

MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Wiltshire Council Monkton Park Office, Chippenham, SN15 1ER
Date: 9 January 2012
Start Time: 6.30 pm
Finish Time: 9.25 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

Cllr Desna Allen (Chairman), Cllr Mark Packard (Vice Chairman), Cllr Chris Caswill, Cllr Paul Darby, Cllr Bill Douglas, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Nina Phillips, Cllr Judy Rooke and Cllr Jane Scott OBE

Wiltshire Council Officers

Penny Bell, Democratic Services Officer
Victoria Welsh, Community Area Manager (Chippenham)
Parvis Khansari, Service Director for Strategic Services (Highways & Passenger Transport)

Guests

Jo Brown, Connexions
Kim Hunte and Alan McDougall, Wiltshire College
Lisa Lewis, Doorway
Jackie Tuckett, Job Centre Plus
Kevin Sweeney, Integrated Youth Service, Wiltshire Council

Town and Parish Councillors

Chippenham Town Council – Andy Phillips, Andrew Noblet, Adrian Jones, D Powell,
Harry Purdon, Sue Wilthew (Chief Executive)

Biddestone and Slaughterford Parish Council – Alison Butler, R de Fossard

Castle Combe Parish Council – F Winup, A Bishop

Christian Malford Parish Council – K Bolter

Grittleton Parish Council – M Viner

Sutton Benger Parish Council – Derek Liddell

Partners

Wiltshire Police – Inspector Martin Schorah, Aaron Rowe

Wiltshire Fire and Rescue Service – Mike Franklin

Chippenham and Villages Area Partnership – Julia Stacey, John Clark

Chippenham Vision – Tim Martienssen

Youth Development Service – Richard Williams

Chippenham Partnership of Schools – Clare Brookes

Extended Services – Judy Edwards

Total in attendance: 118

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Desna Allen, welcomed everyone to the meeting and introduced the Wiltshire Councillors. The Chairman also welcomed to the meeting the key guest speakers for the evening, who would be explaining more about their roles under the 'Youth Issues' item.</p>
2.	<p><u>Apologies</u></p> <p>Apologies for absence were received from Maurice Dixson of Kington Langley Parish Council.</p>
3.	<p><u>Minutes</u></p> <p>It was requested that page 11 of the minutes should be altered slightly to read 'After consulting with the Clerk & Chief Executive' instead of 'After consulting the Town Clerk'.</p> <p><u>Decision</u> The minutes of the meeting held on Monday 14 November 2011 were approved a true record with the amendment above, and signed by the Chairman.</p> <p>Actions arising from the previous meeting – the Chairman announced that a response had been sent to the petition regarding the closure of the Olympiad on bank holidays. Unfortunately the Council had taken the difficult decision due to traditional low usage, and the need to make efficient use of all resources.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>Details of the following announcements were contained within the agenda pack:</p> <ul style="list-style-type: none"> i. Do You Have The X Factor? – A short film promoting the 2013 elections had been made and could be viewed at: http://www.youtube.com/watch?v=8Y_CvgVAgvY ii. Youth Advisory Group Pilots – a series of pilots were taking place across the County to establish Youth Advisory Groups which would improve the co-ordination of positive activities for young people. iii. Chippenham Area Board Community Awards – Nominations were being sought for the Individual, Team and Junior categories. Please contact

