

AGENDA

Meeting: Chippenham Area Board
Place: The Neeld, High St, Chippenham SN15 3ER
Date: Monday 6 November 2017
Time: 7.00 pm

Including the Parishes of Biddestone, Castle Combe, Chippenham Without, Chippenham, Christian Malford, Grittleton, Hullavington, Kington Langley, Kington St Michael, Langley Burrell, Nettleton, North Wraxall, Seagry, Stanton St Quintin, Sutton Benger and Yatton Keynell

The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Refreshments and networking opportunity from 6:30pm .

Please direct any enquiries on this Agenda to Will Oulton (Democratic Services Officer), direct line 01225 713935 or email william.oulton@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

Wiltshire Councillors

Cllr Ashley O'Neill, Queens and Sheldon
Cllr Baroness Scott of Bybrook OBE,
Bybrook
Cllr Bill Douglas, Hardens and England
Cllr Andy Phillips, Cepen Park and
Redlands
Cllr Nick Murry, Monkton

Cllr Ross Henning, Lowden and
Rowden
Cllr Peter Hutton, Cepen Park and
Derriards (Vice Chairman)
Cllr Howard Greenman, Kington
(Chairman)
Cllr Melody Thompson, Hardenhuish
Cllr Clare Cape, Pewsham

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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

Items to be considered	Time
<p data-bbox="331 248 1166 322" style="text-align: center;"><u>Come and Celebrate Chippenham's Young People and Community Champions</u></p> <p data-bbox="263 353 1222 499">Starting at 7pm, there will be a displays featuring some of the great activities and projects funded by the Area Board including:</p> <p data-bbox="263 591 908 658" style="font-size: 1.5em;">Island Ropes Course</p> <p data-bbox="255 763 794 831" style="font-size: 1.5em;">Riverbank Music</p> <p data-bbox="263 936 804 1003" style="font-size: 1.5em;">Explorers Scouts</p> <p data-bbox="263 1108 1027 1176" style="font-size: 1.5em;">Photography Competition</p> <p data-bbox="295 1294 1206 1476" style="text-align: center;">The meeting will also host the <i>Community Awards</i>, celebratining the contributions made by individuals making a difference in the Chippenham Area</p>	
<p data-bbox="167 1547 868 1581">1 Chairman's Welcome and Introductions</p> <p data-bbox="167 1615 419 1648">2 Apologies</p> <p data-bbox="167 1682 584 1715">3 Minutes (<i>Pages 1 - 6</i>)</p> <p data-bbox="263 1749 1070 1816">To approve and sign the minutes of the meeting held on 4 September 2017.</p> <p data-bbox="167 1850 624 1883">4 Declarations of Interest</p> <p data-bbox="263 1917 1235 1984">To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	<p data-bbox="1267 1547 1378 1581">8:00pm</p>

5	Chairman's Announcements <i>(Pages 7 - 8)</i>	
	To include:	
	a) Changes to the opening times of the Household Recycling Centres	
6	Youth Grants <i>(Pages 9 - 12)</i>	8:05
	The Councillors will consider applications for the following youth grants:	
	Riverbank Studios - £5000	
	Rise Trust – Youth Café - £5048	
7	Cycle Path Networks in Chippenham	8:10
	A local resident will give a short presentation about the cycle path network.	
8	Balloon and Lantern Hazards	8:25
	Officers will give an update on progress made investigating the steps that can be taken in response to concerns over Balloon and Lantern hazards	
9	Health & Wellbeing Grants <i>(Pages 13 - 22)</i>	8:35
	The meeting will consider an award for £3,328 to fund a Chippenham 'Leg Club' treatment group.	
10	Community Updates <i>(Pages 23 - 28)</i>	8:40
	To receive updates on matters in the Community, including:	
	i. Parish and Town Councils	
	ii. Wiltshire Police	
	iii. Wiltshire Fire and Rescue Service	
	iv. Wiltshire Clinical Commissioning Group (CCG)	
	v. Chippenham and Villages Area Partnership (ChAP)	
	vi. Community Area Manager	
11	Funding <i>(Pages 29 - 36)</i>	8:50
	To consider the following applications:	
	• CPM Sounds: School of Rock - Riverbank Studios – £2007.00 View full application	
	• Ivy Wildlife Garden: New Larger Shed - £999.95 View full application	

	<ul style="list-style-type: none"> • Christian Malford: Cricket Club – New Storage - £2750.00 View full application • Councillor Led Project – Community Composting - £900 	
12	<p>Community Area Transport Group (CATG) <i>(Pages 37 - 64)</i></p> <p>To consider the report arising from the last meeting of the CATG and any recommendations within.</p>	8:55
13	<p>Urgent items</p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	
14	<p>Wrap Up and Future Dates</p> <p>The Chairman will invite any remaining questions from the floor and will welcome the submission of new Community Issues.</p> <p>Future meeting dates are:</p> <ul style="list-style-type: none"> • 15 January 2018 • 19 March 2018 	9:00pm

MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Council Chamber - Council Offices, Monkton Park, Chippenham,
SN15 1ER
Date: 4 September 2017
Start Time: 7.00 pm
Finish Time: 8.54 pm

Please direct any enquiries on these minutes to:

Will Oulton (Democratic Services Officer), Tel: 01225 713935 or (e-mail) william.oulton@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Ashley O'Neill, Cllr Bill Douglas, Cllr Nick Murry, Cllr Ross Henning,
Cllr Howard Greenman (Chairman) and Cllr Clare Cape

Total in attendance: 22

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
48	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Howard Greenman, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
49	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillors Peter Hutton, Andy Phillips, Melody Thompson and Baroness Scott of Bybrook OBE.</p>
50	<p><u>Minutes</u></p> <p>Resolved</p> <p>The minutes of the meeting held on 26 June 2017 were agreed a correct record and signed by the Chairman.</p>
51	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
52	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew the meeting's attention the following announcements included in the agenda pack:</p> <ul style="list-style-type: none"> a) Public Meetings – 14 September in Chippenham b) Emergency Planning - c) Housing Sites Allocation d) Chippenham Area Board Community Awards 2017
53	<p><u>Community Safety Issues</u></p> <p>The Chairman welcomed the following contribution:</p> <ul style="list-style-type: none"> a) Lee Stripe from the Wiltshire Police Authority who provided an update on Cybercrime. <p>Issues discussed included: the relative underreporting of cyber crimes; the improvements made to internet security and the relative ease of reporting; the efforts being made to protect those most vulnerable; and how the police communicate recent risks through mechanisms such as the Community Messaging Scheme.</p> <ul style="list-style-type: none"> b) Police Sergeant David Pocock who provided an update on the

	<p style="text-align: center;">Community Policing Model</p> <p>Issues discussed included: the increasing demands on modern policing, and the new challenges to be faced; how police prioritise calls for assistance; the continued importance of PCSOs for community policing; and how technology can enable police to work from remote locations and be more accessible to the general public.</p> <p style="padding-left: 40px;">c) Mike Davidson Chair of Wiltshire Neighbourhood Watch (NW) who provided an update on their work</p> <p>Issues discussed included: the plans to reinvigorate and promote their work in the area; how the public can find out if a group is working in their area, or set their own up via the website http://www.ourwatch.org.uk/ ; that the NW was welcome to attend the rural parish forum.</p> <p>The Chair thanked all for their update. In addition, he stated that was still in discussion with officers to find a implementable solution,</p>
54	<p><u>Waste Strategy</u></p> <p>The Chairman welcomed Tracey Carter, Associate Director – Wiltshire Council, who provided an update on changes to the Household Recycling Centres (HRC) and the consultation on the Waste Strategy.</p> <p>Issues discussed included: that as part of the new contract, the HRCs would be refurbished; that the Chippenham site would be closed from the 4 – 18 December, but that the other sites would be available at this time; that staff would be hand to redirect the public from the site; that a 10 year waste strategy was being developed in line with the 10 year business plan; the questions that would be posed as part of the consultation; whether charges should be levied on some items; the impact of charging on the prevalence flytipping; how to encourage people to recycle more at home.</p> <p>The Chairman thanked the officer for the presentation, and encourage all to respond to the consultation and promote it to the wider community.</p>
55	<p><u>Local Youth Network (LYN) Update</u></p> <p>Richard Williams, Local Youth Facilitator, presented the report which gave an update on activities over the summer, and presented a grant application for consideration.</p> <p>The application was presented by a representative of the Youth Adventure Trust who outlined the benefits of the project.</p> <p>Following a short debate, the meeting;</p>

	<p>Resolved</p> <ol style="list-style-type: none"> 1. To note the update; and 2. To award £2,286 to the Youth Adventure Trust
56	<p><u>Health & Wellbeing Update</u></p> <p>The meeting considered the report providing an update on the Health & Wellbeing Group and presented a grant application for consideration.</p> <p>The meeting also heard that Council had agreed to fund the marking of on-street disabled parking bays. Further information can be found here: https://cms.wiltshire.gov.uk/documents/s134483/BriefingNote329DisabledParkingBays.pdf</p> <p>The meeting was also made advised that carers of those with dementia were advised to seek a personal assessment as the form may not as user-friendly.</p>
57	<p><u>Town, Parish and Partner Updates</u></p> <p>The Chair drew the meeting's attention the updates included in the agenda.</p>
58	<p><u>Community Area Grant Funding</u></p> <p>The Community Engagement Manager advised that consideration of the grant application be deferred.</p> <p>Resolved</p> <p>That consideration of the application for £5,000 for Community Running Track at Ivy Lane School be deferred.</p>
59	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Chairman presented the notes of the CATG and the recommendations therein.</p> <p>Following a short debate, the meeting;</p> <p>Resolved</p> <ol style="list-style-type: none"> 1. To endorse the following recommendations: 2. To note the financial position Current Balance = £14,328.71 3. To note the update on the Freight Assessment and Priority

