

3. The Minutes were agreed as a true record.

3. FINANCE WORK WITHIN THE TEAM; 2016-17 BUDGET & DELIVERY PLAN UPDATE

LN reported that Jo Taylor has now left the team. SM has taken on extra hours to cover the finance duties. LN explained the complexities of the Wiltshire Council SAP system. Members recognised the need to prepare a separate spreadsheet to keep track of the finances as the SAP system does not record the way that DEFRA requires its reports to be presented.

LN went through the budget figures, explaining the projects and how they are progressing. The Core figures do not include the salary costs. Travel claims are down due to staff sickness.

LN has placed an advert through the Wiltshire system for a Communications Officer.

The [Rural Highways](#) booklet is now ready for printing; other publications are also going to be reprinted.

Two websites need to be populated for the Sustainable Rural Tourism project. Two are already on line [Discover Nadder](#) and [Discover Chalke Valley](#). The other ones planned are Discover Cranborne Chase and Discover Wylke. The project aims to get business to work together to enhance tourism within the AONB.

The 'Taste the Chase' food fair was held earlier this year at the Larmer Tree. A grant from the South West Wiltshire Area Board paid for the hire of the venue. No entry fee or pitch fee was charged this time but that may change if the event runs again next year. At this event the '[Locator Logo](#)' was launched. This is a marketing tool for any business within this AONB to use when promoting their business. The Logo can be used for free up until March 2018. The [Sense of Place Toolkit CD](#) is also available for business to use, it contains images and text, which are free to use. The Locator Logo project will be assessed at the end of the free trial. This could then be offered to business for a small fee, with the money going to the [Cranborne Chase Landscape Trust](#). Members raised the possibility of creating a Trade Mark with the logos.

Anne Carney and Emma Rouse have been working to put in an application to the Heritage Lottery Fund for a Landscapes Partnership Scheme Project. A decision is due by 25th October. The budget for this will then be spent if the project is successful. If the application fails the remaining budget will be transferred to the Dark Night Skies project.

[The Foundations of Archaeology](#) project has spent the AONB allocation of money and the major funding for the project from HLF needs to be claimed from them.

[Dark Night Skies](#) – the bulk of the budget has not been spent yet. The South Downs National Park gained their Dark Sky Reserve status last month. This project is in its second year and has been helped by Bob Mizon. Star gazing events were held earlier this year and three more are planned, one in October (21st October at the New Remembrance

Hall, Charlton at 7pm) and one on 13th December at Sixpenny Handley as part of the Annual Forum, and another on January 31st.

This project needs to find funding for a Lighting Management Plan, which is a core document required to apply for Dark Night Sky Reserve status. A consultant, Malcolm Mackness, is currently in negotiations with LN on a quote for this work. The Breacon Beacons has this Reserve status and LN is in negotiations with them to second one of their officers, who worked on their application, to work on this AONB's application.

LN is currently looking to approach a local lighting company to see if they would be interested in sponsoring the work. They could gain national recognition for this through the NAAONBs. Other avenues were explored by Members as to where LN could access more funds.

Landscapes in Planning – this project is to help Parish Councils learn how the AONB deals with the planning process. A [Good Practice Note](#) has been produced by Fiona Fyfe to help communities with their neighbourhood planning. The team has received requests from five parishes for input into their Neighbourhood Plans.

LIFT (Local Initiative Fast Track) this is a small pot of money for applications for funding for projects that do not fit the Sustainable Development Fund (SDF). £500 has been granted to the Forestry Commission who are planning a small machinery demonstration day. This follows on from the Farm Cluster work and moving into Woodland Clusters.

Sustainable Development Fund has made awards to two projects. There are funds available for three more projects.

The Delivery Plan works on a 'traffic light' system. Ten of the actions are on red.

Value For Money – LN has produced spreadsheets to show 'value for money' from the local authority partners' contributions since 2009. These figures were originally requested by Wiltshire Council for their own record. Steering Group welcomed these figures and suggested that if all AONBs produced similar reports they would be a good way of convincing DEFRA of the value that AONBs give to their local economies. The figures derive from contributions, SDF funding and match funding, and grants e.g. HLF funding. Obviously biodiversity gains and engagement with residents are not reflected in these calculations.

Local Authority contributions required for 2017 – 2018: Dorset County Council are facing another round of budget cuts, and cuts that have to be made must be fair to everyone. Hampshire Council are able to meet their required contribution. North Dorset District Council are on a one year budget plan due to the current consultation on possible district and county council merges. Partners appreciate that DEFRA require a 25% match funding for their contribution of 75%. MM read from the DEFRA letter where they state their rules for accessing that 75%. The 25% match could be achieved through other funding streams, including from private contributions.

