

AGENDA

Meeting: CHIPPENHAM AREA BOARD
Place: Hardenhuish School, Chippenham, Wiltshire
Date: Monday 4 November 2013
Time: 7.00 pm

HEALTH AND WELLBEING THEMED MEETING

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 Senior Democratic Services Officer.

Refreshments and networking opportunities will be available from 6:30pm.

Please direct any enquiries on this Agenda to Sharon Smith, on 01225 718378 or email sharonl.smith@wiltshire.gov.uk
Or Victoria Welsh (Chippenham Community Area Manager), direct line 01249 706446 or email victoria.welsh@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

Desna Allen – Queens & Sheldon (Vice Chairman)	Mark Packard - Pewsham
Chris Caswill – Monkton	Linda Packard – Lowden & Rowden (Chairman)
Bill Douglas – Hardens & England	Nina Phillips – Cepen Park & Redlands
Howard Greenman - Kington	Jane Scott OBE – By Brook
Peter Hutton – Cepen Park & Derriards	Nick Watts - Hardenhuish

Items to be considered	Time
<p>1 Chairman's Welcome and Introductions</p>	7:00pm
<p>2 Apologies</p>	
<p>3 Minutes (<i>Pages 1 - 12</i>)</p> <p>To approve and sign the minutes of the meeting held on 7 October 2013.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements (<i>Pages 13 - 16</i>)</p> <p>To include the following:</p> <ul style="list-style-type: none"> • State of the Environment • NHS 111 Service 	
<p>6 Town, Parish and Partner Updates (<i>Pages 17 - 26</i>)</p> <p>To note the written reports and receive updates from any partners who wish to contribute:</p> <ul style="list-style-type: none"> i. Parish and Town Councils ii. Wiltshire Police iii. Wiltshire Fire and Rescue Service iv. Chippenham and Villages Area Partnership (ChAP) v. Youth Strategy Update vi. Chippenham Partnership of Schools vii. Other Community Groups 	7:05pm
<p>7 Funding applications</p> <p>To consider the following application:</p> <ul style="list-style-type: none"> • Chippenham Now in Then - £1,000 <p>A report will follow.</p>	7:10pm
<p>8 Health and Wellbeing</p> <p>Representatives from the following will be in attendance to provide an overview on their areas of expertise.</p>	7:15pm

- Clinical Commissioning Group (CCG)
- Bath Royal United Hospital (RUH)
- Chippenham Hospital
- Public Health
- Healthwatch Wiltshire

Following the presentations there will be an opportunity for questions.

9 **Community Area Transport Group (CATG) (Pages 27 - 48)** **8:40pm**

To consider the recommendations from the CATG meeting held on 30 September.

10 **Area Board Focus Areas 2012/13** **8:50pm**

To receive updates on the Area Board's Focus Areas as follows:

- i. Road Safety – Lead Councillor: Bill Douglas
- ii. Crime & Community Safety – Lead Councillor: Peter Hutton
- iii. Deprivation – Lead Councillor: Chris Caswill.

11 **Evaluation and Close** **9:00pm**

The Chairman will invite any remaining questions from the floor and will welcome the submission of new Community Issues.

The next agenda planning meeting will take place on Wednesday 27 November at 10am. Any parish or town council representative interested in attending should contact the Community Area Manager or the Chairman.

Future Meeting Dates

Monday 6 January 2014

6.30 pm for 7.00 pm
Neeld Hall, Chippenham

Monday 3 March 2014

6.30 pm for 7.00 pm
Hardenhuish School, Chippenham

Monday 28 April 2014

6.30 pm for 7.00 pm
Venue (tbc)

This page is intentionally left blank

MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Needl Hall, Chippenham Town Council, Chippenham, Wiltshire,
SN15 3ER
Date: 7 October 2013
Start Time: 7:00pm
Finish Time: 8:55pm

Please direct any enquiries on these minutes to:

Sharon Smith (Senior Democratic Services Officer), Tel: 01225 718378 or (e-mail) sharonl.smith@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Desna Allen, Cllr Chris Caswill (Vice Chairman), Cllr Bill Douglas, Cllr Nick Watts, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Linda Packard (Chairman), Cllr Mark Packard, Cllr Nina Phillips and Cllr Jane Scott OBE

Wiltshire Council Officers

Victoria Welsh, Chippenham Community Area Manager
Sharon Smith, Senior Democratic Services Officer
Lucy Murray-Brown, Head of Campus and Operational Development
Tim Martienssen, Head of Service

Town and Parish Councillors

Chippenham Town Council – David Powell, Sheila Veitch, Andy Phillips, Mary Fallon, Martin Coates
Biddestone and Slaughterford Parish Council – Rachel de Fossard
Chippenham Without Parish Council – Ken Kennedy
Hullavington Parish Council – Sharon Neal
Kington St Michael Parish Council – Andrew Noblet

Agenda Item 3

Nettleton Parish Council – Ray Maddox, David Pearce
Sutton Benger Parish Council – David Alexander

Partners

Wiltshire Police – Phil Staynings
Chippenham and Villages Area Partnership – Julia Stacey, Alison Butler
Chippenham Vision – Tom Jacques
Chippenham Partnership of Schools – Stephanie Davis
Chippenham Campus Development Team – Ian Bridges, Graham Stow
Spice (Wiltshire Time Credits) – Nick Bird