Mechanism (FAPM) exercise

- 4. To note the Major Maintenance in 2017/18 update**
- 5. Scheme ref: 4884 - to allocate funding, conditional upon a contribution from Chippenham Town Council as follows:**
 - **CATG £900**
 - **Chippenham Town Council £300**
- 6. Scheme ref: 5262 - to allocate funding, conditional upon a contribution from Sutton Benger Parish Council as follows:**
 - **CATG £900**
 - **Sutton Benger Parish Council £300**
- 7. Scheme ref: 5465 - to allocate funding, conditional upon a contribution from Chippenham Town Council as follows:**
 - **CATG £1,050**
 - **Chippenham Town Council £350**
- 8. Scheme ref: 5466 - to allocate funding, conditional upon a contribution from Chippenham Town Council as follows:**
 - **CATG £1,050**
 - **Chippenham Town Council £350**
- 9. Scheme ref: 5467 – to allocate funding, conditional upon a contribution from Chippenham Town Council as follows:**
 - **CATG £1,050**
 - **Chippenham Town Council £350**
- 10. Scheme ref: 5468 – to allocate funding, conditional upon a contribution from Chippenham Town Council as follows:**
 - **CATG £1,050**
 - **Chippenham Town Council £350**
- 11. Scheme ref: 5484 - to allocate funding, conditional upon a contribution from Chippenham Town Council as follows:**
 - **CATG £1,275**
 - **Chippenham Town Council £475**
- 12. Scheme ref: 4764 - to allocate an additional funding, conditional upon an increased contribution from Hullavington Parish Council as follows:**
 - **CATG £4,803 (increase of £1,278)**
 - **Parish £1,601 (increase of £426)**
- 13. Schemes ref 4884, 5262, 5465, 5466, 5467, 5468, 5484: To approve**

	<p>the seven sites identified as priorities</p> <ul style="list-style-type: none"> • Allocates £7,275 - funding conditional upon contributions of • £2,125 from Chippenham Town Council • £300 Sutton <p>14. To note the updates on schemes as outlined in the notes.</p>
60	<p><u>Community Engagement Manager Update</u></p> <p>The Community Engagement Manager, Victoria Welsh, provided an update on the WW1 Community Tree Planning project.</p> <p>Issues discussed included: that it was hoped to plant up to 10,000 trees and communities were invited to come forward to help identify appropriate plots; that the council was working with a number of partners including the Woodland Trust and the MOD; the support that can be given to interest groups; that Chippenham had expressed a lot of interest that needed to be turned into firm offers by end of November; that trees were proposed to be planted in November 18; and that Victoria Welsh is the main point of contact.</p> <p>The Chairman thanked Victoria for the update.</p>
61	<p><u>Urgent items</u></p> <p>There were no further updates.</p>
62	<p><u>Evaluation and Close</u></p> <p>Following a query from the Alison Butler, the Chair agreed that the issue of Wish lanterns and Balloon releases and the risk to property and animals be discussed at a future meeting.</p> <p>The Chairman thanked everyone for attending the meeting. The next meeting of the Chippenham Area Board would take place on 6 November 2017 in the Neeld Hall, Chippenham</p>

Chairman's Announcement

Subject:	Information regarding your local Household Recycling Centre
Officer Contact Details:	wasteandrecycling@wiltshire.gov.uk

Following the award of a contract, nine household recycling centres (HRCs) will be operated by FCC from 2 October 2017. We would like to update the area boards about the changes that residents will see at their local sites.

There will be no changes or closures at the HRCs at Purton and Lower Compton near Calne as these will continue to be operated by Hills Waste Solutions.

The change in contractor has allowed the council and FCC to review the current site layouts to make some changes. Where possible, we are making improvements to the traffic management in and out of the sites to help reduce the queuing issues that occur at some of the sites.

The sites will have their white lining repainted and new containers will be placed on the sites. The site signage and staff uniforms will be updated.

To allow for the refurbishment works to take place each site will be closed, one at a time, for a short period of time between 2 October and 17 December 2017

Please see below for your area board's local site(s), the closure date of that site(s), and the closest alternative site(s) which can be used during the closure period.

We would encourage all residents to check online before they travel as sites will be closed on their usual days in addition to the dates below.

Chairman's Announcement

Area Board	Local HRC(s)	Closure Dates	Alternative HRC(s)
Chippenham	Stanton St Quintin	4 December 2017 (Reopens on 18 December)	Lower Compton
Melksham	Melksham	30 October 2017 (Reopens on 11 November)	Trowbridge / Devizes
Malmesbury	Stanton St Quintin	4 December 2017 (Reopens on 18 December)	Purton
Warminster	Warminster	11 October 2017 (Reopens on 20 October)	Trowbridge / Amesbury
Pewsey	Everleigh	23 October 2017 (Reopens on 28 October)	Marlborough / Devizes
Marlborough	Marlborough	2 October 2017 (Reopens on 14 October)	Devizes / Everleigh
Bradford on Avon	Trowbridge	13 November 2017 (Reopens on 26 November)	Melksham
Salisbury	Salisbury	9 November 2017 (Reopens on 17 November)	Amesbury
Amesbury	Amesbury	21 November 2017 (Reopens on 1 December)	Salisbury / Everleigh
Devizes	Devizes	29 November 2017 (Reopens on 9 December)	Melksham / Lower Compton / Everleigh
Tidworth	Everleigh / Amesbury	Everleigh - 23 October 2017 (Reopens on 28 October) Amesbury - 21 November 2017 (Reopens on 1 December)	Everleigh / Amesbury
Calne	Lower Compton	No Closure	
Corsham	Stanton St Quintin	4 December 2017 (Reopens on 18 December)	Melksham / Lower Compton
RWB and Cricklade	Purton / Stanton St Quintin	Purton - No Closure Stanton - 4 December 2017 (Reopens on 18 December)	Purton
Southern	Salisbury	9 November 2017 (Reopens on 17 November)	Amesbury
Trowbridge	Trowbridge	13 November 2017 (Reopens on 26 November)	Melksham / Warminster
South West	Salisbury / Warminster	Salisbury – 9 November 2017 (Reopens on 17 November) Warminster – 11 October 2017 (Reopens on 20 October)	Salisbury / Warminster
Westbury	Warminster / Trowbridge	Warminster – 11 October 2017 (Reopens on 20 October) Trowbridge - 13 November 2017 (Reopens on 26 November)	Warminster / Trowbridge

For more information or if you have any queries, the team can be contacted at wasteandrecycling@wiltshire.gov.uk or on 0300 456 0102.

Report to Chippenham Area Board
Date of meeting 6.11.17
Title of report Youth Grant Funding

Purpose of the Report:

1.1 To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

Applicant	Amount requested	LYN Management Group recommendation
Riverbank Studios	£5000	yes
Rise Trust – Youth Cafe	£5048	yes

1.2 To note provision has been made under the delegated authority for;

2. Background

The recommendation from the LYN Management Group has been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

Young people have considered this application and identified it as a priority for Area Board funding.

3. Main Considerations

- a. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2017/2018 year are made to projects that can realistically proceed within a year of it being awarded.
- b. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- c. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- d. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

4. Environmental & Community Implications

Youth Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure

4.1 . Chippenham Area Board was allocated for 2017/18 **£35,426**

4.2 The Chippenham Area Board Youth Funding balance for 2017/18 is **£16,970**.

4.3 All decisions must fall within the Youth Funding allocated to Chippenham Area Board.

4.4 It is recommended that the following grants are approved for funding:

- Riverbank Studios £5000
- Rise Trust £5048

4.5 If funding is awarded in line with the LYN recommendations outlined in this report Chippenham Area Board will have a Youth Funding balance of **£6922**

5 LYN report

5.1 A group of Hardenhuish School 6th form students have been working with the Chippenham Local Youth Network to ensure a young person's perspective is represented in the community and service discussions about young people's mental health needs.

5.2 Rag and Bone Theatre have Creative Giants theatre and arts project continues Saturday mornings.

5.3 Riverbank Studios continues, and is growing in a sustainable way.

5.4 The Rise Trust have run the youth café over the summer at Riverbank, and aims to continue throughout the year.

5.5 The Mind Reset mental well-being project was very successful and oversubscribed.

5.6 The final Ropes Course for this year's commission, run by Wiltshire Outdoor Learning Team the ended in August with 450 young people taking part. Partner funding is sought to help continue this event if possible.

5 Legal Implications

There are no specific legal implications related to this report.

6 Human Resources Implications

There are no specific human resources implications related to this report.

7 Equality and Inclusion Implications

Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

8 Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Community Youth Officer has assessed this application agreed it meets safeguarding requirements.