	<p>Victoria Welsh, Community Area Manager, for more information, or visit: http://www.wiltshire.gov.uk/council/areaboards/chippenhamareaboard.htm</p> <p>iv. 'Have a Go' – Skills Taster Sessions – Two skills taster events were being planned for February 2012 to provide a 'hands on' opportunity for young people to try out new skills.</p> <p>v. Youth Participatory Budgeting – Further to the success of the participatory budgeting event held in November 2011, a further event would be held at the Area Board meeting on Monday 5 March 2012. Applications should be submitted by 31 January 2012. Further information was available by contacting Victoria Welsh, or by visiting: http://www.wiltshire.gov.uk/council/areaboards/chippenhamareaboard.htm</p> <p>vi. Chippenham Freedom of Entry Parade – A reminder was issued that 9 Regiment, Royal Logistic Corps would be marching through Chippenham on Thursday 19 January from 12 noon. It was hoped that as many people as possible would line the route of the Causeway, the High Street and Bath Road, to support the 600 soldiers on this historic event.</p>
6.	<p><u>Skate Park Report and Recommendations</u></p> <p>The Area Board received a report from the Skate Park Task Group regarding progress with plans for a skate park in Chippenham.</p> <p>A skate park had been identified by the Area Board as a priority, and the Skate Park Task Group had been tasked with researching the issues, and identifying and assessing potential sites.</p> <p>As outlined in the report, a large number of potential sites for a skate park had been considered, but were not found to be appropriate for various reasons. The most suitable site identified was Monkton Park, and informal consultations had also found this to be a popular option. Long Close was also a possibility although not as central as Monkton Park.</p> <p>The report from the Task Group outlined a number of recommendations in order to progress the development of a skate park in Chippenham.</p> <p>The key issues that were discussed following receipt of the report included:</p> <ul style="list-style-type: none"> • The previous failures of North Wiltshire District Council had let the young people of Chippenham down, so Wiltshire Councillors were urged to proceed with the Task Group's recommendations. • If the development of a skate park was to be dependent on Section 106 developer contributions from the Bath Road site, this could take considerable time to come forward.

- Chippenham was a large community and it was believed possible that sufficient funds could be raised via alternative methods, similar to the way that Corsham had successfully raised funds for its skate park.
- Identifying a suitable site and obtaining planning permission were suggested to be more significant challenges than fundraising.
- Consultation was considered the priority for the Task Group, and it was intended that the consultation would include the wider community.
- A total of 19 sites had been assessed for suitability by the Task Group and Monkton Park was proposed as the most feasible site to take forward to consultation.
- Full noise and health and safety assessments would be carried out in parallel with the consultation. Assurance was provided that the Task Group did not want to repeat the mistakes made previously by North Wiltshire District Council in terms of noise nuisance and other issues that had not been addressed correctly. There was a strong intention to get things done right this time for the people of Chippenham.
- Local parents were frustrated at the lack of facilities for young people in Chippenham. Parents had to drive to neighbouring towns and as far as Bristol to allow their children to use skating and bmx facilities.
- The modern build of skate parks involved the use of concrete, which significantly reduced noise levels and disturbance to local residents.
- Although Stanley Park had been considered as a potential site, the Town Council had other plans for this site which did not allow for the development of a skate park. There was also concern that the site was not central enough to the town centre, which may pose transport and safety issues, and which could significantly reduce the potential usage.
- The Town Council was supportive of a full consultation exercise and offered use of its publication 'Talk of the Town' as a method of reaching local residents.
- Locating the skate park in Monkton Park could have a positive impact on the town centre by increasing trade in the local shops.
- Residents adjoining Monkton Park were concerned about the potential impacts of a skate park, including noise nuisance and anti-social behaviour.
- It was suggested that it would be more feasible to develop an indoor skating facility that could be used in all weather conditions.
- Some concern was raised that three of the main entrances to Monkton Park were on steep inclines which could pose significant safety issues for the skaters and the other general users of the park.
- Local parents, who visited skate parks often with their own children, confirmed that they did not witness any evidence of anti-social behaviour at such facilities.
- It was commented that Monkton Park was a public space that was available for use of all members of the community, and so the needs of the whole community needed to be considered; not just those of the people who lived nearby.
- It was suggested that, should Monkton Park be the preferred option for a

skate park, that perhaps it could be sited to the side of Wilkinsons, which was close to the town centre and would resolve the concerns of local residents.