Total in attendance: 46

Agenda Item 3

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<u>Chairman's Welcome and Introductions</u> The Chairman, Councillor Linda Packard, welcomed everyone to the meeting and introduced the councillors and officers present.
2	<u>Election of Vice-Chairman</u> Cllr Desna Allen was elected Vice Chairman of the Board for the remainder of the municipal year.
3	<u>Apologies</u> Apologies for absence were received from: Parvis Khansari (Service Director, Wiltshire Council) Maurice Dixson (Kington Langley Parish Council)
4	<u>Minutes</u> Decision The minutes of the meeting held on 10 September 2013 were agreed as a correct record and signed by the Chairman.
5	<u>Declarations of Interest</u> Cllr Nina Phillips declared an interest as a member of Green Square.
6	<u>Chairman's Announcements</u> The following Chairman's Announcements were made: <ul style="list-style-type: none">• What Matters to You survey – attendees were invited to complete the survey which would help identify what mattered to the community. The results would be published on the Council's website in due course.• Carers Small Grant Scheme – This was a one-off grant to help groups or organisations that could demonstrate a tangible difference to the lives of unpaid carers. The deadline for the next round of applications was 30 November 2013.• Pest Control update – Details of the service available were highlighted in the announcement. A stand was also available during the networking session of the meeting where further information was made available.• Wiltshire Community Land Trust – Details of the work undertaken by the Trust were provided within the announcement. A stand was also made

Agenda Item 3

	<p>available during the networking session providing further details.</p> <ul style="list-style-type: none">• Enterprise Day – This event would be taking place during Global Entrepreneurship Week from 18 to 24 November. The Enterprise Day in Chippenham would take place on 21 November. The aim of the day would be to inspire, motivate and support young people in developing their future careers.• Chippenham Basketball – The Sports Development Team were launching new recreational sessions in Chippenham from 13 November for adults of all ages and all levels of experience. <p>The Chairman also drew the Boards attention to the recent VCS Awards and was pleased to highlight the following results:</p> <p>Category: Creative Partnership working in communities Winner: Salisbury and Chippenham Street Pastors</p> <p>Category: Improving the quality of life for people in Wiltshire – Joint Winners: Unity House and Chippenham Food Bank</p> <p>Category: Community Leadership Runner up: The Nature of It</p> <p>Employer demonstrating support for local communities 4 Winners, one of which was Avagio ITS</p> <p>The Chairman, prior to moving on to the next item, also highlighted the stand providing further details on Community Area Grants, reminding all present that funding was available. An application form was available on line together with details on the criteria. Further guidance could also be sought from the Community Area Manager, Victoria Welsh.</p>
7	<p><u>Chippenham Campus Development</u></p> <p>The Chairman welcomed Lucy Murrey-Brown (Head of Campus and Operational Models) and Ian Bridges (Chairman of the Campus Team) to the meeting. Both were in attendance to give a presentation on the work undertaken by the team and to seek approval on the next proposed steps.</p> <p>In making the presentation the following points were raised.</p> <p>The campus development team were a group of community representatives working as a group of the Area Board whose key responsibility was to represent the views of the local community on campus proposals.</p> <p>The campus aim was to make efficient use of council buildings and deliver facilities that delivered more for the local community.</p>

The team had now completed its first consultation exercise which had completed in November 2012. The results of the consultation were provided within Appendix 1 of the report.

One of the main requirements identified from the survey was that all key services should be provided from one location and meet the needs of the community.

Several potential sites had been discussed including sites owned by the Council, college and private sector.

The next phase would be to develop a community campus with enhanced leisure facilities by creating one building currently proposed to comprise Wiltshire Council office building and Olympiad Leisure Centre.

The team aspiration was for the campus site to become a focal point for community activities, providing a wide selection of services, facilities and amenities to support the area.

Working proposals included:

- A change to the aspect of the current council offices so that the principal entrance faced the River Avon and that the building should work in harmony with its surroundings and town centre.
- That external enhancements should include an atrium entrance at ground floor level with external seating linked to a cafe/catering facility and adjoined outdoor performance area.
- A library/family learning/information technology centre and public access areas to computers and the internet.
- Central reception area.
- Improved disability access.
- Multipurpose areas for a wide range of activities, i.e. for conferences and performance use.
- Training links to Chippenham College and development opportunities for social enterprise facilities.
- Provision for essential and specified Wiltshire Council services for the community area.
- Suitable areas for local organisations, charities, the elderly, disabled and voluntary sector to operate from and function within.

Agenda Item 3

- Functional space for partners, such as Wiltshire College and CAB

If agreed, the next stage would be to commence a second phase of consultation on the above mentioned proposals.

The Chief Executive Officer of the Rise Trust was also in attendance and expressed her support to the proposals made by the Campus team.

In opening up discussion to the floor the following clarifications were made:

- That the budget available would be provided at a later date, following approval of the proposals by the Area Board in the first instance. This would require a detailed feasibility study to be undertaken before this point. With this in mind it was unlikely that the project would be submitted to Wiltshire Council Cabinet for approval until Summer 2014.
- Corsham Campus was highlighted as an example of a more progressed campus project with clarification provided that the Mansion House and Library buildings were being sold and the services provided relocated to the new Campus site.
- The resulting services provided from the Chippenham Campus would be complimentary to existing provision and were not proposed to duplicate.

In receiving the information provided and prior to the views of the Board members, the Chairman asked that those in attendance give an indication on whether they supported the proposals. Attendees were asked to indicate whether they supported the proposals by a show of hands and were in unanimous support.

Comments received by the Board members included:

- There was a need to ensure the Town Council building remained fit for purpose, alongside any new campus development;
- The voluntary sector in the area should be involved to ensure that, where possible, their needs were taken into consideration.
- That any future design team should take into consideration accessibility for emergency services, pedestrian access to all levels and parking, noting that current parking was situated at the higher level of the Olympiad Leisure Centre.
- That youth provision and registration services (such as births, marriages and deaths) should be included within the Campus, together with consideration of transport links for the community as a whole to enable access.

