

# AGENDA

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** St Margarets Hall, St Margarets Street, Bradford on Avon  
**Date:** Wednesday 7 January 2015  
**Time:** 7.00 pm

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Including the Parishes of Limpley Stoke, Winsley, Monkton Farleigh, Bradford-on-Avon, Holt, South Wraxall, Wingfield, Westwood, Staverton

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**The press and public are invited to attend the meeting**

**The Area Board welcomes and invites contributions from members of the public**

**ARRIVE EARLY! Refreshments will be available**

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Please direct any enquiries on this Agenda to Kevin Fielding, on 01249 706612 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk) or Peter Dunford (Bradford on Avon Community Area Manager), direct line 01225 713060 or (email) [peter.dunford@wiltshire.gov.uk](mailto:peter.dunford@wiltshire.gov.uk)

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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## Wiltshire Councillors

Cllr Rosemary Brown (Chairman) - Bradford on Avon North

Cllr Magnus Macdonald - Winsley & Westwood

Cllr Trevor Carbin – Holt & Staverton

Cllr Ian Thorn (Vice Chairman) – Bradford on Avon South

Items to be considered	Time
<p>1 <b>Chairman's Welcome and Introductions</b></p>	<p>7:00pm</p>
<p>2 <b>Apologies for Absence</b></p>	
<p>3 <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>4 <b>Minutes (Pages 1 - 10)</b></p> <ul style="list-style-type: none"> <li>• To approve and sign as the correct record the minutes of the Bradford on Avon Area Board meeting held on 12 November.</li> <li>• To approve and sign as the correct record the minutes of the Local Youth Network Management Group held on 1 December.</li> <li>• To approve and sign as the correct record the minutes of the Bradford on Avon Community Area Transport Group meeting held on 8 December.</li> </ul>	
<p>5 <b>Chairman's Announcements and Updates (Pages 11 - 12)</b></p> <p>Announcements:</p> <ul style="list-style-type: none"> <li>• Car Parking Review.</li> <li>• Campus Update.</li> </ul> <p>Updates:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police.</li> <li>• Wiltshire Fire and Rescue Service.</li> <li>• Youth Advisory Group.</li> </ul>	<p>7:05pm</p>
<p>6 <b>Wiltshire Police and Crime Commissioner - Precept Consultation</b></p> <p>Angus Macpherson - Police and Crime Commissioner for Wiltshire and Swindon</p>	<p>7:15pm</p>

	To consult on the proposed increase to the precept.	
7	<p><b>Climate Local Initiative</b></p> <p>Ariane Crampton and Clare Langdon - Green Economy Team, Wiltshire Council</p> <p>To encourage Area Boards to promote further public engagement on fuel poverty and carbon technologies.</p>	7:30pm
8	<p><b>Bradford on Avon Historic Core Zone - Town Poll</b></p> <p>Representatives of the Historic Core Zone Working Group</p> <p>To report on preparations for an exhibition and public meetings ahead of a Town Poll.</p>	7:45pm
9	<p><b>Bradford on Avon Air Quality Action Plan</b></p> <p>Representatives of the Bradford on Avon Air Quality Alliance</p> <p>To invite comment on the county-wide plan and final contributions towards an action plan for Bradford on Avon.</p>	8:15pm
10	<p><b>Grant Funding Applications</b></p> <p>Community Area Grant applications:</p> <ul style="list-style-type: none"> <li>• The Hub @ BA15 Trust requesting £5,000 for refurbishment and furniture for the former HSBC bank premises in Church Street.</li> <li>• Holt Parish Council requesting £1,455 towards kerbs at Ham Green to protect from further erosion.</li> </ul> <p>Local Youth Network grant application:</p> <ul style="list-style-type: none"> <li>• Broughton Gifford and Holt Youth Work Project requesting £3,524 towards running costs for the Holt Youth Club.</li> </ul>	
11	<p><b>Next Meeting</b></p> <p>Wednesday 11<sup>th</sup> March 2015 – venue to be confirmed.</p>	9:15pm
12	<b>Close</b>	



# MINUTES

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** St Laurence School, Ashley Rd, Bradford on Avon, BA15 1DZ  
**Date:** 12 November 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 8.50 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding, Tel: 01249 706612 or (e-mail) [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Rosemary Brown, Cllr Trevor Carbin, Cllr Magnus Macdonald and Cllr Ian Thorn

### **Wiltshire Council Officers**

Peter Dunford – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Mal Munday - Head of Service – Early Help  
Emma Coombs - Community Youth Officer

### **Town and Parish Councillors**

Bradford on Avon Town Council – Alison Craddock & Martin Newman  
Holt Parish Council – Andrew Pearce  
Monkton Farleigh Parish Council – Matthew Midlane

### **Partners**

Wiltshire Police – Insp Chris Chamblings  
BoACAN – Jim Lynch

**Total in attendance: 40**

<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 welcomed everybody to St Laurence School.</p> <p>The Chairman introduced the Area Board members and the Wiltshire Council officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Mike Franklin – Wiltshire Fire &amp; Rescue Service.</p>
3	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the Bradford on Avon Area Board meeting held on 17 September 2014 were signed as the correct record.</b></li> <li>• <b>The minutes of the Bradford on Avon Community Area Transport Group meeting held on 8 September 2014 were signed as the correct record.</b></li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements and Updates</u></p> <p>Chairman's Updates</p> <p>i) Car Parking Consultation – details in pack, the consultation runs until 16<sup>th</sup> January 2015.</p> <p>ii) Campus Update – Jim Lynch from BoACAN reported that he had attended the Wiltshire Council Cabinet meeting to lobby for the inclusion of Bradford on Avon in the capital programme for campus development 2014-17, but this had been unsuccessful. The Community Operations Board was deeply unhappy at this decision and was seeking clarification from the Council on its implications.</p> <p>iii) Changes to Electoral Registration System – details in pack, all registrations to electronic register due by 1<sup>st</sup> December.</p>

- iv) Emergency Planning Workshop for Bradford on Avon Community Area, 26 November at St Margaret's Hall – details in pack, all parishes encouraged to attend.

#### Partner Updates

##### Wiltshire Police – Inspector Chris Chammings

- The written report was noted.

Youth Advisory Group (YAG) – Emma Coombs (Community Youth Officer) and the YAG representatives.

##### Points made included:

- Young Peoples' Open Day - that the group had been planning a young people's open day, to be held at Bradford on Avon Youth Centre. This would be used as a consultation day to find out what services and facilities young people want in Bradford on Avon. A questionnaire would be devised for young people who attend the open day.
- End of Six Week Sessions and Survey - at the last Area Board the group explained how they had been given the use of Bradford on Avon's Youth Development Centre once a week for six weeks on Tuesdays. These sessions allowed them to speak to other young people about what the group can do next and in the future to provide young people with a source of activities and facilities that they need and require.

From these sessions a short, 5 question survey for young people was put together in order to receive more detail about exactly what facilities young people are looking for in Bradford on Avon.

#### Survey Results

##### Question 1. "Where would you go to get support and advice?"

From the four options available, we found that 55% of young people selected the 'other' option, and their answers consisted of turning to youth workers or parents for support.

Question 2. "Do you currently use any leisure activities?"

The results of this question show that just over 60% of young people answered 'yes' to currently using leisure activities.

Question 3. "What activities would you like to see available in BoA?"

65% of people said that they would like to see a young persons' meeting place and 16% mentioned that they would like to have activities with youth workers, in the 'other' section.

Question 4. "Would a service that offered support and advice be of value to you?"

We then found out that 74% of people said that a service which offered support would be of use to them. The remaining quarter of young people answered 'no'.

Question 5. "Any other comments or suggestions?"

This was one of our most important questions, as young people were able to write out any comments they had, in detail.

- One comment said *"There's not much to do in BoA so maybe if young people had some adults to do activities with, with other young people too, it could give us things to do. Then if a young person has a problem, they could talk to the adult."*

Another comment said *"I would like to see a youth centre with youth workers that I could talk to when I have a problem. They have helped in the past and now I have absolutely no one."*

- Most of the comments mentioned said that young people would benefit, if there were youth workers to complete activities with or a youth worker to speak to. Many young people suggested having street based youth workers and a young people's meeting place held at a certain time each week on a regular basis.
- From drawing up this survey and looking at the results, the group agreed that they would use this as a preliminary questionnaire and have decided that they would like to draw up another survey to gain



	<p>more information about what specifically young people want regarding facilities in Bradford on Avon.</p> <p>It was proposed to do this at the young people's open day.</p> <p>The Chairman thanked the Partners for their updates.</p>
6	<p><u>Building the Local Youth Network and the community-led model for youth activities</u></p> <p>Mal Munday - Head of Service, Early Help, Wiltshire Council &amp; Emma Coombs - Community Youth Officer, Wiltshire Council.</p> <p>Points made included:</p> <p>The Vision</p> <ul style="list-style-type: none"> <li>• All young people have access to a varied and innovative youth offer.</li> <li>• The right help when they need it.</li> <li>• Taking into account the views of young people and other stakeholders.</li> <li>• Bring young people and the community together.</li> </ul> <p>The role of the Community Youth Officer (CYE)</p> <ul style="list-style-type: none"> <li>• Be the “go to person” for young people’s issues.</li> <li>• Engage with young people - champion their voice decision making.</li> <li>• Establish and support the Local Youth Network.</li> <li>• Support local youth and community projects.</li> <li>• Find out and write up the needs, outcomes, priorities and objectives for positive activities in the local area.</li> </ul> <p>The role of the Local Youth Network</p> <ul style="list-style-type: none"> <li>• Be a sub-group of the Community Area Board.</li> <li>• Represent a wide range of community stakeholders.</li> <li>• Come together at events, workshops, youth fairs, meetings and</li> </ul>

consultations.

- Encourage active engagement and improved partnership working between key stakeholders and young people.

#### The role of the Local Youth Network Management Group

- 10 – 12 Members.
- Young people must play a central role.
- Coordinate the design, development, delivery and review of positive activities for young people.
- Evaluate grant requests and identify suitable providers.
- Make recommendations to area board on how funding should be deployed.

