



Present at the meeting: Susie Brew (PCAP), Malcolm Gull (CCAP), Ian Webb (Highworth), Shona Holt (WVCAP), Len Turner (WVCAP), Carole King (BA13), Doug Roseaman – (DCAP/WFCAP), Nick Westbrook (WFCAP), Debrah Biggs (WFCAP), Philip Mackie (DCAP), Dawn Wilson (WFCAP/PCAP).

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| 1. | Apologies: Phil McMullen, Michael Mounde, Kevin Gaskin, Woody Allen, Sid Jevens. | |
| 2. | Minutes of the last Wfcap AGM in 2013 were not relevant to CIO status which commenced June 2014. | |
| 3. | Trustees' report and accounts Doug welcomed everyone to the AGM and explained that Wfcap was now actively seeking alternative funding since Wiltshire Council has withdrawn the £60,000 a year grant. Wfcap is now operating on the remains of funds available thanks to the thrifty work of a previous Chair (Len Turner). Many efficiencies have been made to reduce overheads by two thirds and we said goodbye to Laura Pictor on June 26 th . Laura took redundancy after six years of dedicated service, which leaves Wfcap with just one part time officer. Copies of the latest up to date accounts were made available and show a balance of £20,788.93 as at June 25 th 2015. It is forecast that this will last until March 2016. The copy of the audited accounts for 2014-15 were reviewed by members and accepted as accurate. Proposed Len Turner and seconded Debrah Biggs, none opposed. (D Roseaman and D Biggs signed the accounts as Trustees for that period) The members resolved that the trustees would make the decisions on the appointment of the accountant and to fix remuneration. | Wfcap audited accounts |
| 4. | Report for the last year A lot was achieved by the 2 members of staff supported by 3 volunteer trustees. Laura completed this report before she left. It shows the strength and breadth of the network and the successes. It is important to increase the profile of the CAPs ad WFCAP for the purposes of securing support to become sustainable. | Annual report and statement of benefit |
| 5. | Election of new trustees – The charity may have up to seven trustees. Currently we have three – Allan Bosley, Debrah Biggs & Doug Roseaman. Allan and Debrah have indicated that they wish to stand down as soon as replacements can | New Trustee bios |

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| | <p>be found. Ian Webb and Nick Westbrook have offered to stand as trustees and short biographies for them are available.</p> <p>Nominate Ian Webb as a new trustee for WFCAP; proposed Len Turner and seconded Doug Roseaman (none opposed).</p> <p>Nominate Nick Westbrook as a new trustee for WFCAP; proposed Len Turner and seconded Doug Roseaman (none opposed).</p> <p>Doug thanked Allan Bosley and Debrah Biggs for their service to Wfcap and wished them well for the future.</p> | |
| 6. | <p>AOB</p> <p>Len Turner thanked Laura Pictor for her years of work and for making Wfcap what it is today; able to operate effectively and trusted and respected widely. He also thanked Dawn Wilson for her efforts in holding Wfcap together going forward.</p> | |
| 7. | The AGM Closed 7-30pm | |
| 8. | <p>Minutes of the last Forum Meeting were reviewed. (May 2015 at BOA follow link)</p> | Forum Meeting |
| 9. | <p>The change by Wiltshire Council from Community Area Managers CAMS to the new role Community Engagement Manager CEMs and managing expectations of those officers.</p> <p>It was noted from the discussion that whilst a lucky few areas had retained their CAM as the new CEM, many were being introduced to new faces. The focus of this role is "community engagement" which may be perceived as a duplication of the work of the CAP. However CAPs must remember that they are independent and respond to the needs of residents – bottom up. The CEMs will always be driven by Wiltshire Council initiatives with a top down approach to engagement. CEMs will not be handling the council's issues system or taking minutes nor will they be able to solve issues directly. Where there is to be a campus they will be closely involved in its work in the community. It will take time for the role to develop to see what impact this change will have. Meanwhile the work of the CAPs continues.</p> | |
| 10. | <p>Common Knowledge Somerset Film idea update – this is being shown at Boa Fringe in July. No further information was available.</p> | |
| 11. | <p>Update from CAPs of work in progress.</p> <p>WVCAP – the new hub is about to open with volunteers; there is concern over plans for housing; the updated WVCAP</p> | |

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| | <p>Community Plan is complete.</p> <p>BA13 – has a new face for the CEM role – Liam Cripps. Sally – the CAM – has left WC and it is hoped as she lives locally that she will continue to work with BA13. The dementia friendly/older people event went well. Westbury Town Council clerk has asked for a meeting with BA13. Ongoing work is the Safety Group, Air Quality, transport and Restorative Justice in collaboration with Calne.</p> <p>Highworth – is currently updating their Vision and hopes to complete by the end of the year. They are also working on a huge project coordinating Care at Home assistance for the elderly with advice from SeQual a NFP org.</p> <p>DCAP – work on Town Benchmarking and looking at setting up a trade association for town centre businesses. Retailers are active and looking to help themselves. Coach friendly status has had an impact with more visitors. DCAP is working with PCAP on the Connect 2 bus pilot.</p> <p>CCAP – has good relationship with the AB, Neighbourhood plans, Master Plan for the town and restorative justice. CCAP is looking into Coach friendly status as part of the tourism work. Tourism steering group and task groups are working with Visit Wiltshire and promoting the A4 as a “route 66” type tourist route from Bath to Hungerford. The tourism group is also considering becoming a CIO. CCAP have secured some funding from the town council and Area Board.</p> <p>PCAP – funding for core activities is an issue and they are writing to parish councils informing them what PCAP has achieved on their behalf and asking for support. Other work with National Grid, Canal and rivers trust, community safety, time credits and tourism is also ongoing.</p> <p>MCAP – held an open house event in March. Colin is working on a film made on community engagement around neighbourhood plans with a website. They are also running a Smartwater project for the community safety group. There will also be a Food and River Festival in September. Active groups around the neighbourhood planning include Housing, Economy, Health, Transport and Education.</p> <p>Overall it was seen that the message that Voluntary Groups are effective needs to continue to be shared more widely.</p> | |
| 12. | Close 9pm | |

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