	<p>The Chairman thanked the officers for the presentation made.</p> <p><u>Decision:</u></p> <p>The Board agreed that the second phase of consultation should be completed based on the proposal to site a campus facility at Olympiad/Monkton Park offices as outlined in the report; and</p> <p>That the results from the consultation are brought back to the Board for consideration no later than March 2014.</p>
8	<p><u>Green Square Presentation</u></p> <p>Jenny Spoor and Phil Bowley were in attendance from Green Square to give a presentation on plans for regeneration in the Chippenham area.</p> <p>The following information was provided:</p> <ul style="list-style-type: none">• Patchway was a mixed tenure estate in Chippenham consisting of 34 properties, 25 of which were social rent properties.• The estate consisted of both houses and flats, the flats of which were built around 1968.• In April 2013 Green Square undertook a consultation with residents seeking views on the local area. Of the 58 households contacted 30 responses had been received resulting in the following feedback:<ul style="list-style-type: none">○ 60% rated the area as ok, 30% as good and 10% as poor.○ 50% wished to stay in their home in the long term with facilities provider being an important factor.• What residents liked about the Patchway area<ul style="list-style-type: none">○ Friendly community○ Close to shops○ Good local schools○ Easy access to public transport• What residents disliked about the Patchway area<ul style="list-style-type: none">○ Untidy and run down○ Lack of parking○ Anti-social behaviour○ Wasted space and lack of amenity and recreational space• Green Square, in considering the regeneration of the area, also considered similar projects undertaken elsewhere, including the Pen Hill Estate in

Agenda Item 3

	<p>Swindon which had similarities in terms of expected outcomes.</p> <ul style="list-style-type: none">• The regeneration of the Pen Hill Estate included the frontage of the shops being pulled further towards the road reducing gathering space and as a result anti-social behaviour.• Although there was less space at Pathway there was a desire to keep the 2 bedroom flats behind the shops as these offered good accommodation but to better utilise the space around. <p>In answering questions received, clarification was provided that the need for the existing garages would be reviewed, noting that many residents now used them for storage purposes only.</p> <p>The need for one bedroom properties had not yet been taken into consideration as the plans had not yet reached that stage but this need would be noted.</p> <p>The Chairman thanked the officers from Green Square for the presentation.</p>
9	<p><u>Chippenham Vision - Masterplan Consultation</u></p> <p>Tim Martienssen, a representative of the Chippenham Vision Board, was in attendance to give a presentation on the Masterplan consultation.</p> <p>Confirmation was provided that Wiltshire Council had commissioned a consultant team to prepare a sustainable Strategic Framework and Masterplan Supplementary Planning Document (SPD) for the regeneration of central Chippenham. The SPD area comprised the Chippenham Central Area of Opportunity as set out in the draft Wiltshire Core Strategy.</p> <p>Once adopted the Masterplan would form part of the Council's Local Development Framework and would provide the framework for development in accordance with the Chippenham Vision.</p> <p>The SPDs expanded on the Council's adopted policies and provided more detailed information than could be contained within the policies themselves.</p> <p>The formal consultation of the Masterplan SPDs would commence on 28 October and conclude on 9 December 2013. A review of responses would be undertaken during December with any final amendments made in January 2014. It was hoped that the document would be ready for submission to Wiltshire Council for adoption in February 2014.</p> <p>The Chairman thanked the officer for the presentation and confirmed that the Board looked forward to receiving further details in due course.</p>
10	<p><u>AMTi Benchmarking</u></p> <p>Sue Wilthew was in attendance from Chippenham Town Council to provide a</p>

presentation on the AMTi benchmarking where the following was provided:

- The AMT Benchmarking had been undertaken to address real issues and to measure, evaluate and ultimately improve town centres. It was a simple way of capturing data on 12 key performance indicators selected by those involved in town centre management.
- In making the report certain urban myths had been dispelled, including that there were no good shops available. Traditionally Chippenham Town Centre offered 85% non-convenience (i.e. non grocery, etc) stores with 29% of shops being independent.
- The quality and variety of retailers represented was key with national retail businesses considered key attractors in attracting visitors and shoppers to a town. 19% of the units within Chippenham were classified as key attractions which was higher than many of the surrounding areas. The Town Council was working to improve marketing of this fact.
- 5% of the units within the Town Centre were vacant at the time the benchmarking was undertaken which was well below the national average.
- Footfall for Chippenham, i.e. those passing through the Town Centre, was three times higher than that of other small towns. Within a 10 minute period 569 people were captured during the busiest period.
- Car Parking was still considered an issue for the community with 50% of users reporting this as negative, although this did not match with usage with only 1% of available parking free at the busiest times.
- 41% of those visiting the town were in the location due to work purposes with 61% reporting being in town on a daily basis.
- The majority of those questioned felt Chippenham to be an attractive and clean Town but with a poor selection of leisure and cultural activities on offer.
- The Town Council was working with Cherish Chippenham to better market the Town and to highlight the benefits it had to offer.
- In asking what improvements could be made the following were a selection of those responses received:
 - Cheaper car parking
 - Greater variety of independent shops
 - More national shops (i.e. Marks & Spencers)
 - More artisan shops (i.e. high class butchers)
 - Pedestrianisation of the High Street at all times
 - More evening events
 - That Royal Mail should use the centre of the Town as a collection

Agenda Item 3

	<ul style="list-style-type: none">○ point (rather than Bumpers Farm)○ To make more of the River Avon <p>Thanks were provided by the Board for the information received.</p>
11	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none">i. Parish and Town Councils The written report from Kington Langley Parish Council was noted. Further updates were received from Christian Malford Parish Council and Kington St Michael Parish Council post circulation of the agenda but were included within the blue supplementary paper published. These were also noted.ii. Wiltshire Police The written report from Wiltshire Police was noted. Inspector Phil Stayning drew the Boards attention to the update highlighting that the team were working closely with the town and parish councils to see how the crime prevention message could be further highlighted. However, policing in general within Chippenham was considered to be good in general. On receiving specific questions in relation to cycling in the High Street, clarification was made that community support officers were tackling the problem and that where felt appropriate fixed penalty fines had been issued. Thanks were given to the policing team for their involvement in recent visits to licensed premises within the Town and to the value of the partnership working that was taking place.iii. Wiltshire Fire and Rescue Service The written report provided in the blue supplementary paper was noted and there was no further update.iv. Wiltshire Clinical Commissioning Group (CCG) No update was provided.v. Youth Issues Update No update was provided.vi. Chippenham Partnership of Schools No update was provided.vii. Middlefield Older People Development The update as provided within the agenda was noted.

