



Meeting **Somer Valley Forum**

Date **Wednesday, 30th January, 2019**

Time **6.00 - 7.30 pm**

Venue **SWALLOW Community Café - St Nicholas Church Centre, Church St, Radstock BA3 3QG**

	Subject		
1.	Welcome from the Chair, Lynda Robertson and Vice Chair, Cllr Karen Walker		
2.	Apologies		
3.	Radstock Co-operative Plans for Redevelopment of its Superstore <i>We will be pleased to welcome David Norris, Planning Director of Origin 3, who will give an overview of Radstock Co-operative's proposals and take questions.</i>		
4.	To announce nominations for Chair and Vice Chair positions		
5.	Notes of the previous AGM meeting (21st February 2018) and matters arising		
6.	A review of the year's activities and looking ahead to 2019 <i>Proposed topics to date are tourism, how to attract and retain volunteers and further information about drug related issues.</i>		
7.	Somer Valley Forum AGM Report - February 2019		
8.	Review and amend, if required, the Terms of Reference, including proposals for new, voting members of the Forum. (Pages 19 - 26) <i>If you have any suggestions for further members, please let Alison or Sara know.</i>		

9.	Election of the Chair and Vice Chair positions (Pages 27 - 28) <i>Nominations for the Chair and Vice Chair positions must be received prior to the start of the meeting</i>		
10.	Any other business		
11.	Dates of Future Meetings <i>The Forum to agree whether to meet in February or March, prior to purdah. Further Forum meetings will be held after the May elections.</i>		

Draft Notes of the
Somer Valley Forum
 Wednesday 21st February 2018, 7.00pm – 8.45pm
 The Centurion Hotel, Charlton Lane, Midsomer Norton BA3 4BD

Present

Name	Organisation Represented
Lynda Robertson	Chair of Somer Valley Forum and member of Midsomer Norton Society
Cllr Karen Walker	Vice Chair of the Forum and B&NES Ward Councillor, Peasedown St John
Richard Baldwin	Divisional Director - Safeguarding & Social Care, B&NES (Divisional Director Sponsor of the Somer Valley Forum)
Stephen Bell	Emergency Planning, B&NES
Adrian Brimson	Midsomer Norton Dial-a-Ride
Cllr John Bull	B&NES Ward Councillor, Paulton
Cllr David Collett	Timsbury Parish Council
Sara Dixon	Locality Manager, B&NES
Cllr Janet Durk	Timsbury Parish Council
Nick Hall	Chair – Somerset Coalfield Life at Radstock Museum
Cllr Liz Hardman	B&NES Ward Councillor, Paulton
Cllr Mike Hedges	Chair Farrington Gurney Parish Council
Cllr Ron Hopkins	Westfield Parish Council
Cllr Deirdre Horstmann	B&NES Ward Councillor, Radstock
Cllr Jeff Humphries	Paulton Parish Council
Cllr Barry Macrae	B&NES Ward Councillor, Midsomer Norton North
Daniel Noad	Emergency Planning, B&NES
Cllr Jonathan Rich	Peasedown St John Parish Council
Richard Robertson	Welton Village Group
Cllr Kathy Thomas	Chair – Peasedown St John Parish Council
Roger Tollervey	Welton Village Group
Cllr David Walker	Peasedown St John Parish Council
Cllr Hugh Warren	Paulton Parish Council
Cllr Karen Warrington	Cabinet Member for Transformation and Customer Services
Alison Wells	Community Projects Officer, B&NES
Diana White	Camerton Resident

Apologies

Name	Organisation Represented
Cllr Sarah Bevan	B&NES Ward Councillor, Peasedown St John
Cllr Doug Deacon	B&NES Ward Councillor, Timsbury
Cllr Michael Evans	B&NES Ward Councillor, Midsomer Norton North
Cllr Eleanor Jackson	B&NES Ward Councillor, Westfield
Cllr Anne Lyons	Chair of Paulton Parish Council
Cllr Paul Myers	B&NES Councillor, Midsomer Norton Redfield
Andrew Pate	Strategic Director Resources (Director Sponsor of Forum)
Cllr Alistair Singleton	Midsomer Norton Town Council
Shirley Steel	Somerset and Dorset Railway Heritage Trust
Tina Veater	Chair – Somer Valley Chamber of Commerce