#### Grants Funding and Procurement

- Voluntary and community sector.
- Must be for activities for young people aged 13-19.
- Application form available online.
- Evaluated by the LYN and recommended to the area board for funding.
- Corporate suppliers can apply to be in a catalogue of providers.
- Application form available online.
- Applications are evaluated by commissioning officers.
- The Area Board will seek quotes, evaluate and consider the competition.

#### Grant Criteria

- Applicants must have policies and procedures that fulfil legal requirements.
- Can be up to a value of £5,000 per project.
- Must help meet the needs, outcomes, priorities and objectives for positive

	<p>activities in the local area.</p> <ul style="list-style-type: none"> <li>• Young people must be involved in the completion of the application to ensure the activity is accessible, affordable, wanted and valued by them.</li> <li>• Activities that involve or benefit groups of vulnerable young people or that include matched funding will be given additional weighting in the decision making process.</li> </ul> <p>The point was made that Bradford on Avon Town Council were in discussions with Wiltshire Council re an asset transfer of the Youth Centre building. Early indications from these discussions had not been encouraging, with Wiltshire Council reluctant to agree to a full asset transfer, but wishing to remain landlords of the building with Bradford on Avon Town Council paying for the building's upkeep.</p> <p>It was agreed that the Community Area Manager would write to Wiltshire Council on behalf of the Bradford on Avon Area Board supporting Bradford on Avon Town Council in its bid to secure the Youth Centre building from Wiltshire Council through a full asset transfer.</p> <p>The Chairman thanked Mel Munday and Emma Coombs for their presentation.</p>
7	<p><u>Roll-out of Superfast Broadband</u></p> <p>Matt Lloyd – British Telecom gave an update on the roll out of Superfast Broadband to the Bradford on Avon community area.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• £30.9m Partnership between Wiltshire Council, BDUK and BT to deploy a Next Generation Access infrastructure and transform broadband services.</li> <li>• Deploying fibre broadband to the intervention area within the county.</li> <li>• Delivering Fibre to the Cabinet (FTTC) and latest technology developments.</li> <li>• Deployment in phases based on exchanges, throughout the area with fibre delivery complete by Spring 2016.</li> <li>• Significant challenges in deploying to rural areas across the area.</li> </ul> <p>What Next</p> <ul style="list-style-type: none"> <li>• Community packs sent to Parish Councils when parish is able to order a</li> </ul>

	<p>new service.</p> <ul style="list-style-type: none"> <li>• Website is primary tool for communication: <ul style="list-style-type: none"> <li>– Post code checker</li> <li>– Exchange area update</li> <li>– Total number of homes</li> <li>– Very simple FAQ</li> <li>– How to order the new service</li> </ul> </li> </ul> <p>Questions raised included:</p> <p>Is this service only available from BT?  <i>a.No, BT were only obliged to provide the open access network.</i></p> <p>Westwood has had telephone issues for a while can this be looked into as nothing appears to be progressing?  <i>a.Yes, we would follow up this issue.</i></p> <p>The Chairman thanked Matt Lloyd for his presentation.</p>
8	<p><u>Bradford on Avon Historic Core Zone - Town Poll</u></p> <p>This agenda item was deferred until the 7<sup>th</sup> January 2015, Area Board meeting.</p>
9	<p><u>Wiltshire Air Quality Action Plan</u></p> <p>Peter Dunford – Community Area Manager gave a short update on the county-wide plan and final contributions towards an action plan for Bradford on Avon.  Points made included:</p> <ul style="list-style-type: none"> <li>• Air Quality Alliance formed in 2012.</li> <li>• Public consultation events held; goals for legal air quality by 2015 and to be known as a Clean Air Town by 2020.</li> <li>• New analyser on Masons Lane monitoring nitrogen dioxide and small particulate emissions in ‘real time’.</li> <li>• Wiltshire-wide web site and text alert system.</li> <li>• Origin and Destination Traffic Study.</li> <li>• Historic Core Zone scheme to promote pedestrian priority.</li> <li>• Promotion of cycling, walking, public transport, EVs.</li> </ul>

	<ul style="list-style-type: none"> <li>• That the Consultation closes on 16 January 2015.</li> </ul> <p>The Chairman thanked Peter Dunford for his update.</p>
10	<p><u>Community Grant Scheme</u></p> <p>The Wiltshire Councillors were asked to consider one application seeking 2014/15 Community Area Grant funding:</p> <p><b>Decision</b>  <b>West Wilts Esprit Gymnastics Club was awarded £1,000 for a Changing Room Upgrade and Fitness Suite.</b></p> <p><b>Reason</b>  <b><i>The application meets the grant criteria 2014/15.</i></b></p>
11	<p><u>Future Meeting Dates</u></p> <ul style="list-style-type: none"> <li>• Wednesday 7<sup>th</sup> January 2015 – St Margarets Hall.</li> <li>• Wednesday 11<sup>th</sup> March – venue to be confirmed.</li> </ul>
12	<p><u>Close</u></p>



## Local Youth Network Meeting- Minutes

Monday 1<sup>st</sup> December 2014 Bradford-on-Avon Youth Development Centre

### Apologies:

- Charlotte Jackson, Holt Youth Club
- Jim Lynch, BoACAN

### Present:

- Skye May, Cherry Riley, Jade Britton - Youth Advisory Group
  - Councillor Magnus McDonald, Wiltshire Council
  - Councillor Alison Craddock, Town Council
  - Councillor Ian Thorne, Town Council and Wiltshire Council
  - Councillor Trevor Carbin, Wiltshire Council
  - Councillor Rosemary Brown, Wiltshire Council
  - Peter Dunford, Bradford-on-Avon Area Board
  - James Voughton, Fitzmaurice primary School and Youth For Christ
  - Karen Butler, St Laurence School
  - Jane Grant, Bob Crouch, Holt Youth Club
  - Emma Coombs, Community Youth Officer
- ◆ Introduction of members, present in the meeting.

### BoA Youth Development Centre Building:

- AC explained that the Town Council now has ownership of the Youth Development Centre. The dates to run youth sessions can now be arranged.
- PD spoke about bids to Area Board in the building – Equipment and redecoration.

### Set up of the LYN, Young People and Involvement:

- A ratio of young people to adults is required. At least two members of the LYN should be young people, at a minimum. The group in general should consist of 10 members.

### Election of Chair Person:

- Discussion of who could become the chair of the LYN.
- Suggestion of AC becoming the Chair.
- Second suggestion of having a combination of an adult as chair and young person as vice chair.
- Further discussion lead to the decision of having a young person holding the LYN meetings and becoming the chairperson.
- Voted decision to have SM and CR both as co-chair for three months and have a flexible chairperson.

### **Young People's Open Day:**

- CR and SM spoke about the young people's open day on Saturday 6<sup>th</sup> December. The purpose of the open day is to collect information from young people about what they would like to see, within facilities, in the Bradford on Avon and surrounding areas.
- The young people who arrive at the open day will be presented with 9 questions, to be answered. This will allow us to see what it is exactly that young people want in the BoA area.
- Small amounts of funding have given, for the open day to operate.
- Advertising has taken place with the distribution of posters and JG suggested that LYN members could be emailed with the posters, to help advertise. This has been carried forward.
- JV suggested that the young people attending the open day could join a focus group or to join the LYN. This will be followed up at the open day by discussing it with the young people.
- The LYN has been invited to attend the open day.

### **Grant Applications:**

- Application of applying for grants is now online.
- It was mentioned that people including young people should be made fully aware of the grant application, to keep the applications of funding, fair.
- The LYN was made aware that grant applications initially get sent to EC, for the purpose of checking the criteria to see if it is suitable to go forward to Area Board.
- Holt's funding application was looked at by the LYN. BC said that Holt youth club is in need of additional professional youth workers, as there is currently just one. Holt YC runs sessions every Wednesday, every 2-3 weeks. Currently 9-13 young people attend the sessions. There is a contract to pay Youth Action Wiltshire in addition to insurance. It is essential to fulfil the contract with Youth Action Wiltshire.
- It was suggested by SM that the young people's open day has not yet happened and evaluating young peoples ideas on the day would be beneficial, as to see what young people want in the surrounding areas of Bradford on Avon, before applications for funds are accepted.
- The LYN has a set of locally held funds, which if not used, will roll forward in March.
- The LYN accepted the grant and compromised for a cost of £3,524, to allow Holt to gain the funds up until March, as reserve. The LYN would like to see Holt YC promoted more, as there are currently few young people attending. A second application came be made by Holt, in March, if there is a need for more funds.

### **Meeting Preferences:**

- It was agreed that LYN meetings should take place every 8 weeks by placing them 3 weeks before Area Board.







**Bradford on Avon Community Area Transport Group**

**Monday 8th December 2014 at County Hall, Trowbridge in the Lacock Room at 4pm**

**Present:**

Rosemary Brown, Wiltshire Councillor, Bradford North  
Ian Thorn, Wiltshire Councillor, Bradford South  
Trevor Carbin, Wiltshire Councillor, Holt and Staverton  
Magnus Macdonald, Wiltshire Councillor, Winsley and Westwood  
Martin Newman, Gwen Allison, Bradford on Avon Town Council  
Andrew Pearce, Holt Parish Council  
Simon Coombe, Bob Broadhead, Limpley Stoke Parish Council  
Matthew Midlane, Monkton Farleigh Parish Council  
Alan Parker, Westwood Parish Council  
Linda Ladner, Roger Rowe, Winsley Parish Council  
Shay Parsons, Lorry Watch  
PC Martin Annetts, Wiltshire Police  
Andy Cadwallader, Local Highways and Streetscene, Wiltshire Council  
Spencer Drinkwater, Transport Planning, Wiltshire Council  
Dave Thomas, Traffic Engineering, Wiltshire Council  
Peter Dunford, Bradford on Avon Area Board

1. **Apologies:** Maggie Novotni, Wingfield Parish Council

2. **Notes of CAT-G meeting on 8 September**

Notes: agreed with the addition of M. Novotni being present.