	<p>viii. Wiltshire Time Credits The update as provided was noted.</p> <p>ix. Other Community Groups No further updates were received.</p> <p>x. Chippenham Area Partnership (ChAP) An update was circulated via the blue supplemented and noted.</p>
12	<p><u>ChAP Funding</u></p> <p>A report from the Partnership Development Officer was circulated with the agenda requesting that the Board approve the core funding payment.</p> <p><u>Decision:</u></p> <p>That the Area Board approve the release of £1,461 to cover ChAP’s Co-ordinators work for the period April to October 2013 with immediate effect; and</p> <p>Agrees to the immediate release of £730 to cover the three month notice period (October 2013 to January 2014) as required by the Wiltshire Compact.</p>
13	<p><u>Area Board Priority 2013/14</u></p> <p>The Chairman reminded those present that the Board at its meeting held on 1 July 2013 had agreed to continue with the priorities identified in 2012/13 until further details were known in relation to the Community Area Joint Strategic Assessment (JSA) later in the year.</p> <p>With this in mind the following updates were provided:</p> <p><u>Road Safety</u></p> <p>Cllr Bill Douglas raised the issue of speed awareness noting that first trials within Wiltshire to reduce speeding around schools was taking place. Discussions with the community had taken place and 10 sites identified.</p> <p><u>Crime and Community Safety</u></p> <p>Cllr Desna Allen confirmed that Pubwatch was working well and the work of the Street Pastors continued successfully.</p> <p>Sergeant Connor had attended a recent Town Council meeting and an invitation had been extended to him to join the Crime and Community Safety group.</p> <p><u>Deprivation</u></p>

Agenda Item 3

	<p>Cllr Chris Caswill confirmed that it was hoped that a meeting of the group would be taking place within the next few weeks where discussion was likely to include the development of a children's breakfast club in Chippenham.</p>
14	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting before requesting that those in attendance take part in the electronic evaluation of the meeting.</p> <p>All were reminded that the next meeting would take place on 4 November with a health and wellbeing theme. The meeting would take place at Hardenhuish School from 7:00pm with the usual networking session taking place from 6:30pm.</p> <p>It was currently proposed that the January meeting would focus on highways and transport issues. Further details would be available nearer the time.</p>

Agenda Item 5

Chairman's Announcements

Subject:	Wiltshire and Swindon State of the Environment report 2013
Officer Contact Details:	Jenny Hawley, Environmental Intelligence Officer at Wiltshire Wildlife Trust, tel: 01380 736 084 and email: jennyh@wiltshirewildlife.org
Weblink:	Wiltshire Intelligence Network Environment section: www.intelligencenetwork.org.uk/environment
Further details available:	Full report available online or in hard copy and more detailed data on the Wiltshire Intelligence Network.

Summary of announcement:

The State of the Environment report 2013 for Wiltshire and Swindon was published in September 2013 by Wiltshire Wildlife Trust, on behalf of Link2Nature, the Local Nature Partnership for Wiltshire and Swindon (www.link2nature.org.uk). The project is funded by Natural England, Public Health Wiltshire and Wiltshire Council.

This new report provides a strategic assessment of Wiltshire's environment. It forms the basis of the Wiltshire JSA and Community Area JSA environment sections.

The report gives an overview of the state of our natural habitats and wildlife, and the services that these provide (such as clean air, water, food and green space). It highlights the drivers of environmental change, including population growth, development, farming, consumption of natural resources and climate change.

More detailed data is available in the environment section of the Wiltshire Intelligence Network. This website gives easy access to up-to-date environmental information and online links to a wide range of sources.

Further resources on the state of the environment in each Community Area will be available on the Wiltshire Intelligence Network in late 2012 and early 2013, in time for the publication of the Community Area JSAs 2013-14. Maps are already available showing environmental designations (such as protected wildlife sites) and agri-environment schemes in each Community Area.

Any questions, comments or requests for further information can be addressed to Jenny Hawley (contact details above).

This page is intentionally left blank

Chairman's Announcements

Subject:	NHS 111 implementation in Wiltshire, Swindon, Bath and North East Somerset and Gloucestershire
Officer Contact Details:	Tracy Torr, Communications and Engagement Officer
Weblink:	www.wiltshireccg.nhs.uk/
Further details available:	Tel: 01380 736010

On Monday 21st October, the Clinical Commissioning Groups were advised that the national panel overseeing the implementation of the NHS 111 service has agreed our recommendation that the service goes to full service commencement on Monday 28th October.

Working closely with us, Harmoni has shown a steady and sustained improvement in performance over the summer, giving Commissioners confidence that it is providing a safe and effective service to our communities. As you are aware we initially had experienced some difficulty with the delivery of this service, but I am pleased that after significant hard work and endeavour by both Harmoni and Commissioners, we have reached this important milestone. Naturally, as part of the enduring contractual obligations, performance will be monitored and managed routinely to ensure that the service provided continues to be of a safe and effective standard.

Running up to and going beyond the launch date, there will be a range of activities to raise public awareness about when to call NHS 111 with leaflets and posters also being distributed in the coming weeks to GP surgeries and public and community spaces.