		Action
1.	Welcome from the Chair of the Forum; introductions and apologies.	
1.1	LR welcomed those present. Apologies as above. She introduced herself and Cllr Karen Walker as Vice Chair of the Forum.	
1.2	LR explained that the role of Chair and Vice Chair of the Forum does not simply involve attending and Chairing these meetings. They also meet regularly with Council officers to discuss agenda items and meet at least four times per year with the Chairs and Vice Chairs of the other Connecting Communities Forums across the district. Together, the Forum Chairs discuss their respective meetings, forthcoming Agenda items and areas of commonality. She said that this group now also includes the Chair of the Third Sector Group (3SG) which represents voluntary and community groups across Bath and North East Somerset and the Chair of the B&NES branch of ALCA (the Avon Local Councils Association), which represents local parish councils. This ensures that everyone is aware of the issues raised by the Forums and can discuss how we might be able to work together to address them. LR reminded those present that we all, as residents and representatives of local organisations, have an important role to play in not only highlighting these issues but considering how things might be done differently in future and how we might collaborate. By working together we can all help to address local concerns and continue to protect and enhance the services that matter most to our communities.	
1.3	LR asked for any nomination forms for the positions of Chair or Vice Chair for the forthcoming year to be brought forward. There was none.	
1.4	LR said that she was sure everyone would join her in congratulating Terry Taylor on the British Empire Medal he received in the Queen's New Year's Honours for services to the community in Midsomer Norton. As well as being Chair of this Forum and its predecessor, the Somer Valley Partnership, for a number of years, Terry is also Director of Norton Radstock Regeneration Company, Chair of the Community Association and a Trustee of the Somer Valley Economic Environmental Development Company. Terry is also known for his work with the Somer Valley Rotary Club, taking part in many fundraising activities and played a large part in the creation of the Midsomer Norton skatepark. There was a round of applause for Terry.	
1.5	<p>KW said congratulations are also due to the local nominees and winners of the Chair of Bath & North East Somerset Council's Community Awards which took place on 8th February. Local winners are:</p> <ul style="list-style-type: none"> • Volunteer Team of the Year: Joint winners of this award were The Potting Shed - a small and friendly gardening for wellbeing group which covers the Somer Valley area. • The Peter Duppa Miller Lifetime Achievement Award went to Alison Hoddell who has a long history of volunteering in roles which offer support to people facing difficult times in their lives. This includes volunteering for Citizens' Advice in the Midsomer Norton office since 2009. • Young Carer of the Year went to Kirsty Clarke of Radstock who cares for her grandmother, enabling her to stay in her own home. <p style="text-align: center;">Page 4</p> <ul style="list-style-type: none"> • Steve Plumley received Highly Commended in the Volunteer of the Year 	

	<p>Category for his support to a range of community organisations in the area.</p> <ul style="list-style-type: none"> The Chair of the Council also had some Special Awards this year and one went to Terry and Caroline Wynne - an amazing husband and wife team who together have fundraised over half a million pounds for Paulton Community Hospital and recently retired from running a charity shop in the village for this cause. 	
2.	'Community Places of Safety and other aspects of Emergency Planning' – Emergency Management Team, B&NES	
2.1	LR said we are delighted to have as our main Agenda item this evening, Community Places of Safety and welcome Stephen Bell and Daniel Noad from the Council's Emergency Management Team to tell us more about their work. This Agenda item was suggested by Forum member Shirley Steel and if there are items you would like to see on a future agenda, do let us know.	
2.2	For presentation and Q&A, please see Appendix 1.	
3.	To announce nominations for Chair and Vice Chair position and hand out voting slips	
3.1	LR handed over to SD. SD said she would like to thank Lynda and Karen for their work and support this year, particularly representing the views of the Somer Valley at the wider meetings outlined earlier. They also help officers to ensure there is a balanced agenda and while we support them, we appreciate their guidance.	
3.2	She said she had received a nomination for Lynda Robertson as Chair and three nominations for Cllr Karen Walker as Vice Chair. She asked whether the Forum wished them to say a few words. The Forum felt that as they knew LR and KW this was not necessary.	

Break

Annual General Meeting

		Action
4.	Notes of the Previous AGM Meeting and Matters Arising	
4.1	The notes of the AGM held on 22 nd February 2017 were circulated prior to the meeting. These were agreed as a true record.	
5.	Chair and Vice Chair's Annual Review	
5.1	LR said the Forum has covered a lot of topics and issues since its last AGM and there are full details in the Annual Report which was circulated with the Agendas. Copies are also available this evening.	
6.	Update following the 2017 AGM from Somerset Coalfield Life at Radstock Museum and Somer Valley Walking Festival.	
6.1	KW welcomed Nick Hall, Chair of Somerset Coalfield Life at Radstock Museum and Cllr John Bull from the Somer Valley Walking Festival to give an update on their activities since their presentation last year.	

