

AGENDA

Meeting: SOUTH WEST WILTSHIRE AREA BOARD
Place: East Knoyle Village Hall, Church Rd, East Knoyle SP3 6AE
Date: Wednesday 4 February 2015
Time: 6.30 pm

Including the Parishes of Alvediston, Ansty, Barford St. Martin, Berwick St John, Berwick St Leonard, Bishopstone, Bowerchalke, Broad Chalke, Burcombe Without, Chicklade, Chilmark, Compton Chamberlayne, Dinton, Donhead St Andrew, Donhead St Mary, East Knoyle, Ebbesbourne Wake, Fonthill Bishop, Fonthill Gifford, Fovant, Hindon, Kilmington, Mere, Netherhampton, Quidhampton, Sedgehill and Semley, South Newton, Stourton with Gasper, Stratford Toney, Sutton Mandeville, Swallowcliffe, Teffont, Tisbury, Tollard Royal, West Knoyle, West Tisbury, Wilton and Zeals.

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

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

Refreshments and networking opportunities will be available from 6:00pm.

Please direct any enquiries on this Agenda to Lisa Moore (Democratic Services Officer), on 01722 434560 or email lisa.moore@wiltshire.gov.uk

or Stephen Harris (South West Wiltshire Community Area Manager), Tel: 01722 434211 or (email) stephen.harris@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Tony Deane
Cllr Peter Edge (Vice Chairman)
Cllr Jose Green
Cllr George Jeans (Chairman)
Cllr Bridget Wayman

Tisbury
Wilton and Lower Wylde Valley
Fovant and Chalke Valley
Mere
Nadder and East Knoyle

	Time
<p>1 Welcome and Introductions</p> <p>2 Apologies for Absence</p> <p>3 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p> <p>4 Minutes and Matters Arising (<i>Pages 3 - 18</i>)</p> <p>To confirm as a correct record and sign the minutes of the previous meeting held on Wednesday 10 December 2014, and to discuss any matters arising from the last meeting.</p> <p>5 Chairman's Announcements</p>	<p>6.30pm</p>
<p>6 Police and Crime Commissioner Precept Consultation</p> <p>Angus Macpherson, Police and Crime Commissioner will present information on the Precept Consultation.</p>	<p>6.45pm</p>
<p>7 Local Highways Investment Fund (<i>Pages 19 - 36</i>)</p> <p>The Board is asked to:</p> <ul style="list-style-type: none"> • Note the progress of schemes for 2014/15 • Agree the 2015/16 Highways Maintenance schemes for South West Wiltshire Community Area • To suggest sites for consideration for inclusion in future year's highways maintenance and resurfacing programmes. <p>as detailed in the attached report and appendices.</p>	<p>7.00pm</p>
<p>8 Community Area Transport Group (CATG) Update (<i>Pages 37 - 78</i>)</p> <p>To receive an update from the Chairman of the group; Councillor Tony Deane.</p> <p>To note the report and recommendations from the last meeting of the CATG held on 12 January 2015.</p>	<p>7.15pm</p>

9	<p>Cabinet Member Cllr Jonathon Seed</p> <p>To hear from Councillor Jonathon Seed Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding on some of the areas of his work, followed by an opportunity to ask questions.</p>	7.20pm
10	<p>Tisbury Community Campus Update (Pages 79 - 86)</p> <p>To receive an update from the Chairman of the Tisbury Campus Shadow Community Operations Board (SCOB); Councillor Tony Deane.</p> <p>To acknowledge the notes of the last COB meetings held on 15 January 2015 and 4 December 2014. Also to note that Lydia Porter has replaced Belinda James as the Tisbury Swimming Pool representative on the Tisbury Community Operations Board.</p>	7.35pm
11	<p>Climate Local Initiative (Pages 87 - 94)</p> <p>An interactive presentation on 'Is your community ready for the Wiltshire Energy Challenge?' Which will cover the achievements in reducing our energy demands and related carbon emissions, that we have made as a Council across the whole of Wiltshire as well as to highlight the local initiatives relevant to the community area.</p> <p>Information on the next steps for the team, as it develops Wiltshire Council's Energy Resilience Plan.</p> <p><i>Officer: Ariane Crampton from the Green Economy Team</i></p>	7.40pm
12	<p>Local Youth Network (LYN) (Pages 95 - 98)</p> <p>The Board will receive a verbal update from the Community Youth Officer, Nicola Sage, as well as:</p> <ul style="list-style-type: none"> - To note the Local LYN minutes attached - Details of delegated funding spent - Info about a grant application from Juno Theatre, who are applying for £1,000 for 'KICKSTART: Making Theatre Outreach Workshops for Young Women'. <p>Note: The above application is due to be considered by the Mere LYN on Wednesday 28th Jan. The recommendation will then be presented to the Board for consideration at the meeting.</p>	7.50pm

13	<p>Partner and Community Updates (Pages 99 - 106)</p> <p>To receive any verbal updates from Partners and Community Groups present, including:</p> <ul style="list-style-type: none"> • Police – Neighbourhood Teams • Fire & Rescue <p>To note the following written updates attached to the agenda:</p> <ul style="list-style-type: none"> a) Police b) Healthwatch Wiltshire c) CCG - Performance Risk Management Plan <p>To note the information on current consultations, to take part and for further information, visit the consultation portal: http://www.wiltshire.gov.uk/council/consultations.htm</p> <p><i>Note: Speakers are reminded that they each have a 3 minutes slot, unless they have previously discussed alternative arrangements with the Community Area Manager.</i></p>	7.55pm
14	<p>Area Board Projects and Priorities (Pages 107 - 122)</p> <p>To note the update form the Community Area Manager and to consider the request to allocate further £3,000 of funding to the Councillor Led Initiative – First Aid Training as detailed in the attached report. An update with full details of the progress of this project will come to the next Board meeting.</p>	8.05pm
15	<p>Area Board Funding (Pages 123 - 140)</p> <p><u>Community Area Grants</u> The Board members will consider 3 applications for funding from the Community Area Grants Scheme:</p> <ul style="list-style-type: none"> • Mere and District Railway Modellers • Royal British Legion • Tisbury Parish Council 	8.15pm
16	<p>Issues System Update (Pages 141 - 144)</p> <p>To note the table of current Issues on the system, as detailed in the attached report, and to consider the recommendation to close the issues as marked in green on the report.</p>	8.25pm

17 **Close**

8.30pm

The next meeting of the Board is on Wednesday 25 March 2015,
at 6.30pm

Future Meeting Dates 2015

Start time 6.30pm
(refreshments from 6.00pm)

Wednesday 25 March – venue tbc

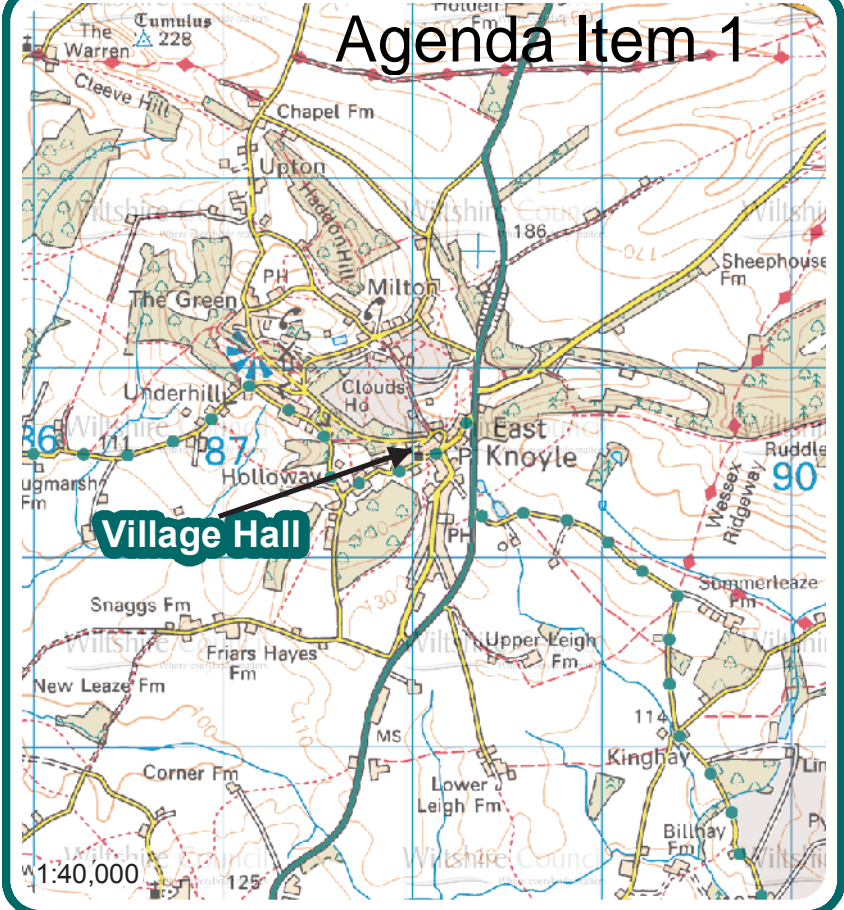
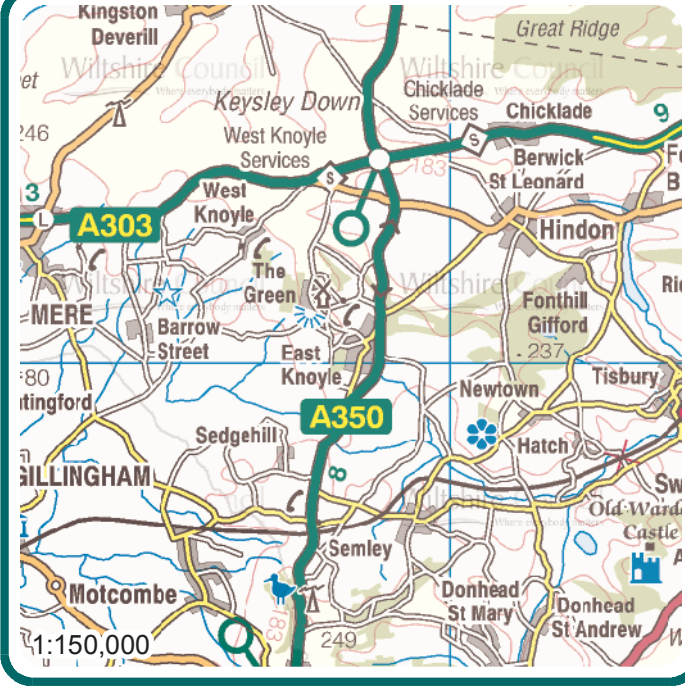
Wednesday 3 June – Mere Lecture Hall

Wednesday 29 July – South Newton

Wednesday 7 October – Bishopstone

Wednesday 9 December – Tisbury TBC

Agenda Item 1



Village Hall (East Knoyle)
Church Road
East Knoyle
Wiltshire
SP3 6AE

Wiltshire Council
Where everybody matters



MINUTES

Meeting: SOUTH WEST WILTSHIRE AREA BOARD
Place: South Newton Village Hall, South Newton SP2 0PJ
Date: 10 December 2014
Start Time: 6.30 pm
Finish Time: 8.42 pm

Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560

or (e-mail) lisa.moore@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Tony Deane, Cllr Peter Edge, Cllr Jose Green, Cllr George Jeans and Cllr Bridget Wayman

Wiltshire Council Officers

Stephen Harris, Community Area Manager
Lisa Moore, Democratic Services Officer
Robin Townsend, Associate Director, Corporate Office
Lee Haine, Community Coordinator, Highways and streetscene south
Nicola Sage, Community Youth Officer

Town and Parish Councillors

Barford St. Martin Parish Council – J Holloway
Bishopstone Parish Council – M Ash
Burcombe without Parish Council – N Lefroy
Dinton Parish Council – C Smith
Fovant Parish Council – R Nunn
Hindon Parish Council – D Robertson
Sedgehill and Semley Parish Council – G Purdue
South Newton Parish Council – J Green
Tisbury Parish Council – S Moran
Wilton Town Council – P Matthews

Partners

Wiltshire Police - Inspector David Minty

Total in attendance: 23

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman Councillor George Jeans welcomed everyone to the meeting of the South West Wiltshire Area Board.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Mike Franklin – Wiltshire Fire & Rescue Service
3	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
4	<p><u>Minutes</u></p> <p>The minutes of the previous meeting, held on Wednesday 8 October 2014 were agreed a correct record and signed by the Chairman, subject to the following amendment:</p> <p><u>Item 6 – Updates</u> It was the Wilton Church and Deanery which had started the Credit Union and not the Business Chambers.</p>
5	<p><u>Matters Arising</u></p> <p>There were none.</p>
6	<p><u>Chairman's Announcements</u></p> <p><u>Broadband</u> A written update on the Broadband roll out for Wilton was circulated at the meeting.</p> <p>There had been a delay in the expected installation of super fast Broadband in the Wilton area, it had initially been expected in June 2014, but would now be taking place in January 2015. Installation within a community area depends on when individual exchanges within that area are upgraded.</p> <p>There had been an issue where some Bishopstone residents had been without any phone line for up to eight weeks during the summer. The information website had been regularly monitored, but there was not yet any information</p>

	<p>other than the postcode checker had changed the date of implementation for the SP5 area to a year later.</p> <p>Action: CAM to look into the matter.</p> <p>Dinton had initially been told that they would be included in the Wilton roll out, however now they would be included with Teffont instead.</p> <p>The Chairman added that wireless and 4G availability would be looked in to after March 2016, as Central Government had allocated an additional £3 million to be used after 2016. By that stage 91% coverage should have been achieved across Wiltshire.</p> <p>BT planned to discontinue the use of the telephone kiosk in Wilton, but as there was mobile coverage there it would not be such an issue. However, in areas with no mobile coverage this would create a problem.</p> <p>The Councils reconditioned laptop scheme had a further 200 available at £60 each for those who met the criteria of target groups such as the Elderly. Digital Champions were available to provide training within the community. There was a regular session in Wilton Community Centre on Thursdays from 10 – 12noon.</p> <p><u>Taxi Charges Harmonisation</u> The Council was looking at harmonising taxi rates across Wiltshire, currently Salisbury had the highest minimum charge. Fees across Wiltshire would rise to come in line with those charged in Salisbury.</p>
7	<p><u>Current Consultations</u></p> <p>The Board noted the current consultations as detailed in the agenda and online at: http://www.wiltshire.gov.uk/council/consultations.htm</p> <p>The Chairman noted that over 15,500 people had responded to the Green Waste consultation, with a preference to option 1, to have a 3 month suspension of the scheme. A decision would be taken by Cabinet within the next few weeks.</p>
8	<p><u>Partner and Community Updates</u></p> <p>The Board noted the following written updates attached to the agenda:</p> <ul style="list-style-type: none"> a) Police b) Wiltshire Council Items for Information – Car Parking Review c) Wilton Town Team minutes – an updated version was circulated at the meeting and attached to these minutes. d) Local Neighbourhood Plans (NHP) Update – Tisbury, West Tisbury, Broadchalke, Hindon and Wilton were all in the process of writing NHP's.

Tisbury and West Tisbury had written to the Leader to complain about the lack of professional support available in writing the plans.

Anyone experiencing problems with this should talk to their local Member.

Action: Associate Director Robin Townsend would feed back the comments to Cabinet.

The following verbal updates were received:

Community Speedwatch (CSW)

Christine Wickham from Wilton CSW gave an overview on the scheme. The Wilton group was established in 2010. Some sites were identified to patrol, these were Shaftesbury Road, South Street and Burcombe Lane.

Volunteers had depleted over the years, there were currently 5, who shared the device with other local areas. The volunteers worked in pairs to record the data, which was then downloaded by another volunteer into a spreadsheet.

Following the appointment of the Police and Crime Commissioner, the CSW was revitalised, there were now 126 teams across Wiltshire, and 33,000 vehicles had been logged across Wiltshire in 2014.

Charles Smith was part of the CSW team in Dinton. They operated a three week cycle, during the first week more people were logged than in the second and third weeks.

Anyone caught doing more than 50% of the speed limit would now be visited by the police. The fastest recorded vehicle going through the 30mph part of Dinton was recorded at 63mph.

Stephen Harris, Community area Manager also read out updates from Hindon Tollard Royal and Teffont CSW schemes.

Police

Inspector David Minty gave an update in addition to the written update attached to the agenda.

Performance was generally very good at present. The Tisbury PCSO had been replaced and would be starting shortly.

Victim based crime was down 30% and domestic burglary down 40%. Violent crime was up 20.9% over the year, but in figures, this equated to an additional 9 crimes.

Operation Midas was underway with officers working with colleagues cross border to tackle cross border crime. Operation Windwhistle was a Wiltshire based operation to tackle rural crime, where local farmers would go out on walks

	<p>with Police to spot things. This was a good example of the local community coming together to tackle crime.</p>
9	<p><u>Update on positive activities for young people in South West Wiltshire</u></p> <p>Nic Sage introduced herself as the new Community Youth Officer for Mere, Tisbury and Wilton. Work had been underway to develop a Local Youth Network (LYN) for each of the community areas and a LYN Management Group. Nic would be making sure that young people would be central to the planning of how the Youth funds would be allocated.</p> <p>Nic would be focusing on mapping the provision of what was already available across the areas, increasing volunteer numbers and providing support to organisations applying for funding.</p> <p>Youth groups still had the use of the Wiltshire Council minibuses and Urby van in the area.</p> <p>The Wilton youth centre was well up and running, with support from the Town Council and the Wilton Educational Trust. There would be two open sessions a week.</p> <p>In Tisbury the St John's organisation was running two sessions a month, working with Seeds for Success Nic was hoping to get more sessions up and running.</p> <p>A new Cadet detachment was starting up in Tisbury, they were hoping to be ready to march in March 2015.</p> <p>The Tisbury Community Campus would be opening in a year's time; young people had been involved with the planning stage of that.</p> <p>In Mere, the parish council owned the youth centre; they were waiting for the building to be made straight and in good running order, with the help of Seeds for Success, so that sessions could be held there soon.</p> <p>Comments and questions were then received, these included:</p> <ul style="list-style-type: none"> • Tisbury parish council allocates £2,500 a year from the precept to youth, other parishes could do the same and allocate some funding towards youth facilities. • Wilton Town Council had taken on the lease of the youth centre, but the facility was used by other villages not just young people in Wilton. We could ask the villages if they would be willing to give some funding towards it. <u>Answer:</u> Asking outlying villages to contribute to the funding may prevent the young people from attending; this is not what we are working towards.

	<p>The Board considered the recommendations detailed in the agenda</p> <p><u>Decision</u> The South West Wiltshire area Board agreed the following:</p> <ol style="list-style-type: none"> 1. That in respect of urgent matters that may arise from time to time between meetings, the Community Area Manager, in consultation with the Community Youth Officer the Chairman of the Area Board and the local Member, be granted delegated authority to approve expenditure not exceeding £1000 from the youth budget for projects in relation to positive activities for young people. A report explaining any such decision and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the Area Board. 2. That authority be delegated to the Community Area Manager to manage an annual budget of up to £500 to cover expenditure related to the management of the LYN and its activities. A report giving details of any expenditure incurred will be reported to the next ordinary meeting of the South West Wiltshire Area Board. 3. The LYN Management Group would be chaired by Cllr Bridget Wayman.
10	<p><u>Area Board Projects and Priorities</u></p> <p><u>Winter Weather</u> Andrew Perrett gave an overview of the response plan that has been created for the area.</p> <p>In South West Wiltshire, we operate a volunteer farmer's scheme, where farmers and landowners across the three community areas had agreed to assist in spreading grit or operating a plough if bad weather requires it. The assistance varies; some will plough their road whilst other will come out and help on an agreed route. These routes were shown on a map on the screen.</p> <p>All of the areas assets were also logged on this map, Andrew asked that if people knew of any other assets then to let him know so that they could also be logged.</p> <p>There was the 1 ton salt bag scheme in operation across the county, where parishes could arrange to have a delivery of 1 ton of salt which they would store and make ready for use when required.</p> <p>Ten pedestrian spreaders would shortly be delivered for distribution around the parishes.</p>

	<p>When it snows, local farmers would go out and plough the routes, then the gritters can go in and grit the routes earlier. This was a pilot scheme which was running primarily across South West Wiltshire.</p> <p>All of these operations needed to be underpinned by parish snow plans.</p> <p>Andrew asked all to feed back any comments after the winter period to aid with best practice for the rest of the County.</p> <p>Stephen Harris, Community Area Manager provided information on the following:</p> <p><u>First Aid Project</u> The Board considered the proposals to fund this Cllr Led Initiative, proposed by Cllr Jose Green, as detailed in the attached report.</p> <p><u>Decision</u> The South West Wiltshire Area Board agreed to allocate £450 towards the Area Board Project to improve the number of first aid trained people in Towns and Villages and access to lifesaving equipment such as community defibrillators.</p> <p>The Board noted the update on Area Board Project and Priorities as attached to the agenda.</p>
11	<p><u>Tisbury Community Campus Update</u></p> <p>Chairman of the Community Operations Board, Cllr Tony Deane gave an update to the Board.</p> <p>The contractor for the Tisbury Community Campus had been appointed; it was Rydon, the same contractor working on the Salisbury Campus.</p> <p>Work would start on 5th January 2015 and would be a 12 month contract. It was hoped that the Campus would be open by the start of 2016 and have an official opening in early April 2016.</p> <p>The COB was evolving all the time, with people leaving and new people joining.</p> <p>Questions:</p> <ul style="list-style-type: none"> • Would there be a link road through the new housing estate during construction? <u>Answer:</u> No there would not be a link road. There would be some traffic during the building phase, but not as much as when there was a school there. • Can we advise the contractor of a preferred route for their vehicles?