- There was concern that Monkton Park was in a conservation zone and a skate park could significantly impact on the landscape and serenity of the park.
- Young people present at the meeting did not support Stanley Park as a potential site, due to its distance from the town centre. It was also considered too windy by skating professionals.
- It was noted that a specific site within Monkton Park was not being suggested at this stage, and that this level of details would come out of the consultation.

Councillor Chris Caswill, as the local member for Monkton Park, proposed the following:

“The Area Board welcomes the progress made by the Skate Park Task Group towards identifying a site for Chippenham, which is much needed. It particularly welcomes the idea of a public consultation but believes that consultation should as far as possible include the whole town, and a larger number of potential sites. It therefore asks the Task Group to continue its work by:

- 1) Further investigation into the different styles and approximate costs of skate parks.
- 2) Providing for consultation on at least three potential sites, including Monkton Park, specifying within these where a skate park could be located, and suggesting preferred styles. As a contribution to that a further conversation should be had with the Town Council about including Stanley Park, which the Area Board believes to be appropriate.
- 3) Preparing, with partners, a costed and reliable consultation for the town as a whole, to test the preferences of the local community.
- 4) Bringing proposals based on the above back to the next Area Board meeting on 5 March, or as soon as possible thereafter, for approval of the consultation and decision on next steps.”

The above proposal was seconded by Councillor Judy Rooke, and the Chairman took the proposal to the vote.

Decision

The Area Board did not support the above proposal.

The result of the above vote was as follows:

For = 4

Against = 5

	<p>Abstentions = 1</p> <p>Councillor Peter Hutton proposed the recommendations put forward by the Skate Park Task Group in the report. This was seconded by Councillor Nina Phillips.</p> <p><u>Decision</u> The Area Board agreed to support the following recommendations from the Chippenham Skatepark Task Group:</p> <ol style="list-style-type: none"> i. Chippenham Skatepark Task Group to formally ask Chippenham Town Council to consider whether they have any objections to a public consultation exercise to install a concrete construction Skatepark in Monkton Park. ii. Consultation is to include a public meeting specifically for residents adjacent to the proposed site and consultation with the wider community area. iii. Acoustic guidance from the Public Protection team will be followed and a comprehensive noise impact assessment will be commissioned. <p>The result of the above vote was as follows:</p> <p>For = 8 Against = 2 Abstentions = 0.</p>
7.	<p><u>Fortnightly Waste Collection Service</u></p> <p>Tracy Carter, Service Director for Waste Management Services, gave a short presentation on the changes to Wiltshire Council's waste and recycling collection services.</p> <p>Due to the rises in landfill taxes, and the need to bring the four former district council areas in line with each other, the Council had undertaken a review of its waste and recycling services and would be imminently introducing the following:</p> <ul style="list-style-type: none"> • A non-chargeable fortnightly collection of garden waste for those households that opt-in to this service. • A fortnightly collection of plastic bottles and cardboard. • A fortnightly collection of the existing black box recycling service. • A fortnightly collection of general household waste, as opposed to the current weekly collection. <p>The fortnightly household waste collections would be starting from 5 March 2012.</p> <p>More information on the changes to waste and recycling could be obtained as</p>