6.2	The presentation from Nick Hall and update from Cllr Bull can be found at Appendix 2.	
7.	Review and amend the Terms of Reference	
7.1	SD said we have had no requests for additional members. The membership list has been circulated by e-mail and copies are available this evening. If anyone would like to propose an organisation to join the Forum, let us know now. There are 10 places available.	
8.	Election of the Chair and Vice Chair Positions	
8.1	Votes were taken by a show of hands with 17 votes for LR to remain as Chair with no abstentions. Also 17 votes for KW to remain as Vice Chair with no abstentions. 17 was the total number of voting members present.	
9.	Partnership Meetings – Nominated Representatives from each Forum required	
9.1	SD said that, currently Richard Robertson is the CCG ‘your health your voice’ representative for this Forum. She asked whether Richard is happy to remain a representative or whether anyone else would like to be involved. RR said he is happy to continue in the role but there was little to report as few meetings had been held recently. AW to follow up with the CCG to see if the group are continuing to meet.	AW
10.	Proposal re Future Meeting Venues	
10.1	<p>LR said the question of where the Somer Valley Forum should meet has been discussed previously by its members. Since 2014 the Forum has held their meetings in various locations, some of which have been hosted by a parish or community venue. The Forum has had various discussions regarding its meeting venues which have not been concluded. Other Forums such as Keynsham Area and Chew Valley remain in the same venue year ‘round and this has assisted in planning ahead the meeting arrangements and publicity for the meetings. However, it is recognised that some members of the Forum wish to meet in different locations and others wish to hold the meetings in one fixed venue, we therefore would like to propose the following:-</p> <p>That the Somer Valley Forum meetings:</p> <ul style="list-style-type: none"> • take place in the following venues in rotation (subject to availability) • venues to be booked a year in advance <p>Suggested Venues</p> <p>Conygre Hall, Timsbury Prattens, Westfield Swallow Café, Radstock Town Hall, Midsomer Norton</p>	
10.2	BMc said if it is specific and relevant, could we go elsewhere? LR said yes, this list would not preclude other venues.	

11.	Any Other Business	
11.1	There was none.	
12.	Dates of Next Meetings	
12.1	Tuesday 20 th March – The Somer Centre, Midsomer Norton <i>The informal session will have a theme of Wellbeing with presentations from B&NES Sport and Active Lifestyles, Age UK and DHI. The main Agenda Item will be Economic Development with updates on the Somer Valley Enterprise Zone, Broadband and Tourism.</i>	
12.2	24 th July – venue TBC <i>There has been a suggestion that this will look at the Joint Spatial and Transport Plan as well as hosting a discussion on public and community transport to include possible, local, solutions.</i>	
12.3	20 th September 2018 – Swallow Community Café, Radstock <i>A change from the date of the 19th September meeting as ALCA has arranged a meeting for the same evening. The theme is likely to be Young People.</i>	
12.4	29 th November 2018 – The Assembly Room, Town Hall, Midsomer Norton <i>Our annual meeting to discuss the B&NES Council Budget.</i> <i>There is a gap in meetings in Spring to allow for Parish AGM and APM meetings in April and May</i>	

Actions

	Responsible
<p>Contact CCG to see if ‘your health, your voice’ meetings are still taking place.</p> <p><i>Actioned: Your Health, Your Voice is a meeting held every two months for members of the public to provide feedback on the CCG’s plans for improving local health services. The CCG believes that involving patients, service users and carers in the commissioning process means that health services are better designed to suit their needs. The meetings are chaired by Suzannah Power, the CCG’s Lay Member for Patient and Public Involvement, who gives a report on the feedback received at every CCG Board Meeting in Public. If you would like to find out more about the group or attend a meeting then please contact:</i></p> <p><i>Daisy Picking, Engagement Manager</i> <i>E-mail: banes.yourvoice@nhs.net</i> <i>Tel: 01225 831861</i></p>	AW

Title: Community Places of Safety and other aspects of Emergency Planning'