Answer: Yes we can advise them.

12

Community Area Transport Group (CATG) Update

Chairman of the group Councillor Tony Deane gave an update to the Board.

The CATG asks in principle to a town or parish council contributing to a proposed scheme, to show their support for the project.

Questions:

- Had there been any reactions by parishes to the suggestion that they contribute funding towards the SIDs scheme? Answer: Some parishes had never seen a SID, they would like to see one before contributing any funding. Our SID was not part of the Wiltshire Council scheme. We would need to await all the responses before we could decide what the next steps would be.
- We need to retain the SIDs, after the Metro count, the next stage is to deploy a SID. This would be pointless if we did not have one to put up.
- The Boards SID was currently sitting in a garage, not being used. This was not solely due to an insurance issue but a physical requirement to climb a ladder and install it correctly.

Decision

The South West Wiltshire Area Board noted the minutes of the last meeting held on Monday 10 November 2014 agreed the recommendations for funding schemes from the CATG budget for 2014/15, as detailed in the report attached to the agenda and shown below.

Scheme	Estimated Total Cost	Amount Allocated by CATG	Notes and Actions Required
Community Winter Weather Response	£16,894	£5,000	Up to £5,000 allocated for equipment towards the Area Board's scheme (launched at meeting on 11.12.2013)
Total		£5,000	

13

Area Board Funding

Fingerpost Funding

The Board considered a bid to the Area Board Project – Finger Post Funding Scheme for 2014/15, submitted by Sutton Mandeville Parish Council, as detailed in the attached report attached to the agenda.

Decision

The South West Wiltshire Area Board awarded £495 to Sutton Mandeville

	<p>parish council form the Fingerpost Funding budget for 2014/15.</p> <p><u>Community Area Grants</u> The Board members considered 3 applications for funding from the Community Area Grants Scheme, for 2014/15, as detailed in the report attached to the agenda.</p> <p><u>Decision</u> Wilton Town Council was awarded £750 from the Community Area Grant Scheme for 2014/15, towards creating a new Wilton Community Website.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Criteria for 2014/15.</i></p> <p><u>Decision</u> Barford St Martin Parish Council was awarded £2,344 from the Community Area Grant Scheme for 2014/15, towards new fencing along the river Nadder.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Criteria for 2014/15.</i></p> <p><u>Decision</u> Quidhampton Village Hall Committee was awarded £1,450 from the Community Area Grant Scheme for 2014/15, towards refurbishment of toilets.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Criteria for 2014/15.</i></p> <p>Note: The parish council was giving £150 towards the project, so rather than award the requested amount of £1,600, the Board reduced the award to £1,450.</p>
14	<p><u>Issues System Update</u></p> <p>The Board noted the table of current Issues on the online system, as detailed in the report attached to the agenda, and considered the recommendation to closed issues as marked.</p> <p><u>Decision</u> The South West Wiltshire Area Board agreed to close issue numbers 2680, 3263 and 3568 as detailed in the report.</p>
15	<p><u>Close</u></p> <p>The next meeting of the South west Wiltshire Area Board will be held on Wednesday 4 February 2015, as East Knoyle Village Hall, 6.30pm start.</p>

Minutes of the Town Team meeting held on Thursday 20th November 2014 at 7.30pm in the Council Chamber

Present

David von Zeffman, Chairman (President of the Wilton & District Business Chamber), **David Parker** (Editor, Valley News), **Cllr Phil Mathews** (Mayor of Wilton), **Mark Pountain** (Chairman Wilton Community Land Trust), **Wilts Cllr Peter Edge**, **PC Ian Pendliham** (Wilton NPT), **Jon Moulard** (Wilton Rotary), **Johnathan Greening** (Minister, Wilton Baptist Church), **Catherine Purves** (Town Clerk), **Adrienne Westbrook & Emma Smith** (My Envolve), **Nicola Sage** (SWWAB Youth Co-Ordinator)

1. Chairman's welcome and apologies

DvZ warmly welcomed everyone to the meeting. Apologies were received and noted from: **Gary Nunn** (Wilton Carnival etc), **Stephanie Shearing** (Events Manager, Wilton Shopping Village), **Stephen Harris** (SWWAB Community Manager), **Chris Rolfe** (Resident Agent, Wilton Estate), **Rev'd Mark Wood** (Rector, St Mary & St Nicholas Church).

2. Approval of minutes, and any matters arising not covered in the agenda.

- a. *Minutes* – the minutes of the previous meeting held on 16th October 2014 were approved and signed as a correct record by DP without amendment.
- b. *Matters arising* – it was noted that the visit to the Pembroke Arms as suggested in the September 2014 had not yet taken place.

3. Town Team update and 2015 dates.

- a. *December 2014 meeting* – the next meeting was cancelled, as it was scheduled to be held a week before Christmas.
- b. *2015 dates* – a list of dates for the 2015 meetings was circulated. Meeting dates remain the third Thursday of the month. The AGM will be held in March 2015.

4. Presentation by Adrienne Westbrook & Emma Smith of My Envolve technology.

Please see the appendix to these minutes. DvZ thanked both ladies for their interesting and informative presentation regarding their software application for use as a consultation tool.

5. Presentation by Nicola Sage, South West Wilts Area Board Youth Co-Ordinator

- She has been in post since October 1st, with the responsibility of developing a local Youth Network, which will be the advisory body to the Area Board in the matter of allocating AB funding for youth activity in the SW area.
- The LYN will comprise a mix of adults and young people, representing all 3 Community Areas.
- With the Wilton Educational Trust being able to fund 2 youth workers provided by Seeds 4 Success for two nights per week for 3 years, she hopes to be able to start delivery youth activity from January 2015, initially from the Sports Pavilion, whilst the long term future of the present youth building up at The Hollows is resolved.
- It will also be possible to extend provision to the 11 – 13 year old age group.

- An initial exploratory meeting with young people is to be held on Wednesday 26th November at the Sports Pavilion, with a fish supper provided – a “chatLYN”.
- There is an online survey for young people to complete on the Wiltshire Council website.
- Transport is always a problem, and Nicola now has the responsibility to ensure the present minibuses used are submitted for the quarterly checks. Fortunately the buses have not been returned to the fleet.

DvZ thanked Nicola for her attendance, and it was noted that the Town Council would shortly be meeting Wiltshire Council officers with regard to the future ownership and use of the buildings at the former Middle School site.

6. Christmas In Wilton

- It was noted that preparations for the Christmas Tree Lighting Ceremony on December 2nd were all in hand, and a good mix of retail businesses and others were to take part in the annual Christmas Window Dressing activity.
- Unfortunately the Rotary is unable to organise its “Sponsor a Christmas Tree Light” funding raising activity this year.
- Unfortunately, due to a lack of height clearance, it is not possible for a motif to be displayed across South Street, but instead, two pole mounted motifs will be displayed on lights in the Market Square.
- The Chamber of Commerce is also promoting “Have a Living Christmas Tree, or Christmas lights, or both” to its members.

7. Parking Matters

- It was decided to defer discussion of this topic to the January meeting, but it was noted that an on-line petition had been started by a local resident to register support for the re-opening of Wilton Station. DvZ agreed to e-mail the link to all members of the Town Team and other Wilton organisations for them to complete if appropriate.
- A survey undertaken at the Wilton Carnival in 2013 had indicated a lot of local support for the re-opening of the station.

8. Brief Updates from member bodies

Area Board

- The next Area Board meeting will be on Wednesday 10th December at South Newton Village Hall. Together with the usual items, there will be presentations on the pilot Winter Weather scheme, an update on the fibre optic broadband roll out and on youth activity provision.
- Parish & Town Councils have been asked to comment on proposals to withdraw Wiltshire Council funding for Speed Indicator devices, and whether they would be prepared to fund instead.
- Business Chambers have been asked if they would like to be involved with an event organised by the British Forces Resettlement Service for employers and training providers to meet potential recruits from the returning army personnel, and/or to work with them.

Wilton Parish Church

- *Wilton United Charities* – interim measures are now in place to ensure the residents of St Giles' Hospital (8 – 16 King street) are properly looked after, pending the appointment of a new Secretary. The accounts are administered jointly by the Rector and a co-trustee.
- *Tourism* – the visitor's book continues to show a greater range of visitors to the Parish Church, from Yorkshire to San Francisco.
- *Community Bank (South Wiltshire Credit Union)* – off to a solid start, all investors rather than borrowers so far. A couple of Wilton volunteers have been trained, but more are needed, so that the Salisbury volunteers can be deployed elsewhere, and a second time slot can be offered for those who can't attend on Thursdays.

Wilton Town Community website

- All the information has been collected, collated and written up ready for design, with every entry including a logo, photo or other visual. All 39 pages have been sent to the webmaster, and the first "live" version is expected in December.
- It was noted that the Town Council has agreed to pay the first year's running costs of £300.00, and £500.00 towards the set up costs. The Town Council has submitted an application for Area Board funding for the remaining £750 of the set up costs.

Wilton Rotary

- Wilton Rotary and the Business Chamber are now working together, with a more formal meeting scheduled to take place in February 2015.
- Unfortunately, the plan to have a pitch at the weekly market in November had not happened, as there was insufficient manpower available due to other events taking place at the same time. However, this will be reconsidered in the future.

Wilton Community Land Trust

- A board meeting had been held, and a forward plan has been developed to help guide future activities, now that the development of the UKLF site has progressed to the building stage.
- A visit to Hazel Hill in East Grimstead was planned as part of the Trusts environment activities.
- The Trust was also looking to help where it could to support the provision of youth activity in Wilton, the provision of a tourist centre.
- A business plan is being developed, to identify future sources of income.
- It was noted that its collaboration with Basepoint, the Community Interest Company that will be operating the Enterprise zone, will be providing an income stream that could be directed towards community initiatives via the WCLT, including the provision of youth activity.
- Redrow funding will remain available to the WCLT until the Basepoint funding comes on stream.

Wilton Baptist Church

- The work to the church building had finished, and it was hoped that the scaffolding would be removed as soon as possible.

Other Updates

- *Cycle Event* - Wiltshire Council and British Cycling are in discussion with sponsors regarding the Elite Cycle race, looking for a three year deal.
- The 2015 date has yet to be confirmed, but it is thought to be some time in May.
- *Wall of Remembrance touring exhibition* – Wiltshire Council is looking for a suitably large venue in Wilton for the exhibition to visit for some two/three weeks in 2015 or 2016. The Michael Herbert Hall was suggested.
- *Wilton Community Centre* – the transformation of the garden is progressing well, thanks to Rose Salmi and her youth team before the youth Service was disbanded. The ground has been cleared, pathways laid and big planting boxes set up. Gravel and topsoil for the boxes is still required, as are is a group of volunteers to finish the work. The garden is a beneficiary of teh Mayor's Appeal for 2014/15.
- *Free Wi-Fi* – it has been very difficult to install this in the Centre, but it is hoped that it will be available for users by the end of the year.

Next meeting: It was decided not to hold a meeting in December, and so the next meeting will be Thursday January 22nd 2015 at 7.30 pm in the Council Chamber.

The meeting finished at 9.40pm.

Appendix to the Minutes of the November 2014 Town Team meeting

Presentation by Adrienne Westbrook & Emma Smith of My Envolve

- My Envolve undertakes community engagement and consultation projects
- “No decision about me, without me”. “It’s my life, my home, my decision”
- Research showed that:
- The public felt that there were too many different organisations trying to engage with them, but they had no idea what these organisations did, what the organisations were trying to achieve, and whether these aims/goals were appropriate/relevant anyway to those consulted. Very confusing, and the public ended up not caring. The whole process needed to be made *simpler*.
- The public didn’t comprehend what the organisation wanted from them. The process needed to be made more *understandable*
- My Envolve makes engagement/consultation instant by using technology. Face to face canvassing is good, but media technology will reach those hard to reach sectors of eth community, as so many people have smart phones.
- My Envolve engages with people by telling them about what is going on in their backyard. Residents log in using their postcode, to see all the current consultations being carried out by different organisations in one place, and they can choose which ones to respond to according to their interests and concerns.
- The consulting organisations have a chance to upload their logo, provide a title and a brief description about the consultation and what it is hoped to achieve etc. The MoP just completes the boxes, the site does the work in providing the analysis, which can be according to post code, demographics etc. It gives the consulting organisation the information and evidence to help make decisions and to support/justify the decisions once made.
- It also provides for two way engagement – once the MoP has registered, e-mails can be sent to advise of the results and actions consequent upon their engagement and response.
- *This is a free model* – professional organisations eg Wilts Council pay for a professional licence of £399 pa. Parish and town Councils can consult on upto 100 projects per year, with upto 200 responses per project.

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Wiltshire Council

South West Wiltshire Area Board

Date of meeting

Subject: Local Highways Investment Fund 2014 – 2020

Report Author: Parvis Khansari, Associate Director Highways and Transport

Executive Summary

Wiltshire Council has a major programme of investment in highway maintenance over the next six years which has started in 2014/15, and will see a significant improvement in the condition of the county's highway network.

The investment is being targeted at those roads in worst condition, and will include minor roads as well as the main roads. The scheme list for 2014/15 was considered by the Area Board earlier this year, and is fixed. The work is either completed or currently underway on these sites (See **Appendix 1**). There are also road safety and Community Area Transport Group schemes being implemented (See **Appendix 2**).

A list of roads for resurfacing and treatment in 2015/16 has been prepared (See **Appendix 3**). The site list has been developed taking into account the existing condition of the roads, road safety considerations and the anticipated deterioration in condition. The Area Board is asked to review this list, and suggest any other sites, particularly for consideration for future years.

The level of funding for highway maintenance in Wiltshire is significantly above the level of funding provided by the Department of Transport, with a budget of £21 million for highway maintenance and £3 million for bridge maintenance in 2015/16. The DfT funding for roads and bridge maintenance in Wiltshire has been £12.262 million for 2014/15, and is in the region of £16.500 million for 2015/16.

The Local Highways Investment Fund 2014 -2020 represents a significant increase in investment in road maintenance in Wiltshire.

Proposals

The Area Board is requested to:

1. Note the progress made on implementing road resurfacing and safety schemes in 2014/15
2. Consider the list of proposed highway maintenance schemes in their areas for 2015/16, and agree the final list for implementation.
3. Suggest any sites for consideration for inclusion in future year's highway maintenance and resurfacing programmes.

Reason for Proposal

Wiltshire Council has a major programme of investment in highway maintenance, which will see a significant improvement in the condition of the county's highway network.

The views of the Area Board are important in helping to identify local priorities for road maintenance, and future programmes of work.

Delays in finalising the list could result in non-delivery of sites, and your assistance in agreeing a final list for 2015-16 would be appreciated as there is a significant programme of works to deliver.

Wiltshire Council

South West Wiltshire Area Board

Date of meeting

Subject: Local Highways Investment Fund 2014 – 2020

Report Author: Parvis Khansari, Associate Director Highways and Transport

Purpose of Report

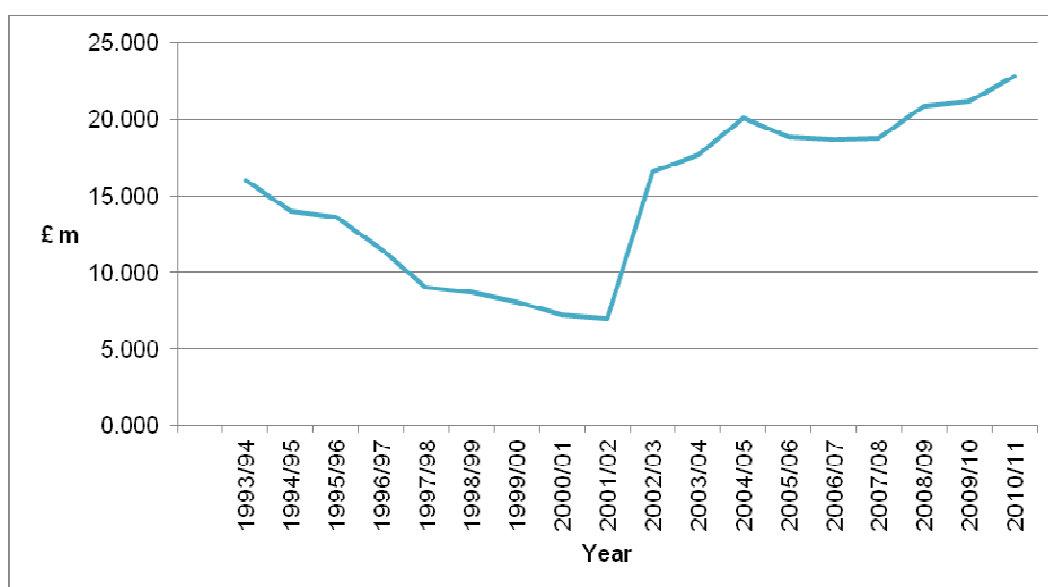
1. To advise the Area Board about progress made implementing the Wiltshire Council's Local Highways Investment Fund 2014 – 2020, and to agree the local highway maintenance priorities for 2015/16.

Relevance to the Council's Business Plan

2. The Council's Business Plan sets out the vision to create stronger and more resilient communities. It includes three key priorities and twelve actions that the Council will deliver over the next four years. One of the twelve actions is to 'invest additional money between 2014-17 to reduce the historic backlog in highways maintenance'.

Background

3. Expenditure on highways declined substantially during the 1990's, and there has been under investment in roads maintenance for years. It has increased since 2000/1, with the introduction of Local Transport Plan funding, but there is still a large backlog of maintenance required on the network.



5. Funding of highway major maintenance has continued to increase in Wiltshire in recent years, but with a series of bad winters and flooding earlier this year the road network has been badly affected.
6. Wiltshire Council has a major programme of investment in highway maintenance over the next six years, and this will see a significant improvement in the condition of the county's highway network.

Main Considerations

7. There is a substantial programme of road maintenance currently underway. The larger schemes in your area are shown in **Appendix 1**. Most of the surfacing across the county has already been completed, or is programmed for the coming months, subject to weather. The scheme list for 2014/15 is fixed and at this stage would only be changed in exceptional circumstances.
8. In a few cases schemes have had to be delayed because of public utilities work or other access difficulties, and these sites will generally be completed at the first available opportunity.
9. As well as those roads on the list of schemes circulated to Area Boards in 2014, additional sites have had to be treated because of damage caused by flooding. This additional work has been funded from additional funding provided by central government for winter damage and potholes.
10. There are ongoing programmes of local safety and Community Area Transport Group (CATG) schemes in the area, and recent larger projects are listed in **Appendix 2**.
11. The Local Highways Investment Fund 2014 – 2020 is being targeted at those roads in worst condition, and includes minor roads as well as the main roads. It is intended to produce a long term improvement in the condition of Wiltshire's roads by applying asset management principles. Road safety information and road condition data has been used to prepare a list of priority sites for treatment in 2015/16 in the community area as shown in **Appendix 3**.
12. In addition to the larger carriageway surfacing sites, the Council will also be repairing localised areas which are suffering from deterioration or which need repairs. A programme of pothole and defect repairs will continue across the county in response to local damage identified through our regular inspections or reports from the public and road users.
13. As well as addressing the roads in worst condition, improvements will be made to the drainage and footways to bring them up to standard. Some roads will have to be treated as priorities because of the need to ensure there is adequate skid resistance and they are in safe condition.
14. It is the intention that the Area Boards will have the opportunity to help identify local priorities for treatment for future years. Any sites which the

Area Board suggest will be inspected and considered for potential inclusion in the road maintenance programme for future years.