9 Applications for consideration

Application ID	Applicant	Project Proposal	Requested
473	Riverbank Studios (CLM Sounds)	Continuation of weekly music development sessions for 45 weeks in 2017/18 at Riverbank, Olympiad.	£5000
Project description Band practice, recording studio, music development, tuition, gigs and assistance with promotion for young people ages 13-19yrs.			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for £5000			
499	The Rise Trust	Weekly (Friday evenings) Drop Youth Café at Riverbank, Olympiad	£5048
Project description Open access, free at point of entry, drop in café on Friday evenings for young people in Chippenham area.			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for £5048			

10 **.Procurement of PAYP for consideration**

There are no procurements for consideration.

No unpublished documents have been relied upon in the preparation of this report

Report Author Name, Richard Williams Locality Youth Facilitator
Email: Richard.williams@wiltshire.gov.uk

Report to	Chippenham Area Board
Date of meeting	6 th November 2017
Title of report	Health and Wellbeing (HWB) Funding
Purpose of the Report: To consider the funding recommendation from Chippenham Health and Wellbeing (HWB) Management Group	

Project	Amount requested	Health and Wellbeing Management Group recommendation
Chippenham Leg Club Pilot	£3,328	That Chippenham Area Board award £3,328 to launch Chippenham Leg Club

1. Background

The recommendation from the Health and Wellbeing Management Group has been made in accordance with the following guidelines:

- **Health and Wellbeing Groups Spending Guidelines**

Members of the Health and Wellbeing Group have considered this application and identified it as a priority for Area Board funding.

2. Main Considerations

- 2.1. Councillors will need to be satisfied that Health and Wellbeing Groups awarded in the 2017/2018 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to be assured that carers, older and/ or vulnerable people will benefit from the funding being awarded. The money must be used to invest in projects that will support adults living within a community area. While not exclusively restricted to older people, the investment should be made in such a way as to make the maximum impact on health and wellbeing within a given community area.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding older and vulnerable people.

3. Environmental & Community Implications

Health and Wellbeing Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure

4.1. Chippenham Area Board was allocated £6700 in 2017/18.

4.2. The Funding balance of £250 from the 2016/17 allocation was carried over

4.3. The Chippenham Area Board Health and Wellbeing Funding balance for 2017/18 is **£6,950**

4.4. All decisions must fall within the Health and Wellbeing Funding allocated to Chippenham Area Board.

4.5. Funding awarded to date leaves a balance of **£5,950**

4.6. If funding is awarded in line with the Health and Wellbeing recommendation outlined in this report the balance of funding will be **£2,622**

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resource Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Ensuring that Community Area Boards and Health and Wellbeing Groups fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

9. Project details

Project Proposal	Requested
Chippenham Leg Club Pilot Project	£3,328
<p>Leg clubs are a research based initiative which provide community-based treatment, health promotion, education and ongoing care for people of all age groups who are experiencing leg related problems. The leg club nursing teams are employed by the GP practice/NHS local providers and incorporate the leg club in to their everyday practice working in a unique partnership with patients (members) and the local community.</p> <p>Working to best practice guidelines they provide a high standard of care in a local, social and friendly setting that promotes understanding, peer support and informed choice. No appointments are required and members can drop in to chat over a cup of tea or coffee while awaiting treatment.</p>	

Leg clubs are characterised by four binding principles

1. A non-medical setting – sports clubs/village halls etc.
2. Informal – open access, no appointment required. This encourages opportunistic attendance for information and advice, providing greatly increased opportunities for early diagnosis and leg ulcer prevention and helps isolated older people reintegrate in to their community and help reduce and prevent avoidable admissions to acute settings.
3. Collective treatment – people can share their experience, gaining peer support and encouraging them to take ownership of their treatment
4. Integrated “well leg” regime – supporting maintenance of healthy legs, positive health beliefs and health promotion

See full application at Appendix One

The project demonstrates a link to priorities as follows:

- The Wiltshire Council Business Plan 2017-27:
 - Joined up Health & Care (Integration)
 - Reduce Social Isolation and Loneliness
 - Agencies working together to Safeguard
 - Healthier population
- Local priorities identified in the Joint Strategic Assessment for Chippenham Community Area:
 - Safeguarding the vulnerable
 - Positive activities for older people
 - Avoiding emergency admissions
 - Independent Living
- Local priorities selected at the Chippenham Our Community Matters event 6-Feb-17:
 - Healthy Lifestyles
 - Social Isolation and Loneliness

Recommendation of the Health and Wellbeing (HWB) Management Group:

That the application meets the grant criteria 2017/18, demonstrates a link to both corporate and local priorities and is granted a funding allocation of £3,328.

No unpublished documents have been relied upon in the preparation of this report

**Report Author on
behalf of the HWB
Management Group**

Victoria Welsh, Chippenham Community Engagement Manager
Email: victoria.welsh@wiltshire.gov.uk

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Chippenham Leg Club
Organisation	On behalf of the 3 Chippenham Practices
Address	Hathaway Medical Centre, Rowden Surgery and Lodge Surgery
Phone number	01249 462775 – Hathaway Medical Practice
Email address	Kim.hiles@nhs.net (Manager)

2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	£3,328
Over £5000 (please note – our grants will not normally exceed £5000)	

3. Are you applying on behalf of a Parish Council?

Yes	
No	X

4. If yes, please state why this project cannot be funded from the Parish Precept?

5. Project title?

Chippenham Leg Club Pilot Project

6. Project summary: (100 words maximum)

Leg clubs are a research based initiative which provide community-based treatment, health promotion, education and ongoing care for people of all age groups who are experiencing leg related problems. The leg club nursing teams are employed by the GP practice/NHS local providers and incorporate the leg club in to their everyday practice working in a unique partnership with patients (members) and the local community.

Working to best practice guidelines they provide a high standard of care in a local, social and friendly setting that promotes understanding, peer support and informed choice. No appointments are required and members can drop in to chat over a cup of tea or coffee while awaiting treatment.

Leg clubs are characterised by four binding principles

- A non-medical setting – sports clubs/village halls etc.
- Informal – open access, no appointment required. This encourages opportunistic attendance for information and advice, providing greatly increased opportunities for early

diagnosis and leg ulcer prevention and helps isolated older people reintegrate in to their community and help reduce and prevent avoidable admissions to acute settings.

- Collective treatment – people can share their experience, gaining peer support and encouraging them to take ownership of their treatment
- Integrated “well leg” regime – supporting maintenance of healthy legs, positive health beliefs and health promotion

7. Which Area Board are you applying to?

Chippenham

8. What is the Post Code of the place where your project is taking place?

SN15 1NH Chippenham Sports Club

9. Please tell us which themes best describe your project:

<input type="checkbox"/> Intergenerational projects	<input type="checkbox"/> Heritage, history and architecture
<input checked="" type="checkbox"/> Older People Support/Activities	<input type="checkbox"/> Inclusion, diversity and community spirit
<input type="checkbox"/> Carers Support/Activities	<input type="checkbox"/> Environment, recycling and green initiatives
<input checked="" type="checkbox"/> Promoting physical and mental wellbeing	<input type="checkbox"/> Sport, play and recreation
<input checked="" type="checkbox"/> Combating social isolation	<input type="checkbox"/> Transport
<input type="checkbox"/> Promoting cohesive/resilient communities	<input type="checkbox"/> Technology & Digital literacy
<input checked="" type="checkbox"/> Arts, crafts and culture	<input type="checkbox"/> Other
<input type="checkbox"/> Safer communities	

If Other (please specify)

10. About your project

Please tell us about your project (a strong application will address all of the following):

How does your project support local needs and priorities?

Currently the 3 practices work in isolation treating these patients in a medical setting. By taking this clinic in to a sports club we will be tackling some of the social isolation problems mentioned earlier particularly with the elder

How many older people/carers to do you expect to benefit from your project?

Chippenham practices currently treat around 80 patients per session with leg ulcers with additional patients on t skin and leg checks and doppler assessments.

Hathaway Surgery is currently working with Age UK to integrate the toe nail cutting service in to the club with additional patients.

We aim to engage a working group, arts and crafts group and volunteers to assist with refreshments and social activities.

We are also forging a close working relationship with a care agency who has expressed an interest of working

How will you encourage volunteering and community involvement?

The practice and community teams will work with local volunteers to set up a committee.

We are also currently working with AGE UK with our Living Well worker and our Care Coordinator will have involvement in the club. Both of these staff members have access to a wide range of groups and voluntary agencies. We also have a close link working with Carers Wiltshire.

The practices will also help to engage their Patient Participation Group members to be involved.

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

By engaging with as many voluntary services and community workers as we can:
Community Nurses, Physio, OT, Dietician, Lymphoedema nurse, Tissue Viability nurses, Local Fire officer, Bobb Van, Dementia Advisor, Parish Nurse, Health trainer

How will you work with other community partners?

By engaging with all the above and inviting them along to the leg club on a regular basis to perform assessments help engage with the members

11. Safeguarding

Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

All practice staff have undergone safeguarding training ranging from level 1-3 depending on their job role. All surgeries have a safeguarding lead GP and a deputy and all staff undertake regular updates. We have clear pathways for referring in to the safeguarding team, MASH (Multi agency safeguarding hub) and staff and volunteers who have been risk assessed and require a DBS check have undergone one.