This page is intentionally left blank

Agenda Item 6

Update for Chippenham Area Board

Update from	Christian Malford Parish Council
Date of Area Board Meeting	4 th November 2013

Headlines

- Village Questionnaire - the input of the data from the recent village survey is substantially complete and evaluation and checking is currently being undertaken. A summary report is expected to be presented to meeting of the Parish Council to be held on 5th November 2013.
-
- Malford Meadow - The Parish Council thanked the Women's Institute for their kind donation of a second feature oak tree, which has been planted to commemorate the centenary of the outbreak of the First World War.
-
- Recreation Ground - The official opening of the new Recreation Ground play equipment took place on Sunday 29th September. This major project has been jointly funded from the Landfill Communities Fund, Section 106 contributions and Parish Council's own resources
-
- The Councillor with special responsibility for planning was pleased to announce that he has had several expressions of interest in partnering the Parish Council in drafting a Neighbourhood Plan for the village.
 - The Parish Council's attention was drawn to the copy of a letter sent by a resident to Wiltshire Council with regards to the increased number of heavy good vehicles using the B4069. The Parish Council agreed to also write in support of the resident's letter to Wiltshire Council.
 - The Parish Council was pleased to see that a number of long-outstanding flood prevention works have (at last) been attended to (i.e. the clearing of a blocked culvert under Main Road, the clearing of a blocked culvert at Lye Common and the clearing of three blocked drains at The Green).
 - The next two meetings of the Parish Council will be on Tuesday 5th November and 3rd December starting at 7:30pm in the Village Hall.

This page is intentionally left blank

Update for Chippenham Area Board

Update from	Grittleton Parish Council
Date of Area Board Meeting	November 2013

Headlines

- CATG granted funding approval for proposed works to reduce the speed of traffic at Foscoate.

- Blocked drains in Leigh Delamere resulting in flooding on the highway.

- Grittleton Village Panto – “Snow White” - November 21st-23rd.

- Moviola – “From Here to Eternity” – November 27th.

This page is intentionally left blank

Update for Chippenham Area Board

Update from	Seagry Parish Council
Date of Area Board Meeting	4 th November 2013

Headlines

- The Chairman reported to the Forum the excellent result of Seagry in the Wiltshire Best kept Village Competition (2nd place overall in the county)
-

- The Parish Council have resolved that its two priority areas in its forthcoming term of office will be:-
 - I. Enabling better communication both from & to the Parish Council
 - II. Building on the quality of the village's natural environment,
-

- The next two meetings of the Parish Council will be held on Tuesday 12th November 2013 and Tuesday 14th January 2014 in Goss Croft Hall.
-

This page is intentionally left blank

Update for Chippenham Area Board

Update from	WC IYS Chippenham Youth Work Team
Date of Area Board Meeting	4.11.13

Headlines

- Wiltshire Youth Strategy – needs revisiting to check relevance in current climate

- Awaiting Integrated Youth Services new structure to see impact on local community based service; some budget decisions have caused reduction local youth work offer.

- Maintaining local provision in Bridge Centre (Duke Of Edinburgh Award, Chillax Café, Skate shed), Riverbank (bands, arts, dance and Bridging Project) and some outreach work.

- In discussion with Transforming Workplace regarding temporary re-location of Youth Café and Duke of Edinburgh Award group to Riverside/Monkton Park
- Hardenhuish Woods project in partnership with Senior Countryside Ranger; aimed at NEET young people continues.
- Chippenham Youth Advisory Group – participation of young people growing.
- Skate Park development support and community and young people's participation.
- YAG dates – 6.11.13 10- 11.30am at Stanley Park
- 13.12.13 3.30-5pm at Abbeyfield school

This page is intentionally left blank

Update for Chippenham Area Board

Update from	Chippenham Partnership of Schools
Date of Area Board Meeting	Monday 4 th November 2013
Headlines and Key issues	

- Partnership meeting next scheduled for 26th November. Abbeyfield School
- Chippenham Children and Young People’s Parliament. Weds 13th November. Monkton Park Council Chamber. Agenda issues include Campus consultation and a project with the Whales and Dolphins
- Governor training programme: Supportive Challenge and Head Teacher Performance Management. 12th November. Ivy lane School.
- Whale and Dolphin conservation project being planned for 2013/14 to be launched at Parliament meeting, supported by Chippenham Borough Lands
- Chippenham Multi-Agency Forum – next meeting 28th November. Stanley Park. 8am.
- Parenting courses: Stepping Stones (for parents of children with special needs and disability) - date TBC. Teen course running at Hardenhuish. Primary running at Queen’s Crescent.
- Planning and preparation for Chippenham Games June 2014 underway.

This page is intentionally left blank

Report to	Chippenham Area Board
Date of Meeting	4th November 2013
Title of Report	Local Transport Plan – Small Scale Transport and Highway Improvement Schemes

Purpose of Report

To ask the Chippenham Area Board to consider and approve the recommendations from the Chippenham Community Area Transport Group (CATG) outlined in this report:

1. To note the latest information on schemes in progress (see Appendix 1)
2. To approve the list of schemes recommended for prioritisation and allocate funding (see Appendix 2):
 - a) C154 – C Class review – allocate £4,000 for traffic order & implementation
 - b) 2062 – Lowden Tunnel, Lowden – allocate £388 for directional lighting, allocate £5,000 for specialist feasibility study for shuttle traffic lights system
 - c) 2407 – Cuttle Lane, Biddestone – allocate £2,000 for topographical survey
 - d) 2467 Grove Lane, Kington St Michael – allocate £500 for traffic calming and relocation of 30mph signs
 - e) 2618 – Kington St Michael Road, Kington Langley – allocate £2,500 for footway extension, conditional upon £500 funding from Kington Langley Parish Council
 - f) 2905 – New Road, Chippenham – allocate £8,000 for improvements to zebra crossing
 - g) 3053 – Pewsham Way, Chippenham - allocate £700 for improved signage
 - h) 3081 – C86 Foscoate, Grittleton – allocate £1,500 for traffic calming, conditional upon £1,000 funding from Grittleton Parish Council
3. To approve the list of schemes recommended for retention and further consideration (see Appendix 3)
4. To approve the list of requests recommended for removal (see Appendix 4)