ACTION 3
1. LN to look into the possibility of Trade Marks for the Locator Logos.
2. MM requested that LN send him the electronic version of the VFM spreadsheets.

4. TEAM AND WORK UPDATE SINCE PARTNERSHIP PANEL MEETING OF 6TH APRIL

LN updated Steering Group on personnel under a confidential minute. Members gave LN their full support and offered her any assistance she may require whilst the team's capacity is temporarily compromised.

Richard Burden Landscape and Planning Officer has responded to the following:-

- Proposed waste disposal site at the Sunrise Business Park, Blandford. Ongoing dialogue with the Dorset Waste Partnership over importing waste into this AONB against AONB policy has resulted in an invitation by them for the AONB team to visit one of their sites at Bridport on 7th November.
- [Blandford Plus](#) Neighbourhood Plan consultation – a robust response has been made to this Plan, with an objection lodged to the major development and industrial uses planned within this AONB.
- Pre-application advice charge – just one request for the paid advice has been received.
- One hundred + applications have been responded to since the last meeting.
- West of Warminster major housing developments – applications for extra housing above those agreed within the Wiltshire Core Strategy.
- Wimborne St Giles Estate – a four day festival (<http://www.shambalafestival.org/>) is being planned for 25,000 people in 2018.
- Lidl Supermarket planning application (NDDC 2/2016/0325/FUL) – two AONB letters printed in the Blackmore Vale Magazine in response to other letters of criticism by residents to the AONB consultation letter on North Dorset's website.
- Our [Annual Planning Seminar](#) in May to which three nationally important people were invited to speak. The Seminar was fully booked and a charge to attend meant the event costs were covered.
- The document '[A Guide to Conserving and Enhancing the Landscape Setting of our Rural Highways](#)' has been completed and is ready to be printed.
- The South West and South East and East Planning Officers meetings were attended. Training for LPA planning officers is being proposed on lighting issues, to be undertaken by LN and RB.
- DEFRA 25 year environmental plan – a regional workshop was attended.
- RB and DB met with MEP Molly Scott Cato for a discussion and site visit.

David Blake Project Development Officer

- Potential joint project with the Game and Wildlife Conservation Trust to ring Turtle Doves to track their movements.
- [Big Chalk](#) – after leaving the EU vote, alternative projects and funding to be sought.
- Forestry Commission small forestry machinery demonstration day.

- [Ancient Tree Project](#) - two groups, one in the Donheads and the other in the Vale of Wardour. Measuring and recording ancient trees.
- [The Foundations of Archaeology](#) – pitches at the Chalke Valley History Festival and the Berwick Country Fair to promote the project.
- Looking for funding for the Farmland Conservation Officer's post.
- The '[Great Place](#)' scheme – an Expression of Interest (EIO) has been made to the HLF and Arts Council of England's £15 million scheme.

Anne Carney Funding and Partnerships Officer

Anne's time has been fully spent on writing the Heritage Lottery Fund bid for the [Landscape Partnerships Scheme](#). A decision is due on 25th October.

Linda Nunn Director

- [Dark Night Skies](#) – star gazing events and the required Lighting Management Plan.
- Communications Officer – working with Wiltshire HR to recruit another team member.
- Value For Money spreadsheets – showing the worth of a £1 contribution from local authority partners.
- [Countryside Centre](#) – working to agree a holding lease for land for a Centre; this is required before an application can be made for any funding.
- [Cranborne Chase Landscape Trust](#) – looking for more trustees as there have been resignations.
- University of Winchester – looking at joint working on tranquillity.
- Activate – meeting this week (6th October) to discuss the 'landscape intervention' using art that involves five AONBs. This is planned for 2018 and follows the 170 mile Icknield Way, that links into the Wessex Ridgeway.

5. PARTNERSHIP PANEL REPORTS

- 1 A presentation by Emma Rouse on the Foundations of Archaeology project.
- 2 2016 – 2017 budget and 2017 – 2018 contributions.
- 3 Cranborne Chase Landscape Trust update.
- 4 Team Work
- 5 Value for Money Report

6. AOB

A meeting to be held to discuss local authority contributions with Wiltshire Council and Dorset County Council; to include LN, MM, GK, PS and R Broadhead.

Next April an event is planned at the Rushmoor Estate by the British Ecological Society - PS has been asked to give a presentation. PS was asked to circulate details of the event when they were ready.

The AONB is holding its Annual Forum on 13th December at Sixpenny Handley Village Hall. With a 5pm start followed by star gazing lead by Bob Mizon.

7. DATE OF NEXT MEETING

Members discussed the frequency of Steering Group and Partnership Panel meetings. The next Steering Group meeting will be in February and the second meeting of the year will be in May. Three meetings per year were agreed.

The meeting ended at 12.00

Minutes signed as a true record

By Richard BroadheadChairman

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