	<p>follows:</p> <p>Telephone: 0300 456 0102 Email: wasteandrecycling@wiltshire.gov.uk Website: www.wiltshire.gov.uk/waste</p>
8.	<p><u>Focus on Youth Issues</u></p> <p>The Chairman announced that this item had been borne from the recent Area Board Coordinating meeting, where it was felt that there was room at the Area Board meetings to have more meaningful discussion on pertinent topics.</p> <p>In the light of the current focus on youth employment and the other significant challenges facing young people it was felt that it would be appropriate to get a measure of the situation in our Community Area, so with that in mind the Area Board had invited individuals who could provide the information required to give a better understanding of what the future might hold.</p> <p>The guest speakers were as follows:</p> <ul style="list-style-type: none"> • Jackie Tuckett from Job Centre Plus – The role of Job Centre Plus was to support people in getting back into work and to find innovative ways of doing so. The number of young people aged 18-24 who were unemployed in the area and claiming job seekers allowance was 510, but this included neighbouring market towns as well as Chippenham. This figure was not disproportionate to other areas in Wiltshire, but was lower compared to national figures. • Kim Hunte from Wiltshire College – Wiltshire College was a major provider of post-16 education in the county, with four main campuses in Chippenham, Trowbridge, Salisbury and Lackham. As well as providing full-time education for 16-19 year olds, the college also worked with young people to develop their employability skills through volunteering and enrichment activities, as well as a careers advice service. There was currently a 12% unemployment rate of young people leaving their courses at the college. • Kevin Sweeney from the Integrated Youth Service – The youth service and Connexions service worked to help young people with a range of issues including employment, training, housing, drug and alcohol use and youth offending. There were currently 112 young people aged 16 to 19 who were NEET (Not in Education, Employment or Training). This was a 27% increase on the previous year. Connexions worked with young people to build their confidence and skills, and to promote qualifications. Connexions was currently undergoing cuts to its service and 50% of its advisors would be lost, with some services being transferred to the schools instead.

- Lisa Lewis from Doorway – Doorway was a charitable organisation that offered assistance to people over the age of 16 who were affected by homelessness and/or other physical and mental issues. 30% of new guests last year were under the age of 25. The charity was developing its services to specialise in working with young people. Activities were offered to help people build skills in literacy and numeracy, to build confidence and to signpost people on to other services. Work was also being done in partnership with local schools to raise awareness of homelessness as a preventative measure.

The Chairman offered the opportunity for everyone to break-out into groups, with each of the guest speakers taking the lead to offer further information and to answer any questions.

Following the break-out sessions, the following key issues arose from the sessions:

Job Centre Plus

- Great value was placed on volunteering for building skills and confidence, so opportunities needed to be available, particularly on the Volunteer Wiltshire website.
- It was noted that ChAP provided various volunteering opportunities for its project teams, so there was an opportunity to join-up here.
- Work experience placements were also invaluable and could significantly increase employment opportunities, so more employers needed to be encouraged to provide placements.
- Transport was considered to be a significant issue with accessibility and affordability getting in the way of employment prospects.

Wiltshire College

- Apprenticeship opportunities were very important for students progressing from college.
- The Area Board could assist to attract employers to the area and retain local graduates.
- Young people in college and leaving college needed to be kept well engaged in order to increase their employment opportunities.

Integrated Youth Service/Connexions

- With the reallocation of resources it was important that the Council worked closely with the schools as key partners.
- To prevent NEETs, it was important to do pre-work with young people to prepare them for employment.
- Employers needed to be engaged to provide apprenticeships and volunteering opportunities.

	<p>Doorway</p> <ul style="list-style-type: none"> This charity provided invaluable work in supporting people who often felt that the charity was their final chance to get back on track in life. Resources were scarce and the charity was very much in need of an office in order to continue and to develop the services it provided. <p>The Chairman thanked the guest speakers for attending the meeting and facilitating such useful sessions, and also thanked everyone else for their involvement.</p> <p>The Chairman announced that the key issues arising from the sessions would be considered at the next Area Board Coordinating (ABC) meeting and reported back at a future meeting of the Area Board.</p> <p><i>Action: The issues arising from the session would be considered at the next ABC meeting and reported back at a future meeting of the Area Board.</i></p>
9.	<p><u>Funding</u></p> <p>The Area Board considered the following applications for funding:</p> <p>i. Community Area Grants</p> <p>a) <u>Littleton Drew Parochial Church</u> The sum of £5,000 was requested for 'bringing All Saints back to the heart of the community'.</p> <p><u>Decision</u> The Area Board awarded the sum of £5,000 to Littleton Drew Parochial Church, conditional upon the balance of funding being in place. <i>Reason: The application met the Community Area Grant Criteria and demonstrated a link to the Chippenham & Villages Community Plan.</i></p> <p>b) <u>Wiltshire Music Centre</u> The sum of £2,196 was requested for 'Anthem for a Child' project.</p> <p><u>Decision</u> The Area Board awarded the sum of £2,196 to Wiltshire Music Centre, conditional upon the balance of funding being in place. <i>Reason: The application met the Community Area Grant Criteria and demonstrated a link to the Chippenham & Villages Community Plan.</i></p>

