consultation will take - the problems have been outlined but not the next steps. MMc said there will be four phases – this one is about gathering information and engagement with local people to obtain their views/experiences. They will be mapping groups that can feed in, such as the Connecting Communities Forums and other network groups. At the end of stage one the challenge will be how to shape what the CCG has been told and how radical changes need to be.	
6.11	MI asked what is happening to the Royal National Hospital for Rheumatic Diseases (RNHRD)? TC said the CCG wants to provide more services to local communities. There is currently a pilot programme in place around diabetes – if this goes well, it will be the model for other services. The acquisition of the RNHRD is around stability and continuity of service. The aspiration is to make more services available in local communities. MI said that some specialist services cannot be delivered in this way. TC agreed.	
6.12	LR said she understands the stages but asked how changes will be financed. TC said it is a challenge and providers will increasingly be expected to deliver efficiencies. The assumption is that if the right care is available in the right place, then it will help with savings.	

6.13	CLGM said there is room for education about health. Lack of knowledge around the most appropriate solutions to colds, weight gain, etc puts pressure on health care services. TC said society is over reliant on health care services and there is a need for local people to take more responsibility and ownership of the cause of some of their problems. One of the elements of the diabetes pilot is to improve self care.	
6.14	TT asked whether the CCG will have any influence on the Local Authority to build more over 60s accommodation. MMc said there is a review of Health and Social Care, so it's not just about the role of the CCG. There is a good track record of joint working with the Council but the key is how we engage with other partners and organisations on the issues.	
6.15	SA said Placemaking is the key document in which to make these comments. The Council is planning for it and speaking with GPs regarding housing needs. The more groups like this that feed into Placemaking, the better.	
6.16	JH said dementia is a big issue. She asked how stakeholders that are losing their faculties can engage in exercises like this? TC said dementia is one of the CCG's key priorities and a national priority. There is a team at the RUH with dedicated staff and support workers. The Red Cross will also be piloting a project funded by Land Rover to put people in contact with activities and this is due to start in Midsomer Norton soon. AMS said Radstock Town Council has just voted for Radstock to be a Dementia Friendly Town and would like to be put in touch with the Red Cross.	CCG
6.17	SA said it is about making local communities friendlier to people with dementia and ensuring that shop workers etc get training to learn more about it. There are also books and resources relating to dementia in local libraries.	
6.18	TC introduced the workshop session which would be based around case studies. She asked the meeting to break into groups. Each would consider one study and what works well in terms of the services currently available and the key things that might make a difference. <i>Cllr Bob Hitchens, High Littleton Parish Council, left the meeting at this point.</i>	
6.19	All groups provided feedback. This was recorded and will be sent out by the CCG at a later date but a précis will be sent out with the minutes as a separate document.	AW
6.20	MMc said maximising the role of volunteers, transport information and sign-posting were all common themes from the Forums to date.	
6.21	MMc asked everyone involved with the Forum to help promote the consultation – leaflets were distributed. Also, to let the CCG about groups in their area that they should be visiting.	ALL
7.	Action Planning	
7.1	DD said there are currently three Forums (Chew Valley; Keynsham and Somer Valley). There will soon be a fourth for Bathavon and options for a	

	<p>mechanism for Bath are being discussed. One of the key roles for these Forums is how to influence public service plans. Two papers relating to this were circulated with the papers (i) a list of topics and consultations that have either been brought forward by public services for the Forums to engage with, or have been suggested by Forum members and (ii) options on the best way to approach action planning to help identify priorities for the Forum area.</p>	
7.2	All Forum members are asked to consider these and feedback (i) any agenda items they would like to see included, not already covered and (ii) their views on the best approach to take on action planning.	
7.3	All the Forums are considering similar papers and the responses will be discussed by the Chairs, Vice Chairs and Sponsors of the Forums at a joint meeting at the end of March.	
7.4	BMc said this needs to be two way, with the issues that matter to local people coming forward. DD said the Agenda Plan is draft and is simply an outline of what public services have coming up. We welcome feedback but this will need to be e-mailed as the Forum will not meet again until the Summer to allow for the election to take place and new administrations to settle in.	ALL
7.5	JB said he missed the last meeting but was at one where a request was made to discuss Tourism. He would like this on the Agenda Plan.	AW
7.6	TT thanked everyone for attending and the Midsomer Norton Community Trust for organising the meeting, refreshments and audio visual arrangements.	
8.	Future Agenda Items	
8.1	This was discussed as part of Agenda Item 7.	
9.	Date of Next Meeting	
9.1	It was explained that there would be no Forum meetings in the Pre-election Period. They will reconvene in Summer 2015.	

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