Matters Arising: Police concerns at Kingston Mill regarding dangerous reversing traffic. Highway still not adopted and traffic regulation orders not enforceable.

**AGREED: Speak to Highways Development Control Officer, Rebecca Lockwood-Norris, and write to Linden Homes**

3. **Budget Position – update**

Dave Thomas reported that £ 7, 601 was unallocated and available to be spent from the budget for 2014/15.

4. **Historic Core Zone – Parish Poll**

Dave Thomas reported that a parish meeting would be held on 6 January to call the parish poll, which would probably be held in late January or early February 2015.

5. **Wiltshire 20 mph policy – Scrutiny review**

Dave Thomas reported that the Environment Select Committee on 9 December would consider the Scrutiny review report which was recommending no amendment to the proposed Wiltshire 20 mph policy.

Representatives from 2 of the trial sites - Westwood and Limpley Stoke - felt that the report was inaccurate and not reflecting their experience that 20 mph zones and limits do work. The Police and Community Speedwatch are helping to enforce the regulations. If 20 mph outside schools is deemed to be appropriate why is the same protection not afforded to the wider community?

**AGREED: The comments of the CATG be reported to the Environment Select Committee**

6. **Traffic Survey of Bradford on Avon and Holt**

Spencer Drinkwater reported that Atkins had completed the Bradford on Avon study although discussions were continuing on certain points of detail on which clarification has been sought.

The Holt study remains in draft status and the Parish Council are challenging some of the findings; their own research shows significantly higher numbers and impact of HGV through-traffic. The final report should be published in the New Year.

7. **Lorry Watch - new signage**

Shay Parsons reported that new HGV signs are all up. The Lorry Watch is now fully operational for only 2 months a year due to resource limitations in Wiltshire Trading Standards. Additional resources for monitoring have been requested from the Office of the Police and Crime Commissioner and the Town Council.

Simon Coombe reported that the Valley Parishes Alliance are concerned that Bath and North East Somerset Council's is again investigating a link road through the Bathampton Meadows to relieve traffic from the A4/ A36 in Bath, but which would send increased numbers of cars and lorries down the A36 through Wiltshire.

**AGREED: Agenda item for next time**

## 8. **Speed Indicator Devices**

Dave Thomas reported that the Cabinet Portfolio Holder, Councillor Thomson, was consulting with parishes on the withdrawal of funding for Speed Indicator Devices, a budget of £ 75,000 countywide.

The only sites which regularly use the SID in our area are Moulton Drive in Bradford on Avon and the B3109 at Wingfield. Bradford on Avon Town Council and Wingfield Parish Council both support the continued use of the SID but reject the proposed contribution of £ 4,200 per annum to continue its deployment. Other parish councils have not responded individually to Councillor Thomson. Dave Thomas explained that teams have to be trained and insured to work on the highway and that parish councils may struggle to move the SIDs around on a regular basis. It was suggested that SIDs could be permanently installed but only switched on at certain times. Dave Thomas felt this would have reduced effectiveness on driver behaviour compared to a moveable, temporary sign.

Trevor Carbin suggested a pro-rata financial contribution by parish or community area, based on population, rather than a flat rate charge. The CATG would not be allowed to pay for the revenue costs of SID deployment from its capital budget.

**AGREED: To write to Councillor Thomson with the views of the CATG**

## 9. **Update on CAT-G priority projects**

- i) **Newtown bollards, Bradford on Avon** - in response to a resident request the bollard outside 18 Newtown has been removed. New thinner bollards at No 18 and signs at the junction of Newtown and Masons Lane have now been installed
- ii) **Winsley Road, Bradford on Avon** - pedestrian crossing near Huntingdon Street junction funding contribution of £3,500 from the CATG budget. Design work underway, TRO advert due January, install April/May.
- iii) **White Hill, Bradford on Avon** – enforcement of “Access Only” restrictions through additional signing and bollards at top of hill. Works now complete.
- iv) **Wingfield** – footway from Trowle Farm Lane to Loves Lane. Wingfield Parish Council had agreed to contribute £ 2,000 towards these improvements in 2013/14 and a further £ 2,000 in 2014/15, to be match funded £ 4,000 by the CATG. Detail design nearly complete. Works due 2<sup>nd</sup> March to 20<sup>th</sup> March 2015.

## 10. **Other urgent highways and transport matters**

- i) **Waiting Restrictions** – The budget cutbacks and staffing reductions have meant that little progress is being made against a backlog of requests which is giving rise to increasing complaint. A revised policy is currently being drafted to address the concerns, due January 2015.

- ii) **Bath Road, Bradford on Avon** – pedestrian crossing to Christchurch School and traffic management measures on Berryfield Road are linked to an update of the School Travel Plan. The STP has now been completed and a bid under the ‘Taking Action on School Journeys’ fund is being made by the school.
- iii) **Frankleigh** – dangerous access and egress onto main road. Visibility splay cannot be improved as walls are listed structures and in private ownership. Overhanging vegetation needs to be cut back.  
**AGREED: Metrocount application to establish speeds along this stretch of road.**
- iv) **Highfield Road, Bradford on Avon** – parking bays requested to organise on-street parking. Site visit held. No further action possible as highway funds cannot be used to provide off street parking bays.
- v) **Huntingdon Rise** – wooden posts requested to control parking on grass verge. Site visit held. Options discussed and support given to hard grass solution.  
**AGREED: Town Council to consider options and request for match funding**
- vi) **Kingsfield, Woolley Street** – yellow lining requested to control on-street parking by non-residents in the day time. Site visit held. Proposals plan drafted and circulated.  
**AGREED: Town Council to consider via WRV1 process.**
- vii) **Land North of Holt Road, Bradford on Avon** – the temporary closure of Cemetery Lane is part of the Kingston Farm proposals; it is also proposed as a permanent measure within the Spitfire development to the north of Holt Road.
- viii) **Moulton Drive, Bradford on Avon** – a Speed Indicator Device to be deployed at this location on an occasional basis to reflect the speeding issue. As part of speed monitoring, metrocounts readings will be taken at this site. Yellow lining requested by the Town Council.
- ix) **Wiltshire Music Centre, Bradford on Avon** – parking issues in Churches caused by the School and Music Centre. Site visit with Music Centre has taken place. They will consider various ideas discussed some of which will require changes to signage.
- x) **Winsley Road, Bradford on Avon** – near Grove Leaze, metrocount confirms speeding issue. Volunteers now trained to deliver Community Speedwatch initiative but no patrol has been seen.  
**AGREED: Check status with Leanne Homewood at Wiltshire Police**  
Two courtesy crossings in this vicinity are worn and require a refresh. Wooden posts would help give visibility to motorists. Dave Thomas has costed these works at £1,650 per crossing.  
**AGREED: Town Council to consider need and request for match funding**
- xi) **Avoncliff** – signs are causing some confusion and lorries are getting stuck in the narrow lane. It would be useful to get local knowledge on who are these lorries?  
**AGREED: Revised signage boards required.**

- xii) **Staverton** – on street parking and road safety from Slip Way turning into Marina Drive. Formal advert of waiting restrictions complete. Objections received that require a Cabinet Member report to be drafted, due January 2015.
- xiii) **Staverton** – speeding on New Terrace  
Metrocount survey confirms eligibility for deployment of Speed Indicator Device in this location. Community Speedwatch soon active.
- xiv) Staverton** – off road cycle link to Bradford on Avon and Holt using a track through the Cemetery. Holt Parish Council supportive.  
**AGREED: Spencer Drinkwater to investigate potential for cycle link**
- xv) Wingfield** – request for traffic calming measures. Proposal plan prepared and agreed with Parish Council. Possible funding contribution from solar farm development. Next steps with Parish Council and linked to School Travel Plan.
- xvi) **Winsley** – parking restrictions to control conflict with buses. Formal advert of waiting restrictions complete. Objections received that require a Cabinet Member report to be drafted, due January 2015.
- xvii) **Winsley** – need for bus stop markings outside shop/ surgery at Tynning Road. School have also raised concerns about parking in the same area and will include the issue within their School Travel Plan. Proposal plan is with the Parish Council for comment.  
**AGREED: Winsley Parish Council to make formal request for action**

11. **Dropped Kerbs programme**

None currently in programme.

12. **Hand Rails:**

- i) Church Acre (key clamp hand rail)
- ii) Budbury to Tory (no further action)
- iii) Upper Regents Park
- iv) St Margaret's Street
- v) St Margaret's Hill (repair only)

Works costed, preferred supplier JACS. Match funding from Town Council available up to £5,000.

**AGREED: Proceed with Upper Regents Park and St Margaret's Street at a total cost of £ 5,240 i.e. £ 2, 620 from the CATG matched by the Town Council.**

13. **Any Other Highways Business**

Hartley Farm, Winsley – concern over busy junction with Winsley Bypass

**AGREED: Parish Council to send details to Dave Thomas**

20 mph proposals to be heard at the next meeting from Woolley, Limpley Stoke, Monkton Farleigh and Bradford on Avon.

14. **Date of Next Meeting** (note change)

Monday 2 March 2015, County Hall at 4pm



## Wiltshire's Car Parking Review Chair's Announcement

### Introduction

Wiltshire Council is reviewing its car parking service and has completed a pre consultation assessment, which was undertaken in May and June of this year. It has also reviewed the evidence from the community workshops held in May. The findings of the pre-consultation exercises have been combined with parking data to form the basis of the next stage of the review.

The review focuses on car parking charges and management, with the potential use of new technologies and the future role of local communities. The review also covers other aspects such as parking standards, first hour free parking and other charging exemptions.

We are keen to hear the views of residents to help us shape the new strategy. The Council has made no decisions and would like to see how far you agree or disagree with the presented options, or alternatively suggest your own. Therefore, we have produced consultation documents which can be viewed at <http://consult.wiltshire.gov.uk/portal> (not available until the 27<sup>th</sup> October 2014). Hard copies of the background evidence will also be available at local libraries and the main council offices. The online questionnaire and one possible charging option will be available for viewing and completion from the 10<sup>th</sup> November.

The consultation will be open from 27th October 2014 to the 16th January 2015.