12. Monitoring your project.

How will you know if your project has been successful? *required field

In most countries around the world the average lifetime of a leg ulcer is 12 months with a recurrence rate of 26-33%. The Lindsay leg club network has over 10,500 members in 30 clubs in the UK alone, and has been amassing data measuring healing outcomes and recurrence rates since its inception. At the end of 2013 these rates were calculated for all UK based leg clubs, with healing reported after 24, 48, 96 weeks of treatment, while recurrence was calculated at 24 and 48 weeks. "Recurrence rates in leg clubs were markedly lower than reported in non-leg club settings" concluded Professor Michael Clark who performed the analysis. In fact at 12.5%-15.8%, recurrence levels were just half the national average of 26-33% (with good concordance to treatment) and 56% (poor concordance to preventive care) as reported by Voden and Vowden (2006). There are various papers and references available for the effectiveness and cost savings on nursing time.

13. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Following the set up of the club, which will have a committee, the club will become largely self-run and financed through a steering committee and volunteer team which will be recruited. A fundraising committee will apply for national funding and organise local fundraising events.

14. If this application forms part of a larger project (e.g. a community navigation project), please state what this project is and approximately how much the overall project will cost

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

Why can't you fund this project from your reserves:

We are a small community group and do not have annual accounts or it is our first year:

15b. Project Finance:

Total Project cost £

Total required from Area Board £

Expenditure	£	Income	£	Tick if income confirmed
--------------------	----------	---------------	----------	---------------------------------

NB. If your organisation reclaims VAT you should exclude VAT from the expenditure (Planned project costs [help](#))

(Planned Income [help](#))

6 months hall rental	3,328			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
Total	3,328	Total		

16. Have you or do you intend to apply for a grant for this project from another area board within this financial year? *required field

- Yes
- No

17. Please list which area boards you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

Quotes:

- I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:

- For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

- I will make available on request the organisation's **latest accounts**

Constitution:

- I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

- I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

- I will make available on request evidence of ownership of buildings/land
- I will make available on request the relevant planning permission for the project.
- I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

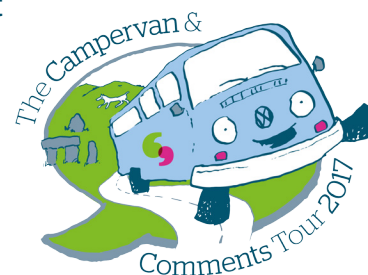
- I confirm that the information on this form is correct, any award received will be spent on the activities specified.



Roadshow finishes with more than 1000 views on health and care services in Wiltshire

A roadshow which travelled almost 400 miles around Wiltshire to find out the views of local people on health and care services has finished its two-week tour with more than 1000 views collected.

Staff and volunteers from the county's independent health and care champion Healthwatch Wiltshire took to the roads in a classic 1969 VW campervan and parked up at various locations around the county to gather the views and experiences of people of all ages on health and care services.



The Campervan & Comments Tour, which was organised to reach people who may not have heard of Healthwatch Wiltshire before, collected 1,053 reviews and visited key locations all over Wiltshire including Malmesbury, Pewsey, Salisbury, Mere, Trowbridge, Marlborough, Westbury and Chippenham.

The most popular topic of conversation centred around local GP surgeries with mixed views across the county. Jenny from Melksham, speaking about her GP surgery, said: "I'm always very satisfied with the service - I can get an appointment easily and I'm well looked after there."

But Pat from Bradford on Avon (pictured left) commented: "I have arthritis and ongoing pain, I've been with the same GP surgery since I was a child but the new automated appointment system is hard to use sometimes. The ring back isn't working at the moment."

And Tracey from Corsham commented about the consequences of delays in getting appointments: "I have been waiting for 2 months to see a Physio about my knee". Her GP is writing a letter to say that the delay now means looking into possible hip and knee replacements.

Lucie Woodruff, Healthwatch Wiltshire Manager, said: "It's been a great two weeks meeting people from all over the county and listening to their views. The role of a local Healthwatch is to make sure the health and care system meets the needs of the people who use it.

"The roadshow gave us the opportunity to get out there and meet as many people as we could to find out about their experiences. A big thank you to all our volunteers and staff who helped to make this possible and of course to all the members of the public who took the time to speak to us and share their views."



Healthwatch volunteer Deborah being interviewed by Warminster Community Radio



Chris Graves (left) chair of Evolving Communities with Cllr Jerry Wickham, Cabinet Member for Adult Social Care, Public Health and Public Protection

The findings of the roadshow will now be compiled into a report which will be shared with the decision-making organisations in Wiltshire - those that pay for and plan for health and care services in the county.

The services reviewed by the members of the public will also be inputted into a new 'Rate and Review' online feedback platform, due to be launched later this year on Healthwatch Wiltshire's website.



Volunteer Officer Stacey being filmed by That's TV Salisbury



Speaking to students at Chippenham College



Contact us:
 Tel 01225 434218
info@healthwatchwiltshire.co.uk
healthwatchwiltshire.co.uk

Healthwatch Wiltshire is a local independent organisation which exists to speak up for people on health and care. If you have used a service recently then we would like to hear from you. We use what people tell us when we meet with the commissioners and providers of services to make sure that they take account of your views and experiences.

The Healthwatch Wiltshire service is run by Evolving Communities CIC, a community interest company limited by guarantee and registered in England and Wales with company number 08464602. The registered office is at Unit 5, Hampton Park West, Melksham, SN12 6LH.

October 2017

Overview

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

The right healthcare, for you, with you, near you

New Chairman of Wiltshire Clinical Commissioning Group

After almost three years as Chairman of Wiltshire CCG, Dr Peter Jenkins stepped down from his role on 30 September, handing responsibility of chairing the commissioning of Wiltshire's health services to newly elected Dr Richard Sandford-Hill.

Dr Sandford-Hill was elected through a majority vote process by Wiltshire GPs, who make up the CCG membership of 50 practices, and will be responsible for shaping the strategic direction of the CCG together with members of its Governing Body.

Dr Sandford-Hill, is a Senior Partner at Market Lavington Surgery and is delighted to be taking up this new opportunity. Having spent four years as a Governing Body member of the CCG, he has a sound understanding of the organisation and of the issues we face.

Providing fair access to high quality, locally delivered health services, with people encouraged to take a personal responsibility for their health, is a key priority for Dr Sandford-Hill.

Health services in Wiltshire need to adapt to current and future demand and population trends and Dr Sandford-Hill will work closely with our partners across health and social care services, as well as voluntary organisations, to ensure the CCG will be able to provide strong, sustainable health and care services now and for future generations.

Firm commitment made to support carers



Local organisations have made a firm commitment to work together to recognise, support and promote the wellbeing of carers by signing a memorandum of understanding.

By signing the document at the recent Wiltshire Health & Wellbeing Board meeting, the organisations have committed to abide by a number of principles. These focus on:

- Carers' physical health and emotional wellbeing
- Supporting and empowering carers to manage their caring role and their life outside of caring
- Raising carer awareness within health and social care
- Respecting carers as expert partners in care
- Improving information sharing and early identification of the needs of vulnerable carers

The updated Wiltshire Carers' Strategy, due to be published in March 2018, will detail how this will be achieved.

Peter Jenkins, Chair of Wiltshire Clinical Commissioning Group and Deputy Chair of the Wiltshire Health and Wellbeing Board said: "We recognise how important it is to support carers in their role because without them giving their time and commitment to tend to the needs of their friends and families, the number of people who are looked after in their own homes would be fewer and the impact on the health and social service system would be overwhelming.

We understand the demands placed on carers and the difficulties they may face looking after someone - we welcome this memorandum of understanding as our carers deserve to be valued and supported."

Representatives from the following organisations have signed the memorandum of understanding:

- Wiltshire Council
- NHS Wiltshire Clinical Commissioning Group
- Salisbury Hospital Foundation Trust
- Bath Royal United Hospital
- Great Western Hospital
- South West Ambulance Service
- NHS Foundation Trust
- Avon and Wiltshire Mental Health Partnership
- Healthwatch Wiltshire
- Carer Support Wiltshire

Stay well this winter and have the flu jab

Having a flu jab can help prevent you catching flu and passing it on to other people.

Don't wait until there is a flu outbreak this winter, get your flu jab now.

You may be entitled to a free flu vaccine, ask at your local GP surgery.

**STAYWELL
THISWINTER**

nhs.uk/staywell



Lorna Cousins, Nurse



Forgotten something?!

76,402
Missed appointments in Wiltshire in one year

Forgetting to cancel your appointment if you no longer need it prevents someone else from being seen.



NHS
Wiltshire
Clinical Commissioning Group

HOW WILL YOU QUIT?

Search **Stoptober** for help and support to quit smoking.

STOP TOBER

BECAUSE THERE'S ONLY ONE YOU

Report to	Chippenham Area Board
Date of Meeting	6 th November 2017
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: CPM Sounds Project Title: School Of Rock - Riverbank Studios View full application	£2007.00
Applicant: Ivy Wildlife Garden Project Title: Ivy Wildlife Garden New larger Shed View full application	£999.95
Applicant: Christian Malford Cricket Club Project Title: Christian Malford Cricket club storage View full application	£2750.00
Area Board Project – Green Johannas for Community Groups See Appendix	£900

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
2557	CPM Sounds	School of Rock - Riverbank Studios	£2007.00
Project Description: <p>The School of Rock is a new project from Riverbank Studios setting out to help young musicians improve their guitar bass drums and vocal performances by forming bands and learning about song writing and group dynamics through guided group lessons. Having instruments on site for young musicians to use makes the project inclusive for those who would otherwise not be able to take part or would be unable to transport equipment to the premises.</p> <ul style="list-style-type: none">• This application meets the Community Area Grant Criteria 2017/18• This application demonstrates a link to the Wiltshire Council Business Plan "Strong Communities" "Improved Leisure Provision"• This application demonstrates a link to a priority selected at the Chippenham Our Community Matters event on 6th February 2017. "Positive Leisure Time Activities"• The applicant has secured the support of Chippenham Town Council.			