Presenters: Steve Bell and Daniel Noad – B&NES Emergency Planning

Slide	Comment
2 – My Skills and Knowledge	SB's career history.
3 – Top 5 Risks	Top five risks nationally which cause issues for Local Authorities. Climate change has increased flood risk. Severe weather includes winds. Pandemic – the team works closely with the health service on this. Terrorism is high on the agenda – the methods being used now include hostile vehicles and marauding attacks using machetes and knives. The Council works with the Police and Counter Terrorism on this. Industrial dispute includes fuel strikes for example.
4 – Definition of UK 'Major Incident'	This is defined as something that will change the routine of your day. Recent incidents include floods in Cockermouth which cost their Council £267m as bridges and rail links needed repair.
5 and 6 – Recent Incidents in B&NES	Trees often come down in summer as the leaves increase their wind-loading.
7 – image	This shows the coach that did not stop at the bottom of Brassknocker Hill. The injuries were not too bad – luckily there was no-one underneath.
8 - image	Hedgemoor Park in Bath – there was land movement here – no injuries but some rubble clearance.
9 - Travel	Incidents on the Highway. The Council monitors on CCTV, reports and tweets.
10 – Lansdown Bomb	A WW2 bomb found under school playground. The builders thought it was a pipe and hit it with a pick! It was 500lb bomb. The Army was called and the area evacuated with a centre found for residents away from the site. Sandbags were brought, road closures put in place and media liaison undertaken. It took 24 hours to address.
11 - Recurring Risks in B&NES	These can have wide impacts when a disaster is over.
12 - image	The Batch – Chew Magna. There is flood mitigation at the cottages but these were not installed properly so it flooded.
13 - image	Fire Station – Chew Magna. This does flood – even emergency services are not immune.
14 – image	Debris blocks flow and causes overflow onto road.
15 – image	Flood protection boards in Chew help but people drive too quickly through flood water which creates a bow wave. It is dangerous to drive through flood water as there could also be sink holes.
17 – Severe Weather Conditions	These have increased in recent years and climate change is likely to bring more.
18 – Lessons Learnt	The Council work with the Police and Fire Services and the Environment Agency, Coastguard and local communities following incidents to discuss what went well and what didn't. We live in these communities too and want

	to protect them. Chew Magna has a Flood Plan and as public service resources reduce, it is good for communities to have their own emergency plans.
19 and 20 – Charts	The first chart shows how much money is used in emergency scenarios – there is huge resource put into response and recovery but not mitigation – this is the case world-wide. The chart should ideally look like the second one.
21 – Community Places of Safety	<p>There are emergencies that displace communities. We have approached communities across B&NES on the location of village halls that people could go to if there was a gas leak or similar.</p> <p>We have been developing this for a while and received a really good response. Venues are usually required for around four hours and need to be accessible, safe, warm, with disabled access, toilets and where it is possible to serve light refreshments.</p> <p>The team will be putting information on Community Places of Safety on the Council's website and are keen to see more resilience built up in communities.</p>
Closing remarks	We want to build links with voluntary organisations and are visiting all the Forums. This is a start and then we want to look at resilience with communities. We will contact parishes for information on risks to help plan this and for us to become stronger communities. All have different risks. We continue to work with Chew Magna on their flood plan

Questions following the presentation

Q1: What would happen if there was no budget? I've never seen a budget for this.

A1: There is the Belwyn Scheme – if it is costly, you can apply to this. During the response phase, you can draw down funds from the Government. Somerset Levels is a good example and Cockermouth – comes from the War Chest.

Comment 1: Flooding seems to be the highest risk. TV and radio electrics fail in such circumstances. You can't rely on everyone looking at a web-page. I understand you want to talk to us but youngsters have mobiles and may be able to help.

Response 1: It is a good idea – young people are technologically advanced. Twitter and Facebook are useful in emergency planning. When we look at engagement, it will be with a cross section of society.

Q2: Presumably you do have plans for terrorism in Bath as a tourist city?

A2: We do have plans and a Local Resilience Forum which includes neighbouring authorities and the emergency services.

Q3: How would families with young children and older people know where to go – who tells them?

A3: It depends on the type of emergency. Loud hailers can be used, knocking on doors, calling. It depends on what we want the community to do – if it is noxious fumes, we would prefer them to stay indoors. If it was a terrorist attack, it may unfold so quickly that there can be limited warning. Run Hide Tell is the Government advice.

Communication is key and regularly considered as part of the 'wash up' after an event. It is not easy with vulnerable people as it may involve knocking on doors. We are working with schools on this at present.

Comment 2: You could perhaps produce a fridge sticker with a short guide.

Response 2: It's a good idea – there would be a multiple agency approach to it.

Q4: Do you want community groups to be the first point of contact?

A4: We've got contacts for the parishes and would start there. We are open to suggestions of other groups.