### How to respond

Our preferred method to receive comments is through completion of the on-line electronic questionnaire (please note that there is no requirement to register or log-in to the portal to respond to this pre-consultation exercise).

Paper copies of the questionnaire will also be available on request by phoning the below number

Your comments need to be submitted by **5pm on 16<sup>th</sup> January 2015**.

If you have any queries, please contact us using the details below or by telephone on 0300 456 0100.

Sustainable Transport Group  
Highways and Transport  
Wiltshire Council  
County Hall  
Bythesea Road  
Trowbridge  
Wiltshire  
BA14 8JN  
By email to: [transportplanning@wiltshire.gov.uk](mailto:transportplanning@wiltshire.gov.uk)





**Bradford on Avon Area Board  
Jan 2015  
Neighbourhood Policing**

EA Bradford-on-Avon NPT	Crime				Detections*	
	12 Months to November 2013	12 Months to November 2014	Volume Change	% Change	12 Months to November 2013	12 Months to November 2014
Victim Based Crime	563	459	-104	-18.5%	17%	17%
Domestic Burglary	66	26	-40	-60.6%	33%	12%
Non Domestic Burglary	77	49	-28	-36.4%	5%	4%
Vehicle Crime	74	39	-35	-47.3%	7%	21%
Criminal Damage & Arson	106	75	-31	-29.2%	3%	11%
Violence Against The Person	91	115	+24	+26.4%	35%	25%
ASB Incidents	341	300	-41	-12.0%		

**Current NPT Priorities:**

My priorities for Bradford on Avon NPT are simple. I will provide a visible team within the community and respond to the needs of that community.

In order to provide this I will ensure officers patrol more on foot and bicycles, and less in cars.

Officers in Bradford are now also in possession of a laptop that has mobile connectivity, this will allow them to do more work while out and about on their beats, and reduce the amount of time they will be spending in the police station.

**Team News:**

There have not been any changes to Bradfords NPT officers, and your needs are still catered for by PC Martin Annetts, PC Lee Pelling, PCSO Andrew Maclaughlin and PCSO Joe Leeds.

## Overview

As shown at the start of this report the performance data for a 12 month period to Jan 2015 is extremely positive with overall crime 18.5 % lower than the same period last year.

Anti Social Behaviour has further dropped down to a 12% reduction.

Violent Crime is unfortunately still high, although it has dropped another 16 % since the last report, but these numbers are still made up mainly of either 'no injury' or 'private space' incidents, and violence in public spaces in BoA is still below the previous 12 months.

Burglaries in private homes has reduced by 60.6% against the previous 12 month period and this is an amazing result.

Public assistance is vital in ensuring this remains low, and the same messages are still key in our fight against burglaries.

- Report to police, or via Crime stoppers, any information you have or any concerns or suspicions about anyone involved in criminality
- Secure your property
- Mark your property
- Record details of identifiable property and/or take photos of you belongings.

The website [www.immobilise.com](http://www.immobilise.com) can be used to record these details and may even prevent offenders taking the item in the first place.

I have thoroughly enjoyed delivering policing to Bradford on Avon in 2014, and I look forward to 2015 with the same enthusiasm for increasing visible policing in all areas of my command.

As a town you have welcomed me, and I very much appreciate the help and support I have had during the year.

Regards

**Chris Chammings**  
**Sector Commander**

**WILTSHIRE COUNCIL**

**AGENDA ITEM 7**

**BRADFORD ON AVON AREA BOARD**  
**7 January 2014**

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**IS YOUR COMMUNITY READY TO TACKLE THE WILTSHIRE ENERGY CHALLENGE?**

**Purpose of Report**

1. To raise awareness and engage the Bradford on Avon community in how the council is tackling the energy challenge.

**Relevance to the Council's Business Plan**

2. Reducing carbon emissions and preparing for unavoidable climate change addresses two of the council's priorities:
  - (i) To protect those who are most vulnerable - through reducing fuel poverty and ensuring communities are prepared for the impacts of climate change.
  - (ii) To boost the local economy - through stimulating green jobs locally.
3. The council's Business Plan commits the council to reducing its carbon footprint and increasing recycling (p18). The Plan (Outcome 3) also aspires to:
  - reducing fuel poverty in the county;
  - lowering the carbon footprint of households, businesses and public services through energy efficient buildings and renewable technology;
  - promoting sustainable transport;
  - supporting people and places to deal with unavoidable climate impacts, such as flooding.

**Background**

Cabinet report

4. In September 2014, Wiltshire Council became a signatory to the Local Government Association's Climate Local initiative, which replaced the Nottingham Declaration on climate change. The significant progress made to tackle fuel poverty and promote low carbon technologies was noted at this time and Cabinet requested that further public engagement on this matter be sought through the area boards. The council's Climate Local [action plan](#) has since been published on the council website.

## Climate Local

5. By signing up to [Climate Local](#), councils across the country are capturing the opportunities and benefits of action on a changing climate, through leading by example, saving on their energy bills, generating income from renewable energy, attracting new jobs and investment, reducing flood risks and managing the impacts of extreme weather. 92 councils have signed up to date.
6. Wiltshire Council has been taking action on climate change since 2009 and continues to drive down carbon emissions across the county. The Climate Local initiative provides a mechanism for communicating and recognising these achievements.
7. According to government data, Wiltshire's per capita carbon emissions have fallen from 8 tonnes of carbon dioxide (tCO<sub>2</sub>) in 2005 to 6.7 tCO<sub>2</sub> in 2012. This reflects a reduction in emissions nationally, but remains higher than the 2012 South West average of 6.1tCO<sub>2</sub> and national average of 6.2 tCO<sub>2</sub>. The higher figure for Wiltshire is entirely attributable to higher transport emissions, as domestic and industry emissions match the national and regional averages. This cannot be explained by emissions from the M4 motorway or diesel railways. They are excluded from these figures as deemed to be outside the scope of local authority influence.

## **Main Considerations for the Council**

### Achievements

8. The council aims to reduce its annual carbon footprint by 11,823 tCO<sub>2</sub> by March 2017 compared with its 2010/11 footprint. In February 2014, the council's second [Carbon Management Plan](#) was published, showing significant progress in reducing the council's carbon footprint and generating annual savings on energy bills. The energy consumption data for 2013/14 shows further progress.
9. A review of progress and up-to-date consumption data were set out in the [Appendices](#) to the 16 September 2014 Cabinet report. Highlights include:
  - 661 planning applications for renewable technologies were received, of which 93% were approved.
  - The council facilitated the insulation of 1,430 homes across Wiltshire using £0.5 million invested by energy companies.
  - The council has attracted a further £1.4 million external funding for carbon reduction projects plus a £0.6 million 0% loan.
  - 112 invest to save energy efficiency projects have been implemented at a cost of £4.1 million, saving 2,475 tonnes of CO<sub>2</sub> and £730,000 on council energy bills annually (includes 2014/15 projects).
  - The council has set up an Energy Management System certified to ISO50001 standard.
  - Business mileage emissions were reduced by a third in 2013/14 from 2010/11 peak.
  - Over thirty schools have engaged in programmes to reduce their energy costs and carbon emissions.

- The Wiltshire Core Strategy includes specific policies around renewable energy and sustainable construction.
- Installation of biomass boilers at twelve schools and one campus, generating income from the sale of heat and the government's renewable heat incentive, while saving on schools' running costs.
- Installation of the largest single-roof local authority-owned solar panel system in the UK on the new Northacre Resource Recovery Centre in Westbury, covering an area equivalent to seven tennis courts.
- Installation of 2,500 high efficiency boilers in council housing by 2018.

More information about council carbon reduction projects and environmental community activity in the Bradford on Avon community area is included at **Appendix 1**.

### Next steps

10. The council's ECO Strategy (2011) sets out the development of four action plans:
  - A Carbon Management plan for the council
  - A Climate Change Adaptation plan for the council
  - A Renewable Energy Action plan for the county
  - A Low Carbon Transition plan for the county
11. It was agreed by the ECO board in 2012 to streamline the number of action plans by developing a single Energy Resilience Plan for aspects relating to renewable energy, the low carbon transition and affordable warmth in Wiltshire as a whole. The aim of this new plan to be developed in 2015 is to cover all aspects of making Wiltshire a more self-sufficient county when it comes to meeting its energy requirements.
12. There are to be four main themes running through the plan:
 

• Sustainable transport	• Renewable energy
• Energy efficiency	• Affordable warmth
13. The development of the Energy Resilience plan provides the opportunity to work with large businesses, communities and public bodies to capture existing initiatives to drive down energy demand in the county and identify future opportunities. The council's Green Economy Team are speaking to large energy consumers in Wiltshire to find out what plans they have in place to reduce their energy costs, and to the energy sector and community energy groups who want to invest in new technologies to deliver clean energy more locally. Through this process we are identifying where there are opportunities for energy resilience in Wiltshire and the actions necessary to see these come to fruition.
14. The plan will set out how we and others in the county are working to make our energy use more secure, affordable and sustainable. Behind much of this work is the drive to reduce energy waste and our dependence on fossil fuels. Through the development of the plan we can explore the opportunities for Wiltshire securing a low carbon future linked with long-term sustainable

growth. We can understand how homes, buildings and industry can become more energy efficient and match demand for energy through a varied mix of renewable and low carbon technologies. We will be able to identify opportunities for affordable low emission vehicles and efficient alternatives to the car. The energy resilience plan will identify a network of local businesses which are able to create new jobs and skills to emerge through a thriving low carbon economy.

15. The plan's broad objectives will include: reducing carbon emissions across all sectors; maximising economic opportunities; encouraging local energy generation and low carbon infrastructure; and enabling an active role for communities.