- The applicant has a proven track record of delivering project in the Chippenham Community Area for the benefit of local young people.
- The availability of instruments will benefit all young people who attend the Riverbank Studios, supporting them to develop new skills and increase personal confidence.
- The group lessons and formation of bands will provide opportunities to participate in group activities and work effectively as a team. This will enable young people to add positively to their CVs.
- Officers are of the opinion that this project will be a valuable facility for the benefit of young people in the Chippenham Community Area.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2476	Ivy Wildlife Garden	Ivy Wildlife Garden New larger Shed	£999.95

Project Description:

The Ivy Wildlife Garden has been created and maintained by residents. The project is well known in Chippenham and is entirely run/funded by residents. We have outgrown our small 6x4 shed and have been given permission to replace it with a larger 12x8 shed which is the subject of this application. The shed will need to be firmly sited which is why we are going to use paving slabs resting on sand gravel mix.

- This application meets the Community Area Grant Criteria 2017/18
- This application demonstrates a link to the Wiltshire Council Business Plan “Strong Communities”
- This application demonstrates a link to a priority selected at the Chippenham Our Community Matters event on 6th February 2017. “Positive Leisure Time Activities” “Positive Activities for Older People” and “Community Events & Activities”
- The Ivy Estate is home to over 350 homes including over 200 flats that have no gardens. Officers are of the opinion that support for this project will enable residents to continue to work together to enhance the community garden.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2563	Christian Malford Cricket Club	Christian Malford Cricket club storage	£2750.00
<p>Project Description: We require additional storage space to safely accommodate equipment which is used to prepare the village Cricket pitch and also maintain the recreation facility on behalf of a number of different village organisations. Our current facility is badly overcrowded which is making access to heavy equipment increasingly dangerous from a health and safety perspective</p> <ul style="list-style-type: none"> • This application meets the Community Area Grant Criteria 2017/18 • This application demonstrates a link to the Wiltshire Council Business Plan “Strong Communities” “Improve leisure Provision” • This application demonstrates a link to a priority selected at the Chippenham Our Community Matters event on 6th February 2017. “Positive Leisure Time Activities” “Healthy Lifestyles” and “Community Events & Activities” • The applicant has secured the support of Christian Malford Parish Council. • The applicant has been working with Wiltshire Council Sports Development Officer and Wiltshire Cricket to expand the cricket club, enhance the recreation facilities and encourage outdoor sports. 			
<p>Proposal That the Area Board determines the application.</p>			

Applicant	Project Proposal	Requested
Area Board Project	Green Johannas for Community Groups	£900.00
<p>Project Description: The Green Johanna is a garden compost bin with a difference. A hot composter, the Green Johanna recycles all kinds of waste food, even cooked food, bones, meat and fish into natural organic compost. Simply install the Green Johanna in a shady, sheltered spot and fuel with a few centimetres of garden waste. Then add two layers of food waste for every layer of garden waste.</p> <p>This project will offer local Community Groups in the Chippenham Community Area the opportunity to apply to Chippenham Area Board for a Green Johanna at no cost, to enable them to recycle/compost food waste together with garden waste.</p> <p>It is hoped that Community & Village Halls with kitchens, schools and other local organisations will participate in this drive to increase recycling rates and reduce landfill.</p>		

Chippenham Area Board to work with local group MAD About Food Waste to promote this project

- This application meets the Community Area Grant Criteria 2017/18
- This application demonstrates a link to the Wiltshire Council Business Plan “Strong Communities” and “Support Community Initiatives such as litter picks and activities that reduce waste”.
- This application demonstrates a link to a priority selected at the Chippenham Our Community Matters event on 6th February 2017. “Recycling rates”

Proposal

That the Area Board determines the application.

No unpublished documents have been relied upon in the preparation of this report.

Report Author:

Victoria Welsh

Community Engagement Manager

01249 706 446

Victoria.Welsh@wiltshire.gov.uk

Area Board Projects and Councillor Led Initiatives Application Form 2017/2018

To be completed by the Wiltshire Councillor leading on the project
Please ensure that you have read the Funding Criteria before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details	
Area Board Name	Chippenham
Your Name	Councillor Peter Hutton
	e-mail
2. The project	
Project Title/Name	Green Johannas for Community Groups
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p>The Green Johanna is a garden compost bin with a difference. A hot composter, the Green Johanna recycles all kinds of waste food, even cooked food, bones, meat and fish into natural organic compost. Simply install the Green Johanna in a shady, sheltered spot and fuel with a few centimetres of garden waste. Then add two layers of food waste for every layer of garden waste.</p> <p>This project will offer local Community Groups in the Chippenham Community Area the opportunity to apply to Chippenham Area Board for a Green Johanna at no cost, to enable them to recycle/compost food waste together with garden waste.</p> <p>It is hoped that Community & Village Halls with kitchens, schools and other local organisations will participate in this drive to increase recycling rates and reduce landfill.</p> <p>Chippenham Area Board to work with local group MAD About Food Waste to promote this project</p>
Where is this project taking place?	Chippenham Community Area
When will the project take place?	As soon as funding is secured
What evidence is there that this project/activity needs to take place/be funded by the area board?	Recycling rates less than 50% Enquiries about Food Waste disposal

How will the local community benefit?	Local community groups and organisations can participate in increasing recycling and reduction in landfill at no cost their organisation Help to reduce Landfill and promote alternative to putting food waste in domestic waste bin. Engaging in activities that improve our environment fosters community spirit		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	N/A		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Business Plan 2017-27 Strong Communities – High Recycling Rates & reduced litter. Chippenham Our Community Matters 6-Feb-17 Increasing Recycling Rates voted second highest priority in Chippenham area		
Is this project supported by the Local Youth Network or Community Area Transport Group? (if it relates to young people or highways and transport)			
What is the desired outcome/s of this project? Engage and motivate local community groups to support increased recycling rates and reduce landfill			
Who will be responsible for managing this project? Councillor Peter Hutton in partnership with MAD about Food Waste			
3. Funding			
What will be the total cost of the project?	£ 900		
How much funding are you applying for? Please note that only capital funding is available	£900		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)			
4. Declaration – I confirm that...			
<input checked="" type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input checked="" type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Peter Hutton		Date: October 2017	
Position in organisation:			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

CHIPPENHAM COMMUNITY AREA TRANSPORT GROUP ACTION TRACKER/ NOTES LOG

10-OCTOBER-17

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
1.	Attendees, Apologies & Introductions				
	Present	Councillor Maurice Dixson (MD) Councillor Ross Henning (RH) Councillor Nick Murry (NM) Councillor John Scragg (JS) Councillor Angela Williams (AW) Councillor Lesley Palmer (LPa) Adrian Jones (AJ) Martin Rose (MR) Paul Bollen (PB) Spencer Drinkwater (SD) Victoria Welsh (VW)			All
	Apologies	Councillor Ashley O'Neill (AO) Councillor Bill Douglas (BD)			
	Observers	None			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
2.	Notes of the last meeting (3rd July 2017)				
		The recommendations contained in the Action Tracker from the previous Chippenham CATG meeting held on 7 th February 2017 were agreed at the Chippenham Area Board meeting on 4 th September 2017	Noted by Chippenham CATG		
3.	Financial Position				
		<p>The financial position as of 29th September 2017, for the Chippenham CATG is as follows:</p> <p>2017-18 allocation = £18,087.00 2016-17 underspend = £12,942.31 Agreed 3rd party contributions £7,706.26 Total Budget = £38,736.57 <u>Less</u> current commitments= £34,840.34</p> <p>Current Balance = £5,614.97</p> <p><i>See Appendix 1</i></p>	CATG recommendation – Chippenham Area Board to note the financial position		MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
4.	Annual Dropped Kerbs Exercise				
		<p>Chippenham Area Board has resolved:</p> <ul style="list-style-type: none"> • That dropped kerbs will be considered once a year in June and dealt with together to maximise the budget • Requests for dropped kerbs should demonstrate benefit to community, requests from individuals will not be considered • Town/Parish Councils to contribute 25% of the cost in their area. An indication of cost of dropped kerbs can be found in A Guide to the Cost of Highways Works • 2017 Exercise - See Priority One Item 7.1 			
5.	Freight Assessment and Priority Mechanism (FAPM) exercise				
	Standing item for update	<p>Sites agreed by Chippenham Area Board 13th March 2017</p> <ul style="list-style-type: none"> • Malmesbury Road, Chippenham • Hill Corner Road, Chippenham <p>SD provided update:</p> <ul style="list-style-type: none"> • This exercise has been delayed due to the elections. It is likely that a decision will now be made on freight in Aug/Sept 2017. • Metro Counts undertaken. Assessments/analysis now in progress. 	CATG recommendation - Chippenham Area Board to note update	N/A	SD