	<p>ii. Chippenham & Villages Area Partnership – Core Funding The Area Board received the report from the Community Partnership Development Officer.</p> <p><u>Decision</u> The Area Board agreed to release the second and final tranche of funding of £4,886. <i>Reason: The Area Board was satisfied that the Chippenham & Villages Area Partnership had met the work-plan commitments as detailed in the report.</i></p>
10.	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <p>i. Wiltshire Police The written report from Wiltshire Police was received and noted. Inspector Martin Schorah reported some highlights, including 3 new PCSOs for Chippenham. It was also reported that the Christmas period had been relatively quiet, and there had been a significant reduction in many major crimes.</p> <p>Inspector Schorah announced that the police station on Wood Lane would be closing, and the Police would be relocating to the Wiltshire Council offices at Monkton Park. The Neighbourhood Policing Teams would be related by 31 January, and the response teams and enquiry office would be relocated by the end of March. As there were no custody facilities in Chippenham, it was noted that any people arrested would continue to be taken to the divisional headquarters at Melksham.</p> <p>ii. Wiltshire Fire and Rescue Service The written report was received and noted and there was no further update.</p> <p>iii. NHS Wiltshire The written report was received and noted and there were no further updates.</p> <p>iv. Parish and Town Councils The written reports from town and parish councils were received and noted. Further updates were received as follows:</p> <p>Chippenham Town Council – recent headlines from the Town Council included the new extension and all-weather pitch at Stanley Park, and also the plans to create a fishing lake. Negotiations were ongoing to create fishing lakes at Stanley Park, as well as improvements to the Town and Neeld Halls, and the Museum and Heritage Centre. The Town Council was not planning specific celebrations for the Jubilee, but there</p>

would be a performance of the Chippenham Town Band at John Coles Park. The Town Council did, however, have the means to support other local initiatives – contact the Town Council for more information.

Biddestone & Slaughterford Parish Council – The Parish Council welcomed the news that a national review was to be carried out of satellite navigation software. It was hoped that it would solve the issues of HGVs getting stuck on the narrow lanes in the parish.

v. Chippenham and Villages Area Partnership (ChAP)

It was announced that the ChAP Steering Group had decided to set up a Company Limited by Guarantee (CLG) for delivering local projects. One of the main benefits of becoming a CLG was that it would open up funding possibilities that are restricted to registered charities.

Other major projects included plans for the River Festival 2012, the launch of the new Parish Forum, and the River Avon bank clear-up which was being carried out with the County Youth Service and volunteers. All those interested in any of the ChAP projects could contact Julia Stacey, Project Manager on 07787 164493.

It was also reported that there were some cross-boundary parish issues with regards to the B4069, but the parishes were unsure how to deal with such issues when they arose.

Action: briefing note to be sent to parish and town councils regarding the method of reporting cross-boundary issues.

vi. Chippenham Vision Board

The main focus of the Vision at present was the Master Planning exercise, for which a procurement process was currently underway to appoint consultants. A full bulleting of recent news was available on the Vision website at: <http://www.thechippenhamvision.co.uk/>.

It was announced that the Chairman of the Vision, John Clark, had resigned and so the Vision would be looking to appoint a replacement as soon as possible. The Chairman of the Area Board extended a thank you to John for his dedication and energy to the role.

vii. Chippenham Shadow Community Operations Board

Ian Bridges had been elected as the Chairman of the Chippenham Shadow Community Operations Board (SCOB). At its first meeting, the SCOB had resolved to engage with potential service providers for the Campus and to promote the concept, before going out to full consultation. Ideas to promote the concept of a Campus included working with schools, developing a logo, holding competitions, getting out and about and meeting with parish and town councils. More information would be provided at future Area Board meetings.