### **Environmental Impact of the Proposals**

16. Reducing the council's environmental impact is the subject of this report.

### **Financial Implications**

17. By taking actions to reduce energy use, the council stands to make significant savings given that total energy and transport costs for the council were £13.6 million in 2013/14, including £0.4 million for costs relating to the Carbon Reduction Commitment (CRC).
18. Total spend on energy and transport costs (excluding CRC) was approximately £13 million in 2009/10 and £12 million per year for the subsequent three financial years. Over the period 2009/10 to 2013/14, the unit prices paid by the council for gas have increased by 50% and electricity by 8%. This shows the importance of reducing consumption to avoid large increases in bills.
19. The council has spent £4.1 million on energy efficiency and renewable energy projects since 2009 (including 2014/15 projects). These are projected to generate £0.73 million savings per year, paying back in less than six years on average.
20. In addition, the council is investing in an oil to biomass conversion programme across twelve schools at a cost of £2.7 million. Projected income to the council from the renewable heat incentive for schools and campuses using biomass boilers comes to circa £4 million over 20 years.
21. The council has succeeded in obtaining £1.4 million external funding for carbon reduction projects (including £0.4 million for electric vehicle charging points) plus a £0.6 million 0% loan for energy efficiency investments.
22. The CRC scheme cost for 2013/14 came to £0.42 million, of which schools paid £0.16 million. Costs for 2014/15 and beyond are projected to be £0.5 million per annum which will need to be borne corporately as schools are no longer included in the CRC scheme.



23. Under the CRC scheme, the cost has risen from £12 per tonne of carbon emitted at the start of the scheme to £16.10 per tonne in 2015/16. It is expected that this will continue to rise in line with the Retail Price Index (RPI) year on year
24. Any further financial implications identified through the Energy Resilience Plan will be addressed through the ECO board.

### **Legal Implications**

25. There are no specific legal implications stemming from this voluntary initiative. However, addressing climate change is a key requirement for local authorities, as set out in the Climate Change Act 2008. Further information on the council's responsibilities relating to Climate Change and to the legislative and policy framework can be found in the [report](#) to Cabinet dated 22 June 2010 (Agenda Item 103). In addition, since that date, the Energy Act 2011 has been enacted which sets out the legal framework for the Green Deal, as well as the CRC Energy Efficiency Scheme Order 2013 which sets out revisions to the CRC scheme.

### **Equality and Diversity Implications**

26. The council's work to promote insulation schemes has focused particularly on vulnerable households as they are most at risk of fuel poverty. For example, project ACHIEVE trained up unemployed young people to deliver energy saving advice and devices to vulnerable households.

### **Recommendation**

27. That the Area Board notes the progress the council has made in tackling the local energy challenge and in particular the initiatives in the Bradford on Avon community area outlined at **Appendix 1**.

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### **Appendices:**

- Appendix 1 Overview of council carbon reduction projects and community activity in the Bradford on Avon community area



## Appendix 1: Overview of council carbon reduction projects and community activity in the Bradford on Avon community area

### 1. Invest to save energy efficiency projects

The following are examples of council led energy projects in Bradford on Avon. The Carbon Management Plan has enabled investment across the county in a range of projects on the council's own buildings and estate. As part of this large programme the following 'invest to save' projects have been implemented in Bradford on Avon.

#### Library lighting upgrade

An upgrade to lighting in the library has meant the replacement of old fluorescent lighting with new energy-efficient fittings. The thinner fluorescent tubes that are now in use have improved the overall light quality while reducing energy consumption. Upgrades such as these can save a large proportion of lighting electricity costs and therefore represent a good investment. Since its installation in 2011 the new lighting has saved approximately £5,800 on electricity bills.

#### Swimming pool combined heat and power

In November 2014 a combined heat and power (CHP) unit was installed at the swimming pool building. The unit generates electricity to be used on site, instead of drawing it from the National Grid. Heat is a side product of this process and is used to heat the pool water. It is anticipated that savings in the first year could reach £6,200, compared to an approximate annual energy spend of £67,000 for the facility. This technology is in use in other leisure centres across the county.

Project	Annual saving (£)	Annual CO <sub>2</sub> saving	Year completed	*Total savings to date (£)
Library - lighting upgrade	£1,442	7.3 tonnes	2011	£5,769
Swimming pool – CHP	£6,181	35 tonnes	Nov 2014	

\* Represent estimated full year savings since completion

### 2. Other projects

#### Collaborative low carbon schools service

The Collaborative Low Carbon Schools Service was a programme developed by the Carbon Trust to support local authorities and schools to work together to achieve effective school carbon management. Wiltshire Council worked in partnership with ten local schools to help reduce their carbon emissions and energy costs.

Holt Primary School was among those selected onto the programme in 2011/12. The school's energy team, which was comprised of both pupils and staff members, was supported to raise awareness and implement actions to save energy. Simple measures such as labelling and switching off lights were shown to be successful in reducing energy use and got the whole school involved.

### Electric vehicle charging points

The council received £60,000 from the Local Sustainable Transport Fund in June 2012 to enable the installation of four electric vehicle charging points in station car parks. Bradford on Avon station car park was the first to benefit from a fast charger, which is capable of charging two cars simultaneously. These charge points are available for public use and typically take up to 4 hours to completely recharge the car. Charging point locations throughout the county can be found at [www.openchargemap.org](http://www.openchargemap.org).

### **3. Local community activity**

Bradford on Avon benefits from extremely active and engaged community support. In terms of tackling climate change and exploring opportunities for local low carbon solutions, [Climate Friendly Bradford on Avon](#) is the most active. The group was established in 2006 with the aims to carry out the following activities which benefit the community:

- Promote, support and develop low carbon, sustainable lifestyles in the BoA Community Area;
- Share experience of low carbon living more widely;
- Raise awareness of climate change issues;
- Campaign at a local and national level for actions supporting low carbon living

The group's [business plan](#) summarises their progress so far – some key achievements from the report are:

- **South West Regional Finalists of the British Gas Green Streets Award** (December 2009) resulting in £150,000 worth of energy efficiency and renewable energy installations. This project led to 100 insulation measures in homes, two schools and three community buildings and installation of solar panels at one school and two households.
- A solar panel "bulk buy" scheme was set up to encourage and make it easier and cheaper for householders to install solar panels. To date there have been 40 installations under this scheme
- The Government-funded LEAF project ran during the first 3 months of 2012 in the community area. The £60,000 funding was used to carry out comprehensive energy assessments in 20 households and two community buildings, thermal imaging of 1,000 homes, internal wall insulation at the Quaker Meeting House and an upgrading of Climate Friendly Bradford's communication tools. Through this funding a thermal imaging camera was purchased and training provided for around 20 people.

More recently an 11kWp solar photovoltaic panel array was installed on Fitzmaurice School, through a local fundraising initiative. The Beeches B&B is the first accommodation provider in the area to install an electric car charging point on the Holt Road.

# Bradford on Avon Historic Core Zone



Here's what Bradford on Avon could look like if the HCZ scheme goes ahead (Proposed scheme image – actual materials will be available to view at the exhibitions)

## Pedestrians first? YOU decide

### THE PLAN FOR BRADFORD ON AVON TOWN CENTRE

Your Town Council and Wiltshire Council have been working on plans for the centre of Bradford on Avon. We know many of you feel intimidated by the traffic, so we have worked with local people and traffic consultants to design a scheme called the **Historic Core Zone**.

It is a clearly identifiable zone covering the town centre, making it clear to drivers that pedestrians have equal rights. It includes **wider pavements** and **twenty-five crossing points**, many on raised sections and defined by bollards. It represents a substantial improvement to the public space, and is a **calmer, safer, more attractive** environment for everyone.

To decide whether the scheme can go ahead, Wiltshire Council has called for a Parish Poll. **YOU** decide!

The Historic Core Zone will be rolled out in phases. The zones will cover Market Street, Church Street, Silver Street and St Margaret's Street and will be delivered in stages. **The design and funding is in place for phase 1 at this stage.**

**SEE INSIDE FOR MORE DETAILS**



**Find out more  
before you  
VOTE**

**Exhibitions:**  
Coach House, The Swan  
Wednesday 17 December to  
Thursday 29 January, all day

**Public Meetings:**  
St Margaret's Hall  
Monday 5 Jan – 2pm to 5pm  
Wednesday 7 Jan – 9am-12 noon  
Saturday 10 Jan – 10am to 1pm  
Thursday 22 Jan – 7pm to 9pm  
Please ensure your seat by  
booking with the Town Council

**Online:**  
Town Council Website  
[www.bradfordonavontowncouncil.gov.uk](http://www.bradfordonavontowncouncil.gov.uk)

Bradford on Avon  
Town Council  
St Margaret's Hall  
St Margaret's Street  
Bradford on Avon, BA15 1DE  
T: 01225 864240

[townclerk@bradfordonavontowncouncil.gov.uk](mailto:townclerk@bradfordonavontowncouncil.gov.uk)  
[www.bradfordonavontowncouncil.gov.uk](http://www.bradfordonavontowncouncil.gov.uk)