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
6.	Major Maintenance in 2017/18				
	Standing item for update	<p>Sites agreed by Chippenham Area Board 13th March 2017</p> <ul style="list-style-type: none"> ○ Ford to Slaughterford ○ Leigh Deli South ○ Ladyfield Rd ○ Foghamshire ○ C173 Nettleton ○ Derby Close ○ Grittleton Dead Hill - completed ○ Ham Lane Biddestone ○ Cuttle Lane to Giddea Hall ○ Ashes Lane Biddestone ○ Days Lane A350 ○ Brook St ○ Thornhill Lane, Langley Burrell ○ Charter Road, Chippenham <p>PB provided update:</p> <ul style="list-style-type: none"> ● Tugela Road scheduled to take place 20-Nov-17 ● Audley Road Chippenham assessed, not considered to be a priority. CATG agreed no intervention required therefore removed from list. ● Regular updates to be provided for CATG meetings 	CATG recommendation – Chippenham Area Board to note update		PB

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
7.	Priority One Schemes				
	CATG agreed that once work orders have been placed for Priority One schemes a full entry is not required on Action Tracker: <ul style="list-style-type: none"> • A brief summary will be retained • The entry will be “greyed out” to indicate no discussion is required at the CATG meeting • MR will provide updates • The item will be removed once the scheme has been implemented 				
7.1.	<p>4884 – Behind Redlands shops</p> <p>5262 - 25a High Street, The Starlings Sutton Benger SN15 4RQ</p> <p>5465 - Junction between Eastern Avenue and Villiers Close</p> <p>5466 - Junction of Ryan Avenue and Chamberlain Rd</p> <p>5467 - Junction of Ryan Avenue and Culverwell Rd</p> <p>5468 - Junction of Meadow Close and Ryan Avenue</p> <p>5484 Greenway Lane near St Pauls Primary School</p>	<ul style="list-style-type: none"> • Dropped kerbs exercise 2017. As in previous years, requests for dropped kerbs identified as priorities for the community area have been grouped together • The costs for the seven sites is as follows: <ul style="list-style-type: none"> ○ CATG £7,275 ○ Chippenham Town Council £2,125 ○ Sutton Benger Parish Council £300 ○ Total cost £9,700 • 4-Sep-17 Chippenham Area Board approved the seven sites identified as priorities and allocated £7,275 - funding conditional upon contributions of <ul style="list-style-type: none"> ○ £2,125 from Chippenham Town Council ○ £300 Sutton Benger Parish Council • MR advised that work is expected to commence January 2018 	<p>CATG recommendation – Chippenham Area Board to note update</p>		

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
7.2.	<p>3013 Blackthorn Mews / Canal Road / Lodge Road Upgrade pedestrian crossing</p>	<ul style="list-style-type: none"> • Scheme supported by Chippenham Town Council on 14 October 2013 • Pedestrian Count identified 791 individuals crossing to access Kings Lodge School: <ul style="list-style-type: none"> ○ Movements in the area have increased due to the Rise Trust building ○ Poor visibility due to parked vehicles • 6-Oct-16 Town Council Planning, Environment & Transport Committee agreed to contribute £2,000 towards the cost of this scheme • Considered by CATG 7-Feb-17. Agreed to recommend a bid to Substantive Scheme 2017-18 supported by a contribution of approximately £5,000 • 13th March 2017, Chippenham Area Board agreed recommendations: <ul style="list-style-type: none"> ○ Indicative costs £22,800 noted ○ To allocate £5,000 from CATG funds, conditional upon the contribution of £2,000 from Chippenham Town Council • 21-Sep-17 submitted to Substantive Scheme. • Outcome of bid to Substantive Scheme expected approx. end of October 2017 		1	MR SD VW

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
7.3.	<p>3885 Plough Lane, Kington Langley</p> <p>Extend kerbing Request to extend the kerbing that starts at the school and finishes at the Chapel - extend to the entrance of the Stables in Plough Lane, Kington Langley</p>	<ul style="list-style-type: none"> • Requested by Parish Council. • MR carried out site visit, specialist materials are required. • Cost estimate of £21,039.43. High cost due to specified natural granite kerb and large number of unknowns regarding drainage.MR has identified an alternative option using concrete product £17,500 • Parish Council has discussed and agreed in principle contribution of £2,500 • MR advised indicative costs £17,000 • Considered by CATG 7-Feb-17. Agreed to recommend a bid to Substantive Scheme 2017-18 supported by a contribution of approximately £5,000 • 13th March 2017, Chippenham Area Board agreed recommendations: <ul style="list-style-type: none"> ○ Indicative costs £17,000 noted ○ To allocate £5,000 from CATG funds, conditional upon the contribution of £2,500 from Kington Langley Parish Council • 21-Sep-17 submitted to Substantive Scheme. • Outcome of bid to Substantive Scheme expected approx. end of October 2017 		1	MR SD VW

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
7.4.	4764 Level surface at bus stop opposite the Star Inn, The Street Hullavington	<ul style="list-style-type: none"> • 12-Dec-16 CATG reconsidered this request. MD and MR have visited the site and support the request. CATG agreed it was Priority 1. Cost approximately £5,000 • CATG noted that works on the highway require 10 million liability before work may commence. • Costs increased from £4,700 to £6404.18 as a result of bank retention works. • New funding contributions are therefore: <ul style="list-style-type: none"> ○ CATG £4,803 (increase of £1,278) ○ Parish £1,601 (increase of £426) • CATG agreed that additional costs should be recommended to the Area Board conditional upon a contribution of £1,601 from Hullavington Parish Council • Allocation of additional funding agreed by Chippenham Area Board 4-Sep-17 conditional upon an increased contribution from Hullavington Parish Council. • Hullavington Parish Council has agreed contribution of £1,601 • MR confirms work anticipated to start January 2018 			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
8.	Priority Two/Pending Schemes				
8.1.	<p>4052 B4039 Burton Village</p> <p>Concerns relating to speeding traffic through Village. Request for traffic calming including VAS, coloured surfacing, additional signing and road markings.</p>	<ul style="list-style-type: none"> • 17-Aug-15 Nettleton Parish Council confirms support for this request (Duplicate issue 4070 closed) <ul style="list-style-type: none"> ○ Metro Count results 6-Jun-16: <ul style="list-style-type: none"> ○ The Street (near Pear Tree House) (30mph limit) 85th percentile = 39.4mph ○ Mean = 33.7mph ○ B4039 Hillside (40mph limit) <ul style="list-style-type: none"> ○ 85th percentile = 47.2mph ○ Mean = 40.7mph ○ C161 Near junction of Toll Down Way (30mph limit) <ul style="list-style-type: none"> ○ 85th percentile = 32.0mph ○ Mean = 25.9mph • CATG noted Speedwatch in operation here • MR is awaiting contact from Nettleton Parish Council. Issue remains 'on hold' 		2	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
8.2.	4967 – Streetlight for Barn Close, Chippenham	<ul style="list-style-type: none"> 8-Dec-16 - Town Council supports this in principle but would request a review to ensure the expense is justified E-mail sent to Peter Binley (Head of Highways Asset Management & Commissioning) advising that Chippenham CATG is concerned about lack of identified budget for requests for new street lights Contractor provided quote: Position that would maximise lighting benefit is shown below as a certain amount of spill light will come from Hungerdown Lane. Specification = 5m mid-hinged lighting column with 12LED Philips Micro Luma lantern. Materials / Labour = £650 DNO Service Cost = £600 Total = £1250 Head of Highways Asset Management confirms there is no budget for new street lighting. With an aging street lighting stock the priority for capital investment is to replace the existing life expired lighting columns. These are subject to an ongoing structural testing programme with a significant number needing to be replaced. <p>In some cases, where there are local priorities the CATG may include new lighting provision as schemes if they wish.</p> <ul style="list-style-type: none"> CATG was of the opinion that requests for street lighting cannot be considered from the existing budget 	<p>CATG recommendation – Chippenham Area Board to:</p> <ul style="list-style-type: none"> Note costs quoted Agree that in the absence of additional funds for new streetlighting requests CATG is unable to consider requests for new streetlights 	2	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
8.3.	4979 – Additional Streetlights requested Wood Lane/Bolts Croft Pewsham	<ul style="list-style-type: none"> 8-Dec-16 The local Member highlighted this as a safety issue and therefore the Town Council supports in principle <u>one</u> streetlight E-mail sent to Peter Binley (Head of Highways Asset Management & Commissioning) advising that Chippenham CATG is concerned about lack of identified budget for requests for new street lights Contractor provided quote: Request for single unit would seem appropriate to fit in 83m gap between units rather than fit in additional, see plan for location. To achieve appropriate lighting class, it would be recommended that units 2 and 3 are also converted to LED as part of scheme. No suitable LV mains supply for new DNO LVS connection within 30m (nearest is 100m away), private supply would require laying from either column no. 2 or 3 (42m of civils) to minimise capital costs. Cost of laying appropriate length of DNO LV main to allow for a DNO supply would increase cost by around £7k <p>Specification = 1 x 5m mid-hinged lighting column with 12LED Philips Micro Luma lantern. 2 x Rehead existing unit (2 and 3) with 12LED Philips Micro Luma lantern. Materials / Labour = £1120 Private Service Cost = £1250 Total = £2370 or with DNO Service Cost = £9370 Approx</p>	<p>CATG recommendation – Chippenham Area Board to:</p> <ul style="list-style-type: none"> Note costs quoted Agree that in the absence of additional funds for new streetlighting requests CATG is unable to consider requests for new streetlights 	2	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none">• Head of Highways Asset Management confirms there is no budget for new street lighting. With an aging street lighting stock the priority for capital investment is to replace the existing life expired lighting columns. These are subject to an ongoing structural testing programme with a significant number needing to be replaced. <p>In some cases, where there are local priorities the CATG may include new lighting provision as schemes if they wish.</p> <ul style="list-style-type: none">• CATG was of the opinion that requests for street lighting cannot be considered from the existing budget			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
9.	New Requests				
9.1.	<p>4704 - Zebra Crossing Wedmore Avenue and Malmesbury Road</p>	<ul style="list-style-type: none"> Correspondent requests: <i>Zebra crossings required for access to John Coles park and schools as currently lethal on Wedmore Avenue and Malmesbury Road. These access points are used by secondary school children to access school during rush hour when cars are rushing. Also used by people accessing the park both are on blind bends and are lethal it is too dangerous making the park sometimes inaccessible I often see parents crossing the road one child at a time this is a lovely facility needing to be more accessible by foot.</i> Town Council considered on 3-Aug-17: Recommend that a pedestrian survey is carried out and agrees a contribution of £200 (25% of the cost advised) 2-Oct-17 Telecon with requestor to establish which crossing was felt to be the highest priority. Requestor stated that both were important and she would like both surveyed. Requestor suggested that a survey could be carried out from the corner of Wedmore Avenue at its junction with Malmesbury Road to capture both lots of details. The CATG considered requestors comments. It was agreed that one pedestrian survey should take place on Malmesbury Road; the CATG agreed that less pedestrians cross Wedmore Avenue 	<p>CATG recommendation – Chippenham Area Board agree:</p> <ul style="list-style-type: none"> This scheme is designated as a Priority One scheme for the Chippenham Community Area Funding allocation of £600, for a pedestrian survey assessment to be carried out Malmesbury Road, conditional upon a contribution of £200 from Chippenham Town Council. 	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
9.2.	5138 - Speeding vehicles and parking issues Old Hardenhuish Lane	<p>Correspondent requests at the very minimum:</p> <ul style="list-style-type: none"> • <i>Introduction of a 20mph limit along the lane</i> • <i>Monitoring of double yellow lines between 2.30pm and 3pm to ensure compliance.</i> • <i>Limiting vehicular access to the Lane only to residents between say 0800 to 0830 and between 1430 and 1500.</i> <p>Comments from Town Council 9-Mar-17: Other schemes should be explored such as the installation of a 'no entry' sign at the Bristol Road end to stop the road being used as a 'rat run'. Recommends that Wiltshire Council contact local schools to discuss what could be done under the Taking Action on School Journeys (TAOSJ) scheme.</p> <ul style="list-style-type: none"> • The School Travel Adviser confirms that the process is as follows: Residents should outline the suggestions they have and request that the school/s contact the School Travel Adviser for support to apply for funding if applicable via the Taking Action on School Journeys (TAOSJ) scheme. • CATG advised that Hardenhuish Lane is public highway and restricting its sole use to residents was not possible. A 'prohibition of motor vehicles' can restrict through traffic but overall compliance is difficult without regular enforcement. • CATG advised that the Cabinet Member for Highways has decided that 20mph restrictions near schools should be linked to school travel plans. 	<p>CATG recommendation – Chippenham Area Board note:</p> <ul style="list-style-type: none"> • That residents are advised to contact the schools; request School Travel Plans are updated and that schools explore what support is available via the Taking Action on School Journeys (TAOSJ) scheme • Comments regarding monitoring of double yellow lines forwarded to Head of Parking Services • Issue to be closed as no further action for Chippenham CATG or Area Board at this time 		VW