Safeguarding Implications

5. Does not apply.

Public Health Implications

6. Increased investment in road maintenance will have benefits for public health. The improved road surfaces, better skid resistance and associated safety improvements will help reduce the numbers killed and injured on the road network. These improvements would complement the other measures to improve road safety, such as traffic calming, speed limits, and schemes being developed by the Community Area Traffic Groups.
15. The improved road surfaces, particularly on the minor urban roads, will be of benefit to cyclists and pedestrians. Urban roads in poor condition may discourage cycling as cyclists who can be adversely affected by road conditions and uneven or damaged surfaces. The investment supports the strategy to encourage cycling as set out in the Council's Local Transport Plan.
16. Roads in poor condition in urban areas can result in disturbance and noise for residents, especially on busier routes carrying heavy goods vehicles at night. Better road surfaces should result in reduced background noise in residential areas, with potential mental and physical health benefits.
17. The Council monitors road collision data in order to focus safety improvements at those sites with the worst accident records. With the additional funding this process will continue, and where appropriate other alterations to signing, drainage, street lighting or road markings could be incorporated into resurfacing work to improve safety.

Environmental and Climate Change Considerations

18. The road network is particularly vulnerable to the effects of climate change. In recent years we have seen the effects of a series of severe winters which have resulted in damage to the roads and an increase in the number of potholes. Last year was the wettest on record and flooding damaged a number of roads in Wiltshire. In long periods of hot weather the surfaces can be damaged by melting, resulting in roads becoming slippery or deforming under traffic loads.
19. In the longer term a more robust highway network, with roads in better condition, will require less reactive maintenance and reduced travelling to respond to potholes and localised defects. A planned maintenance regime enables traffic disruption to be kept to a minimum. With unplanned maintenance the delays to traffic and associated fuel consumption can be considerable.

Equalities Impact of the Proposal

20. The improvements in road safety anticipated with increased investment in road maintenance would be expected to benefit all road users, but especially the more vulnerable, including pedestrians, cyclists and other non vehicle users.
21. The highway network is important to local businesses, and to public transport operators. The delays due to un-programmed maintenance and road repairs have been identified as concerns by local businesses. The high profile programme of works to address road conditions will help send the message that transport is important in Wiltshire and could help to promote inward investment and job creation.

Risk Assessment

22. There are serious risks in connection with road maintenance. These include the safety and reputational aspects of those killed and seriously injured on the highway network. In order to reduce these risks the Council has approved highway inspection and skid resistance procedures in place, but in order to keep the network in safe condition it is important that the highway network has adequate investment.
23. The road condition data collected thorough the technical surveys is used to focus investment on those sites where there is most need and greatest risk. As well as the safety benefits this approach also ensures that best use is made of the limited available funding in order to keep the asset in optimum condition.

Risks that may arise if the proposed decision and related work is not taken

24. The risks to the Council from lack of road maintenance are in terms of claims against the Council as the result of accidents, or in extreme cases prosecution as a result of particular incidents. As well as the safety and cost aspects, there are also significant reputational implications of such events.
25. Not carrying out highway maintenance is likely to lead to declining public satisfaction in the future as road conditions remain the same and no progress is made on improving them.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

26. There is a potential risk that the proposed investment will not deliver the improvements in road condition anticipated. This risk is being managed by using the technical data to focus the investment on those sections of road where work is required to meet safety requirements, and on those places where it would improve road conditions the most. Effective asset management will reduce this risk and make sure the investment is effective.

27. There is a risk that the investment will not increase public satisfaction with the service. In view of the initial results from those authorities which have made a substantial investment it would appear that satisfaction levels will improve in the longer term with the increased investment.

Financial Implications

28. Routine highway maintenance such as grass cutting, gully emptying and litter picking is paid for with Revenue funding. The majority of funding for major road maintenance and highway improvements is capital funding usually provided through the Maintenance Block Capital Grant from the Department for Transport (DfT). The allocation for Wiltshire for 2014/15 is £12.262 million, and for 2015/16 is expected to be in the region of £16.4 million.
29. The importance of highways investment has been recognised within the Wiltshire Council Business Plan 2013/17 and as a result an intention to invest additional Capital budget was factored into the financial plan based on assumed future grant levels. Highway maintenance funding in Wiltshire has been increased to £21 million for the six year period to 2020, with a budget for bridge maintenance of a further £3 million annually during this period.
30. It has been estimated that an annual expenditure of around £12.575 million would be required to maintain the highway network in its existing condition for the next 15 years. Spending less than this would result in road conditions deteriorating and public satisfaction reducing.
31. The funding of £21 million for highways maintenance for six years will result in a significant improvement to the condition of the network, including improving the condition of the unclassified roads, and improving safety on the classified roads

Legal Implications

32. The Council has a duty under the Highways Act to maintain the county's roads. The highway inspection procedures, policies and improvement plans ensure that this duty is fulfilled. The increased investment and improved road conditions will help the Council meet its responsibilities with regard to road maintenance.

Options Considered

33. The Council considered various options regarding funding levels for future highway maintenance, but it was concluded that an investment of £21 million annually would be realistic and would significantly improve the condition of the county's roads. Less funding would result in not all roads in poor condition being treated, and higher levels of funding were not considered realistic in the present circumstances.

Conclusions

34. The conditions of the road network are important to the public, and this is reflected through the People's Voice and NHT surveys. In order to improve carriageway conditions in Wiltshire, increased expenditure above the funding levels provided by the Department of Transport is being provided for highway maintenance.
35. The current funding of £21 million for six years will provide a significant improvement to the condition of the network, improving the condition of both unclassified and classified roads. As part of the scheme the opportunity is being provided to the Area Boards to help identify local priorities for treatment.

Parvis Khansari
Associate Director Highways and Transport

Report Author:

Peter Binley, Head of Highways Asset Management, Wiltshire Council, County Hall, Trowbridge, Wiltshire BA14 8JN
(e-mail peter.binley@wiltshire.gov.uk).

December 2014

Background Papers

The following unpublished documents have been relied on in the preparation of this report: None

Appendices

- Appendix 1 – South West Wiltshire Highways Major Maintenance 2014 – 15
- Appendix 2 – South West Wiltshire Integrated Transport Schemes 2014 – 15
- Appendix 3 – South West Wiltshire Highway Major Maintenance Sites 2015 – 2016

APPENDIX 1

South West Wiltshire – Highways Major Maintenance Schemes 2014/15

Road		Treatment	Approximate Length (m)	Completed / Programmed Date
U/C	Southbrook Lane Mere	Resurfacing	860	Completed
U/C	Woodlands Road "A" Mere – heavy industrial site access at edge of town	Resurfacing	370	Completed
U/C	Woodlands Road "B" Mere – out to Dorset	Resurfacing	500	Completed
U/C	Sem Hill Semley	Resurfacing	205	Completed
U/C	Duck Lane Barford St Martin	Resurfacing	120	February 2015
U/C	Barbers Lane/Loders Lane Swallowcliffe	Resurfacing	580	Completed
U/C	Lower to Higher Combe Donhead St Mary	Resurfacing	1,600	Completed
U/C	Randalls Croft Road Wilton	Resurfacing and Footways	520	Completed
U/C	Barkers Hill Lane Donhead St Andrew	Resurfacing	1,300	Completed
B3081	Tollard Royal Village to CB	Surface Only	1,100	Completed
B3081	Tollard Royal Village to Speed Limit North	Surface Only	1,300	Completed
A30	Wilton	Resurfacing	410	Completed

Road		Treatment	Approximate Length (m)	Completed / Programmed Date
A30	Wilton Footways	Footway resurfacing with only a few kerbs	820	Completed
A350	A350 North of East Knoyle	Resurfacing	590	Completed
A30	A30 County Boundary to Barford St Martin	Surface dressing	18,150	January 2015
C12	C12 Fifield Bavant to Coombe Bissett	Surface dressing & carriageway repairs junction to junction	9,360	Completed
B3092	B3092 , Maiden Bradley Road, Kilmington	Retexture	110	Completed
C25	C25 Jobbers Lane, Tisbury	Surface dressing all the way, junction to junction.	1,000	Completed
A30	Charlton, Donhead St Mary	Resurfacing	540	January 2015
C62	Calais Hill, Semley	Resurfacing	820	Completed

South West Wiltshire – Additional Sites 2014/15

Road		Treatment
U/C	Primrose Lane, Redlynch	Resurfacing
U/C	Limpers Hill, Mere	Resurfacing
U\C	Leigh Lane, East Knoyle	Resurfacing
U/C	Cokers Lane, Kilmington	Resurfacing
U/C	Crockford Road, West Grimstead	Resurfacing

South West Wiltshire - Integrated Transport Schemes 2014/15

Road	Location	Scheme Description	Completion/ Programmed date
C63	Wilton, South Street	Enhanced gateway	Completed
U/C	Tisbury, Monmouth Hill	Roundabout alterations	Completed
U/C	Zeals, Westfield Estate	Dropped kerbs	To be confirmed
A350	A350 Two Mile Down	Junction improvements	Completed

South West Wiltshire – Structures Schemes

Road	Location	Scheme Description	Completion/ Programmed date
U/C	The Hollows, Waterditchampton, Wilton	Palisade fencing	December

Highways Major Maintenance 2015/16 – South West Wiltshire Area Board

Road	Location	Recommended Treatment	Estimated Length (m)
C303	Junction with Shaftesbury Road east through Southbrook to Limpers Hill, Mere	Surface Dressing	908
U/C	From Limpers Hill South to junction with Shaftesbury Road, Mere	Surface Dressing	964
U/C	Barrow Street Lane, Barrow Street	Surface Dressing	1264
U/C	Six Acre Lane junction east to Barrow Street	Surface Dressing	881
U/C	Bottom of Chadenwick Hill, Six Arcre Lane south into Six Acre lane to junction The Street	Surface Dressing	2147
U/C	The Middles east to The Street West Knoyle	Surface Dressing	1758
C306	Shaftesbury Road through Wise Lane north to junction B3089	Surface Dressing	5046
C309	Tokes Lane, Semley into Kinghay northeast C309 to Mockeny Wood	Surface Dressing	4424
C298/C302	Junction at Savage Bridge north at Pythouse Farm through Fonthill Abbey Wood to High Street Hindon	Surface Dressing	6015

Road	Location	Recommended Treatment	Estimated Length (m)
U/C	Windlestraw Lane from Junction with Hatch Lane north to Y junction north of Upper Lawn Barn	Surface Dressing	551
C43	Junction near Pythouse Farm northeast to Newtown then Hatch Lane east to Tuckingmill junction with Monmouth Road	Surface Dressing	1747
U/C	Share lane to Hazeldon	Surface Dressing	2850
U/C	Nightingale Lane to junction Hazeldon Lane	Surface Dressing	2752
C315	C315 southeast from Ansty Pond through Crockerton Firs to junction with C12 Alvediston	Surface Dressing	3800
B3092	Church Street Junction with Kingston Lane south to Long Knoll, Maiden Bradley	Surface Dressing	1590
A30	Between Ludwell & Barford St Martin	Surface Dressing	16264
A30	Minster Street, Wilton	Skid Resistance Improvements	70
A3102	A3102 at Back Lane Crossroads	Skid Resistance Improvements	100
B3092	B3092 at Stourton	Skid Resistance Improvements	360
A350	A350, bend at junction with Sutton Bottom, Milton	Skid Resistance Improvements	50
A350	A350 between junction with Sheephouse Lane and Sutton Bottom, East Knoyle	Skid Resistance Improvements	850

Road	Location	Recommended Treatment	Estimated Length (m)
B3092	B3092 at the junction with White Sheet Lane, Kilmington	Skid Resistance Improvements	100
B3089	Hindon Road near Pine Grove House, Teffont Magna	Skid Resistance Improvements	80
B3092	B3092 at Milbury Coppice, Norton Ferris	Skid Resistance Improvements	130
C12	The Street, Ebbesbourne Wake	Skid Resistance Improvements	210
C12	Bends near The Priory, Berwick St John	Skid Resistance Improvements	160
C12	C12 west of Stowford Lane, Ebbesbourne Wake	Skid Resistance Improvements	110
C12	Bend east of Stowford Lane, Fifield Bavant	Skid Resistance Improvements	100
C12	Bend near junction with Fovant Road, Fifield Bavant	Skid Resistance Improvements	180
C12	Broadchalk, Bishopstone and Coombe Bissett	Surfacing	4322
U/C	Quarry Lane, Lower Chicksgrove, Tisbury	Surfacing	215
U/C	Barretts Hollow, West Tisbury	Surfacing	860
U/C	Blind Lane, Berwick St John	Surfacing	286
U/C	Nightingale Lane, Wardour	Surfacing	3171
U/C	East Hatch, Level Crossing to Hatch Lane	Surfacing	1212

Road	Location	Recommended Treatment	Estimated Length (m)
U/C	Squalls Lane, Ansty	Surfacing	501
C41	Druley Hill, Yarnfield Gate	Surface Dressing	tbc
C58	Sheephouse, Lane East Knoyle	Surface Dressing	tbc

WILTSHIRE COUNCIL

**SOUTH WEST WILTSHIRE AREA BOARD
 (4 February 2015)**

Community Areas Transport Group allocated funding report

1. Purpose of the Report

1.1. This report deals with the proposals from the South West Wiltshire Community Area Transport Group (CATG). The most recent meeting was held on 12 January 2015 at Dinton Village Hall.

2. Background

2.1. The South West Wiltshire Area Board has a total of £42,455 available for CATG projects in 2014/15. At the time of writing this report there is a balance of £12,404 remaining.

2.2. The CATG is the mechanism whereby Councillors, Parish Councils and Highways officers can discuss and prioritise how the money is spent. This process requires all stakeholders to be proactive in assessing local needs.

3. Main Considerations

Scheme	Estimated Total Cost	Amount Allocated by CATG	Notes and Actions Required
Change to 30mph entry and junction realignment in Hindon	£7,200	£6,480	10% contribution agreed by Parish Council (£720)
Repeater and roundel review in Chilmark	£2,500	£2,500	Contribution from Parish Council to be agreed before any funding released.
Repeater and roundel review in Kilmington	£2,500	£2,250	10% contribution offered by Parish Council (£250)
Total	£12,200	£11,230	

4. Implications

4.1. Financial Implications
 As per recommendation.

4.2. Legal Implications

There are none.

4.3. Equality and Diversity Implications

There are none.

5. Recommendation

It is recommended that the South West Wiltshire Area Board approves the allocation and corresponding action as set out in the table above.

Report Author: Stephen Harris – Community Area Manager

Tel No: 01722 434211

E-Mail: stephen.harris@wiltshire.gov.uk

NB. Attendance list for 10 November 2014 – CATG:

In attendance:

- Cllr Tony Deane (Chair) (AD)
- Cllr Jose Green (JG)
- Cllr George Jeans (GJ)
- Cllr Peter Edge (PE)

- Stephen Harris, Community Area Manager (SH)
- Julie Wharton, Senior Highways Engineer (JW)
- David Button, Local Highways Engineer (DB)

- Clare Churchill, Quidhampton/Fovant/Burcombe/Teffont/Berwick St John Parish Clerk (CC)
- Michael Pont, South Newton & Stoford Parish Councillor (MP)
- James Green, South Newton & Stoford Parish Councillor (JGr)
- Martin Holland, Broad Chalke Parish Councillor (MH)
- Archie Barr, Broad Chalke resident (AB)
- Richard Mitchell, Tollard Royal Parish Councillor (RM)
- Roger Little, West Tisbury Parish Councillor (RL)
- Sheila Sheppard, Barford St Martin Parish Councillor (SS)
- Gary Rowitt, Dinton Parish Councillor (GR)
- David Robertson, Hindon Parish Councillor (DR)
- Sandra Harry, Tisbury/Donhead St Andrew Parish Clerk (SHa)
- Mike Lennard, Chilmark Parish Councillor (ML)
- L Taylor, Chilmark Parish Councillor (LT)
- Elizabeth Hames, Kilmington Parish Councillor (EH)
- Mike Ash, Bishopstone Parish Clerk (MA)
- Richard Salter, Mere Community Beat Manager (RS)
- Will Ayres, Wiltshire Police Constable (WA)
- Greg Fergusson, Tisbury Community Beat Manager (GF)

- Tim Hyde, East Knoyle Parish Councillor (TH)
 - Phil Matthews, Wilton Town Councillor (PM)
 - Catherine Purves, Wilton Town Clerk (CP)
 - Robin Garran, Alvediston Parish Councillor (RG)
 - Sally Armitage, Netherhampton Parish Councillor (SA)
 - Martin Grimwood, Zeals Parish Councillor (MG)
 - Jennifer Stokes, Zeals Parish Councillor (JS)
 - Brian Wessely, West Knoyle Parish Councillor (BW)
-

**South West Wiltshire Area Board
Community Areas Transport Group (CATG)**

**Monday 12 January 2015
2.00pm, Dinton Village Hall, SP3 5EB**

Meeting Notes

1. Apologies and Introductions

In attendance:

- Cllr Tony Deane (Chair) (AD)
- Cllr Jose Green (JG)
- Cllr George Jeans (GJ)
- Cllr Peter Edge (PE)

- Stephen Harris, Community Area Manager (SH)
- Julie Wharton, Senior Highways Engineer (JW)
- David Button, Local Highways Engineer (DB)

- Clare Churchill, Quidhampton/Fovant/Burcombe/Teffont/Berwick St John Parish Clerk (CC)
- Michael Pont, South Newton & Stoford Parish Councillor (MP)
- James Green, South Newton & Stoford Parish Councillor (JGr)
- Martin Holland, Broad Chalke Parish Councillor (MH)
- Archie Barr, Broad Chalke resident (AB)
- Richard Mitchell, Tollard Royal Parish Councillor (RM)
- Roger Little, West Tisbury Parish Councillor (RL)
- Sheila Sheppard, Barford St Martin Parish Councillor (SS)
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- Sally Armitage, Netherhampton Parish Councillor (SA)
- Martin Grimwood, Zeals Parish Councillor (MG)
- Jennifer Stokes, Zeals Parish Councillor (JS)
- Brian Wessely, West Knoyle Parish Councillor (BW)

Apologies received from; Spencer Drinkwater (Principal Transport Planner), Michael Scott (Broad Chalke resident), Roy Sims (Mere Parish Councillor), Tim Woolford (Highways Area Manager), Cllr Bridget Wayman (Wiltshire Councillor).

2. Notes from meeting on 10 November 2014

SH advised that issue re. HGV use through Quidhampton has been referred to Salisbury CATG due to location of where any changes would be made.

Notes from previous meeting were accepted.

3. Budget update

Budget update is provided in separate attachment.

AD proposed that 10% contribution will be sought from Parish Councils, with discretion in extenuating circumstances. Group agreed.

4. Maintenance update

- Planned road works for upcoming period

DB provided update. Request made to Atkins for somebody to attend CATG. They have provided update of schemes completed/currently being worked on. (List provided in separate attachment; NB the list includes hand written sites where these are about to be added to the "active list" – "ECI" – stands for early contractor involvement).

DB also gave a brief summary of work tickets relating to pothole type hand patching works that either have, or will be, carried out in the near future:

Semley
East Knoyle
Sutton Mandeville
Cranborne Chase
Zeals
Swallowcliffe
Donhead St Mary
Wilton

DB advised that many more such work tickets are uploaded to the system daily by the coordinator and others.

RMi raised concerns about white lining works in Tollard Royal.

JG asked about statutory checks of roads. DB advised dedicated inspectors employed to check carriageways and footways, looking for defects. Regularity depends on type of road.

MA asked for clarification re. Mill Lane, Bishopstone. DB advised TW will be arranging local meeting to explain upcoming works.