Agenda Item 9

1. Background

- 1.1. In 2013/2014 the 18 Area Boards were again allocated a discretionary budget of **£250,000** to involve them in the assessment and selection of small scale transport schemes to be progressed in their community areas. Chippenham Area Board was allocated **£18,087**.
- 1.2. The balance of funding carried over from 2012/2013 was **£17,604**
- 1.3. The Chippenham Area Board Highways Funding balance for 2013/14 is **£35,691**
- 1.4. If funding is awarded in line with CATG recommendations outlined in this report, Chippenham Area Board will have a Highways Funding balance of **£2,845**
- 1.5. This funding allocation is for capital funding and can only be used to provide new and improved infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.
- 1.6. Chippenham Area Board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues /schemes with the support of highways officers and make recommendations to the Area Board.
- 1.7. The means by which the public, Town and Parishes can identify issues for consideration to the Chippenham CATG is via the Community Issues system.
- 1.8. Representatives from Town & Parish councils and members of the public are welcome to attend meetings where there are issues under discussion relevant to their community. Please contact your Community Area Manager Victoria Welsh should you wish to attend to ensure that numbers can be accommodated:
victoria.welsh@wiltshire.gov.uk
- 1.9. Summaries of Chippenham CATG meetings are made available on the Chippenham Area Board web pages of the council's website to enable information to be readily available to Town and Parish councils and the wider community.

2. Recommendations from CATG

2.1	To note the latest information on schemes in progress	See Appendix 1
2.2	To approve the list of schemes recommended for prioritisation and allocate funding	See Appendix 2
2.3	To approve the list of schemes recommended for retention and further consideration	See Appendix 3
2.4	To approve the list of requests recommended for removal	See Appendix 4

3. Environmental & Community Implications

3.1. 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.

4. Financial Implications

4.1. All decisions must fall within the Highways Funding allocated to Chippenham Area Board.

5. Legal Implications

5.1. There are no specific legal implications related to this report.

6. HR Implications

6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

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

Appendices	Appendix 1 – Chippenham CATG Schemes in progress Appendix 2 – Chippenham CATG Schemes recommended for prioritisation Appendix 3 - Chippenham CATG Schemes recommended for retention and further consideration Appendix 4 – Chippenham CATG requests recommended for removal
Report Author	Victoria Welsh, Community Area Manager Tel: 01249 706 446 E-mail: victoria.welsh@wiltshire.gov.uk

This page is intentionally left blank

Schemes in progress
Chippenham CATG 30th September 2013

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Sheldon Road, Chippenham	Chippenham	1591	Improve pedestrian safety under the bridge on Sheldon Road	<ul style="list-style-type: none"> Cost £8,500 CATG agreed to recommend 50% allocated from CATG budget (£4,250) and 50% sought from Chippenham Town Council (£4,250) 1-Jul-13 Chippenham Area Board awarded £4,250 conditional upon match funding from Chippenham Town Council Match funding £4,250 confirmed by Chippenham Town Council 11-Sep-13. MR confirmed this scheme is scheduled to commence in January 2014 	50

Schemes in progress Chippenham CATG 30th September 2013

Appendix 1

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Lowden Tunnel, Chippenham	Chippenham	2062	Pedestrian Safety	<ul style="list-style-type: none"> • See archive issue 478 • Directional LED lighting into the tunnel is recommended. Cost £775. • CATG agreed to recommend 50% allocated from CATG budget (£388) and 50% sought from Chippenham Town Council (£387) • 11-Sep-13 Chippenham Town Council confirmed match funding of £387 • Shuttle working signals and pedestrian footway within the tunnel - estimated minimum cost £50,000. • The bids to the Substantive Highways Fund in 2012 & 2013 for shuttle signals were not successful. • July 2013 Chippenham Town Council declined to fund a feasibility study. • CATG agreed that a third bid to the Substantive Scheme will be rejected without specialist feasibility study. The group agreed to recommend funding of £5,000 is allocated for a feasibility study • The funding of £5,000 previously allocated will be returned to the budget • VW to include in report to Area Board 4-Nov-13 	43
Langley Road, Chippenham	Chippenham	2086	Improve pedestrian safety. There is no footway provision on the Cliff House side of the road.	<ul style="list-style-type: none"> • Cost to install footway and signs £8,500 • Work scheduled to commence w/c 30th September 	43

Page 32

Appendix 1

Schemes in progress Chippenham CATG 30th September 2013

Appendix 1

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Cuttle Lane, Biddestone	Biddestone & Slaughterford	2407	Design changes to junction	<ul style="list-style-type: none"> • Highways Engineers propose that the grass area is removed and the junction squared off to address speed. • As this will be a major scheme, a bid to the Substantive Fund is required Estimated costs approx. £30,000 • Biddestone Parish Council committed £1,000 to this scheme. • 1-Jul-13 Chippenham Area Board agreed to allocate £5,000 and bid to Substantive Scheme • Bid to Substantive Scheme 2013 was unsuccessful • The funding of £5,000 previously allocated will be returned to the budget • CATG agreed that a second bid to the Substantive Scheme will be rejected without a feasibility study. The group agreed to recommend funding of £2,000 is allocated for a feasibility study • VW to include in report to Area Board 4-Nov-13 	
Speed awareness Project	Chippenham Community Area	N/A	Raise speed awareness near to local schools using poster campaign	To be progressed by BD & MR	