	<p>viii. Community Area Young People’s Issues Group (CAYPIG) The Youth Service was entering a difficult phase with changes afoot, but it was ‘business as usual’ as much as possible. The Arts and Media Suite was continuing to be promoted, and the Youth Engagement Team was working on targeting the core of youth unemployment. The pilot of Youth Advisory Groups was welcomed.</p> <p>ix. Chippenham Partnership of Schools The written report was received and noted. The Chippenham Partnership of Schools included 21 schools meeting regularly and working together for the ‘Chippenham Child’. Current headlines included MOD funding received to provide support for military families, the Environment Project which was hoped to culminate into a Farmer’s Market and a series of internships bring organised to develop staff expertise.</p> <p>It was also mentioned that the Children’s Parliament Day had been successful at setting priorities, and confirmed that the Youth Strategy was on the right path.</p>
11.	<p><u>Area Board Priorities Update</u></p> <p>Updates were received as follows:</p> <p>i. Road Safety Councillor Bill Douglas reported that safety issues along the A350 dual carriageway had been investigated and recommendations were being considered by the Cabinet Member for Highways. With regard to “20 is Plenty”, this and other awareness initiatives had been reported to the Cabinet Member for his consideration. Also, the recent accident at the top of New Road had prompted Councillor Douglas to submit some recommendations to the Community Area Transport Group for consideration.</p> <p>ii. Health and Wellbeing Councillor Peter Hutton reported that the ‘Senior Moment’ event held in Chippenham on 1 December 2011 was very successful and well attended by both exhibitors and members of the public. The main issue arising from the event had been the lack of public toilets in the town centre and the quality and cleanliness of the facilities currently on offer. It was intended to engage in conversations with the Town Council and other partners to work towards addressing the issue.</p> <p>iii. Night Time Economy Councillor Peter Hutton reported on the success of the last year, which had seen the successful projects of the high visibility jackets for door staff, the taxi marshalls and the street pastors. This year would see the group focus on the economy of the High Street, with the intention to engage local businesses and to look at the current CCTV provision in the</p>

	<p>town.</p> <p>iv. Employment Tim Martienssen of Chippenham Vision reported that the study on employment land was complete and had been fed into the draft Core Strategy. The study recommended that a substantial amount of land was required for Chippenham, and also identified that the high occupancy rate at Bumpers Farm resulted in a low turnover of vacancies, hence the need for more employment space.</p>
12.	<p><u>Urgent Late Item - Jubilee Celebrations</u></p> <p>Councillor Jane Scott outlined Wiltshire Council's plans to celebrate the Queen's Diamond Jubilee with a celebration in Salisbury. The precise date of the event could not be confirmed at this time but would be either 1 May or 2 May 2012.</p> <p>Each Area Board was invited to have a 'jousting tent' at the event, to showcase the history and democracy of their local areas. Specific details regarding the size of tent and facilities required was now needed in order to progress the arrangements of the event.</p> <p><u>Decision</u> The Area Board delegated the responsibility of determining the specific details of requirements for the Diamond Jubilee event to the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Area Board.</p>
13.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting and requested that everyone took a moment to complete the evaluation forms provided.</p> <p>A comment was made regarding the Area Board newsletters called 'Just a Minute', which had recently stopped being published due to lack of resources. It was felt that these were a valuable tool for those unable to attend the Area Board meetings, and a request was made to consider starting to produce these again. The Chairman did comment that the Community Area Network (CAN) bulletins were issued regularly via email.</p> <p>The next agenda planning meeting would be taking place on Wednesday 1 February 2012, 10am at Monkton Park. Any parish or town council wishing to attend should contact Victoria Welsh, Community Area Manager.</p> <p>The next meeting of the Area Board would be taking place on Monday 5 March 2012, 7pm at the Neeld Hall in Chippenham.</p>