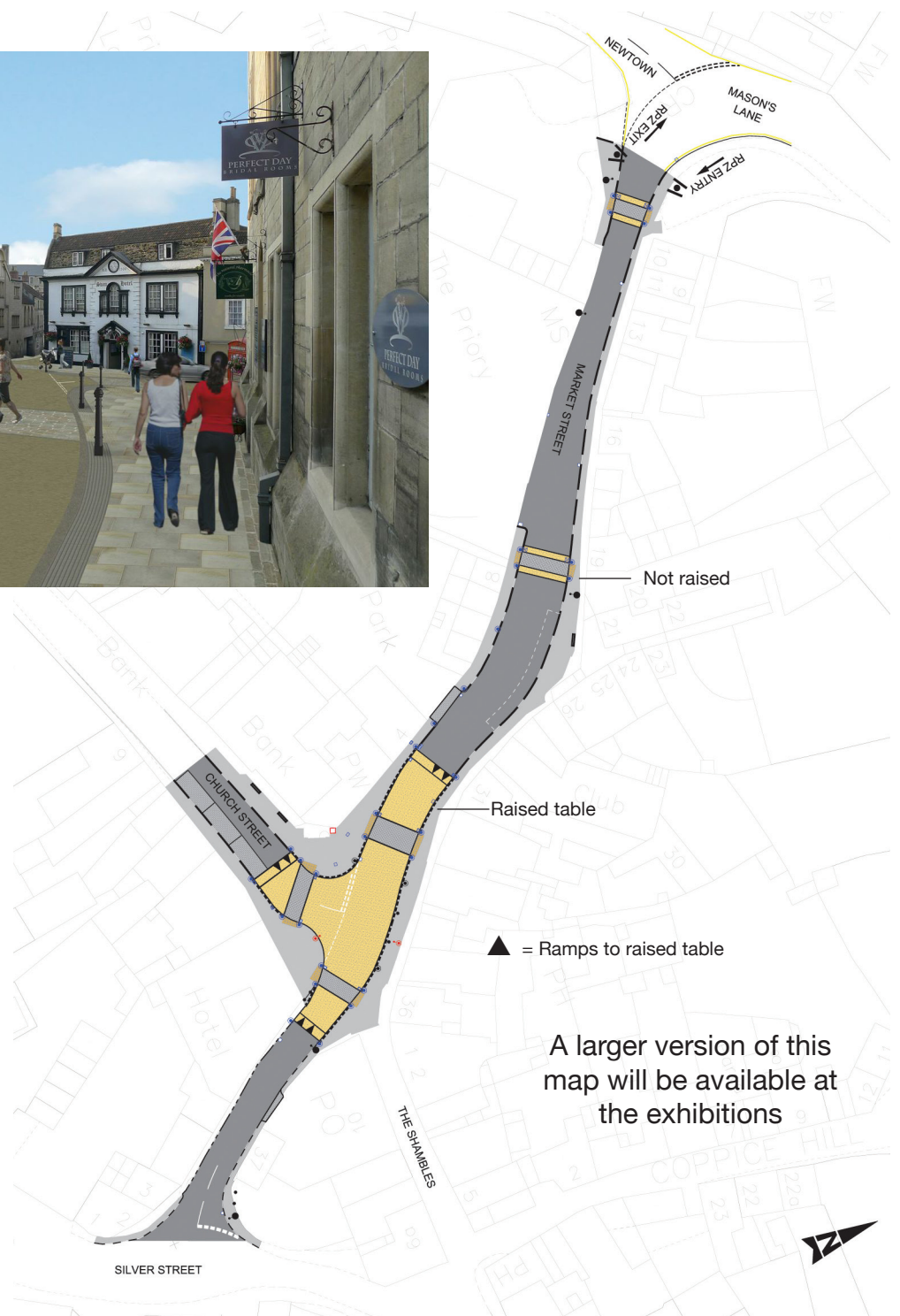


# Bradford on Avon Historic Core Zone

## First section on Market Street, from Newtown to Knee's Corner



Here's what Bradford on Avon could look like if the HCZ scheme goes ahead (Proposed scheme image – actual materials will be available to view at the exhibitions)



A larger version of this map will be available at the exhibitions

**Historic Core  
Zone  
Give Way to  
Pedestrians**

Signs at entrances to zone

## Find out more before you VOTE

**Exhibition: Coach House, The Swan Hotel, Wednesday 17 December to Thursday 29 January, all day**

**Public Meetings: St Margaret's Hall, Monday 5 Jan – 2pm to 5pm; Wednesday 7 Jan – 9am-12 noon; Saturday 10 Jan – 10am to 1pm; Thursday 22 Jan – 7pm to 9pm**

**Online: [www.bradfordonavontowncouncil.gov.uk](http://www.bradfordonavontowncouncil.gov.uk)**



# Bradford on Avon Historic Core Zone

## First section on Market Street, from Newtown to Knee's Corner

### Key points

The road surface between the ramps is raised, and has a different colour.

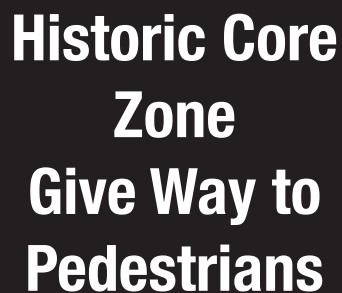
**The crossings are a different colour from the road surface.**

There are bollards to stop vehicles from driving on pavements.

**There are brass studs at the crossing entrances, and ridged paving stones on the pavement edges, to help guide people with impaired sight.**

Street lighting will be improved, and unnecessary signage and road markings will be removed.

**Signs at the entrance to the zone warn drivers to take care**



**Historic Core  
Zone  
Give Way to  
Pedestrians**

### Who has been involved?

The scheme came out of a community-led consultation in 2008 where the key demand was to favour people over traffic to create a safer town centre.

**In 2009, Wiltshire Council commissioned SKM Colin Buchanan (one of the country's leading transport consultancies) to produce a plan for a Historic Core Zone.**

The plans were endorsed by the Town Council and Area Board in 2012.

**The scheme is also supported by:**

**The Preservation Trust, The Senior Citizens' Forum**

**The Chamber of Commerce, Climate Friendly Bradford on Avon**

**Bradford on Avon Development Trust, BOACAN (Bradford on Avon Community Area Network)**

The scheme has passed an Equalities Assessment to ensure it doesn't discriminate against people with disabilities, and Wiltshire Council's Public Protection team has assessed that the scheme will not worsen air quality in the town centre.

### Find out more before you VOTE

**Exhibition: Coach House, The Swan Hotel, Wednesday 17 December to Thursday 29 January, all day**

**Public Meetings: St Margaret's Hall, Monday 5 Jan – 2pm to 5pm; Wednesday 7 Jan – 9am-12 noon; Saturday 10 Jan – 10am to 1pm; Thursday 22 Jan – 7pm to 9pm**

**Online: [www.bradfordonavontowncouncil.gov.uk](http://www.bradfordonavontowncouncil.gov.uk)**



WILTSHIRE COUNCIL

ITEM 9

BRADFORD ON AVON AREA BOARD  
7 JANUARY 2015

**DRAFT Air Quality Action Plan for Bradford on Avon**

**1. Purpose of the Report**

1.1 To present a Draft Air Quality Action Plan for Bradford on Avon and to seek comments and endorsement of its content by the Bradford on Avon Area Board.

**2. Background**

2.1 An Air Quality Management Area has been designated in the centre of Bradford on Avon since 2001 due to the exceedence of the annual mean objective for nitrogen dioxide and small particulates. An Air Quality Action Plan was published by West Wiltshire District Council in 2005 but with limited impact.

2.2 In 2012 the Bradford on Avon Air Quality Alliance was formed following a series of public meetings to discuss how to tackle this seemingly intractable problem. This stakeholder body, whose members are drawn from a range of local community groups\*, is chaired by Councillor Rosemary Brown the Chairman of the Bradford on Avon Area Board. The focus of the Alliance's work has been the collection of baseline data on traffic and air quality emissions, including a major study of traffic origin and destination, installation of a real-time air quality analyser and the launch of an interactive air quality website and text alert system. Improved HGV signage directed at reducing unnecessary intrusion from lorries in the town centre has also been implemented.

2.3 The unitary Wiltshire Council is responsible for strategic transport issues via the Core Strategy and the Local Transport Plan and also for improving public health and environmental health outcomes through the Health and Wellbeing Strategy. Community air quality action plans are being prepared by Area Boards in consultation with their local communities.

2.4 Strategies to improve air quality inevitably focus on reducing traffic. However, transport is inextricably linked with wider social, economic and environmental objectives. The challenge of reducing traffic is common to all communities but Wiltshire faces particular issues, being a largely rural county with the attendant challenges around providing public transport.

2.5 Bradford on Avon, however, has good connectivity: a railway station; a through bus route connecting Bath and Salisbury; a circular bus route around the town (Town

Bus); a good network of footpaths. Cycle routes are limited although a potential cycle network has been identified.

2.6 The Air Quality Action Plan has important links to a number of other initiatives:

### **Wiltshire Core Strategy**

2.7 The Core Strategy is shortly to be adopted by Wiltshire Council, following the concluding of the Inspector's examination. It covers the period up to 2026.

2.8 The bulk of new housing due to be delivered in Bradford on Avon is at Kingston Farm with approximately 150 homes. Taking into account planning applications already passed, the Core Strategy expects 'approximately' 27 further new homes to be permitted in the town over the plan period to 2026.

2.9 The Core Strategy recognises the particular infrastructure constraints in the town, especially around traffic congestion.

**Core Policy 55** specifically deals with **Air Quality**:

*“Development proposals which by virtue of their scale, nature or location are likely to exacerbate existing areas of poor air quality, will need to demonstrate that measures can be taken to effectively mitigate emission levels in order to protect public health, environmental quality and amenity. Mitigation measures should demonstrate how they will make a positive contribution to the aims of the Air Quality Strategy for Wiltshire and may include:*

- i. landscaping, bunding or separation to increase distance from highways and junctions*
- ii. possible traffic management or highway improvements to be agreed with the local authority*
- iii. abatement technology and incorporating site layout / separation and other conditions in site planning*
- iv. traffic routing, site management, site layout and phasing.*

**Targets:** *No applications permitted contrary to the advice of Wiltshire Council on the grounds of air pollution that cannot be mitigated.*

**Monitoring and Review:** *Air Quality Strategy Implementation Plan.*

**Delivery Responsibility:** *Wiltshire Council.”*

2.10 Core Policy 55 is supported by a Supplementary Planning Document and guidance toolkit for developers.

2.11 Traffic management measures to reduce the adverse impact of cars and HGVs on the town is being pursued through the Wiltshire Local Transport Plan and through the Wiltshire Freight Management Strategy.

## **Connecting Wiltshire**

2.12 The Connecting Wiltshire project provides a travel planning tool to encourage sustainable forms of transport including walking, cycling and public transport. The project has funded bus maps, timetables for the Town Bus and a promotion for the Town Bus, as well as personal travel planners and a roadshow.

## **Car Parking Review**

2.13 Wiltshire Council is currently undertaking a review of its car parking strategy. Local communities are being invited to get consider opportunities for asset transfer and management of their own car parks as well as responsibility for setting local parking charges. If Bradford on Avon was to take on these assets it would be able to tailor its own strategy for long and short-term parking to support local businesses and services. The review documentation contains valuable information pertinent to the town which forms part of the evidence base for the community air quality action plan.