PM raised concern re. surface water in West Street, Wilton. **ACTION - DB to liaise with Graham Axtell for update.**

BF asked for clarification re. works to Calais Hill. DB advised full stretch of road was requested.

AD advised cycle race in Wilton due to take place on 10 May 2015. DB advised resources have not yet been quantified yet. **ACTION – DB to pass concerns from CATG re. works to be completed onto TW.**

AB raised concern re. ongoing issues with potholes on unclassified roads in Broad Chalke. **ACTION – DB to provide details of last statutory checks to SH.** DB advised potholes should be registered on 'My Wiltshire' and liaise with Lee Haine if required.

SS advised that Lee Haine has reported the need for Parish Councils to communicate with him in advance of dedicated work days in their area.

AD advised hedges must not be cut between 1 March – 31 July due to nesting birds. AD asked Parish representatives to liaise with local farmers/householders to ensure they are aware.

5. CATG schemes / issues sheet

Schemes / issues sheet update is provided in separate attachment. A copy of the slides to accompany this is also attached.

6. Highways and transport matters

- 20mph restriction requests for 2014/15 and 2015/16

JW advised data for the two sites chosen in 2014/15 (Tisbury and Broad Chalke) has been collected, should have finalised results in 4-6 weeks.

SH has sent out information to all Parish Councils for requests for 2015/16 (deadline for response is 31 January 2015).

PE chaired Environment Select Committee task group looking at 20mph restrictions. PE shared Task Group recommendations:

- 1. Local road safety initiatives, are pursued by communities with the support of C.A.T.Gs and Area Boards;*
- 2. Communities are encouraged to pursue alternative funding, including undertaking their own fundraising to implement schemes that are unable to be catered for by C.A.T.G.s and Area Boards and increasing their precept;*
- 3. The report on 20 mph limits outside of schools comes to the*

Environment Select Committee and be progressed;

4. To allow C.A.T.G.s and Area Boards to facilitate any number of schemes that they believe suits the needs of their communities and makes best use of the existing funds allocated;

5. That the Task Group reconvenes in 2017 to review the Policy in light of the research commissioned by the Department for Transport and the impact of amendments to Traffic Regulation Orders which may decrease the cost of implementation.

Full report available (item 6) -

<http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=1125&MId=9219&Ver=4>

MA raised issue re. recent metro count in Bishopstone; result was too high for community speed watch criteria and no discretion shown. **ACTION – MA to provide summary of issue ahead of Angus Macpherson attending Area Board meeting on 4.2.15.**

BF asked for update on community SID. SH advised currently in contact with Clive Upton, who is now co-ordinating, to advise of offer of support from GJ and PE. **ACTION – SH to update BF on progress.**

- Parish road accident recordings

AD asked for feedback from Parishes. SH advised 4 out of 38 parishes returned results for previous year (results provided in separate attachment).

MA reported no reported incidents from residents in Bishopstone.

7. Any other business

GJ asked for clarification whether there was still a separate budget for dropped kerbs. JW advised this is not the case.

8. Date of next meeting – Monday 9th March, 2pm at Dinton Village Hall

Item	Issue no & link	Street / Location	Electoral division	Summary of issue / scheme	Latest update	Action / recommendation from CATG on 12.1.15	Who?	Status
1		Semley School, Church junction	Nadder & East Knoyle	White lining to mark 10m point from junction	Agreed by CATG, £100 to do. Area Board authorised on 5.2.14. Work completed, remedial work being carried out (works ticket issued).	No further update	LH	Approved by CATG/Area Board
2	2968	Brook Hill, Donhead St Andrew	Tisbury	Warning light system	Study of scheme agreed by CATG, £8,000 cost. Area Board authorised on 5.2.14. Overall scheme estimate £100,000. Response to brief should be available by CATG meeting, site meeting held on 23 July with PC and Atkins. Topo survey will be carried out when maintenance works take place (due mid-Jan 2015) .	No further update	DT	Approved by CATG/Area Board
3		Westfields, Zeals	Mere	Dropped kerb	Residents have proposed a new dropped kerb, supported by the Housing Management team and the Parish Council. Area Board agreed to fund investigative works (approx £500) from CATG budget on 23 July 2014. Investigative works have revealed dropped kerb not possible. JW has advised Housing providing other options.	No further update	JW	Approved by CATG/Area Board
4		Barford St Martin	Nadder & East Knoyle	White picket fences at 3 entries to the village	Scheme agreed by CATG, £5,000 to install 6 gates. Area Board authorised on 8.10.14. Metro counts to be completed before/after; initial metro counts have been requested.	No further update	JW	Approved by CATG/Area Board
5		Zeals	Mere	New parking bay on side of road near school in village to address traffic speeds	Scheme agreed by CATG, £500 to complete. Area Board authorised on 8.10.14. Remedial work required.	No further update	JW	Approved by CATG/Area Board
6		B3089 at Willoughby Hedge	Mere	New scheme to reduce the number of near misses that occur when meeting vehicles coming out of the garage/Little Chef on the wrong side of the carriageway		JW advised can look at measures to improve, approx cost £1,000. ACTION - JW to draw up scheme and send to Parish Council for consideration.	JW	New issue
7		Hindon	Nadder & East Knoyle	Traffic calming measures		DR advised that Parish Council agree with priorities established by JW and are willing to offer 10% contribution. Group agreed to fund first two priorities - change to 30mph entry and junction realignment, total cost £7,200 (with Parish Council to contribute £720). ACTION - SH to put proposal for funding to Area Board on 4.2.15.	JW	New issue
8	3688	A30/Minster Street, Wilton	Wilton & Lower Wylde Valley	Changes to make pedestrian crossing more visible		CP advised more of an issue in summer with visitors. Need to consider impact of new Wilton Hill development. ACTION - JW to liaise with Town Council to investigate best solution.	JW	New issue

9	3689	Four corner crossroads, centre of Wilton	Wilton & Lower Wylde Valley	Safety measures to protect pedestrians crossing		JW advised signals have been checked and all working correctly, no obvious engineering solution. CP asked if bleepers could be added. ACTION - JW to investigate. ACTION - WA to request increased police enforcement.	JW	New issue
10		Zeals	Mere	Speed limit review		MG advised Parish Council happy to contribute towards solution. JW advised speed limit review not required as parts of village warrant 30mph change. ACTION - JW to look at further measures to complement speed limit changes.	JW	New issue
11	3749	The Turnpike, East Knoyle	Nadder & East Knoyle	Speeding in East Knoyle / new roadside path		TH advised small hamlet of 7 houses have front doors on A350. JW advised A350 is primary road and heavy goods route. ACTION - JW to meet with TH to investigate off-road path.	JW	New issue
12		Chilmark	Nadder & East Knoyle	Repeater review on B3089		JW advised scheme would cost approx. £2,500. ACTION - ML to liaise with Parish Council re. contribution. DB advised roads already programmed for re-surfacing in 2015/16 so may be able to coincide works. ACTION - SH to put proposal for funding to Area Board on 4.2.15.	JW	New issue
13		Across Mere	Mere	Highway, traffic and transport priorities	List put together by Parish Council to ensure a comprehensive approach to issues across the parish. Issue also raised re. spaces in car park. JW has had site meeting with Parish Council and awaiting response.	No further update	JW	In progress
14		Cuffs Lane nr High Street, Tisbury	Tisbury	Parking causing vehicles to mount pavement and collide with property causing damage	DT advised approx £300 for yellow lines to be put in (including TRO). JW has investigated and JW advised £1,300 estimate including TRO. Parish Council wish to proceed but want further restrictions to be considered at the same time. JW has liaised with Parish Clerk to ensure other works included at same time. ACTION - JW to chase up.	No further update	JW	In progress
15		Station Road, Tisbury	Tisbury	A project to put a foot way bridge across the river along Station Road, Tisbury as you approach the railway station.	No immediate opportunity for funding through LSTF. SD advised could be considered for substantive scheme bid in 2015/16. JW advised free-standing bridge would cost similar amount (£105,000).	No further update	JW	On hold

16		Kilmington	Mere	Speeding in village	Parish Council has requested assistance from Highways after metro count returned high speed limit. JW has had site visit and explained options to Parish Council. GJ to check with Parish Council whether they wish to consider installation of gateways. Proposal for new 40mph roundal signs to be considered at CATG meeting on 12.1.15.	JW advised changes would cost approx £2,500. EH indicated that Parish Council would be willing to contribute 10%. ACTION - SH to put proposal for funding to Area Board on 4.2.15.	GJ	In progress
17		Bramley Hill, Mere	Mere	Access path too steep for residents	JW advised £2,000 estimate. Housing to contribute? SH has provided details of scheme to Housing and requested details of how schemes will be assessed. Housing Department have now made contact and indicated willingness to contribute. JW to bring two possible schemes for a decision at CATG on 10.11.14. JW explained schemes. ACTION - GJ to liaise with Parish Council/residents and provide guidance to CATG.	No further update	GJ	In progress
18		All	All	Community SID scheme	Wiltshire Council-run Area Board SID schedule available from SH. CU has now taken over co-ordination of Community SID and is liaising with Vicky Oates re. future deployment. Area Board WC SID programme currently under review.	Cllr John Thomson has advised county-wide SID scheme will be ended. Looking at localised schemes. ACTION - AD to provide report on future options for next meeting.	CU	In progress
19		The Causeway, Broad Chalke	Fovant & Chalke Valley	On carriageway footway requests	Proposed scheme is with Parish Council for them to request to move forwards. Awaiting outcome of 20mph assessment. JW advised that a member of the Highways team will be dedicated to carrying out all assessments across the county. Data collection now complete, first draft of report is due by end of January 2015.	No further update	JW	On hold
20		Junction near Stourhead	Mere	Sign at junction causing visual obstruction	DT has sent through drawings to GJ. GJ has sent drawings to Parish Council and is liaising. Parish Council have agreed to go ahead subject to seeing a cardboard version. GJ continuing to liaise with Parish Council.	No further update	GJ	In progress
21	2864	Tisbury, Barford St Martin and Fovant	Various	Car parking in Council-owned housing estates	AD reported that Housing are concentrating on property first before moving onto other schemes. SH has requested details from Housing as to how these requests will be assessed. AD encouraged Parishes to also write in to WC to support investment for more parking spaces.	No further update	AD	In progress
22		Main road through Quidhampton	Wilton & Lower Wylde Valley	Protection for pedestrians	CC met with JW; some of suggestions would require support from Wilton estate. CC reported metro count result 85th percentile 30.9 mph. PE continuing to liaise with CC and JW.	JW waiting for confirmation of price for white lining scheme.	PE	In progress
23	2544	A30, Higher Coombe, Donhead St Mary	Tisbury	Road resurfacing	DB advised patch at Charlton was not completed and is being chased up. TW reported latest information, work will start in Jan 2015.	No further update	TW	In progress

South West Wiltshire CATG

FINANCIAL SUMMARY

BUDGET 2014-15	
	£17,079.00 CATG ALLOCATION 2
	£25,376.00 2013-14 underspend
Contributions	
Total Budget 2014-15	£42,455.00

Commitments from 2013-14

Donhead St Andrew finger posts - second payment	£900.00 Actual
Mere Water Street weight limit sign	25.00 Actual
Wilton South Street gateway	3,711.00 Estimate
A30 Brook Hill VAS feasibility study	£8,500.00 Estimate
Road markings at Semley School, Church junction	50 Estimate
Road markings Hindon Lane Tisbury at buildout	65 Estimate
Tisbury Monmouth Hill Roundabout revised markings	£1,000.00 Estimate
Donhead St Andrew post for SID	250 Estimate

2014-15 schemes

Speed limit implementation on the C12	£3,000.00
Zeals Westfield Estate dropped kerbs	£750.00
Zeals road markings	£500.00
Tisbury Waiting Restrictions	£1,300.00
Barford St Martin White Picket Fences	£5,000.00
Contribution for Salt Spreaders	£5,000.00

Total 2014-15 **£30,051.00**

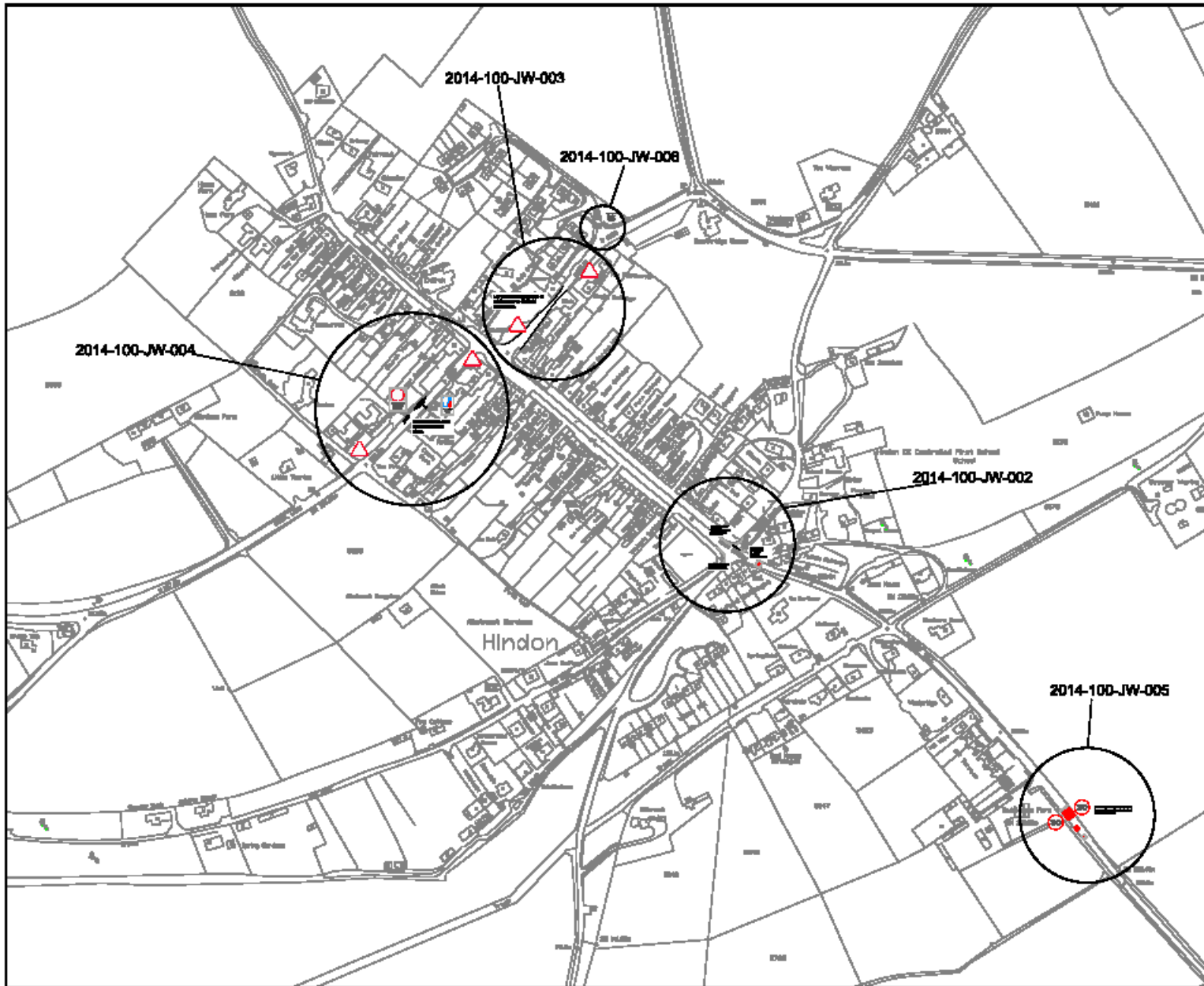
Remaining Budget 2014-15 **£12,404.00**

Potential schemes

Berwick St Leonard Wyllye road passing places	6no @ £4000	Estate to fund?
Bramley Hill, Mere	£2,500	

B3089 Willoughby Hedge





WTSB

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 Website: www.wiltshire.gov.uk

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04	2014-100-JW-004	2014-100-JW-005	2014-100-JW-006