Q5: Are you going to put a notice at the Community Place of Safety when it has been identified?

A5: Bristol do this – we are looking at it and putting a map of the nearest place on the website.

Comment 3: People underestimate the tech savvy of the older generation. Social media is very useful in sharing information (eg crashes on Dunkerton Hill)

Q6: We have been talking to Highways about risks on the A367 – they only deal with accidents – do you take the same approach?

A6: No, we look at the level of risk. We use matrices of high risk events, numbers of people etc.

Presentation by Nick Hall, Chair of Somerset Coalfield Life at Radstock Museum

NH thanked the Forum for their invitation to return – it is a pleasure to be able to bring the meeting up to date with activities at the Museum, which is now ‘Somerset Coalfield Life at Radstock Museum’. He hopes the community will recognise the resource the Museum is for this area and worth of its support.

Slide	Comment
2 – a lively street scene	The Co-op van in the image was rescued from a hedge and lovingly restored by Mike Horler. There was a competition to name the horse with the winning name being ‘Trigger’.
3 – Blacksmith forge rebuilt	The Museum wanted to rebuild its Blacksmith’s Forge and Midsomer Norton Town Council gave them a grant to support this. A working blacksmith from Glastonbury assisted and a 5 minute film was created to show him making a nail using all 6 of a blacksmith’s skills.
4 – Replica coalmine	The replica coal mine has been improved with smells of a coal mine and pit ponies! There is also a trap boy mannekin. The Museum is collaborating with Bath College – two students have created a virtual reality ride down a mine shaft along the rails with 360 degree vision. It was launched two weeks’ ago on Points West.
5 – Victorian parlour	The Victorian Parlour now has decorations and a mannekin of James McMurtie – the mine manager. He had three wives and 17 children!
6 – 1930s railway buffet	The tea room has been transformed into a 1930s Southern Railway buffet. There are old photo decals on the windows showing Radstock’s railway. Also steam train sounds. They do cream teas and a local lady from Camerton makes the cakes to rave reviews!
7 – so what’s new in the Museum for 2018	<p>In the printshop, there is a TV showing a film of the press working. It is used in the Museum periodically for events such as Valentine Card making.</p> <p>The Museum is looking to make better use of the school room by putting a DVD in the desks, subject to Trustees’ approval.</p> <p>A grant from Westfield Parish Council and Midsomer Norton Town Council has assisted in the Research Room and files on local incidents is being prepared.</p> <p>The Museum is becoming better at engaging with visitors and asking them about local life in past times.</p>
8 – Other developments in the Museum for 2018	<p>The Museum has become a Children’s University Learning Destination which is being run through Bath Spa University.</p> <p>Every school holiday there will be a family activity – Pancake Pandemonium was held last week.</p> <p>The Friends of the Museum have a gazebo so are planning to attend Summer events and village days. Do extend invitations to them.</p> <p>Volunteers have been on dementia friendly training. Miranda at the</p>

	<p>Museum is a dementia champion so can be invited to speak at care homes. Special events such as memory mornings and tea and talk afternoons are being planned.</p> <p>The changing exhibitions continue – the current one is about Downside. The next will be about radio and the Autumn one will be about suffragettes and the end of WW1.</p>
9 and 10 – The Old Mills Colliery Winding Engine	<p>Last but not least, ten or more years ago, the engine house for Old Mills was on the site of Old Mills/Tesco. The engine is unique and would just about fit in this room. The drum is 14 feet in diameter. It was built by Evans' Foundry in Paulton and worked at Old Mills until 1966. It was saved by Sir Neil Couzens and taken to Bristol for an industrial museum that never happened. It is currently at the M-Shed but not on display – they don't want it. They can only pass it on to Radstock Museum as it is the only accredited museum in the coalfield. Radstock Museum would like it but need a long building (10m x 5m x 5m); £1m to move it and then it needs to be cared for.</p> <p>This is a real opportunity to have it back in this area and the Museum is pushing hard to make it happen.</p>

Questions following the presentation

Q1: I am pleased that Westfield Parish and Midsomer Norton Town Council are supporting the Museum – what is Radstock Town Council doing?

A1: We didn't approach them for funds last year but do have a good relationship with them.

Comment 1: The Evans family still live in Paulton.

Response 1: Yes – the Museum has a display about them.

Q2: What about the Brunel Shed for the engine?

A2: We have considered it and plans have been drawn. It would fit but it is not very accessible for visitors.