Page 33

Appendix 1

This page is intentionally left blank

Schemes recommended for prioritisation
Chippenham CATG – 30th September 2013

Street / Area	Town / Village	Community Issue No	Scheme Description	Score	Recommended allocation
C154		N/A	C Class review – traffic order & implementation	N/A	Allocate £4,000
Lowden Tunnel, Lowden, Chippenham	Chippenham	2062	1. Directional lighting 2. Specialist feasibility study for shuttle traffic lights system	43	1. Allocate £388 2. Allocate £5,000
Cuttle Lane, Biddestone	Biddestone	2407	Topographical survey for traffic calming scheme	15	Allocate £2,000
Grove Lane, Kington St Michael	Kington St Michael	2467	Traffic calming, relocation of 30mph signs		Allocate £500
Kington St Michael Road, Kington Langley	Kington Langley	2618	Footway extension	25	Allocate £2,500 Conditional upon £500 funding from Kington Langley Parish Council
New Road, Chippenham	Chippenham	2905	Improvements to zebra crossing		Allocate £8,000
Pewsham Way, Chippenham	Chippenham	3053	Improved signage	44	Allocate £700
C86 Foscote, Grittleton	Grittleton	3081	Traffic calming		Allocate £1,500 Conditional upon £1,000 funding from Grittleton Parish Council

This page is intentionally left blank

New & existing Highways Requests for retention & further consideration

Chippenham CATG – 30th September 2013

Appendix 3

CATG 30-Sep-2013

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
78 London Rd	Chippenham	837	Request to move bus flag to reduce nuisance to home owner	<ul style="list-style-type: none"> Householder requests the bus stop is moved from one side of the property to the other BD advised that householder has put up signs on the railings and this has reduced the nuisance BD to consult nearby residents to establish whether there area any objections to the sign being moved. He will update next CATG meeting 27-Jan-14 	N/A
Blough Crossroads, Kington Langley	Kington Langley	1657	Installation of footpath/cycleway	<ul style="list-style-type: none"> Highways Officers advised CATG that the longer term strategic approach may include upgrading, but this is likely to be examined in respect of housing developments around Chippenham and potential upgrading of road links as part of the Core Strategy. Highways Officers advised that a shared use path along the length of the A350 in question is likely to be extremely expensive and is likely to fall outside the financial capability of the substantive CATG process. CATG to reconsider at next meeting 27-Jan-14 	28
River Street/Borough Parade Car Park Chippenham	Chippenham	1790	Install bollards River Street pedestrian thoroughfare Revelation Bookshop end	<ul style="list-style-type: none"> BD is working with the Bookshop to progress the proposal to erect a sign on their wall. BD to report back to next CATG meeting 27-Jan-14 	N/A

Page 57

Appendix 3

New & existing Highways Requests for retention & further consideration

Chippenham CATG – 30th September 2013

Appendix 3

CATG 30-Sep-2013

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Hill Corner Road, Chippenham	Chippenham	2438	Traffic calming measures	<ul style="list-style-type: none"> Proposals in the Core Strategy include a new link road which will have an impact upon this issue. Metro Count was carried out between 15/11/2012 and 27/11/2012. A total of 14342 vehicles were checked. The 85th percentile was 37.1mph Town Council confirm support for this request (18-April-13) Accident 9-Sep-13 involving bus and car, no casualties Speedwatch to be considered NW to explore whether there are local volunteers and report back to next CATG meeting 27-Jan-14 	30
B4039 near Whitegates Estate, Castle Combe	Castle Combe	2677	<p>Installation of a footpath alongside the B4039 from the Whitgates Estate to the B4039 junction to the lower village and thence to the Car Park.</p> <p>Pedestrian safety along B4039 near Whitegates Estate Castle Combe</p>	<ul style="list-style-type: none"> Parish Council has confirmed support. Officers visited the site in November 2012 Parish Council has approached landowner but landowner has declined to make land available for footpath for a permissive path CATG asked Highways Officers to review and report back to the next CATG meeting MR advises: <u>Footway alongside the B4039</u> <p>Existing difficulties indentified in constructing a footway from the Whitegates Estate to Dunns Lane remain.</p> <p>The steep bank and the presence of the telegraph pole on the western side could be overcome, however it will be prohibitively expensive (£50k+)</p>	29

Page 38

Appendix 3

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
				<p>and is still likely to be substandard i.e. less than 1.5m wide for most of its length. There is no scope to widen into the existing carriageway.</p> <p>1. <u>Access using the existing footpath from the Whitegates estate (near the Playground) to School Lane</u> The footpath is not too bad in term of its overall condition, however where it is made up (tarmac) it is uneven and breaking up in places.</p> <p>Some areas have been affected by tree roots and there are some longer lengths where it's very overgrown.</p> <p>If this route is promoted as a formal pedestrian route from Whitegates to Dunns Lane the issues are:</p> <ul style="list-style-type: none"> a) The length of tarmacadam path would need upgrading and improving. b) Lighting the path would need to be considered for use all year round. c) Ownership needs to be established, it might not have been adopted as a public right of way. d) Need to establish as a legal right of way e) Anticipated opposition from residents of School Lane f) Estimated construction costs in the region of £60k+ <ul style="list-style-type: none"> • MR to update next CATG meeting 27-Jan-14 	