TRAFFIC PROPOSAL

PROPOSAL

PROPOSAL

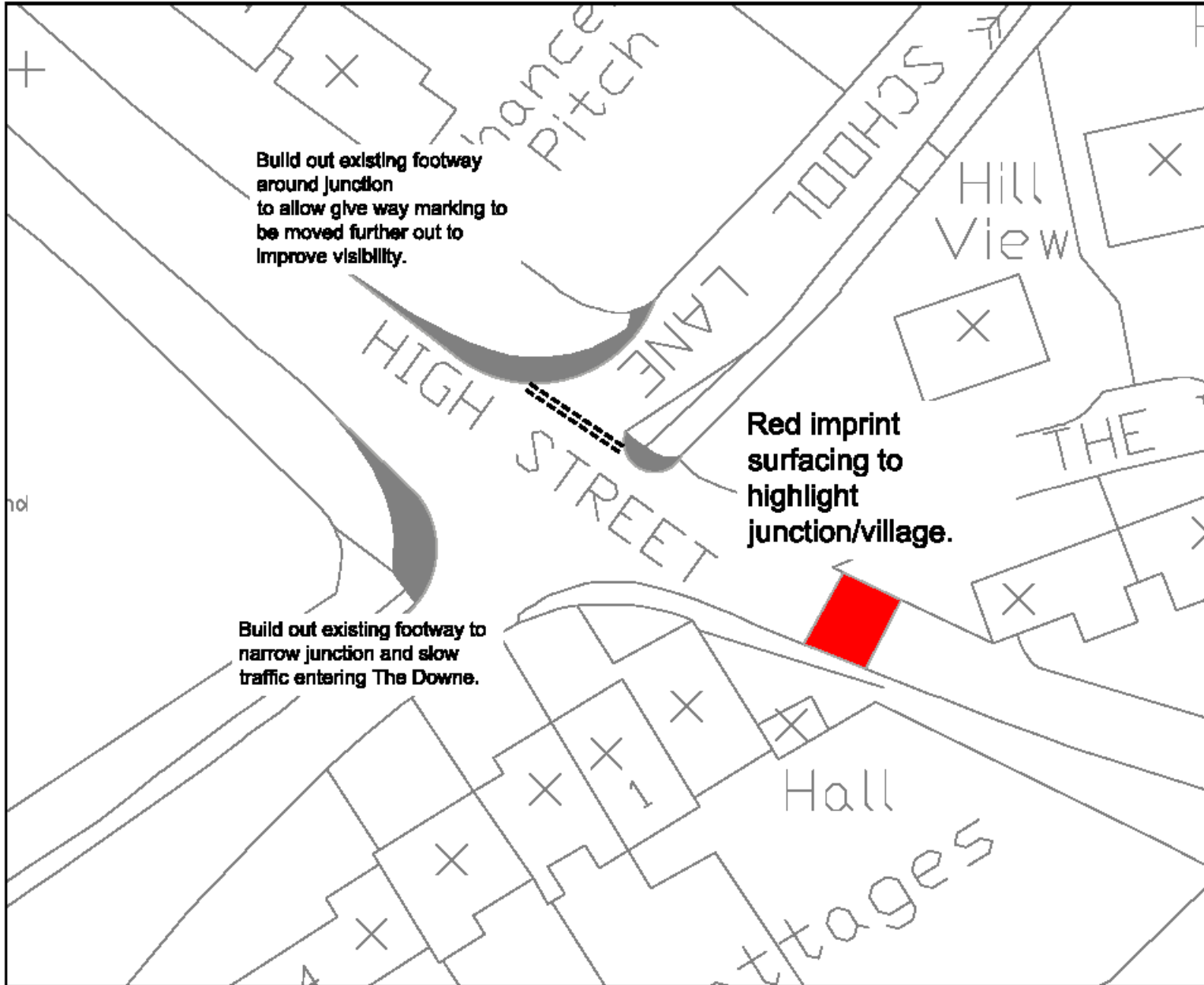
**SOUTHERN GATE
HINDON**

PROPOSED ROAD

ROADWAY

LAYOUT

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WTSB	2014-100-JW-001	REVISION	0
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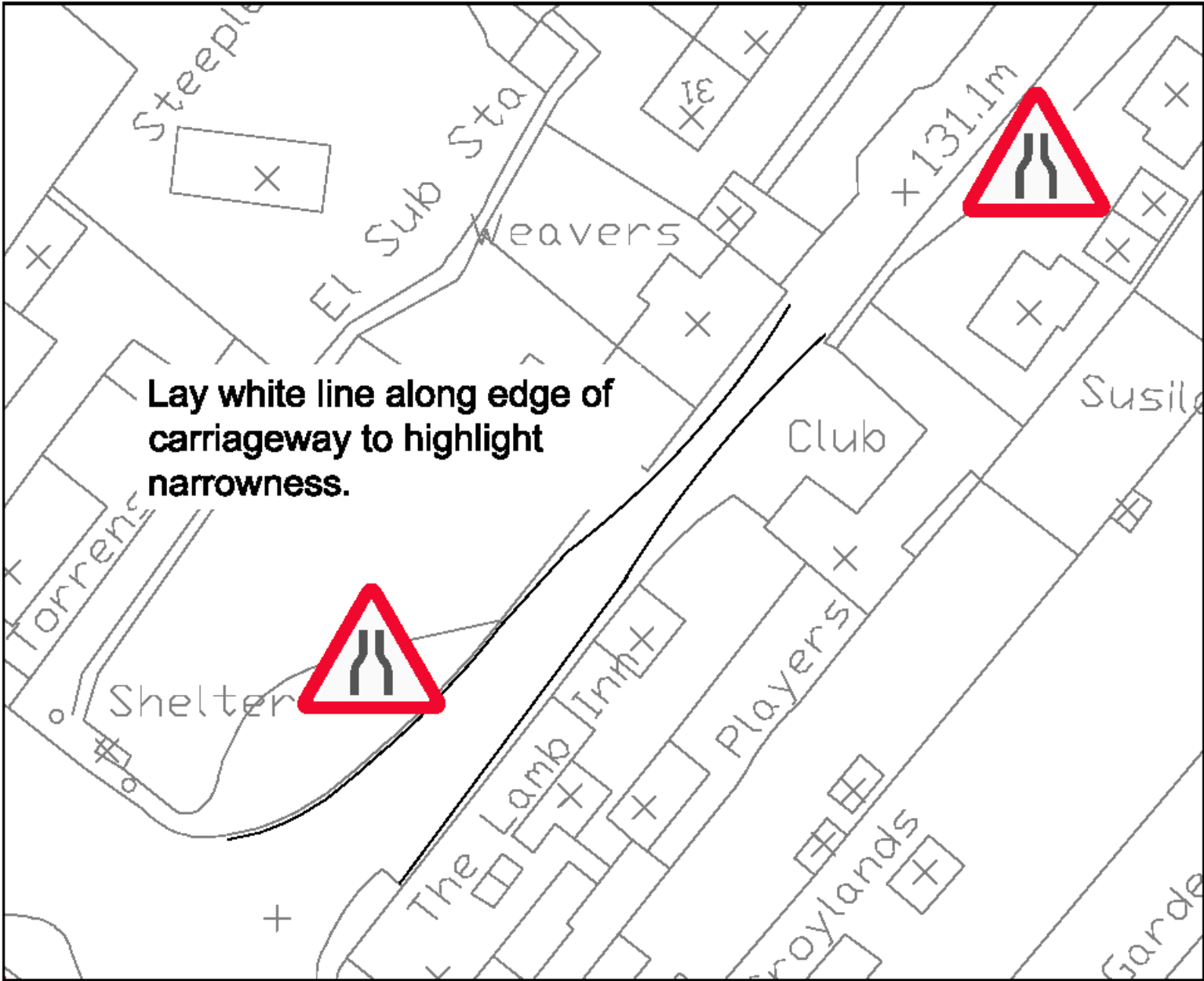
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Lay white line along edge of carriageway to highlight narrowness.

W728

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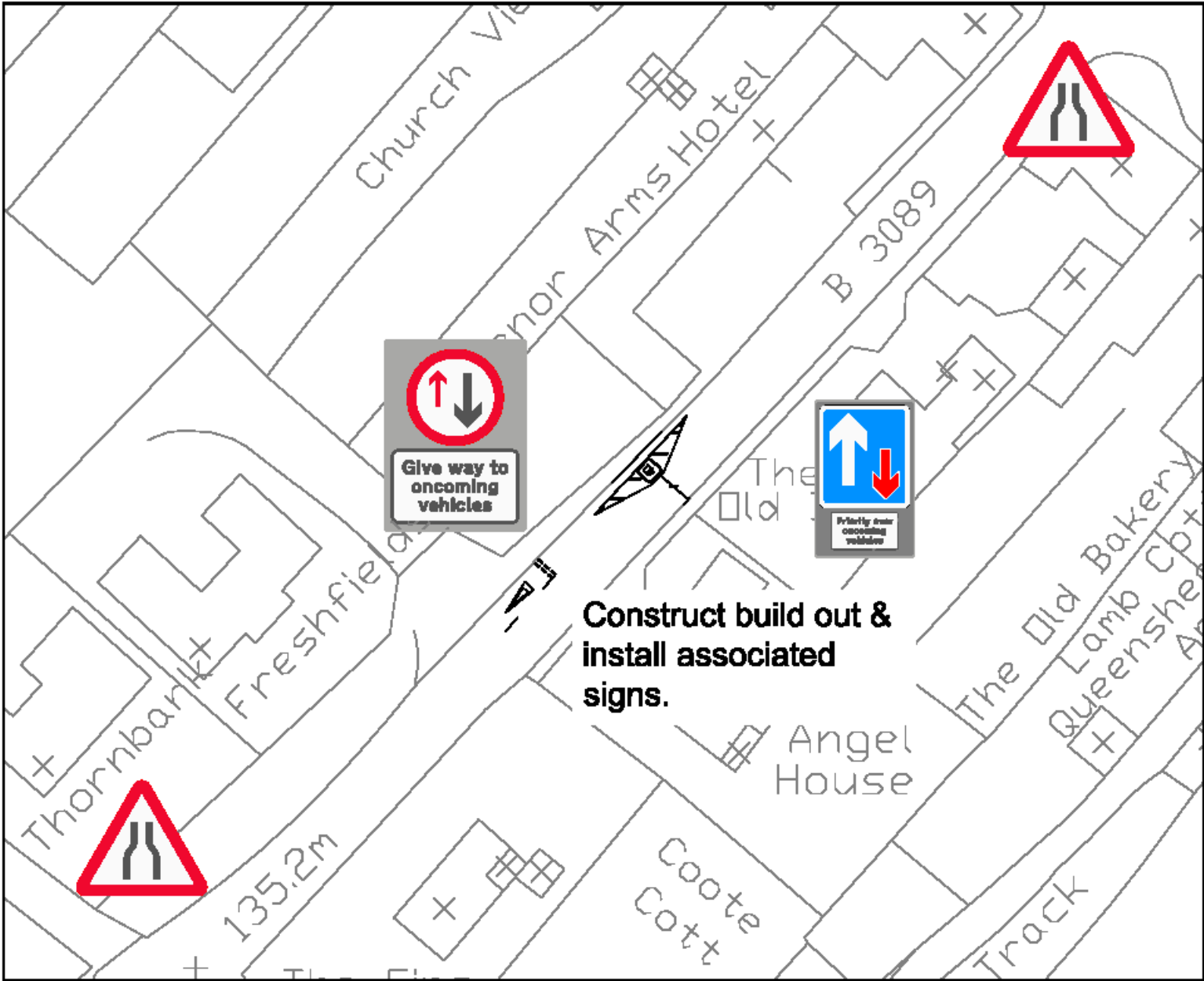
PRIORITY

**SOUTHERN GATE
HARDEN**

PROPOSED WORKS

WILSON - BURNING THE LAND

WORKS	REV TO SCALE	REVISION	
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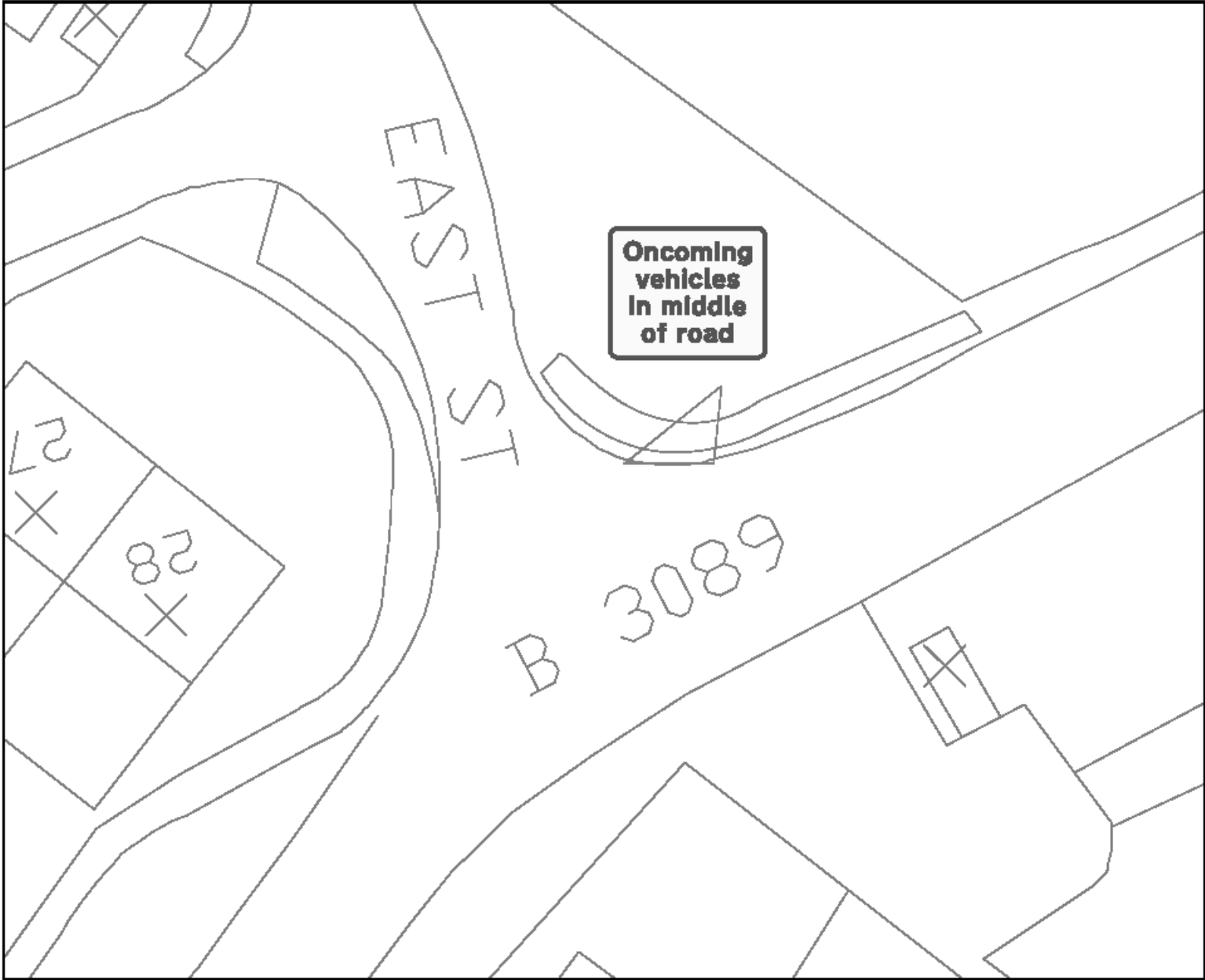


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PROJECT TITLE			
RANG. LANE - KISS ME UP APPROACH			
SCALE	REV TO SCALE	REVISION	
DATE	2014-08-14-04	REVISION	0
FILE NO	10000-000		



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PROPOSAL

PURPOSE
NORTHWAY GATE
HARDEN

PROPOSED ROAD
WILSON ROAD East Street

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A30 Minster Street, Wilton



Wilton Town Centre



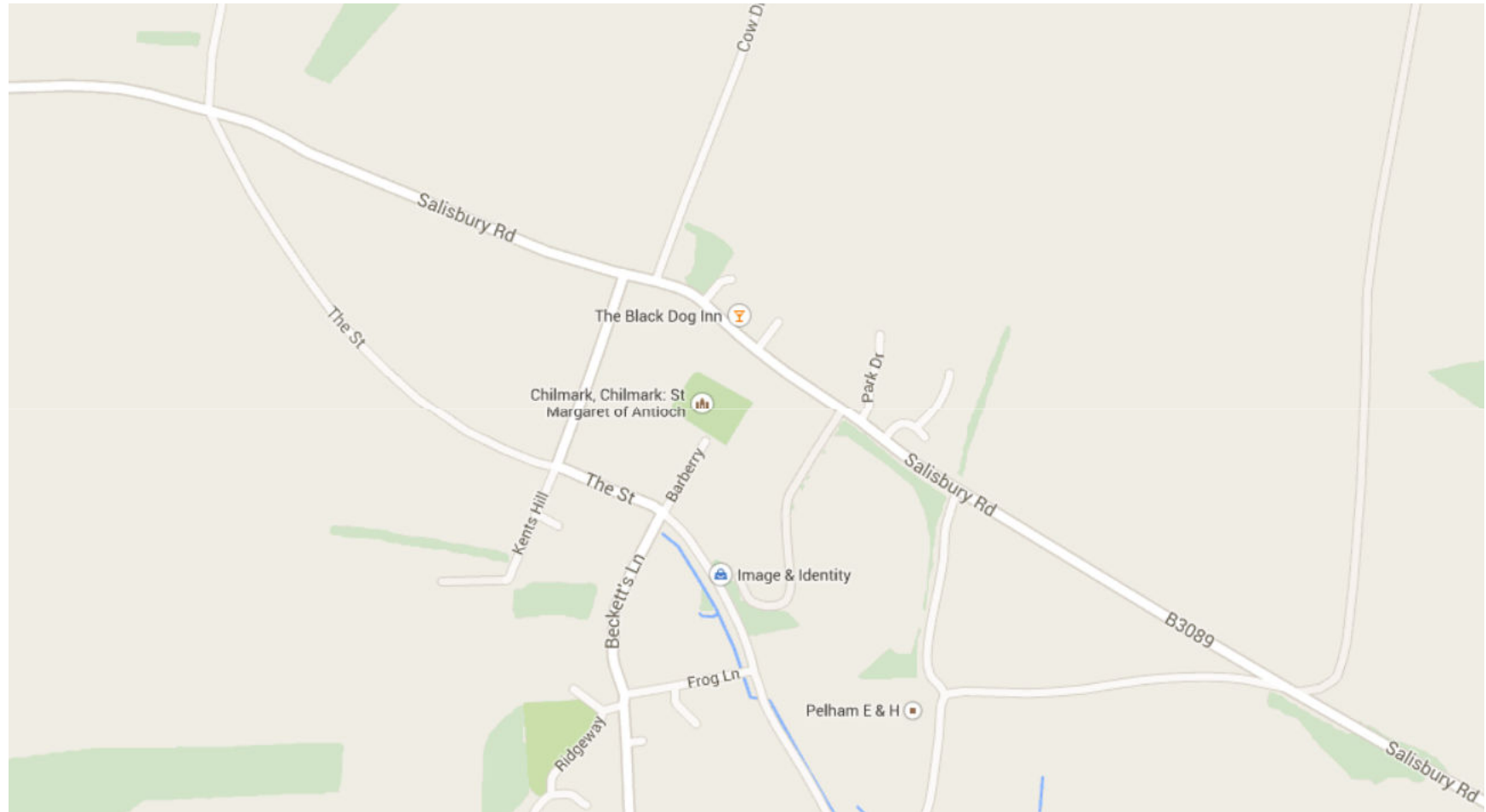
Zeals – 30mph



The Turnpike, East Knoyle – 30mph



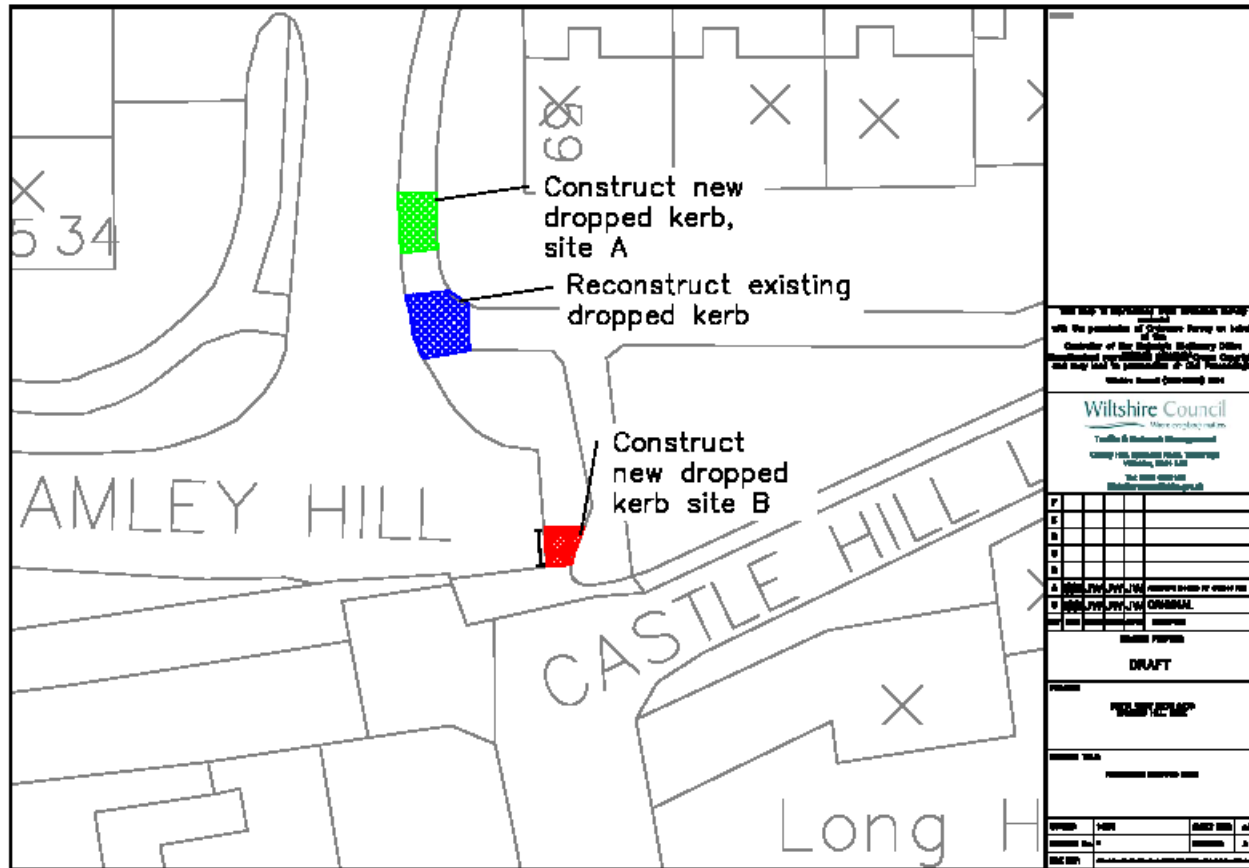
B3089 - Chilmark



Kilmington



Bramley Hill - Mere



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Order of Priority

Barford St Martin – Raise works order (1 day)

Bramley Hill, Mere – Raise invoice for housing.