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none"> CATG recommends that residents contact school and request schools pursue options under the TAOSJ scheme 			
9.3.	<p>5159 - Danger to pedestrians and property blind bend London House Corner Hullavington</p>	<p>Correspondent requests:</p> <ul style="list-style-type: none"> <i>Some speed restriction</i> <i>Warning of blind bend the continuation of the kerb a warning sign against the building improve the camber</i> Hullavington Parish Council would like to be informed of the potential solutions to this issue 13-Sep-17 Parish Council considered solutions provided by MR and confirm Parish Council would support: <ul style="list-style-type: none"> Road Narrow Signs £350 Road Markers £600 Extend existing kerb (double) £2000 Total cost £2,950 Parish Council contribution £737.50 CATG agreed that this scheme should be a Priority One and recommended to the Area Board for funding 	<p>CATG recommendation – Chippenham Area Board agree:</p> <ul style="list-style-type: none"> This scheme is designated as a Priority One scheme for the Chippenham Community Area Funding allocation of £2,212.50 conditional upon a contribution of £737.50 from Hullavington Parish Council. 	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
9.4.	5311 - Size and placement of No Through Road sign St Mary Street	<p>Correspondent requests: <i>The simple and most cost-effective answer is to erect a larger sign and site it in a more prominent position.</i></p> <ul style="list-style-type: none"> • Considered by Chippenham Town Council 3-Aug-17: The Town Council understands that CATG is repositioning the sign. • The sign is not being repositioned, the proposal is to add "No Through Road" to the Street Name Plate • CATG advised that a "sign decluttering exercise" was undertaken approximately two years ago and the No Through Road sign was removed as part of this exercise • Highways recommendation is that: "No Through Road" is added to the Street Name Plate. Cost approximately £400 therefore a contribution of £100 is required from Chippenham Town Council 	<p>CATG recommendation – Chippenham Area Board agree:</p> <ul style="list-style-type: none"> • This scheme is designated as a Priority One scheme for the Chippenham Community Area • Funding allocation of £300 conditional upon a contribution of £100 from Chippenham Town Council. 	1	
9.5.	5329 – Inconsiderate parking blocking access to private driveway Allington Way	<p>Correspondent requests: <i>A white line across my property to stop these people parking across my drive and blocking vehicles in please.</i></p> <ul style="list-style-type: none"> • Considered by Town Council 3-Aug-17: The Town Council would support Highways installing an 'H' bar marking. • CATG agreed that obstruction of the highway is a matter for the police 	<ul style="list-style-type: none"> • MR to investigate whether H bar could be installed as part of ad-hoc lining works when in the area 		MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none"> CATG informed there was no identified budget for this lining work CATG agreed that requests for H bars should demonstrate benefit to community, requests from individuals will not be considered 			
9.6.	5335 - Speed limit B4039 Upper Castle Combe	<p>Correspondent requests: <i>The speed limit needs reducing down to 40mph BEFORE entry into Upper Castle Combe to make pulling out of the junction safer. It goes down to 40mph 400 yards further up the road so this just needs moving back.</i></p> <ul style="list-style-type: none"> Parish Council considered 20th July 2017 and agreed to support, dependent upon the size of the financial contribution required CATG informed that this road was reviewed in 2010; no major changes since this time. An assessment would cost approximately £2,500 and in the absence of any change in circumstances, the conclusion will be that 40mph is appropriate CATG requested Highways consider any other measures that might be taken to address the correspondents concerns 	Highways Engineer will consider options and report back to future CATG		MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
9.7.	5343 - Eastern entry speed limit B4069 Christian Malford	<ul style="list-style-type: none"> • Parish Council requests existing 40mph speed restriction to be changed to a 30mph speed restriction • MR advised county wide review of speed limits on all A and B class roads took place in 2009/10. All sites were assessed against DfT Circular 01/13 and TAL 01/04 • MR also advised that a further review can only take place if there has been a significant change in circumstances since 2009. He advised that in his opinion an independent review would arrive at the same conclusion as the 2009 review i.e. that 40mph is the appropriate speed at this location. • Fee is £2,500 for an independent review • Cabinet Member approval would be needed if CATG wish to proceed with a review. • Suggested alternative solutions: <ul style="list-style-type: none"> ○ Install Village Gateways ○ Install additional Village signage • Richard Powell (RP) to report back to Parish Council with information from the CATG discussion and advise CATG • Awaiting response from Parish Council 			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
9.8.	5348 - Erosion Upper Common east end Parkers Lane Kington Langley	<ul style="list-style-type: none"> Parish Council requests installation of new kerbing to follow the eroded line rather than a reinstatement of the old line CATG agreed this was a priority and requested assessment and costs. MR asked to assess the site and provide costs to future CATG meeting 	<p>CATG recommendation – Chippenham Area Board agree:</p> <ul style="list-style-type: none"> This scheme is designated as a Priority One scheme for the Chippenham Community Area 	1	MR
9.9.	5489 – Vehicles driving across green open space Derriads Lane, Chippenham	<p>Correspondent requests:</p> <p><i>There is one bollard in situ at the moment it needs 2 more to stop the vans bumping up the kerb to access the open space or a galvanised railing to stop vehicles.</i></p> <ul style="list-style-type: none"> MR suggests some post and rail fencing would be a quick and easy way to resolve this issue rather than another bollard. However, we'd have to be mindful of the need to maintain access for grass cutting Considered by Chippenham Town Council 3-Aug-17: Support 2 additional bollards. CATG discussed and consider that soft landscaping may assist MR to contact Street scene to discuss options and update next CATG 			MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
9.10.	5499 – Inconsiderate parking causing access issues Lordsmead	<p>Correspondent requests:</p> <p><i>I do not believe that any resident will want double yellows as it restricts all of us being able have visitors park for a short time. I believe that a parking restriction of no parking between 9am and 5pm would allow residents to use their own road. This parking restriction should only be in front of houses as the allotments and church should still be able to have full parking and there are no houses opposite them. As a suggestion, the empty field opposite St Peters is only used by dog walkers and teenagers. Could that not be converted into a free car park for Bumpers It must be free though or we will still have the same issue.</i></p> <ul style="list-style-type: none"> • Considered by Chippenham Town Council 3-Aug-17: The Town Council understands a WR1 form has been submitted for consideration under the Chippenham Parking Review. • CATG noted that another resident in this road has requested double yellow lines are installed. • CATG advised that introduction of a free car park on the field opposite St Peters Church was not viable 	<p>Correspondent to be sent a WR1 form if she wishes to pursue a waiting restriction between 9am and 5pm</p>		VW
9.11.	5524 - Inconsiderate parking causing obstruction to driveway	<p>Correspondent requests:</p> <p><i>Lines placed so that the confrontation with neighbours stops.</i></p>	<ul style="list-style-type: none"> • MR to investigate whether H bar could be installed as part of ad-hoc lining works when in the area 		MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none"> • Considered by Chippenham Town Council 3-Aug-17: Recommend this is referred to the Police • CATG agreed that obstruction of the highway is a matter for the police • CATG informed there was no identified budget for this lining work • CATG agreed that requests for H bars should demonstrate benefit to community, requests from individuals will not be considered 			
9.12.	5590 – Speeding vehicles Audley Road	Metro Count requested – results awaited			
9.13.	5596 – speed of vehicles Sadlers Mead	Metro Count requested – results awaited			
9.14.	5622 - Pedestrian Crossing between Webbington Way Canal Road	<p>Correspondent Requests:</p> <p><i>Pewsham Way between Webbington Way roundabout and Canal Road roundabout. By the car park to Westmead open fields. A crossing is needed to facilitate users especially children to cross this road safely. This is a fast road and an accident waiting to happen.</i></p> <ul style="list-style-type: none"> • The A4 Pewsham Way is 50mph road within a semi-rural setting. Pedestrians cross the road to access the fields and Avon Valley walk on the western side. 			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none"> Overall crossing numbers are likely to be relatively low and somewhat sporadic in nature. It is <u>extremely</u> unlikely the required minimum threshold of '50 pedestrian per hour over the 4 busiest hours' could be achieved and this would rule out consideration of a formal crossing facility (such as a signalised or controlled crossing) A pedestrian count will be required before any assessment is undertaken. Cost of a count £800. A pedestrian refuge island could be considered if sufficient carriageway width was available, however they are not best suited to higher speed environments (40mph and above) NB 'Pedestrians crossing' warning signs were installed in both directions and paid for by the CATG back in 2013 along the length in question. MR will carry out a site visit and advise CATG of the options. 			
9.15.	5645 – HGVs using Pewsham Estate for driver training	<p>Request from Chippenham Town Council:</p> <p><i>Pewsham Ward Members have received complaints from residents regarding training lorries of 7.5 tonne or over entering Pewsham Estate.</i></p> <p><i>Residents feel that this presents a safety risk and given that it is a residential estate a weight</i></p>	<p>Copy of presentation made to Chippenham Town Council to be sent to SD</p> <p>CATG to receive guidance on options available</p>		AJ SD