## **Wiltshire Air Quality Action Plan 2014**

2.14 Wiltshire Council has issued a Draft Air Quality Action Plan (AQAP) which outlines the strategic and locally generated actions which will need to be taken in order to improve air quality across the County. It recognises that local Air Quality Action Plans are essential to allow the community to take forward local initiatives, whereas strategic initiatives are dealt with via the Local Transport Plan (LTP3) and the Climate Change Strategy within the Core Strategy. In practice this means that a community-generated Air Quality Action Plan cannot deal with questions of strategic routes or through traffic.

*“The primary source of pollutants in the Wiltshire AQMAs is produced by vehicle emissions. It is recognised that improving air quality in these specific locations is difficult due to the increased use and reliance on private motor vehicles. Finding solutions is, therefore, a challenge for us all to rise to. For action planning to realise its full potential it is important to work with local communities to generate and implement or influence local solutions.”*

2.15 A key achievement in 2014 has been the launch of the Air Quality website, [www.wiltshireairquality.org](http://www.wiltshireairquality.org) which provides real time data on air quality from the monitoring stations in the AQMA's alongside historical data. The website also allows residents to sign up to a 'Know and Respond' service to alert them when emissions levels are high.

## **Bradford on Avon Neighbourhood Plan**

2.16 Work is continuing on the Neighbourhood Plan which will go to public referendum in 2015. The Plan is unlikely to propose housing development much in excess of the Core Strategy numbers. The Plan emphasises the need to facilitate

low-emission transport choices by siting development close to public transport and public amenities and other measures to discourage unnecessary car journeys and to encourage people to walk and cycle instead.

2.17 The Historic Core Zone project seeks to rebalance the streetscape in the centre of the town in favour of pedestrians. This has been a 6-year project which has resulted in detailed designs for the first phase on Market Street and Church Street. The HCZ will be the subject of a Town Poll which we expect to be held in January 2015.

2.18 The project has been assessed by Wiltshire Council for its effect on air quality, and it is deemed that the effect will be neutral. However, improved pedestrian facilities should encourage walking in the town centre thus supporting local shops and services and reducing out-commuting.

### **Traffic Study**

2.19 In June 2013 Wiltshire Council commissioned Atkins to conduct an ANPR Study in Bradford on Avon, as an extension of the Holt Freight Study. Approximately 240,000 vehicle movements were recorded and analysed across a week between 7am – 7pm, and the number plates cross referenced via the DVLA to give registered postcodes for the vehicles.

2.20 The key findings were:

- On an average weekday there are 62730 journeys. On an average Saturday this falls to 48085, a reduction of 30% vs weekdays.
- The busiest spot is the Town Bridge. 16750 journeys are made across the bridge on an average weekday. This falls to 13292 on a Saturday, a reduction of 26% vs weekdays.
- On weekdays the peak times (7-10am and 4-7pm) see an average uplift per hour of around 25% in traffic flow vs the period 10am – 4pm.
- Through journeys account for 16% of total traffic on weekdays, and 15% on Saturdays. It does not all follow the same route; some is north-south and some west-east (and vice versa). Some locations, such as the Town Bridge, have a higher percentage of through traffic since they are on the main A363.
- For all postcoded vehicles, the origins break down as follows (on weekdays):

0-2 miles	17%	2-5 miles	24%
5-25 miles	28%	25-50 miles	4%
50-200 miles	14%	200+ miles	1%
Unknown	12%		

### 3. Action Plan

3.1 The Bradford on Avon Air Quality Alliance has prepared some action plan ideas, below. The Area Board is invited to endorse these and to consider financing the further analysis of the results of the 2013 traffic survey which is needed to give effect to some points in the plan. To facilitate this, Atkins (who undertook the survey) might be asked to provide an estimate of the cost of this extra analysis.

Issue	Evidence	Action	Responsibility	Timing
Residents unaware of up-to-date traffic data, leading to lack of action on own travel choices	Continuing belief in a bypass as the only 'solution'. Belief that through traffic is the major problem	Citizen Action - A 'Clean Air Town': 1. Use community event(s), to include: Display giving traffic study findings; Attendance by Connecting Wiltshire to give public transport info, and demonstrate app; Qualitative research at event to identify where residents feel particularly unsafe as pedestrians/identify barriers to cycling; Specific promotion of Town Bus service – hand out maps and timetables; Potential for local retailers to promote goods/services for which people may currently travel out of town Gather potential uses for community electric minibuses. Give information about Electric Vehicles  2. Produce leaflet with key findings for distribution around town  3. Use social media to raise awareness of the issue	All. Climate Friendly Bradford on Avon happy to run walking/ cycling research tables and discuss community minibuses	January 2015
Parking by commuters driving to work in the town (traffic/travel to work is a factor of economic activity)	Traffic study concentrated on through movements and vehicle postcode origin. Need for further analysis to find out more about these	1. Analyse traffic study data to identify traffic commuting into town and needing parking; and how this divides north and south of the river. From this analysis, examine case for new parking on the edge of town, linked to bus services  2. Encourage local		Commission further traffic study analysis - January 2015

	commuters	employers to promote car sharing/ use of public transport		
Public transport as a genuine alternative: stimulate use of the Town Bus	To be provided by Wiltshire Passenger Transport Services	<p>1. Pocket timetable already designed by CFB and delivered to all households, funded via Connecting Wiltshire campaign</p> <p>2. Audit of bus stops required to target cleaning and maintenance so that information is present and environment is welcoming</p>	Climate Friendly Bradford on Avon	January 2015
Encourage low emission car choice	National sales figures of electric vehicles are increasing but from a low base	Provide information for residents via talks and events	CFB – already held talk in October. Would like to replicate recent Frome EV event	Spring 2015
How to deter Bradford residents from driving into town centre without damaging town centre shops	<p>84% traffic in town starts or ends (or both) journey within town.</p> <p>Need for more information from the traffic survey about town centre traffic, shoppers' movements and the school run.</p>	<p>1. Shop and go deliveries: feasibility study to define potential for delivery services from town centre shops, ideally by electric vehicle. NB Silver Street Pharmacy already has shopping delivery service – potential for pilot project to extend to all shops?</p> <p>2. Measures to make it more feasible/pleasant to walk into town - implement HCZ; build new footbridge</p> <p>3. Encourage walking trains to school and public transport improvements which will prompt parents not to do the 'school run' by car</p> <p>4. Improve parking facilities (especially north of the river, to remove the need for those coming from the north side to drive over the Town bridge and back to find parking)</p>	Designate potential car park sites in BoA Neighbourhood Plan	<p>1. Feasibility study - Spring 2015</p> <p>2. Commission further traffic study analysis - January 2015</p> <p>3. Consult schools - Spring 2015</p>
How to deter Community Area residents	41% of vehicles have postcode origin within 5	<p>1. Shop and go deliveries (as above)</p> <p>2. Review of local bus and</p>		1/2. Spring 2015

from driving into town without damaging shops	miles. Again ,need for more information from the traffic survey	train services and surveys within community area to define need for new services.  3. Improve parking facilities (as above)		
Traffic from Trowbridge – how to mitigate?	15% of all traffic in the town has postcode origin in Trowbridge. Need to know from the traffic survey how much of the traffic from Trowbridge goes on through BoA and how much stops in BoA before returning	Feasibility study for park and ride site on Trowbridge Road - ?Beehive Field. More detailed research on postcode origin to identify catchment within Trowbridge	Designate site in BoA Neighbourhood Plan	Commission further analysis of traffic study - January 2015
Understand road space as a shared resource - centre of town is intimidating for pedestrians, leading to increased car use when walking might be possible	17% of 'matched traffic' in town is registered to an address within 2 miles of centre. Need to find out more about unmatched traffic	Implement all phases of Historic Core Zone	Phase 1 at detailed design stage; subject to Town Poll	Commission further analysis of traffic study - January 15
General need to deter unnecessary traffic	84% of traffic is local or bound to or from BOA	1. Implement HCZ 2. Charge tolls for crossing the Town Bridge 3. Provide new footbridge		
No housing development unless car-free or air quality and health targets are met and developers make contributions to cost of tackling town's traffic/air quality problem	This is a compressed version of Wiltshire Core Policy No 55		Wiltshire Council as planning authority  BoA Neighbourhood Plan and Town Council	

Need to reduce vehicle traffic to/from Sainsburys	Need for more information from the traffic survey about traffic to/from Sainsburys	<ol style="list-style-type: none"> <li>1. Encourage deliveries from Sainsburys</li> <li>2. Consider whether public transport modifications might help.</li> </ol>		Commission further traffic survey analysis - January 15
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#### **4. Implications**

##### **4.1. Environmental Impact of the Proposals**

The BoAAQAP is a piece of work which will help protect the local environment and will have positive impacts environmentally and on climate change. Effective measures to mitigate and adapt to climate change provide clear opportunities to deliver benefits in other areas, for example environmental protection, public health, economic development, transport and resilient communities.

Road traffic is one of the major sources of both greenhouse gas emissions and air pollution. Many of the solutions, including improving sustainable transport networks and green infrastructure, encouraging cycling and walking, and using low-emission vehicles, can help to reduce carbon emissions and to improve air quality. Therefore there are clear benefits to ensuring consistency between strategies and action plans on air quality and on climate change.

Work to reduce CO<sub>2</sub> by reducing energy consumption will ultimately contribute towards improving air quality. Wiltshire Council's Green Economy Team are working with communities to reduce the county's carbon footprint. Identifying and developing linkages between the work of the Public Protection, Public Health, Sustainable Transport and Spatial Planning Teams will help to progress projects that can satisfy a number of different environmental objectives.

##### **4.2. Financial Implications**

There are no direct financial implications arising from the adoption of the BoAAQAP itself, although a number of projects are identified, such as public awareness campaigns and feasibility studies, which will require modest financial support from the public authorities.

Whilst some improvements to traffic related air quality can be delivered at little cost other infrastructure schemes may require significant capital investment. Funding and the delivery mechanism will be part of the Local Transport Plan 3 and will also include the Highways Agency and the Core Strategy. Other funding will be sought through the planning regime including Section 106 agreements and CIL money.



### **4.3. Legal Implications**

It is a legal requirement for Wiltshire Council to prepare and consult on Air Quality Action Plans where Air Quality Management Areas are in place. Adoption of the BoAAQAP will contribute to the Council achieving compliance with its duties under the Environment Act 1995 Part IV. There is a risk of legal challenge if the Action Plan is not adopted.

### **4.4. Equality and Diversity Implications**

Regard has been had to Wiltshire Council's policies on diversity and equality. The BoAAQAP is classed as being "low relevance" within the Corporate Equality Impact Assessment Framework, however it will be applied having regard to legislative duties, Council policy and other relevant officer Codes of Conduct.

## **5. Recommendation**

It is recommended that:

- i) The Bradford on Avon Air Quality Action Plan is endorsed by the Bradford on Avon Area Board
- ii) Any agreed amendments are incorporated into the plan and the document is formally submitted to Wiltshire Council and the Department for Environment Food and Rural Affairs
- iii) Annual progress updates with implementation of the Action Plan will be reported to the Area Board.

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**Report Author:** Peter Dunford, Community Area Manager, on behalf of the Bradford on Avon Air Quality Alliance Steering Group\*

**Tel No:** 01225 713060

**E-Mail:** [peter.dunford@wiltshire.gov.uk](mailto:peter.dunford@wiltshire.gov.uk)

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### **\*Stakeholder members of the Bradford on Avon Air Quality Alliance Steering Group**

Bradford on Avon Area Board; Bradford on Avon Town Council; Climate Friendly Bradford on Avon; Bradford on Avon Preservation Trust; Bradford on Avon Development Trust; Bradford on Avon Seniors Forum; Bradford on Avon Community Area Network (BoACAN)



Report to	Bradford on Avon
Date of Meeting	07/01/2015
Title of Report	Community Area Grants

## 1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Bradford on Avon Area Board.

Application	Grant Amount	
<b>Applicant:</b> The HUB@BA15 <b>Project Title:</b> Start-up costs for The Hub @ BA15	£5000.00	
<b>Applicant:</b> Holt Parish council <b>Project Title:</b> Ham Green kerbs	£1455.00	
<b>Total grant amount requested at this meeting</b>	£6455	
<b>Total amount allocated so far</b>	£14810	

## 2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made. If these grants are awarded there will be £ 9,665 remaining in the budget for 2014/15.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015.

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

Community Area Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

### 3. The applications

<p><b>Applicant:</b> The HUB@BA15  <b>Project Title:</b> Start-up costs for The Hub @ BA15</p>	<p>Amount Requested from Area Board:  £5000.00</p>	
<p>This application meets the grant criteria for 2014/15 and supports corporate objectives around vulnerability, health and wellbeing and economic development.</p> <p><b>Project Summary:</b> A community trust has been formed from a partnership of the Bradford on Avon Churches Together, the Bradford on Avon Town Council and the Bradford on Avon Community Area Network. A lease on the former HSBC bank premises in the centre of Bradford on Avon has been secured from landlord the Catholic Church for use as a Trussell Trust affiliated food bank, for debt and housing advice, affordable access to credit and other services to the poor and vulnerable in the local community. The Hub @ BA15 will provide a food parcel collection point for those in hunger, a supportive environment for online access to money management, welfare, housing and benefit services and a community meeting space with facilities for local groups.</p> <p><b>Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community:</b> The beneficiaries will be poor and vulnerable individuals and families in the Bradford on Avon community/BA15 postcode area. This will include the hungry and homeless; those suffering from benefit interruption; the working poor; those without online access to welfare support; and community groups requiring a meeting space and office support. We will be a centre for volunteering and we will offer 'Time Credit' rewards in return for in-kind contributions received.</p>		
<p><b>Applicant:</b> Holt Parish Council  <b>Project Title:</b> Ham Green kerbs</p>	<p>Amount Requested from Area Board:  £1455.00</p>	
<p>This application meets grant criteria for 2014/15, although it could be argued that the Parish Council should have precepted for the total costs of this work.</p> <p><b>Project Summary:</b> Ham Green is held in trust by Holt Parish Council. It is grassed and surrounded by tarmac roads. The green is bordered by posts and chains which are Grade 2 listed. The West side of the Green is bounded by the B3107 and protected by kerbs. The North and South sides are grassed up to the highway. The North side is used for residents' parking and is suffering from serious erosion for about 60% of its length. Much of the south side is being eroded by passing traffic. In both cases, the historic</p>		

posts and chains are threatened.

**Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community:** Ham Green is recognised as a specially sensitive area in the District Plan. It is a major element of the conservation area in Holt and is of significant amenity value to the village and local area.

**Report Author:**

Peter Dunford, Bradford on Avon Area Board  
01225 713060



Grant Applications for Bradford on Avon on 07/01/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1073	Community Area Grant	Start-up costs for The Hub @ BA15	The HUB@BA15	£5000.00
1072	Community Area Grant	Ham Green kerbs	Holt Parish council	£1455.00

ID	Grant Type	Project Title	Applicant	Amount Required
1073	Community Area Grant	Start-up costs for The Hub @ BA15	The HUB@BA15	£5000.00

**Submitted:** 12/12/2014 10:27:17

**ID:** 1073

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

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

No

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

**5. Project title?**

Start-up costs for The Hub @ BA15

**6. Project summary:**

A community trust has been formed from a partnership of the Bradford on Avon Churches Together, the Bradford on Avon Town Council and the Bradford on Avon Community Area

Network. A lease on the former HSBC bank premises in the centre of Bradford on Avon has been secured from landlord the Catholic Church for use as a Trussell Trust affiliated food bank, for debt and housing advice, affordable access to credit and other services to the poor and vulnerable in the local community. The Hub @ BA15 will provide a food parcel collection point for those in hunger, a supportive environment for online access to money management, welfare, housing and benefit services and a community meeting space with facilities for local groups.

**7. Which Area Board are you applying to?**

Bradford on Avon

**Electoral Division**

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

BA15 1LS

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Economy, enterprise and jobs

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Safer communities

Technology & Digital literacy

If Other (please specify)

Vulnerability

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

**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: yes

**10b. Project Finance:**

Total Project cost		£10250.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
disabled stairlift and ramps	2500.00	volunteer time		0.00
disabled toilet adaptation	1000.00	donations of equipment		0.00
wi-fi connectivity and telephony	750.00	donations of food		0.00
computer terminals x5	1000.00	other in-kind contributions		0.00
external signage	250.00	Holy Trinity Community Fund		5000.00
kitchen fit-out and equipment	500.00			
carpets	2500.00			
office fit-out and equipment	750.00			
food store fit-out	500.00			
cafe area	500.00			
<b>Total</b>	<b>£10250</b>			<b>£5000</b>

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

No

**12. If so, which Area Boards?**

Bradford on Avon

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The beneficiaries will be poor and vulnerable individuals and families in the Bradford on Avon community/BA15 postcode area. This will include the hungry and homeless; those suffering from benefit interruption; the working poor; those without online access to welfare support; and community groups requiring a meeting space and office support. We will be a centre for volunteering and we will offer 'Time Credit' rewards in return for in-kind

contributions received.

**14. How will you monitor this?**

We will appoint a Hub Co-ordinator who will keep records of clients attending the centre. Food parcels will be exchanged for vouchers and monitored through the Trussell Trust. Partner agencies including Social Services, NHS and Selwood Housing, will refer clients. Time Credits will be issued for volunteers hours donated freely. Staff will receive appropriate training in 'safeguarding' and other statutory requirements required by partner agencies.

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

The project is sponsored by an endowment from the Holy Trinity Community Fund. Further fundraising applications will be made through the Churches to charitable funding organisations.

**16. Is there anything else you think we should know about the project?**

This application is for the initial capital set-up costs. Running costs will be met from Church funds and other grant sources.

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes 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)

**Constitution:**

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

**Policies and procedures:**

yes 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):**

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes 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...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

1072	Community Area Grant	Ham Green kerbs	Holt Parish council	£1455.00
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**Submitted:** 11/12/2014 11:02:21

**ID:** 1072

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

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

Yes

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

This is extraordinary capital expenditure outside the normal scope of the precept.

**5. Project title?**

Ham Green kerbs

**6. Project summary:**

Ham Green is held in trust by Holt Parish Council. It is grassed and surrounded by tarmac roads. The green is bordered by posts and chains which are Grade 2 listed. The West side of the Green is bounded by the B3107 and protected by kerbs. The North and South sides are grassed up to the highway. The North side is used for residents' parking and is suffering from serious erosion for about 60% of its length. Much of the south side is being eroded by passing traffic. In both cases, the historic posts and chains are threatened.

**7. Which Area Board are you applying to?**

Bradford on Avon

**Electoral Division**

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

BA14 6PY

**9. Please tell us which theme(s) your project supports:**

Countryside, environment and nature

Heritage, history and architecture

Transport and roads

If Other (please specify)

**10. Finance:****10a. Your Organisation's Finance:****Your latest accounts:**

03/2014

**Total Income:**

£19012.00

**Total Expenditure:**

£18971.00

**Surplus/Deficit for the year:**

£41.00

**Free reserves currently held:****(money not committed to other projects/operating costs)**

£9760.00

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

We operate with a very tight budget. In conjunction with this we operate a reserves policy to be able to deal with unexpected expenditure. This amount is set at 6 months budgeted expenditure. There is no additional headroom

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

**10b. Project Finance:**

Total Project cost		£3000.00		
Total required from Area Board		£1455.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Supply and install kerbs	3000.00	From precept	yes	750.00
		Public subscription	yes	795.00
Total	<b>£3000</b>			<b>£1545</b>

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

No

**12. If so, which Area Boards?**

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Ham Green is recognised as a specially sensitive area in the District Plan. It is a major element of the conservation area in Holt and is of significant amenity value to the village and local area.

**14. How will you monitor this?**

NA

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

NA

**16. Is there anything else you think we should know about the project?**

NA

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes 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)

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

yes 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):**

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes 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...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