Chilmark B3089 – Review repeaters and 30 roundels approx 2.5k. (2 1/2 days work)

Hindon – Prepare detailed design and raise work orders (2 days)

Kilmington - Review repeaters and 30 roundels approx 2.5k. (2 1/2 days work)

Zeals - Speed limit review (dependant on review type)

B3089 Willoughby hedges – Prepare plan, raise work order (1/2 day)

A30 Minster Street/Wilton – Pedestrian Count/Investigate improvements/Draft Design (2 days)

APPENDIX 1

South West Wiltshire – Highways Major Maintenance Schemes 2014/15

Road		Treatment	Approximate Length (m)	Completed / Programmed Date
U/C	Southbrook Lane Mere	Resurfacing	860	Completed
U/C	Woodlands Road "A" Mere – heavy industrial site access at edge of town	Resurfacing	370	Completed
U/C	Woodlands Road "B" Mere – out to Dorset	Resurfacing	500	Completed
U/C	Sem Hill Semley	Resurfacing	205	Completed
U/C	Duck Lane Barford St Martin	Resurfacing	120	February 2015
U/C	Barbers Lane/Loders Lane Swallowcliffe	Resurfacing	580	Completed
U/C	Lower to Higher Combe Donhead St Mary	Resurfacing	1,600	Completed
U/C	Randalls Croft Road Wilton	Resurfacing and Footways	520	Completed
U/C	Barkers Hill Lane Donhead St Andrew	Resurfacing	1,300	Completed
B3081	Tollard Royal Village to CB	Surface Only	1,100	Completed
B3081	Tollard Royal Village to Speed Limit North	Surface Only	1,300	Completed
A30	Wilton	Resurfacing	410	Completed

Road	Treatment	Approximate Length (m)	Completed / Programmed Date
A30	Footway resurfacing with only a few kerbs	820	Completed
A350	Resurfacing	590	Completed
A30	Surface dressing	18,150	January 2015
C12	Surface dressing & carriageway repairs junction to junction	9,360	Completed
B3092	Retexture	110	Completed
C25	Surface dressing all the way, junction to junction.	1,000	Completed
A30	Resurfacing	540	January 2015
C62	Resurfacing	820	Completed

South West Wiltshire – Additional Sites 2014/15

Road		Treatment
U/C	Primrose Lane, Redlynch	Resurfacing
U/C	Limpers Hill, Mere	Resurfacing
U/C	Leigh Lane, East Knoyle	Resurfacing
U/C	Cokers Lane, Kilmington	Resurfacing
U/C	Crookford Road, West-Grimstead	Resurfacing

FCI'S :- BUTTS CANE KILMINGTON

SHEEPHOUSE LANE - HINDON - EAST KNOYLE

BARRETS HOLLOW (HARECROSS RD) WARDON TO PHOUSE TEAMS CLUB

PYTHOUSE CLUB TO TUNNEL

CHURCH HILL DISTM (3 SEP AREAS - COMB OF HAND & MACHINE PATCH)

RESUME FRICKERS CANE RIDGE

Sedgehill & Semley Parish Council return

Cyclist knocked down by a 4x4 on Sunday 21st September in Semley.

South Newton Parish Council return

September 2013 -

October 2013 - one accident 1) Chilhampton (A36)

November 2013 - none reported

January 2014 - Between Swan Inn and Stapleford road closed

February 2014 - A36 between Wilton and South Newton - person lost control of car and it went through the fence and sild down the field. No injuries and no other cars involved

March 2014 - None reported

April 2014 - None reported

May 2014 - 1) Bridge at Wilton involving on lorry 2) Stoford cut - 2 cars involved. 3) A36 Stoford past the Swan Inn.

June 2014 - 3rd June details unknown between crossing at Snakey Hill and down the dip towards Stoford Cut.

July 2014 - none reported.

August 2014 - Motorbike at junction to Great Wishford.

September 2014 - None reported

Non-Reportable Road Accidents in Tisbury:

Parish	Date	Location	
Tisbury	2013 11 01	High Street	manoeuvring Co-op lorry took front wing off l

BMW

Non-Reportable Road Accidents in Donhead St Andrew or Neighbouring Areas:

Parish	Date	Location	
DStAndrew	2013 09 01	Millkwell	Loss of wing mirror & scraped wing
DstMary	2013 11 07	A30	Loss of wing mirror
DStAndrew	2013 11 11	Westend	Smashed front on-side window from fallen tree
DStAndrew	2013 07 23	Brook Hill (East)	Rear/front bumper damage

re

Tisbury Shadow Community Operations Board

Meeting Room, Tisbury & District Sports Centre

18:00 Thursday 15th January 2015

Meeting notes and actions

COB members present: Tony Deane (TD – Chair), David Wood (DW), Richard Beattie (RB) Felicity Corp (FC), Lydia Porter (LP) , Liz Coyle-Camp (LCC)

Wiltshire Council Officers: Steve Harris (SH), Ceri Williams (CW), Linnet Parsons (LP)

Build Team: Andy Gough (AG)

Agenda item	Notes	Actions
1. Apologies and introductions	<p>TD welcomed all to the meeting and introductions were given.</p> <p>Owen Taylor (Rydon Construction) and Peter Smart (PS) offered apologies.</p> <p>TD advised that dates of project remain the same. Build due to be completed by end of 2015, aiming for official opening in mid-March 2016.</p>	
2. COB member changes	<p>TD advised that COB need to consider additional members for a future governance body, including those from the wider community area.</p> <p>TD has asked Andrew Staley to consider whether Sally Naish could become representative for St John's Primary School.</p> <p>Lydia Porter has been nominated as representative from the swimming pool.</p> <p>ACTION – COB to organise roadshow to go round Parish Council meetings with presentation on future campus. SH to put calendar of Parish Council meeting dates together.</p>	SH / COB members
3. Notes of previous meeting	<p>Progress on actions from last meeting:</p> <p>Branding/logo actions to be picked up under item 5.</p> <p>SH has shared cabinet paper on campus programme update with COB members.</p> <p>RB asked for clarification on whether there would be a campus manager. CW advised that model in Corsham was to do a 'lift and shift' where leisure centre manager took responsibility for building. Wiltshire Council is looking at future operational models; new internal board has been tasked, to begin at start of February 2015.</p>	
4. Branding update	<p>Linnet Parsons, Marketing Officer, Wiltshire Council</p> <p>LP explained that from the initial ideas given some logos have been designed, but all ideas are still open to change from the COB.</p>	

	<p>Discussion held about whether Tisbury should be used in the name or a wider geographical name such as Nadder. It was concluded that the group wished to appeal to the wider community area and that having the name 'Tisbury' might not convey that.</p> <p>LP shared the logo designs. Preference was expressed for the trout logo. Members also asked for a Fonthill Arch version to be produced. Agreed that name will be either 'Nadder' or 'Nadder Valley' Community Campus.</p> <p>TD suggested that community be invited to choose final design from shortlist. ACTION – LP to provide new designs to SH, to circulate to COB for approval before going out to communities.</p>	LP / SH
<p>5. Project Manager update</p>	<p>Andy Gough, Provelio</p> <p>Rydon commenced work on 5th January 2015. Contracts signed, Rydon have put team in place and looked at key orders/developing design. Health and safety plans/requirements considered. Most of activity to date has been setting site up. Hoarding due to be complete by 21st January. Demolitions will start first week of February. Groundworks will also start at same time. On programme at present.</p> <p>Monthly sit down progress meeting with contractor, but contact is as/when required.</p> <p>TD asked CW for an update on the swimming pool. CW advised that FM (Facilities Management) team have been commissioned to go through fine detail of what is required. ACTION – CW to provide further details once information received from FM. Plan is for works to be done over next two winter periods, with the pool still being able to open in between.</p> <p>AG advised swimming pool works are a separate programme to the campus but there will be some interface where appropriate e.g. design.</p> <p>RB suggested that roadshow to Parish Councils also provides information about the swimming pool works.</p>	CW
<p>6. Current issues for COB discussion</p>	<p>- TAG (Tisbury Arts Group) update</p> <p>CW provided an update in respect of asbestos under the Nadder Hall stage where TAG stored costumes. AG advised Rydon have currently been granted access to whole site except room in question, which remains contained.</p> <p>CW advised that TAG have collected props. Assurances have been made by Wiltshire Council that if costumes are destroyed they will guarantee to cover cost of hiring to ensure upcoming pantomime goes ahead.</p> <p>TAG have advised they wish to destroy the costumes based on information received. CW continuing to liaise, process is time limited as it cannot be allowed to affect the build programme. AG advised final date deadline will be provided by Rydon on Monday.</p>	

	<p>- Parking / transport strategy</p> <p>CW advised risk of residential parking taking place at campus, do not believe there is currently an order in place so this will be looked at.</p> <p>LP asked about parking for swimming pool during build stage. ACTION – CW to follow up.</p> <p>DW provided update on current skate park plans; Parish Council is looking at the park being sunk into the ground to reduce noise. FC advised planning permission not yet received. ACTION – TD to liaise with Andrew Guest (Wiltshire Planning)</p> <p>- Business incubation units</p> <p>SH has contacted previously interested applicants to get their input to the process of designing the new units. COB agreed for this consultation to go out further. LCC suggested that may need to go out on foot to contact local small businesses rather than expecting them to make response. ACTION – SH to work with LCC to contact local small businesses for further input.</p> <p>CW advised that issues such as pricing will be looked at from a local perspective to make sure the offer is correct.</p> <p>- Volunteering / apprenticeship strategy</p> <p>CW advised part of long term sustainability model of campuses. Aim is to enable volunteers to work across different services within the campus.</p>	<p>CW</p> <p>CW / SH / TD</p> <p>SH / LCC</p>
<p>7. Future meeting schedule</p>	<p>Suggestion is that future COB meetings will take place on Wednesdays. ACTION – SH to provide details of next three meetings. SH to send out Outlook invitation – 6 weekly meetings for next three, with a move to monthly meetings closer to the opening date. Wednesday 25th February for next meeting, 6pm start.</p>	<p>SH</p>
<p>8. AOB</p>	<p>CW suggested the COB consider involving Angus MacPherson and other police staff in plans for opening. TD emphasised need for local officers to be included.</p> <p>CW advised the Police logo has been included within Corsham campus logo.</p> <p>DW asked where the dentist enquiries had got to. CW advised that discussions were taking place at a high level within Wiltshire Council to consider all options with various partners across the whole campus programme.</p> <p>LCC asked whether a webcam could be fitted to show progress on the build. ACTION – AG to enquire with Rydon.</p>	<p>AG</p>

Tisbury Shadow Community Operations Board

DCS offices – Weaveland Road

18:00 Thursday 20th November 2014

Meeting notes and actions

COB members present: David Lacey (DL), Richard Beattie (RB) Felicity Corp (FC), Peter Smart (PS), Bridget Wayman (BW)

Wiltshire Council Officers: Steve Harris (SH), Karen Hodder (KH)

Agenda item	Notes	Actions
1. Welcome and apologies	<p>SH welcomed all to the meeting.</p> <p>David Wood (DW), Tony Deane (TD), Liz Coyle-Camp (LCC), Andy Gough (AG) offered apologies.</p> <p>LCC had requested in her apology that these notes record the concerns expressed by her and other COB members in relation to the contractor interview process. LCC felt that COB members had not been dealt with in an honest and respectful manner and that they had given up their free time only to find out that their input had been reduced. LCC also felt that it was not acceptable that lunch was not provided by Wiltshire Council.</p> <p>It was noted that Jane Bacon has resigned from the COB. Members present were very sorry that she would no longer be involved and recognised the vital role she had played in linking with St John's Primary School. SH suggested it may be helpful to have a new link person with the school. ACTION – FC to speak to Ian Campbell to suggest a new link person.</p>	FC
2. Notes of previous meeting	<p>Progress on actions from last meeting:</p> <p>Rydon and Ceri Williams to attend meeting in January.</p> <p>RB asked for an update on publicity in relation to the contractor being appointed. SH confirmed press release sent to all local publications today (4.12.14). FC advised that article was in Salisbury Journal this week.</p> <p>FC advised that Parish Council have allocated youth money to Church, for their sports club. They are also providing funding for one evening per week for youth (liaising with Nicola Sage), up until end of March.</p>	
3. Branding	<p>Karen Hodder (KH), Head of Marketing & Events for Wiltshire Council, was introduced.</p> <p>KH advised that part of her role is to help create brands for campuses across Wiltshire. Key things are identity, name, logo. KH will guide through process and help with ideas.</p> <p>As all campuses are part of a Wiltshire Council programme there will</p>	

	<p>be some elements of branding that will be similar but this is not to say they will all be the same.</p> <p>KH encouraged COB members to think about things that represent the area. Imagery might want to represent the whole community area.</p> <p>FC advised that the school was called Dunworth school originally. People in Tisbury used to be proud of name – only lasted 10-12 years before Middle School came in and changed name to Nadder.</p> <p>RB felt that a lot of newer people to Tisbury, forming the vast majority, wouldn't know that history. Felt that Tisbury or Nadder should be in name. PS and DL both felt 'Nadder' widens it up to the whole community area.</p> <p>KH advised that 'community campus' remains in the name for all of the brands that have already been agreed. Other things in terms of consistency go across all, such as font and logo layout.</p> <p>Discussion around whether community campus had to be in or whether COB had any choice in this. ACTION - KH will discuss this with Laurie Bell for clarification.</p> <p>Group agreed that Nadder or Nadder Valley Community Campus was best suggestion within current remit. ACTION – KH will draw up designs and sent to SH before next meeting so they can be circulated in advance. KH to attend January COB meeting so that these can be discussed. Group requested a green/blue colour version and a sharper version for comparison.</p> <p>PS asked for KH's professional advice on starting marketing campaign. KH advised that construction work, for example using spare hoardings, was a means to start to get messages out.</p>	<p>KH</p> <p>KH</p>
<p>4. Marketing and communications plan</p>	<p>SH shared details of recent cabinet paper providing an update on the delivery of the campus programme. ACTION – SH to share documents with COB. SH highlighted changing role of COB, with focus on community engagement.</p> <p>SH shared draft marketing and communications plan and asked for comments. Key aspect is to make the campus a place that people want to attend, other than just as a service user (e.g. library).</p> <p>It was highlighted that a themed approach to raising awareness will require a level of detail that is not yet known. Group agreed that there needs to be clarity before too much information is passed out, as otherwise there will simply be lots of questions.</p> <p>PS felt that a lot of groups involved with the campus will be going through a period of disruption. Need to engage with them; ACTION – SH to update plan. Needs to tie in with Rydon plan. The group agreed that it would be a good idea to meet with all stakeholders at some point to discuss cross-working in the campus.</p>	<p>SH</p> <p>SH</p>

	<p>RB emphasised need for timetable to be clear and to manage expectations.</p> <p>SH highlighted that the COB could identify key people to involve from the wider community area in order to build interest in the campus.</p> <p>RB asked whether there would be one campus manager in Tisbury. SH explained that currently at this stage community engagement and facilities have been split. Future model for Tisbury operation not yet known. COB members were concerned that there is a point of contact. ACTION – SH to liaise with Corsham Community Engagement Officer to see how this is currently working there.</p>	SH
5. Date of next meeting	<p>Next meeting will be Thursday 15th January 2015, 6pm at Tisbury Leisure Centre (Meeting Room)</p> <p>Proposed future dates are: Thursday 5th February 2015 Thursday 26th February 2015 Thursday 19th March 2015 All to be held in the Leisure Centre meeting room.</p>	
6. AOB	Covered in notes.	

WILTSHIRE COUNCIL

AGENDA ITEM 11

South West Wiltshire AREA BOARD
4th February 2015

IS YOUR COMMUNITY READY TO TACKLE THE WILTSHIRE ENERGY CHALLENGE?

Purpose of Report

1. To raise awareness and engage the South West Wiltshire 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 (tCO₂) in 2005 to 6.7 tCO₂ in 2012. This reflects a reduction in emissions nationally, but remains higher than the 2012 South West average of 6.1tCO₂ and national average of 6.2 tCO₂. 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 tCO₂ 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 CO₂ 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 South West Wiltshire 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 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 South West Wiltshire community area outlined at **Appendix 1**.

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Appendices:

- Appendix 1 Overview of council carbon reduction projects and community activity in the South West Wiltshire community area

Energy Saving Projects in South West Wiltshire

The following are examples of energy projects in South West Wiltshire. 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.

Invest to save projects

Lighting upgrades

Lighting upgrades took place at Wilton Park & Ride in 2012. This involved changing to modern energy efficient lighting and installing motion detectors where appropriate, to ensure lighting is only in use when needed.

Boiler replacement

Wilton Depot has undergone a boiler replacement, upgrading the inefficient gas boiler to a modern high-efficiency boiler.

Project	Annual saving (£)	Annual CO₂ saving	Year completed	*Total savings to date (£)
Wilton Depot boiler replacement	£1,300	12	2011	£5,100
Wilton Park and Ride – lighting upgrade	£80	0.5	2012	£240

*Represent estimated full year savings since completion

Biomass heating programme

Since 2013 the Council has invested in an ambitious programme of biomass boiler installations, with a target to convert twelve schools which were previously heated by oil.

St Johns Primary School in Tisbury was one of the first to benefit. The new boiler runs on wood fuel pellets. This fuel is sustainably sourced in the UK, thereby contributing to local energy resilience and carbon reduction.

The installation is also generating income through the government's 'Renewable Heat Incentive' which pays a tariff back to the council for the next 20 years of operation. Wiltshire Council will continue to own and maintain the boiler and manage the fuel supply. The heat is sold to the school at a competitive rate, helping to keep heating costs down.

A biomass boiler is also currently being installed in the Tisbury Community Campus development.

Other projects

Collaborative Low Carbon Schools Service

Wardour Catholic Primary School was among those selected to work on a Collaborative Low Carbon Schools Service pilot project in 2011/12. The programme was developed by the Carbon Trust to support local authorities and schools to work together to achieve effective school carbon management. An energy audit was undertaken at the school which enabled recommendations to be made on the energy saving measures that could be implemented. Wiltshire Council worked in partnership with ten schools in the county to help reduce their carbon emissions and energy costs.

Sustainable energy across the common space (SEACS)

South Wiltshire Green Doors is a project of the Wilton Community Land Trust. It began with a pilot event in 2013, with support from Wiltshire Council through the SEACS project, and additional funding from DECC (Department of Energy and Climate Change). This was the first major initiative of its kind in the county; a weekend where 10 home-owners welcomed 250 visitors to share their experience of energy retrofitting.

Following its success a further Green Doors weekend was held in May 2014, with 16 properties opening their doors to the public. This is a concept that has now been replicated in other parts of the county.