John Bull – Somer Valley Walking Festival

14th – 16th September 2018

JB said the aim of the Festival is to introduce participants to the beautiful countryside, history and heritage of the Somer Valley. A talk at the Museum starts the event and this year it will be about Romans in the Somer Valley and given by Stephen Clews, Curator of the Roman Baths.

This will be the third walking festival and numbers are expected to be greater this year as word of mouth spreads. People from as far afield as Kent have taken part.

There will be a mix of short, medium and longer walks on offer, including a walk to Priston Festival from Peasedown. Also art and nature walks.

Somer Valley Forum Annual Report February 2019

Introduction from the Chair and Vice Chair

Working Together

Thank you to all the members and participants of the Forum for their contributions over the past year. All the Forum meetings are open to the public and we have been pleased to see a few new faces at meetings. If there are organisations that would like to become voting members of the Forum, do let us know as there are places available for membership.

The Forum provides a place for discussion on local issues and through these, ideas and solutions can be developed. By working collaboratively, we can deal with some of the challenges together.

Our Forum is one of six across the district which represent a diverse range of needs and priorities. We are pleased that the Council and partners recognise these differences and value the local information and feedback the Forums provide. Along with the other Forum Chairs, we meet quarterly to discuss common issues across the district. The meetings also include representatives from the Avon Local Councils Association as well as the representatives from the Voluntary and Community sector.

The information from our Forum meetings is public, so please do share it within your local communities. Not everyone wants to attend meetings in the evening but might like to take part in a consultation, or attend an event if they are aware of it.

To assist with staying connected, our Communities Team, who also support the Forum, provide a monthly 'Interagency Bulletin' containing information about events, updates, consultations, training, grants and funding programmes. If you haven't signed up and would like to receive this, contact alison_wells@bathnes.gov.uk or you can download a copy of the latest bulletin from the Council's Website:

<http://www.bathnes.gov.uk/services/neighbourhoods-and-community-safety/working-partnership/interagency-meetings>

A review of the year

At our AGM last year, we heard from the Council's Emergency Planning Team on their role, Community Places of Safety and the importance of having local emergency plans in place. We also received an update from Somerset Coalfield Life at Radstock Museum on their recent developments as well as hearing about plans for the 2018 Somer Valley Walking Festival.

We have introduced an item on the agenda 'Community Showcase' which gives local organisations an opportunity to raise their profile, share good practice and contribute to discussions that are relevant to the local communities. We have been pleased to welcome a range of speakers over the past year and are always interested to hear from anyone wishing to take part in this.

Where possible, we have tried to theme the Forum meetings to include a range of speakers and specialists to talk on specific topics. The theme in March was 'Health & Wellbeing' which included information about the Council's 1 Big Database, Rainbow Resource and Wellbeing Options on-line databases; an update on the Council's Fit for Life Strategy, a presentation on the local activities provided by Age UK B&NES and a very moving talk from a service user of Developing Health and Independence (DHI) which has a hub in Midsomer Norton. This meeting also included an update on the Somer Valley Enterprise Zone.

In July, the main theme of the meeting was 'Rural Transport' – an issue which affects communities across the district. The Forum discussion followed a meeting of local parishes held by Timsbury Parish Council and was introduced by Cllr David Cole. This was followed by information from

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Chris Head, Executive Director of the West of England Rural Network (WERN) and Chair of Chew Valley Forum on engagement between community transport providers and the West of England Combined Authority. Also, presentations from local community transport providers SWAN; Dial-a-Ride; the Wellow Community Bus and Midsomer Norton & Radstock Community Bus. Since this meeting, the issue has been discussed by all the Chairs and Vice Chairs of the Forums at their combined meeting. A working group met in early January 2019 and the matter will be taken forward to Parish Liaison in March. This is an excellent example of how an issue raised through the Forum has been progressed. At this meeting, we also received an update on the Joint Community Safety Plan from the Council and the Police.

September's meeting was very inspiring, with a focus on 'Young People'. We were very pleased to welcome the leaders and some young people from Peasedown St John's Scouts and St John Ambulance Cadets to talk about their activities in the local community. The meeting also included presentations from organisations working with young people to highlight some of the issues they face today and how they can access support. We were delighted to welcome local Member for Youth Parliament, Hannah Powell, as a guest speaker as well as representatives from Off the Record; Boys in Mind; Mentoring Plus; B&NES Youth Service and the Radstock and Westfield Big Local. This meeting also included a presentation from the Council on air quality locally and the proposed Bath Clean Air Zone.

In November, the Council presented 'Our Budget, Our Plans, Our Communities' to all the Forums, with senior officers and Cabinet Members setting out the challenges and opportunities ahead. This enabled the Forum to highlight some of the issues facing our local communities and we welcomed the chance to comment on the plans. Our contributions have been included in the Council's Corporate and Budget Planning reports which you can view [here](#).

We have been fortunate to have the Police attending some of our Forum meetings. We appreciate that they are operational so it's not always possible for them to join us however they continue to provide us with valuable information on crime trends in the area and address concerns raised.

The Somer Valley Forum had some funding available which was administered on its behalf by Quartet Community Foundation. This funding has now been allocated to organisations working in the Somer Valley – details are at the end of this report.

We are really delighted to hear that as a result of a lot of hard work Timsbury Hub, the new Community Library, opened in November and has been a real success. We are also excited to hear that Peasedown Community Library plans are well underway. We look forward to hearing more about these projects in due course and hope that they may come along to a future Forum to talk about their work.

Below is a summary of our achievements highlighted against the priorities you have raised with us. We want to ensure that the Forum continues to bring forward the issues that matter most to you and your communities, so please do let us know of any topics you would like to see at future meetings, whether as a main theme or as part of the Community Showcase.

Thank you for your continued support and contributions.

Lynda Robertson (Chair) and Karen Walker (Vice Chair)

Somer Valley Forum Annual Report February 2019

You asked	We did
Key Theme: Economy including jobs and employability	<p>The last AGM in February 2018 featured a presentation from Nick Hall, Chair of Somerset Coalfield Life at Radstock Museum. The Somer Valley has been successful in achieving Enterprise Zone status. The Economic Development team continues to engage with the Forum, presenting to them in March. They also liaise with individual Town and Parish Councils.</p> <p>Action: The Forum will receive further updates on tourism and the economy in 2019. There is an opportunity to explore ideas for joint projects and collaboration.</p>
Key Theme: Young people	<p>The Forum devoted its September meeting to this theme, hearing from young people themselves on the positive ways in which they engage with the community. Also from a range of speakers representing organisations supporting young people to highlight the services on offer and the issues facing young people today.</p> <p>Action: The Forum will continue to seek ways in which to engage younger people. There is an opportunity to explore ideas for joint projects and collaboration.</p>
Key Theme: Health & Wellbeing	<p>The Forum devoted their March meeting to this topic, hearing from a range of speakers and being made aware of how to access information on local activities and support.</p> <p>Action: The Forum will continue to receive information and updates regarding Health & Wellbeing. There is an opportunity to explore ideas for joint projects and collaboration.</p>
Key Theme: Transport	<p>The Forum devoted their September meeting to this topic, hearing from Timsbury Parish Council on a meeting of local parishes called to discuss the issue. They also heard about engagement with the West of England Combined Authority (WECA) and from a range of local community transport providers on the services they offer. The issues raised have been discussed by the Joint Chairs and Vice Chairs of the Forum at their regular meeting, a working group has met and the matter will be discussed by Parish Liaison at their March 2019 meeting.</p> <p>Action: The Forum will be kept informed of progress. There is an opportunity for members to contribute to these wider discussions and ideas for collaboration.</p>

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You asked	We did
Key Theme: Reducing social isolation – especially in villages	<p>This theme has links with the Health & Wellbeing and Transport items above. Some of the Somer Valley funding has been allocated to projects which support this theme.</p> <p>Action: This has links with the local transport item. There is an opportunity to explore ideas for joint projects and collaboration.</p>
Emerging Theme: Community Resilience	<p>The Forum requested an item on Emergency Planning and Community Places of Safety which was given at their February 2018 meeting.</p> <p>Action: The Council's Emergency Planning team will continue to engage with local communities on Community Places of Safety and local emergency plans.</p>

The Somer Valley Forum comprises the parished areas of Farrington Gurney; High Littleton; Midsomer Norton; Paulton; Peasedown St John; Radstock; Timsbury and Westfield.

Corresponding Members of the Forum are Camerton and Shoscombe as well as the Mendip parishes of Chilcompton; Coleford; Hemington; Kilmersdon and Stratton-on-the-Fosse.

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Funding for the Somer Valley

Somer Valley Small Grants Programme

This fund provided grants of up to £1,000 to organisations working to benefit people who are disadvantaged (including through rural isolation) on projects being delivered in the Somer Valley. All funds have been allocated and it is now closed to new applications.

Organisation	Funding Awarded	Project
Swallow	£899	New and replacement items of equipment and uniform for their café at St Nicholas Church Tea Rooms in Radstock.
Sporting Family Change	£1,000	To run cluster group sessions for teenage boys from the Somer Valley who are severely emotionally and behaviourally challenged, vulnerable and with complex needs.
Wansdyke Play Association	£995.25	To run play sessions in Midsomer Norton, Westfield and Radstock.
Age UK B&NES	£750	To purchase a plumbed in hot water urn to provide filtered boiling and chilled water throughout the day at the Orchard Hall, Midsomer Norton.
Carers' Centre, Radstock	£1,000	To help support development of carers' coffee mornings held at Mardons Sports and Social Club in Westfield.
Evolve Music Project	£1,000	To fund six, monthly sessions with participants aged 11-18 years from Wansdyke Play Association's 'Saturday Club'. This grant went towards employing three professional music leaders to facilitate 90 minute engaging and inspirational music sessions.
Camerton Community Hall	£1,000	To upgrade insulation before the installation of a new heating system.
Somerset Coalfield Life and Radstock Museum	£985	To support improvements to the replica schoolroom.
Village Agents – Timsbury	£497.41	To assist with room hire costs at the new Timsbury Hub to facilitate new opportunities for local people to meet organisations supporting health and wellbeing services and others that support independent living. These bookings will also support the new community library and hub facility in Timsbury.
Total Awarded	£8,126.66	

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**Terms of Reference
Somer Valley Forum
(last amended in February 2017)**

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; 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.
- 5.5 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 minimum number of ten voting members should be in attendance at any meeting where a vote is required.
- 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 in the Autumn each year.
- 10.2 The Somer Valley Forum will elect a Chair and Vice-Chair at its first 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 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.
- 10.6 The quorum for the AGM is ten voting members as in 7.2 above.
- 10.7 The election of the Chair and Vice Chair will be made available only to those existing members of the Forum, notification of which will be made in advance.

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 minimum number of voting members as set out in 7.2
- 13.2 All funds, documents and possessions shall be disposed of in accordance with the wishes of the majority of voting members.

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Somer Valley Forum Membership

Voting Members

B&NES Councillors (1 vote each)

Councillor	Community/Communities (8)	Wards (8)
Cllr Les Kew (Con)	Farrington Gurney High Littleton	High Littleton
Cllr Barry Macrae (Con) Cllr Michael Evans (Con) Cllr Paul Myers (Con) Cllr Chris Watt (Con)	Midsomer Norton	Midsomer Norton North Midsomer Norton Redfield
Cllr John Bull (Labour) Cllr Liz Hardman (Labour)	Paulton	Paulton
Cllr Sarah Bevan (Ind) Cllr Karen Walker (Ind)	Peasedown St John	Peasedown St John
Cllr Chris Dando (Labour) Cllr Deirdre Horstmann (Con)	Radstock	Radstock
Cllr Doug Deacon (Ind)	Timsbury	Timsbury
Cllr Eleanor Jackson (Labour) Cllr Robin Moss (Labour)	Westfield	Westfield

14 votes

Parishes (2 members per Town/Parish Council proposed)

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

16 votes

Other Voting Organisations (1 vote per organisation)

Big Local Radstock and Westfield
Business West
Creativity Works
B&NES Youth Forum
Midsomer Norton Community Association
Midsomer Norton Community Trust
Midsomer Norton Society
Norton Radstock College
Norton Radstock Regeneration
Prattens Westfield Amateur Sports Club
Radstock Action Group
Radstock Museum
Radstock Residents' Association
Radstock Town Traders
Somer Valley Chamber of Commerce
Somer Valley FM

Somerset and Dorset Railway Heritage Trust
Welton Village Group

18 votes at present

Total No. of Members above = 40

Places available = 10

No Voting Rights

Avon and Somerset Constabulary
Avon Fire and Rescue Service
Avon Local Councils' Association
B&NES Officers
Curo
NHS Bath and North East Somerset
Quartet

8 in total at present

Corresponding Members

Camerton Parish Council
Shoscombe Parish Council
Chilcompton Parish Council (Mendip)
Coleford Parish Council (Mendip)
Hemington Parish Council (Mendip)
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)

9 in total in total at present

Suggested New Members

Education/schools
Health professional/doctors
Pensioner groups
Unemployed
Youth representation

Connecting Communities Forums

NOMINATION FORM

POSITION OF CHAIR / VICE CHAIR

I

As an attendee of the 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 30th January 2019 until the next AGM held.

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: alison_wells@bathnes.gov.uk Tel: 01225 396539

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