New & existing Highways Requests for retention & further consideration

Chippenham CATG – 30th September 2013

Appendix 3

CATG 30-Sep-2013

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Path running from Wood Lane alongside Charter Primary School	Chippenham	2877	Request for lighting along path between Pewsham/Wood Lane	<ul style="list-style-type: none"> Supported by Chippenham Town Council Community Safety Team to advise whether there is budget available for this scheme Community Safety Team to update next CATG meeting 27-Jan-14 	
C151 bend to Colerne	North Wraxall	2957	Request for warning signs on bend	<ul style="list-style-type: none"> Awaiting comments from North Wraxall Parish Council 	
Vincients Rd, Bumpers Farm Industrial Estate	Chippenham	2958	Request to resolve traffic congestion	<ul style="list-style-type: none"> 6-Jun-13 Town Council's Planning Committee at met and provided the following comments: Request for traffic congestion solution at Bumpers Farm Industrial Estate. The Committee support this request. Exiting the site is already a problem which may be made even worse if a recycling plant is sited here in the future. The poor access may also be responsible for businesses choosing not to locate here. CATG agreed this was a strategic issue SD to advise next CATG meeting 27-Jan-14 	
Market Quarter	Chippenham	3048	Connect Market Quarter to Calne Railway Cycle Track	<ul style="list-style-type: none"> Chippenham Town Council confirm support for this request CATG agreed to defer this request until the next meeting on 27-Jan-2014 	

Page 40

Appendix 3

New & existing Highways Requests for retention & further consideration

Chippenham CATG – 30th September 2013

Appendix 3

CATG 30-Sep-2013

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Cuttle Lane, Biddestone	Biddestone	3077	Automatic-closing gate request at disabled-ramp Cuttle Lane	<ul style="list-style-type: none">Confirmed as a request from Biddestone Parish Council on 3 October 2013CATG agreed to defer this request until the next meeting on 27-Jan-2014	

This page is intentionally left blank

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Fowlswick Lane, Allington	Chippenham Without	1175	Traffic calming	<ul style="list-style-type: none"> Traffic calming proposal (cost £2,000) 1-Jul-13 Area Board allocated £1,000 conditional upon match funding of £500 each from Chippenham W/O & Kington St Michael Parish Councils CATG agreed that in the absence of support from the Parish Councils this scheme should not proceed. CATG agreed to recommend for removal VW to include in report to Chippenham Area Board 4-Nov-13
Pew Hill, Langley Road, Saxby Road, Chippenham	Chippenham	1762	<ol style="list-style-type: none"> Lining improvements To increase the size of the centre circle of the mini roundabout New SLOW markings 	<ul style="list-style-type: none"> To be completed shortly CATG agreed to recommend for removal VW to include in report to Chippenham Area Board 4-Nov-13
The Plough at junction of A350	Kington Langley	2522	Suggestion that yellow hatches are incorporated at the traffic light junction of the A350 opposite the Plough public house, Kington Langley to relieve blockages at junction	<ul style="list-style-type: none"> Extensive Traffic Management required; cost for signals switch off would be prohibitive (£250,000) This request has been noted for potential inclusion in future upgrade of signals/part of the Pinch Point funding works. CATG agreed to recommend for removal VW to include in report to Chippenham

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
				Area Board 4-Nov-13
Park Lane, Chippenham	Chippenham	2590	Traffic lights requested Cars keep crashing in Park Lane	<ul style="list-style-type: none"> • Metro Count form e-mailed to requestor for completion 10-Apr-13 • Metro Count results show 85th percentile was 28.4 mph • Highways Officers confirm signing and lining has been carried out and recommend this matter is monitored • CATG agreed to recommend for removal • VW to include in report to Chippenham Area Board 4-Nov-13
Chestnut Road, Chippenham	Chippenham	2738	Tarmac grass verges on left hand side to provide better parking provision Chestnut Road	<ul style="list-style-type: none"> • The Town Council acknowledges there are parking problems in this road and request that the Highway Authority investigate the situation. • Requests for residents' overspill parking will be considered by the council on a case-by-case basis where there is a clear requirement and demand. All assessment and implementation costs would be charged to the scheme sponsor (e.g. residents' association, parish/town council, etc). • It is not appropriate for the CATG to use their funding for off-road residential parking

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
				<ul style="list-style-type: none"> • CATG agreed to recommend for removal • VW to include in report to Chippenham Area Board 4-Nov-13
Redland / Brook St	Chippenham	2933	Request for clearway markings at bus stops on Redland & Brook Street	<ul style="list-style-type: none"> • Highways Officers cautioned that there may be a loss of car parking spaces • CATG agreed this scheme wasn't a priority • CATG agreed to recommend for removal • VW to include in report to Chippenham Area Board 4-Nov-13

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
London Road	Chippenham	2949	Request for clearway markings at last bus stop on London Road	<ul style="list-style-type: none"> • MR has discussed with BD regarding the options: <ol style="list-style-type: none"> 1. Clearway markings require 37m of no waiting restrictions which stops 6 cars from parking (there is little off-road parking along this road) 2. Create a bus stop boarder (kerb build-out) which would lose 20m of parking spaces (4 cars). • Town Council's Planning Committee confirmed no objection in principle to this request • 25-June – 13 BD confirms that residents accept that no improvements are possible. • CATG agreed to recommend for removal • VW to include in report to Chippenham Area Board 4-Nov-13

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
<p>Page 47 Various locations in town</p>	Chippenham	2955	Request for the purchase of additional grit bins	<ul style="list-style-type: none"> • Officers provided the CATG with a copy of the grit bin policy • If the purchase of additional grit bins for the town is prioritised by the CATG, a commitment is needed from the Town Council to fill and maintain the bins • PB to confirm the cost of grit bins • CATG contacted the Town Council to request that they consider a request to agree in principle: <ul style="list-style-type: none"> ○ To refill & maintain 5 additional grit bins ○ Locations unspecified at the present time • 4-Sep-13 Town Council's Leisure & Amenities Committee met and resolved : <p>"Wiltshire Council is informed that the Town Council rejects its request to refill and maintain five new grit bins to be located in unspecified locations in the Chippenham area"</p> • CATG concluded this request cannot proceed without commitment to refill and maintain the bins • CATG agreed to recommend for removal • VW to include in report to Chippenham Area Board 4-Nov-13

This page is intentionally left blank