South Wiltshire Green Doors: <http://wiltshiregreendoors.org.uk/>

Tisbury Community Area Youth Network Meeting Thursday 22 st January 2015 The Sports Centre, Tisbury		
Present: Jacob, Kieran, Robyn, Jimmy, Tony, Bridget, Rob, Sally, Becca, Mel, Felicity, Jenny, Nicola Apols: Simon		
	Action	Name
Facebook and Surveys Nicola explained the need for a survey to form the basis of a Needs Assessment. The Tisbury Youth Network Facebook page has been set up and could be a more accessible route for young people to access the on-line Survey. https://www.facebook.com/pages/Tisbury-Local-Youth-Network/1374270569549020	Circulate the Facebook link and encourage 'likes' and completion of survey	All
St John's Youth Club Becca provided an update from St John's youth club that has been running successfully since summer 2014. Issues with the behaviour of some of those attending has led a decision to close the club in its current format, and re-open with a new focus. There will be a faith-focus, although the club will be open to all young people regardless of their religious affiliation. There will be a focus on discussion and community volunteering, as well as continuing the existing craft and games. The Club will be operating fortnightly on a Friday evening from the Hinton Hall.	Set up the club on 'RunAClub' to create the policies and ground rules etc. Training session on managing difficult behaviour	Becca & Nicola Nicola & youth work colleagues
Open Access Youth Club From the discussions with young people at the last ChatLYN meeting it is clear that there is a strong desire to establish an open Youth Club in Tisbury. The Parish Council are willing to fund one paid worker, and community volunteers have come forward to support the initiative. The current stumbling block is finding suitable premises, and a number of options are being investigated by Cllr Dene and Nicola. Two members of the meeting also had ideas that they will look into. Nicola has been putting out feelers for possible Youth Workers for the role, and will work with Sandra (Clerk to the Parish Council) and Simon (Parish Council Youth Rep) to progress this. Nicola will also continue to engage volunteers for the project, and will meet with Jenny to support this.	Enquire about use of the Fire Station Enquire about Catholic Church Parish rooms Clarify cost of renting a light industrial Look at possibility of purchasing two containers Volunteer meeting	Bridget Jenny Nicola Tony Jenny & Nicola
Skatepark Tony updated the meeting on the current position of the Skatepark. The funding for this is with the Parish Council, and they are currently working to find a suitable site and obtain the necessary Planning Permission.	Meeting with Chief Planner	Tony
After-school Transport Nicola is moving forward the suggestion from the last meeting that a late bus is provided to enable students to stay at school for After	Create and post questionnaire link on the	Nicola

School Activities. Need to establish the numbers of young people interested in using this, if it was made available.	Facebook page	
Cycle Club		
One of the suggestions from the young people at the last meeting was to form a Cycle Club. As the meeting had already over-run Nicola has agreed to work directly with young people on developing this idea.	Meeting to progress Cycle Club	Jacob, Kieran & Nicola
Music and Drama offers		
Nicola raised the need to find a local person to support the planned music and drama workshops that have already been secured.	Meet to discuss further	Mel Nicola
LYN Management Group		
The Tisbury Community Area representatives on the LYN will be: Mrs Jenny Cunliffe, Jacob Hullah, Kieran Hatton and Robyn Windust. They will attend the first LYN Management meeting on Wednesday 25 th February at 7.30pm Hinton Hall, Tisbury.	Advise CAM of the names	Nicola
Meetings		
The Tisbury Community Area LYN will meet bi-monthly (March, May, July etc) from 6.30 – 8pm.	Fix and circulate dates, and book venue.	Nicola

WAYN (Wilton Area Youth Network) Meeting		
Wednesday 21 st January 2015		
The Pavillion, Wilton		
Present: Noah, Nahtanha, Chris, Peter, Mark, Rose, Nicola		
Apol: Jess, Teresa		
	Action	Name
Youth Club update Rose provided an update on the youth club that re-opened last Tuesday, staffed by Rob, Lisa and Rose from Seeds4Success. It is operating on Tuesday and Thursday evenings, with Under 13's on Tuesdays from 6.30-8 and over 13's from 8-9pm and Over 13's only on Thursdays from 6.30-9pm. There was £600 raised by the Wilton community for a new pool table and this money was paid into Wiltshire Council. Nicola had already suggested the pool table from Tisbury was moved to Wilton, once the SEND group move out of the Tisbury building. Rose now has a work mobile: 07585 716583.	Follow up with the donor Check if Tisbury are willing to release	Peter Nicola
LGBT Youth Group Noah asked if there had been any progress with re-establishing the South West Wiltshire LGBT group. Nicola reported that she had followed up with Health last week, and been told that they were still deciding how to deliver LGBT youth services. Rose explained that the Area Board had committed £1000 to this project, and only released an initial £500. As the Group had 6-7 young people regularly attending they felt it had met the brief.	Find out from Steve Harris (Community Area Manager) if the remaining £500 is still available and liaise with Rose.	Nicola
Facebook It was agreed that there would be a Wilton Youth Network page that would also be used by the youth club.	Get Facebook page set up by Coms	Nicola
Needs Assessment Nicola raised the need to progress a Needs Assessment and the low uptake on surveys completed to date.	Post survey link on the Facebook page	Nicola
Skatepark The proposed Erskine site is now considered unsuitable for the Skatepark and the Town Council are looking for an alternative placement. The field by the Pavillion is looking like the most likely site.	Need to establish if Planning will approve the new site.	Peter
Funding Applications The meeting reviewed and scored an application to the Youth Grants fund.	Pass on scores to Area Board	Nicola
LYN Management Group The WAYN representatives on the LYN will be: Rev Mark Wood, Nahtanha Salmi-Wright and Chris Kirkland. They will attend the first LYN meeting on Wednesday 25 th February at 7.30pm Hinton Hall, Tisbury.	Advise CAM of the names. Arrange pick ups on the day.	Nicola Mark
Meetings The WAYN will meet bi-monthly (March, May, July etc). It was agreed that	Fix and circulate dates, and book Pavillion.	Nicola

the best meeting time is 6.30-8pm.

Crime and Community Safety Briefing Paper (Wilton)
SouthWest Community Area Board May 2014
Broadchalke Village Hall



1. Neighbourhood Policing

Team Sgt: PS Dave Whitby
Wilton Town Beat: PC Ian Pedliham vacant
Wilton Rural Beat: PC Pete Jung PCSO Jenny Moss

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit the new and improved website at: www.wiltshire.police.uk

Performance and Other Local Issues

Crime figures in Wilton continue to be strong, overall our victim based crime is down by 27.7% meaning that there have been 94 fewer victims of crime than this time last year. Burglaries also remain down with only 3 domestic burglaries within the last 12 months. Non domestic burglaries have reduced by 43 crimes which is a reduction of 55.8% on last year.

We have however, noticed an increase in violent crime with 12 extra crimes on last year, ASB has also increased by 10 crimes. Although the numbers are not huge this is testament to the low starting point and it is our intention to keep it low. Sgt Whitby and his team are looking at both areas and I am confident of a reduction, particularly in ASB over the coming months.

EW Wilton NPT	Crime				Detections*	
	12 Months to December 2013	12 Months to December 2014	Volume Change	% Change	12 Months to December 2013	12 Months to December 2014
Victim Based Crime	339	245	-94	-27.7%	16%	15%
Domestic Burglary	5	3	-2	-40.0%	40%	33%
Non Domestic Burglary	77	34	-43	-55.8%	1%	0%
Vehicle Crime	52	37	-15	-28.8%	15%	3%
Criminal Damage & Arson	53	56	+3	+5.7%	9%	11%
Violence Against The Person	44	56	+12	+27.3%	39%	36%
ASB Incidents	126	136	+10	+7.9%		

Inspector Dave Minty

Wiltshire Council Information Item

Subject: Dementia in Wiltshire: The Role of Healthwatch Wiltshire

Officer

Contact 01225 434218 ~ info@healthwatchwiltshire.co.uk ~ www.healthwatchwiltshire.co.uk

Details:

Summary of announcement:

Healthwatch Wiltshire (HWW) is your local champion for health and social care. We are here to listen to the voices of local people and use this to influence commissioners and providers of services.

Monitoring dementia services

HWW has brought together local charities in Wiltshire to form a partnership that will monitor and support the new Wiltshire dementia strategy.

This innovative new partnership includes representatives from Alzheimer's Support, Alzheimer's Society, Age UK Wiltshire, Age UK Salisbury District, Carer Support Wiltshire and Swan Advocacy.

Partners will gather feedback independently through a variety of means and then share findings at regular partnership steering group meetings. HWW will bring together at least 100 local people across the county to monitor how services are working. The '100' will be asked to share their experiences of local dementia services. HWW will gather together these experiences and share these with the partnership as well as commissioners and providers of services. The aim is to make sure that the voices of local people are 'centre stage'. In addition to the workshops, HWW will offer people the opportunity to take part in a one-to-one interview with a member of HWW staff or a trained volunteer.

The workshops will be taking place on:

- **Thursday 22 January 2pm – 4pm at Malmesbury Town Hall, Cross Hays, Malmesbury SN16 9BZ**
- **Wednesday 28 January 2pm – 4pm at The Corn Exchange, St. Johns Street, Devizes SN10 1BN**
- **Wednesday 4 February 2pm – 4pm at The Methodist Church, St Edmund's Church Street, Salisbury SP1 1EF**
- **Thursday 12 February 2pm – 4pm at The Laverton, Bratton Road, Westbury BA13 3EN**

Specialist dementia hospital care in Wiltshire

NHS Wiltshire Clinical Commissioning Group (CCG) is consulting on the permanent location of specialist dementia hospital care. To help them make a decision about where this care should be, they want to hear what local people think. HWW is independently facilitating the consultation. This will include public meetings, talking to people in service user groups, inviting people to complete a questionnaire, or simply inviting people to talk to us and tell us what they think.

The public meetings will be taking place on:

- **Tuesday 13 January from 10 am – 12 midday at The Corn Exchange, St. Johns Street, Devizes SN10 1BN**
- **Tuesday 20 January from 2- 4 pm at The Methodist Church, St Edmund's Church Street, Salisbury SP1 1EF**

Online version of the questionnaire: <http://www.wiltshire.gov.uk/dementiastrategyconsultation-2>

To book a place please contact Helen West on 01225 434218 ~ helen.west@healthwatchwiltshire.co.uk ~ www.healthwatchwiltshire.co.uk

Subject:	Paper 10 Integrated Performance Management Report
Officer Contact Details:	Wiltshire CCG Communications Department Wccg.info@nhs.net
Weblink:	http://www.wiltshireccg.nhs.uk/our-governing-body/governing-body-meetings-in-public/governing-body-meeting-25-november-2014
Further details available:	David Noyes, Director of Planning, Performance and Corporate Services

Executive Overview

Pressure remains higher than anticipated across the system, which continues to present both an operational and financial challenge system wide. This is most evident regarding acute services and the number of cases attending A&E, which is presenting a challenge to the achievement of the 4 hour wait target. Some, but by no means all of this, may be attributable to increased referrals arising from NHS111; this risk is identified (and features amongst the CCG top 10 risks) and work is in hand with our provider to try and safely/appropriately manage the figures down. However, planned care is also running ahead of planned levels. The under delivery of planned activity levels and the consequent impact on the CCG's financial position feature high on the list of top 10 risks. While the CCG remains on track to deliver against budget and financial targets, doing so will require extremely taut management in the coming months. Across the CCG, in very close partnership with our colleagues in our major providers and individual practices, work is ongoing to identify ways to better manage the pressures. At a whole system level, it has been identified that gastroenterology is currently generating over performance and so a system wide review will be conducted. As previously reported, we remain concerned regarding the recurrent impact of the combination of high activity levels and the under delivery of some of our change projects, and this represents the highest risk to the CCG moving forward.

The CCG performance on the 18 week Referral to Treatment (RTT) standards for admitted care and non-admitted care are now at the national target levels in advance of the deadline of December 2014 as a result of a second tranche of additional non recurrent activity taking place. Additionally, the over 52 week waiters have been treated at all but one provider where there is a known specific issue which is being managed across a wider geography. There has been a 7% growth in the waiting list below 16 weeks which is partially explained by the continued focus on longer waiters, but which will require ongoing attention through local providers' weekly operational meetings.

Some additional investment has become available in order to underpin our Operational Resilience and Capacity Plans, which will be further reviewed at the System Resilience Group on 18 November 2014. The CCG has received additional funding to support season pressures with the local health and social care economy; from the national allocation of circa £700m Wiltshire will receive £4.297m. The CCG is making all of this funding available to support a number of service redesign schemes aimed at preventing inappropriate admission to hospitals and supporting earlier discharge when people have attended their local Emergency Department. The CCG Governing Body is regularly briefed in detail

and remains committed to the delivery of change across our system outlined in our 5 year strategy. Our Clinical Leaders are convinced that the direction of travel we have established is the best way forward and will ultimately deliver the improved outcomes we seek in an affordable manner.

In the last month we have been delighted to work alongside our close partners in Wiltshire Council, participating in a most successful peer to peer review process of health and wellbeing. Although we await the final report, all the early indications of the outcome of this work are both positive and encouraging.

Working very closely with our partners in Wiltshire Council, some early indications of priority areas to focus upon are becoming clear from the 100 day challenge, which was an internal initiative aimed at galvanising action within our Better Care Plan. These include system wide 7 day working, improved collaboration within community teams and consistent Discharge planning. Elsewhere, and as previously reported, encouraging progress is being made in our 3 demonstrator sites who are piloting the development of integrated teams in Calne, Bradford on Avon/Melksham and Salisbury. We aspire to the creation of 20 such teams across the County, and notwithstanding the 3 pilot sites, the remaining 17 areas are also starting to come together. Pleasingly, our partners in GWH are starting to deliver the additional workforce required to bring much of this to life. Equally, work continues as we take forward key programmes of work regarding the re-procurement of community services, which will form the foundation stone for the delivery of our strategic vision. We have also made good progress with validating the plans for utilising the Transforming Care of Older people funding, to deliver enhanced capacity and capability for the care of our older people in community settings, at or close to their own homes. Working closely with Wiltshire Council, we have now launched a public consultation on the future of specialist dementia hospital care. The outcome of which will help to mitigate the sixth risk in the CCG risk register top ten.

The CCG's Commissioning Intentions for next year are complete, and they have been sent to our providers, with a copy also posted on our web site. We are now well into our detailed operational planning for next year, and have had a valuable meeting with colleagues from NHS England whose support as we continue our journey should be invaluable. Equally, we are making early preparations for the contracting round which will commence early in the New Year.

South West Wiltshire Area Board - Priorities and Projects 2014/15

UPDATE

Priority set through JSA event	Theme	Latest update (22 January 2015)	Area Board Project?	Lead Councillor	Funding committed	Brief outline
Lack of transport to outlying villages and threat to current transport provision	Children and young people	Area Board members currently seeking to secure use of minibuses previously used by Wiltshire Council youth workers for future youth activities in the community.				
Changes in youth service could result in loss of important skills, relationships and leadership	Children and young people	Local Youth Network management group in process of being formed to set priorities into the future. Community Youth Officer has held launch events for three 'ChatLYNs', one for each community area. Maintaining contact and communication with existing youth activity providers in the community. Specific youth grant funding now available through Area Board.				
Improve the number of first aid trained people in Towns and Villages and access to lifesaving equipment such as community defibrillators.	Community safety	New community-led first aid training initiative being piloted in Teffont. Community Area Manager is liaising with group to encourage scheme to be rolled out across community areas. Public defibrillators already available in Mere. Tisbury and Wilton have explored the possibility but currently rely on first responders. Berwick St John also interested in starting training scheme for key identified people in parish. Area Board project proposal funding agreed at AB meeting on 10.12.14, to hold three launch sessions. Due to initial interest shown, further funding proposal to be considered at AB meeting on 4.2.15.	Local first aid project	Cllr Green	£450 (2014/15)	Three 'introduction to first aid' launch sessions, including using a defibrillator. Local volunteers will share local initiatives at these sessions to encourage other parishes.

Development of cultural activities for young and older generations to do together instead of by specific age ranges	Culture	Youth Advisory Group previously had this as their main priority, leading to an intergenerational quiz event and cricket fun day. Will be discussed with the newly formed Local Youth Network. The Area Board is also keen to engage local groups who want to link with the younger generation - approached by Tisbury bell-ringers who would like to offer a trial session for young people.	Inter-generational quiz event	Cllr Wayman	£415 (2013/14)	Event took place at Nadder Hall, Tisbury in June 2013 bringing together mixed-age teams for a social activity.
Better promotion of culture and arts activities to communities	Culture	Salisbury Museum and CC&WWD AONB linking up re. a Beaton walking route that will be added to 'Discover Chalke Valley' website. Exhibition launched on 23 May 2014 and ran until 19 Sept 2014. Widely promoted throughout community areas. Reviews in both local and national media have been very positive and exhibition is now set to be taken overseas.	Cecil Beaton exhibition	Cllr Deane	£5,000 (2013/14)	Supporting Salisbury museum by contributing towards the cost of marketing the exhibition, in return for a specific focus on promoting tourism and supporting local businesses in the Chalke Valley and the South West Wiltshire area
Develop apprenticeship opportunities in the area.	Economy	Area Board has approached Balfour Beatty Living Places re. possible apprenticeship scheme in local highways team. Corporate aspiration for Tisbury Community Campus is that one third of 'staff' will be apprentices. Working with DEVELOP to explore, promote and encourage other apprenticeship opportunities in the area.				
Continuing support for businesses in the area	Economy	1 year update provided at Area Board meeting on 26 March 2014. 18 month meeting held in Sept 2014 and reports included in agenda pack detailing projects delivered.	Joint working initiative with local business chambers/ association	Cllr Wayman	£42,000 (2012/13)	Series of projects and activities delivered over a two year transitional period, after which they expect to be financially self supporting.

		Websites now live, content continues to be added. Promotional campaign ongoing. www.discovernadder.org.uk and www.discoverchalkevalley.org.uk	Discover Chalke Valley and Discover Nadder	Cllr Wayman	£9,800 (2013/14)	Funding used to populate the sites which contain local walking/cycling/riding routes, details of local B&Bs, businesses, things to do etc.
		Business Incubation Units will be made available through Tisbury Community Campus. COB currently leading consultation for local people to provide input into how units are designed and what the offer(s) will be.				
Focus on education in the area to develop and improve skills required for the local jobs market and attract businesses.	Economy	Provision for education (further education and adult community courses) is an integral part of plans for Tisbury Community Campus. Currently liaising with Yeovil/Wiltshire College about potential future delivery.				
Make sure there is a balance between environmentally friendly building, affordability and housing density	Environment	Wilton Community Land Trust already well established and involved with Wilton Hill development.				
Area Board project	Environment	Finger post funding agreed for; Sedgehill & Semley, Broad Chalke, Mere, Swallowcliffe, Sutton Mandeville	Finger post funding	Cllr Deane	£4,000 (2014/15)	Parish and Town Councils able to make one application in the financial year for a replacement finger post, up to £550 can be requested (including £200 Highways fee for removing/re-inserting the post)

Keeping local facilities open to help social networks develop and to combat social isolation	Health and Wellbeing	Public Rights of Way Launch event held on 16 January 2014; 97 people attended. 'Stage 1' funding agreed by Area Board on 26 March 2014. 18 parishes have responded so far, providing an audit of local footpaths and setting local priorities. All who responded have been offered a scheme as part of Stage 1. See separate spreadsheets for progress report. Stage 2 funding agreed by the Area Board on 8.10.14, widening the types of schemes available.	Public Rights of Way Improvement Programme	Cllr Green	£7,500 (2013/14) + £7,500 (2014/15)	Joint initiative with Public Rights of Way team (WC) and local parishes/volunteers. To enhance the local rights of way through improving accessibility; schemes could include replacing stiles with kissing gates, new stiles, linking existing rights of way, new surfacing etc.
		Training for snow wardens and those using the tailgate spreaders took place in October 2014 to ensure pilot scheme is completely live for winter 2014. Final routes determined and salt to be delivered to agreed locations. Purchase of push-along devices complete, relevant Parish Councils have been contacted to arrange delivery. Master plan presented at Area Board meeting on 10.12.14	Community Winter Weather Response Scheme	Cllr Deane	£11,894 (2013/14) + £5,000 (CATG 2014/15)	6 tailgate spreaders and 10 push-along devices to be used in a strategic way to cover all of the parishes within the Mere, Tisbury and Wilton areas that do not have their own devices and do not already have roads/areas cleared by Wiltshire Council, in order to enable people to still access services in times of bad weather.
		Area Board grant funding to support local facilities - Bishopstone Village Hall awarded £1,400 on 4 June 2014 towards heat pump for hall. Quidhampton Village Hall awarded £600 on 4 June 2014 towards new kitchen equipment and £1,450 on 10 Dec 2014 towards refurbishment of toilets. Mere & District Railway Modellers awarded £2,000 on 4 June 2014 towards restoration of Mere Band Hut.				

Reaching out to older people who are isolated to provide community support and access to services.	Health and Wellbeing	Health Fair event took place on 8 October 2014. Special emphasis on showcasing local groups/organisations that promote social interaction and activity.				
		Local memory groups invited to promote their work at Health Fair event. Seven new Dementia Friends completed session in Mere on 5 November 2014. Dementia Awareness presentation to businesses in Tisbury due to take place in February 2015, and Wilton in March 2015. Our Time project awarded community area grant of £4,500 on 23 July 2014 towards residency workshops for 65+.				
		Good Neighbours scheme invited to promote their work at Health Fair event. Local events advertised through community blogsite/newsletter.				
		Area Board funded project on 8 October 2014 to purchase plaques for grant recipients, to raise awareness of the grants scheme and engage more groups to come forward for funding.	Area Board plaques	Cllr Green	£2,300 (2014/15)	A supply of plaques that can be given to grant recipients, in order to provide a permanent feature that promotes the work of the board and encourages other groups to apply in future
		Digital Literacy scheme promoted and supported. Grant funding provided to enable internet provision in community buildings - South Newton Village Hall awarded £2,000 on 4 June 2014 towards digital equipment. Wilton Community Centre awarded £964 on 4 June 2014 towards wi-fi and equipment.				

Work with the council and housing associations to encourage more developments in villages per se to protect rural services that will disappear unless more people live in our villages	Housing	Area Board members holding regular briefings with Housing officers to progress new build bungalow schemes in local communities, as part of Council housing new build programme. Cllr Deane currently exploring possibility of establishing Community Land Trust in the Donheads with local Parish Councils.				
Improve transportation and parking links across the community in order that people can access facilities and opportunities	Leisure	Cllr Deane in discussions with Tisbus about how the Area Board can best provide support into the future. Parking has been carefully considered for new campus in Tisbury, which will include an improved leisure facility. CONSIDER AT CLLRS MEETING IN JAN 15.				
Maintain and enhance public and community transport services especially for the elderly	Transport	Cllr Deane in discussions with Tisbus about how the Area Board can best provide support into the future. CONSIDER AT CLLRS MEETING IN JAN 15.				
Need to establish greater control over the flow of HGV and agricultural traffic on all routes.	Transport	Tollard Royal Parish Council recently started Lorry Watch scheme. Cllr Deane has been liaising with highways team to address the impact of road closure at Melbury Abbas. Large vehicles using Dennis Lane instead of the A350; matter raised with colleagues from Dorset at Wessex Cross Border Working Group on 20.11.14.				
More innovative and sustainable forms of community transport to help people access services, activities and jobs	Our Community	Cllr Deane in discussions with Tisbus about how the Area Board can best provide support into the future. CONSIDER AT CLLRS MEETING IN JAN 15.				