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<p><i>limit should be imposed with the exception of delivery vehicles and buses.</i></p> <p><i>The Mainstream Group who organise Large Good Vehicle LGV training on behalf of the MOD use the Pewsham Estate as part of their training route from Lyneham. Other companies use Pewsham for training and it is also used by the Ministry of Transport for tests. This results in a high number of lorries using the estate each day twenty plus on some days. There are also many similar residential estates in Wiltshire which has this similar weight limit.</i></p> <p><i>The Town Councils Planning Environment Transport (PET) Committee invited The Mainstream Group to present to the Committee.</i></p> <p><i>A report was taken to the PET Committee on 24 August 2017 report available upon request and it was agreed that a request be submitted to Wiltshire Council for a 7.5 tonne weight limit to be imposed on the Pewsham Estate with the exception of delivery vehicles and buses. The Town Council requests that this is forwarded to CATG for consideration.</i></p> <p>Town Council request: A 7.5 tonne weight limit imposed on the Pewsham Estate with the exception of delivery vehicles and buses</p> <ul style="list-style-type: none"> • AJ Advised that representatives from the Military Training Scheme made a presentation to the Town Council in early 2017 and that it was well received 			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none"> SD advised CATG that as the roads are public highway the vehicles are entitled to use them SD requested sight of the presentation made to Chippenham Town Council SD to assess the situation and advise CATG at the next meeting of the options available 			
9.16.	5655 - Speed of traffic A420 Prestgrove North Wraxall	Awaiting completed Metro Count from correspondent			
9.17.	5660 - Review of traffic management measures Market Cross Castle Combe	<p>Requested by Castle Combe Parish Council:</p> <p><i>Review of possible traffic engineering measures in the location of the Market Cross to examine potential to reduce risk of collisions. Prior discussions have been held with Highways Bill Parks who has recommended that CATG would be the appropriate initial avenue.</i></p> <ul style="list-style-type: none"> CATG agreed that a site visit and liaison with the Parish Council is required to clarify expectations 	Site visit and liaison with Parish Council to take place		MR
10.	Requests for Waiting Restrictions				
10.1.	Process for dealing with Waiting Restrictions	<ul style="list-style-type: none"> 30-Aug-17 VW, MR & Wiltshire Council Parking Services Manager met with Chief Executive & Deputy from Chippenham Town Council. Town Council agreed to participate 			VW

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<p>in county wide process for Waiting Restrictions.</p> <ul style="list-style-type: none"> 12-Oct-17 Meeting to arrange transfer of process and handover of existing requests. 			
11.	Pavement Improvement Exercise				
	<p>Funding for improvements to Footways 2017/18 announced by the Cabinet Member for Highways</p>	<ul style="list-style-type: none"> CATG has been provided with a budget of £11,000 for allocation to Improve Footways in the Chippenham Community Area Process/criteria to be confirmed Requests have already been submitted in advance of the scheme launch: <ul style="list-style-type: none"> From Picketleaze Bridge point to 7-23 Picketleaze From 22 Frogwell to 28a Frogwell Westbrook Close, the cul-de-sac The cul-de-sac of 15,17,19,21,23, Derriads Lane PB confirmed that he already has a list of Footways that have been surveyed and costed as follows: Replacement/re-bed slabs <ul style="list-style-type: none"> High Street, Chippenham Resurfacing: <ul style="list-style-type: none"> Brookwell Close, Chippenham 	<p>Reminder to be sent to Town & Parish Councils to submit any remaining suggestions</p>		<p>PB VW</p>

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none"> ○ Brookwell Close, Ridings Mead FW ○ Brookwell Close, West Side FW ○ Greenway Lane, Chippenham o/s Co-op ○ Clifton Close, Chippenham ○ Church Road, Christian Malford ○ John Aubrey Close, Yatton Keynell ○ Lowden Road to A4 Rowden, Chippenham ○ St Margarets Gardens to A4 Rowden, Chippenham <ul style="list-style-type: none"> ● CATG agreed that PBs list of pavements to be circulated to Town & Parish Councils with an invitation to comment about which they wish to see given highest priority ● Town Council to be invited to submit top 10 Footways for consideration in addition to the list circulated on behalf of PB ● Parish Councils to be invited to each submit top 2 Footways for consideration in addition to list circulated on behalf of PB ● 18-Sep-17 Town & Parish Councils invite to consider of the above list and submit their own suggestions. ● Cabinet Member for Highways has announced that the process for considering and approving projects will be the same as that used for the CATG funding. In summary; Proposals will be submitted to the Area Board using the online Community Issues system (in the future this will be incorporated into the My Wiltshire App) 			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none"> • Proposals that can be considered for funding: <ul style="list-style-type: none"> ○ Repairing uneven or dangerous pavements ○ Resurfacing works ○ Enhancing and maintaining pedestrian areas 			
12.	AOB				
12.1.	Maintenance issue near Giddea Hall		PB will visit and assess with AW		PB & AW
12.2.	Woodlands Road fence needs repair	PB confirmed Structures Team are dealing with this			
12.3.	Bridge Centre roundabout – could CATG budget be used to tidy up the site?	CATG agreed that this was a strategic matter rather than a Highway Improvement. The Economic Regeneration Team is leading on this	NM to contact Tim Martienssen		NM
12.4.	How are large events e.g.: runs and cycle rides publicised?	It would greatly assist parishes to be informed of events that will impact upon local roads	MR to investigate and report back to group.		MR
12.5.	Papers on MOD GOV	CATG members are of the opinion that CATG papers should be posted on MODGOV	Enquire whether it is possible to post CATG papers on MODGOV		VW
<p>Date of next meeting 27th February 2018 10:00 – 12:00 Education Room, Wiltshire & Swindon History Centre</p>					

Chippenham Community Area Transport Group

Highways Officer – Martin Rose

1. Environmental & Community Implications

- 1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

2. Financial Implications

- 2.1. All decisions must fall within the Highways funding allocated to Chippenham Area Board.
- 2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of **£1302.47**

3. Legal Implications

- 3.1. There are no specific legal implications related to this report.

4. HR Implications

- 4.1. There are no specific HR implications related to this report.

5. Equality and Inclusion Implications

- 5.1. The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications - none