



**Meeting notes: 27 November 2008, 10.30am**

Room 23, Wychavon District Council, Pershore

**Present:** Cllr Audrey Steel (Chairman), Michael Amies (Persore Area LSP), Steve Brooker (West Mercia Police), Brian Browne (Worcestershire CALC), Maggie Bryan (Worcestershire CC), Cllr Pam Davey (Droitwich Area LSP), Lodee Dudley (Worcestershire PCT), Dave Hemming (Wychavon DC), Dave Holland (Hereford & Worcester Fire & Rescue Service), Ian Hughes (Rooftop Housing), Mark Jackson (St Richard’s Hospice), Paul Madill (Worcestershire PCT for item 5), Cherrie Mansfield (Wychavon DC), David Noyes (Evesham Area LSP), Angela Smith (Worcestershire Federation of Small Businesses), Elaine Salter (Wychavon DC), Janet Yates (Wychavon DC for item 3)

**Apologies:** Cllr Bob Banks (Worcestershire CC), Chris Brooks (Wychavon DC), , Andy Ford (Wychavon DC), Helen Gray (Wychavon Community Action Partnership), Frances Roberts (LSC), Elspeth Rolls (Community First), Phil Russell (Hereford & Worcester Fire & Rescue Service)

Agenda item & key points/decisions	Actions agreed
<p><b>1. Welcome &amp; introductions</b></p> <p>Audrey wished everyone a Happy Christmas and welcomed Dave Holland to his first meeting.</p>	
<p><b>2. Notes of the last meeting &amp; matters arising – 25 September 2008</b></p> <p>There were no matters arising.</p>	
<b>Presentations/strategic issues</b>	
<p><b>3. Impact of the current economic situation</b></p> <p>Janet Yates attended for this item. She shared her concerns about the impact of the current economic situation on Droitwich town centre and her thoughts on what’s needed to improve the situation. She distributed copies of the Droitwich shops and businesses guide that the LSP had helped produce in August. Since its publication six businesses have closed, two more are due to close and two haven’t reopened since last year’s floods. The LSP has recently supported a funding application to assist with small business start-ups. The LSP is planning a business day in March to highlight the potential economic opportunities from the Droitwich canals development, which is due to be complete in 2010.</p> <p>There are similar issues across the district. We had a wider discussion about the impact across the district and some of the things partners are doing in response.</p> <p>Angela mentioned the FSB’s <a href="#">‘Keep trade local’ campaign</a>, which was launched in Worcestershire in Pershore on 21 November to coincide with the Christmas lights switch-on and also jointly with VECTA in Evesham. The</p>	<p><b>Audrey to share issues with Executive Board &amp; at economic summit on 8 December</b></p>

Agenda item & key points/decisions	Actions agreed
<p>campaign is about encouraging more people to support local businesses by shopping locally. Retailers can also do more, for example by getting together to agree common opening hours and opening later.</p> <p>Angela also raised concerns about the impact of car parking charges on local businesses and suggested some potential solutions. In response to the recent cut in VAT, Wychavon District Council has decided to pass the reduction on to shoppers and traders by <a href="#">reducing car parking charges</a> in the run up to Christmas. On the three days before Christmas, car parking will be reduced to 10p for up to 3 hours in short stay car parks in Droitwich, Evesham, Pershore and Broadway. Parking on these days will also be free in long stay car parks.</p> <p>Chris Brooks had put together a paper summarising some of the effects of the current situation on local authority business and the district as a whole. It also set out how the district and county councils and regional bodies are responding.</p> <p>Other issues raised during the discussion were:</p> <ul style="list-style-type: none"> <li>▪ absentee landlords charging high rents</li> <li>▪ the potential impact of collapsing recycling markets on council business</li> <li>▪ the role of charity shops in town centres and levels of business rates</li> <li>▪ potential small business rate relief scheme</li> <li>▪ importance of an ongoing dialogues between landlords, shop owners and the local authority</li> <li>▪ potential for extremist groups to flourish in times of economic uncertainty.</li> </ul> <p>Audrey is attending a Worcestershire wide economic summit on 8 December, where she will raise the issues discussed.</p>	<p><b>Audrey to feed concerns into the council's car parking review</b></p>
<p><b>4. Community strategy – a year on are we delivering?</b></p> <p>Cherrie circulated the latest update on the Community Strategy action plan. A number of partners still had updates outstanding. We discussed arrangements for providing future progress updates.</p> <p><b>Agreed</b> that all partners will provide progress updates twice a year. The LSP Managers will provide updates for the LSPs but need to be clear what's needed. Cherrie will send out requests for updates in February and September.</p> <p><b>Agreed</b> that Cherrie will put together a summary of progress for the Core Group twice a year based on the information provided by all partners.</p> <p>Mark had been discussing ideas for health and well-being projects with Steve Jorden at Wychavon DC, such as inter-village games. There may be something we can add into the action plan.</p>	<p><b>All to e-mail Cherrie outstanding progress updates/ missing information asap</b></p> <p><b>Dave Holland to provide an action from the Fire Service</b></p> <p><b>Audrey to speak to Steve Jorden</b></p>

## *Operational issues*

### **5. Health improvement fund – potential bid**

Paul Madill attended for this item. He distributed a draft outline of a bid to the LAA [Health Improvement Fund](#) that he is preparing on behalf of the Core Group. He summarised the bid, which is aimed at reducing smoking in adults engaged in routine and manual work through introducing workplace-based smoking cessation initiatives. He outlined the rationale for the bid and the evidence base and asked for support from the Core Group in working it up into a full bid. Cherrie mentioned the possibility of match funding from the Core Group's 'health budget'.

**Agreed** to Paul in working up a full bid and submitting it on behalf of the Core Group.

**Paul to work up into full bid and submit to the LAA Health Improvement Fund**

**Cherrie to add the project to the Community Strategy action plan**

### **6. Feedback on Wychavon District Council's annual promises**

Wychavon District Council is in the process of developing its promises for 2009/10. These are a key element of the council's five year strategy. Cherrie invited feedback from Core Group members about affordable and deliverable things the council could do in 2009/10 that would help deliver its priorities. Angela felt the economic promises needed to be much stronger. David suggested not charging leisure centre users to park would help increase the number of people using the centres.

## *Information items*

### **7. Round the table updates**

**Droitwich Area Partnership:** Pam provided an update report. The Hothouse project is in line for a national award. A new project to extend help to owner-occupiers is in the pipeline. A project group to look at developing and delivering healthy cooking/lifestyle sessions will be set up in December. The walking your way to health project is going well; ten volunteers have been trained. Funding has been secured for a youth zone in the High Street and a planning application for change of use has been submitted. The LSP is considering funding a project in Crowle where volunteers provide emergency first aid.

**Pershore Market Town Partnership:** Michael Amies thanked those who attended the partnership's celebratory event in October. The theme groups are working hard on the action plan for the next couple of years. There is a strong focus on youth with three projects linking well together, these are a youth bus, Riverside Centre outreach programme and national youth volunteer project. The LSP remains keen to use the £138K AWM funding for the burgage plots development. There will be a Christmas market on 21 December in Pershore.

**Evesham Market Town Partnership:** the theme groups are working on the 2009-11 action plan. The partnership will be looking at proposals to help the business economy, these comprise an accommodation accreditation scheme, business start-up grant and business development schemes. Delivery of projects in the current action plan is going well. The DVD youth project has been resurrected and a film club will be set up at

**LSPs to consider potential health related projects requiring funding**

Broadway youth club. The Cardiac Rehabilitation Centre is due to open in January. The Better Welcome High Street programme has commenced and will be delivered during 2009.

Cherrie asked that the three LSPs consider potential health projects that we could support with Core Group funding provided by the PCT.

**Worcestershire PCT:** Lodee informed us about the County Council Leadership for Health fund that county councillors can apply for up to £3K for health initiatives in their wards.

**Fire & Rescue Service:** Dave said there can be an increase in cases of arson during difficult economic climates. It's important to make sure empty premises are secure. Sue Keating, a new signposting co-ordinator, has recently started at the Fire Service. She helps vulnerable people access support services.

**Worcestershire Federation of Small Businesses:** Angela urged us to support the [Keep trade local' campaign](#). She thanked VECTA for supporting the launch in Evesham and Wychavon District Council for support for the Pershore event.

**CALC:** following Brian's report to the last CALC Area Committee meeting, Dave Clee is going to talk to CALC about road safety in the rural areas and villages. Steve explained that the Camera Safety Partnership only reacts to injury cluster sites.

**St Richards Hospice:** Mark said that charities could be in for a difficult time with increased demand on their services, but a reduction in levels of donations.

**Housing issues:** Elaine reported that the Chief Housing Officers Group has discussed the best way to feedback to LSPs. As a result there will be a quarterly update newsletter. Focus groups looking at the needs of older people (55+) over the next 20 years take place on 12 December. Elaine also outlined changes to the Housing Corporation and English Partnerships, which provide finance for delivering affordable housing. From 1 December the two agencies will become the [Homes and Communities Agency](#). There is likely to be a change in focus towards place-shaping and an opportunity for LSPs to have a say.

**South Worcestershire Joint Core Strategy:** received over 1500 responses to the consultation, with many of the public exhibitions attracting 300 – 400+ people. The responses will be published in the new year with new officer comments. Further consultation with communities potentially affected by the larger strategic development location will take place before work on drafting the Joint Core Strategy starts in the Spring.

**Worcestershire Partnership (WP):** the latest Partnership Matters newsletter was circulated at the meeting. Audrey reported that the Emerging Communities Task Group has agreed its Terms of Reference and the Welcome to Worcestershire website should go live by March 2009. Cherrie reported back from the recent Worcestershire Assembly which looked at the opportunities that the 2012 Olympics could offer

**Dave to send Cherrie information about the signposting service and invite Sue to attend the Core Group meeting on 19 March**

<p>Worcestershire. There is a county wide economic summit on 8 December.</p> <p><u><a href="#">WP Environment Group</a></u>: consultation is about to start on the revised <u><a href="#">Worcestershire Climate Change Strategy</a></u>. Worcestershire County Council is holding a climate change Beacon Day on 8 January. The funding bid for the Warmer Worcestershire project was successful. Tenders to carry out a thermal imaging survey and produce heat loss maps of the county will be invited soon.</p>		
<p><b>8. Dates &amp; items for next meetings</b></p> <ul style="list-style-type: none"> <li>▪ <b>Tuesday, 20 January in the Training Room</b> – meeting facilitated by Patrick Clark starting at 10am for Core Group business, session with Patrick from 10.30am to 12.30pm</li> <li>▪ <b>Thursday, 19 March in Room 23 – at 10am for 10.30am</b></li> <li>▪ <b>Wednesday, 20 May in the Training Room – at 10am for 10.30am</b></li> </ul>	<p><b>All to e-mail other agenda items to Cherrie</b></p>	
<p><b>Distribution list:</b></p> <p>Michael Amies: Pershore MTP  Cllr Bob Banks: Worcs CC  Steve Brooker: West Mercia Police  Chris Brooks: Wychavon DC  Bryan Browne: Worcs CALC  Maggie Bryan: Worcs CC  Adrian Moore: H &amp; W Fire &amp; Rescue Service  Fred Davies: Wychavon DC  Cllr Pam Davey: Droitwich Area Partnership  Lodee Dudley: Worcs PCT  Andy Ford: Wychavon DC</p>	<p>Helen Gray: Wychavon Community Action Partnership  Dave Holland: H &amp; W Fire &amp; Rescue Service  Ian Hughes: Rooftop  Dave Hemming: Wychavon DC  Mark Jackson: St Richard's Hospice  David Noyes: Evesham MTP  Frances Roberts: LSC  Elspeth Rolls: Community First  Elaine Salter: Wychavon DC  Angela Smith  Cllr Audrey Steel: Wychavon DC</p>	<p><b>For information:</b></p> <p>Rob Mace: Wychavon DC  Fiona Narburgh: Wychavon DC  Richard Quallington: Community First  Leigh Marchant: Worcestershire Partnership  Jennifer Springer: Worcestershire Partnership  Richard Davis: GOWM  Wychavon DC Info. Pack  Website @ <a href="http://www.wychavon.gov.uk/communityplanning">www.wychavon.gov.uk/communityplanning</a></p>