South West Wiltshire Area Board - Public Rights of Way Improvement Programme
MERE COMMUNITY AREA

Parish	Audit(s) returned?	Work completed	Work planned / proposed
East Knoyle	✓		
Kilminster			
Mere	✓		RoW proposal - Clearance and improvement of surface around bridge on Footpath 20 & look at ways of funding surfacing ideas suggested for Footpath 22. Install 2 kissing gates on Footpath 24 and Footpath 29.
Sedgehill & Semley	✓	March/April 2014 - 7 stiles and 2 bridges installed on footpath 1 with support by SW Ramblers. Seeds4Success cleared vegetation on pathway 2 and replanted finger posts on pathways 5 and 7. May 2014 - 4 stiles and a bridge installed, and vegetation cleared, on footpath 13. Support provided by Seeds4Success. Aug 2014 - Footpath 13 project completed, new stile and bridge installed.	RoW proposal - Install several stiles and small bridges on Footpath 1. Install several stiles and small bridges on Footpath 13. Upgrade stiles with gates on Footpath 32.
Stourton w/Gasper			
West Knoyle			
Zeals			

South West Wiltshire Area Board - Public Rights of Way Improvement Programme
TISBURY COMMUNITY AREA

Parish	Audit(s) returned?	Work completed	Work planned / proposed
Ansty	✓	Sept 2014 - Vegetation cleared, stile replaced with gate and causeway built out of railway sleepers on footpath 11.	RoW proposal - Improve access to Turners copse by replacing stiles with gates on Footpaths 10, 11, 12 and 15. Improve drainage and install a sleeper causeway where the paths converge on the road.
Berwick St John	✓		RoW proposal - Upgrade stiles to gates on Footpaths 3, 4 and 6.
Berwick St Leonard			
Chicklade			
Chilmark	✓		Co-ordinator has suggested amendments to RoW proposal - Footpath 1 improved as a linking path to school. Footpath 3 stile to be replaced by kissing gate. RoW team considering new requests.
Donhead St Andrew	✓		RoW proposal - 2 kissing gates required on Footpath 6. 1 kissing gate required in Footpath 7.
Donhead St Mary			
Fonthill Bishop			
Fonthill Gifford	✓		RoW proposal - Replace 3 stiles with gates on Footpath 2.
Fovant	✓		RoW proposal - Install kissing gate on Footpath 1 to complete set.
Hindon	✓		RoW proposal - Replace stile with wooden kissing gate on Footpath 1.
Sutton Mandeville			
Swallowcliffe	✓	June 2014 - 3 stiles on Footpath 13 replaced with kissing gates.	RoW proposal - Replace 2 stiles with kissing gates and possibly a third one at the junction with the A30 on Footpath 13.
Tisbury	✓		RoW proposal - Replace 3 stiles on Footpath 24. Replace 3 stiles on Footpath 17. Improve drainage and surface on Bridleway 42.
Tollard Royal			
West Tisbury	✓	July 2014 - 5 stiles on Footpath 2 replaced by the metal pedestrian gates and sweet chestnut enclosures, plus a flight of steps. 2 gates and more steps installed on Footpath 8.	Upgrade a series of stiles with gates on Footpath 2. Look at improvements that can be made on Bridleway 11, potentially with gates and surfacing.

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South West Wiltshire Area Board - Public Rights of Way Improvement Programme
WILTON COMMUNITY AREA

Parish	Audit(s) returned?	Work completed	Work planned / proposed
Alvediston			
Barford St Martin			
Bishopstone	✓	May 2014 - new kissing gate installed to replace stile on footpath 31. http://bit.ly/1p4z1iL . October 2014 - wooden kissing gate installed to replace stile on Faulston Lane.	RoW proposal - Construct new steps and two stiles on Footpath 31. Replace a one stile with a gate and erect signpost on Footpath 13. Replace 3 stiles with kissing gates on Footpath 15. <i>Work planned to install 2 kissing gates in Aug/Sept 2014.</i>
Bowerchalke	✓	June 2014 - two kissing gates installed on footpath 3.	RoW proposal - Upgrade stiles to gates on Footpath 13 and clear back vegetation. Install Bridle gates next to field gates on Bridleway 17. Repair stiles on Footpath 8.
Broad Chalke			
Burcombe			
Compton Chamberlayne			
Dinton	✓		RoW proposal - Replace wooden kissing gate in church yard on Footpath 2. Install kissing gate on Footpath 5 at Manor Farm. Replace stiles with gates on Footpath 3.
Ebbesbourne Wake			
Netherhampton			
Quidhampton			
South Newton			
Stratford Toney	✓		RoW proposal - Install kissing gates on Footpath 22A and clearance of Bridleway 21.
Teffont	✓		
Wilton	✓		Investigate possible kissing gate for Footpath 11.

Report to	South West Wiltshire Area Board
Date of Meeting	4 February 2015
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider applications in respect to;

Community Area Grants (all conditional on the balance of funding being in place):

1. Mere & District Railway Modellers - £1,225 towards furnishing and equipping Mere Band Hut.
2. Royal British Legion in Tisbury - £413 towards events to commemorate the hundredth anniversary of Battle for Gallipoli.
3. Tisbury Parish Council - £1,900 towards a Great Tisbury Brocante and Antiques Fair event.

1. Background

- 1.1. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.2. The area board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work.
- 1.3. South West Wiltshire Area Board was originally allocated a 2014/2015 budget of **£56,822** for community area grants, digital literacy grants, community partnership core funding, area board operational funding and area board/councillor led initiatives. This has subsequently been revised to a budget of **£74,511**.
- 1.4. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.5. In support of the ongoing Olympic and Paralympic legacy, in 2014/15 the South West Wiltshire Area Board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.6. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,001 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.
- 1.7. There is a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants to provide an easy step by step application process. The application process can be found [here](#).
- 1.8. Area boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.9. The decision to support applications is made by Wiltshire councillors

on the area board.

- 1.10. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.11. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their [area board blogsite](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

Background documents used in the preparation of this report	AB project - finger posts report 2014/15 South West Wiltshire Area Board Projects and Priorities 2014/15 Mere Community Area Joint Strategic Assessment Tisbury Community Area Joint Strategic Assessment Wilton Community Area Joint Strategic Assessment
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2. Main Considerations

- 2.1. South West Wiltshire Area Board has been allocated a 2014/2015 budget of **£74,511** that may be allocated through Community Area Grants, Digital Literacy Grants and Area Board/Councillor Led Initiatives.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.3. Councillors will need to be satisfied that grants awarded in 2014/2015 are made to projects that can realistically proceed within a year of the award being made.

3. Environmental & Community Implications

- 3.1. Area Board Grants 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.

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the South West Wiltshire Area Board.
- 4.2. At the time of writing this report South West Wiltshire Area Board has a balance of **£25,270**. If all grants/finger posts are awarded South West Wiltshire Area Board will have a balance remaining of **£21,732** (not taking into account any funding spent on Area Board projects).

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

- 7.1. Community Area Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Report" of the funding report.

8. Officer Report

Ref	Applicant	Project proposal	Funding requested
8.1.	Mere & District Railway Modellers	Furbishing and equipping Mere Band Hut	£1,225

- 8.1.1. This application has been classified as a capital project by Wiltshire Council finance department.
- 8.1.2. This project is to create furbish and equip Mere Band Hut. It is hoped that the space will be used by the Modellers club as well as providing an opportunity for young people to gain engineering experience.
- 8.1.3. The group has previously received funding from the Area Board in 2014/15 (£2,000) as part of a separate project to bring Mere Band Hut up to a usable standard.

Ref	Applicant	Project proposal	Funding requested
8.2.	Royal British Legion in Tisbury	Commemorating Gallipoli	£413

- 8.2.1. This application has been classified as a revenue project by Wiltshire Council finance department.
- 8.2.2. This project is to hold a series of events in Tisbury to commemorate the hundredth anniversary of the Battle of Gallipoli.
- 8.2.3. It is hoped that the events will benefit the local community by being open to all. Local groups including the Community Choir, Tisbury Arts Group, Tisbury History Society and the local primary school will also be involved.

Ref	Applicant	Project proposal	Funding requested
8.3.	Tisbury Parish Council	Great Tisbury Brocante and Antiques Fair event	£1,900

- 8.3.1. This application has been classified as a revenue project by Wiltshire Council finance department.
- 8.3.2. This project is to provide start-up funding for a new weekend event that aims to promote local tourism, welcome visitors to the village, showcase Tisbury and promote local businesses.
- 8.3.3. The Parish Council hopes that the event can become self-financing in the future to enable either an annual or bi-annual event.
- 8.3.4. Full details of the Parish Council finances will need to be provided prior to any award of funding by the Area Board.

Appendices:	Grant applications
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

Report Author	Steve Harris, Community Area Manager Tel: 01722 434211 Mobile: 07584 274055 E-mail: stephen.harris@wiltshire.gov.uk
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Area Board Grant Detail
Mere & District Railway Modellers

Started on: 08/12/2014 17:16:20

ID: 1061

Current Status: Application Received

To be considered at this meeting:
04/02/2015 South West Wiltshire

Current Case Notes

08/01/2015 13:44:45 Application received.

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£1001 - £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?

Complete furnishing & equipping Mere Band Hut

6. Project summary:

In the ID791 application for Mere Band Hut, it was clearly stated because of the extensive work required, the work would be carried out in 2 phases. Phase 1 has all but been completed and the building is now habitable and being used, albeit requiring basic furnishing and equipment for its projected youth training role as well as that of the members. The Phase One report was given by hand to Stephen Harris at a LYN meeting on Tuesday 2nd December. As can be seen from the images in this report nothing was left that could be used other than a high level cupboard system.

7. Which Area Board are you applying to?

South West Wiltshire

Electoral Division

Mere

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

BA12 6JQ

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

Children & Young People
Arts, crafts and culture
Economy, enterprise and jobs
Health, lifestyle and wellbeing
Heritage, history and architecture
Inclusion, diversity and community spirit
Sport, play and recreation
Technology & Digital literacy
Other

If Other (please specify)

For children & young people read teenagers

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

09/2014

Total Income:

£5299.00

Total Expenditure:

£3868.00

Surplus/Deficit for the year:

£1431.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£00.00

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

Although our surplus is healthy, we have a loan of £500 to pay back in 2015, plus the inevitable increases in running costs that we have yet to realise from our 7 year lease.

10b. Project Finance:

Total Project cost		£2450.00		
Total required from Area Board		£1225.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Engineering equipment	1000.00	Balance from accounts	yes	1225.00
Curtain poles & curtains	350.00			
3 Electric Heaters	100.00			
Carpet tiles for small room	250.00			
Workbench with correct vices	250.00			
DVD player & TV	500.00			
Total	£2450			£1225

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?

South West Wiltshire

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

Since the Band Hut has been refurbished, and due to its position in Castle Street Car Park it has attracted a lot of interest, not merely from people breaking their journey at Mere and using our facilities, but from local residents from the area (Burton, Gillingham, Motcombe, Stourminster Newton, Trimley, Wincanton, Zeals and of course Mere) who have postulated their interest in the club. Since November we have had 5 new paid up members including our first teenager. This young lady with the support of her parents is planning to model Mere as part of her Duke of Edinburgh's Award Scheme. As the membership of the Club includes 4 retired teachers, and 2 lecturers we feel that we are able to support Wiltshire County Council's LYN (Local Youth Network) Scheme by offering placement for teenagers to learn the basics of Electrical & Mechanical Engineering should this be their choice. At a recent LYN meeting all the teenagers questioned thought for this to be a positive move and supported it. As the attendance to our annual Model Railway Exhibition increased by 30% this year we ask you to support us further by

a grant of £1,225.00 for phase 2 of the project you previously invested in.

14. How will you monitor this?

The fact that members have expended more than 700 hours on Phase 1, to reinstate a dilapidated building into a habitable one for the community in the long term, means that any grant will be spent wisely, and that the decisions made are agreed and monitored by members of the club under the rules of its formal constitution.

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

The club has been promised a 7 year lease at a peppercorn rent by its Landlord Mere Parish Council. As the club grows it will only get stronger. If it fails the Landlord will be left with the building in excellent condition.

16. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost.

Our projected cost for restoring the Band Hut has been reduced to £8000.00 due to the generosity of the membership and community both with their time and material help. Subsequently our request for a phase 2 grant of £1225.00 is greatly reduced from that anticipated.

Area Board Grant Detail
Royal British Legion

Started on: 22/12/2014 17:34:37

ID: 1089

Current Status: Application Received

To be considered at this meeting:
04/02/2015 South West Wiltshire

Current Case Notes

08/01/2015 13:46:51 Application received.

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £1000

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?

Commemorating Gallipoli

6. Project summary:

It is proposed to hold a series of events in Tisbury to commemorate the hundredth anniversary of Gallipoli. These include: two talks; one poetry reading; one film; one concert; a play, and library events. It is proposed to involve the local school and Community Choir in these events. Three Tisbury men died during the campaign.

7. Which Area Board are you applying to?

South West Wiltshire

Electoral Division

Tisbury

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

SP3

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

Children & Young People

Arts, crafts and culture
Festivals, pageants, fetes and fayres
Heritage, history and architecture
Inclusion, diversity and community spirit
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

06/2014

Total Income:

£6562.77

Total Expenditure:

£6601.00

Surplus/Deficit for the year:

£39.23

Free reserves currently held:

(money not committed to other projects/operating costs)

£6255.00

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

British Legion funds exist primarily to support needy ex-service personnel and their families. Although remembrance is an aim of the organization it is not one funded at local level.

10b. Project Finance:

Total Project cost	£413.00		
Total required from Area Board	£413.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed £
Film hire and show by Movieola	105.00		
Hall hire (film)	35.00		
Hall hire (play)	35.00		
Costume hire	200.00		
Programmes	38.00		
Total	£413		£0

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?

South West Wiltshire

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

The various events will benefit many in the village. Every event will be open to all with St. John's School taking part in the Concert and having their own talk about Gallipoli at the school. The newly formed Community Choir will also be singing along with the church choir. Tisbury Arts Group will be involved in the play while the History Society will host one of the talks. The borrowing display in the library will be available for all users.

14. How will you monitor this?

Attendance figures will be the clearest monitor of benefit plus, ant invitations to take the events/talks elsewhere.

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

It is intended tat the play be performed at Stourhead in2016 with funding from private sources. Thus the Tisbury performance will be by way of an out of town trial run for a much larger venue.

16. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost.

N/A

Area Board Grant Detail
Tisbury Parish Council / Tisbury Business Association

Started on: 24/01/2015 17:06:56

ID: 1162

Current Status: Application Appraisal

To be considered at this meeting:
04/02/2015 South West Wiltshire

Current Case Notes

25/01/2015 21:00:41 Application to be considered at South West Wiltshire Area Board meeting on 4.2.15 at East Knoyle Village Hall. Meeting starts at 6.30pm.

25/01/2015 20:59:33 Revised application received.

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£1001 - £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 a new project, not anticipated in the 2014/2015 Precept but £2500 of match funding has been allocated from the 2015/2016 Parish Council Precept to assist with start-up costs

5. Project title?

The Great Tisbury Brocante and Antiques Fair (revised application)

6. Project summary:

Tisbury Parish Council has agreed to support this initiative, proposed by one of the parish councillors, for a fun weekend of vintage fairs; 'vide-greniers' and antique markets involving the whole village. The aim is to promote local tourism; welcome visitors to the village; showcase Tisbury and promote local businesses.

7. Which Area Board are you applying to?

South West Wiltshire

Electoral Division

Tisbury

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

SP3 6LD

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

Arts, crafts and culture

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Food, farming and local markets

Inclusion, diversity and community spirit

Recycling and green initiatives

If Other (please specify)

RURAL TOURISM

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£134,039

Total Expenditure:

£142,906

Surplus/Deficit for the year:

£-8,867

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

10b. Project Finance:

Total Project cost		£6800.00		
Total required from Area Board		£1900.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Hire of village halls	570.00	grant from the parish council	yes	2500.00
Hire of temporary toilets	660.00	volunteers\'' time to organise the event	yes	0.00
Hire of 2 marquees	1800.00	income from 6 related talks		1200.00
Advertising and publicity	1605.00	income from business advertisers		300.00
Website design	50.00	income from antiques market traders		900.00
Licences	255.00	voluntary staff at \\'talks\''	yes	0.00
Outside event insurance	150.00	Volunteer site management		0.00
Marshalls\'' wages @ £8/hr	1600.00	n/a		0.00
Qualified electrician	60.00	n/a		0.00
expenses - eg telephone; stationery	50.00	n/a		0.00
Total	£6800			£4900

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?

South West Wiltshire

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

Tisbury is still a bustling community but in the last 20-30 years we have witnessed a significant decline in local employment, with companies closing down or moving elsewhere. The aim of this event is to boost the community. We would like to organise a village-wide Antiques and Flea market – The Great Tisbury Brocante - which will bring in lots of visitors and generally boost trade in Tisbury. There are few events planned for early in the year, so the intention is to use the opportunity of the early Spring May-Day Bank Holiday. We will encourage the whole village to take part, turning their front gardens and driveways into mini car-boot sales, as well as arranging for professional traders to come along and take pitches in the village halls and in marquees specially erected for the weekend. We will support the Fair with other side events, such as inviting speakers to give talks on specialist aspects of antiques. The vision is to try to emulate Lille in Northern France where the whole town turns into one huge antiques market in August each year. Everyone is involved; it boosts tourism; the hotels and restaurants are full to bursting and the whole community benefits. Being an event dedicated to antiques and second-hand goods, by definition, it is the ultimate in 'recycling' – an opportunity to have a good clear out, with the reassurance that things won't be going to landfill, but will be finding new homes. If the weekend is successful, then we will aim to turn it into an annual event which should become self-financing.

14. How will you monitor this?

We will know whether or not the event has been a success when/if the visitors turn up; if traders book spaces in the halls and marquees and if residents in the village participate.

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

promote local tourism; welcome visitors to the village; showcase Tisbury and promote local businesses. we would aim to ring-fence any surplus funds to finance the event in future years. We are willing to (gradually) refund the parish council and/or the Area Board if required if by any chance there are sufficient profits to fund another event plus other remaining surpluses. The aim is to be self-financing in the future but we are not really expecting to turn in any great profit in the first year. The organisers are offering their time and expertise but we are not expecting the 'marshalls' to work voluntarily - therefore this will be a significant expense which may not be covered by income.

16. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost.

it is not part of a larger project but if successful it could be run again - may be annually or bi-annually

**SOUTH WEST WILTSHIRE AREA BOARD
(4 February 2015)**

Your Local Issues

1. Purpose of the Report

1.1. To update the board on all issues currently **in progress**.

2. Issues in progress

ID	Category	Location	Summary of Issue	Update
2152	Highways	Ugford	Village gateway request	Still awaiting roundel, raised at CATG for Highways team to investigate.
2544	Highways	Donhead St Mary	Road surface condition on A30 at Higher Coombe	Highways team have ordered work to be done.
2664	Highways	Fonthill Gifford	Speeding along B3089 Chilmark to Fonthill Estate offices	Highways team reported that stretch of road will be reviewed towards end of financial year (2013/14); update requested.
2864	Car Parking	Tisbury	Additional parking bays for the Avenue in Tisbury	Request sent to Housing Management to consider increased parking as part of future investment. Housing Management due to consider requests.
2965	Highways	Bowerchalke	SID request	Request list for all parishes has been provided to Community SID co-ordinator. SID scheme currently under review in light of decision to stop Wiltshire Council programme.
2968	Highways	Donhead St Andrew	Safety issue on A30	Final scheme estimated at £100,000. Discussed at CATG on 20.1.14 – proposal to carry out feasibility study and topographical survey agreed at Area Board meeting on 5.2.14.
2986	Highways	Chilmark	Review signage	CATG proposed funding a repeater and roundel review on 12.1.15. Proposal to be considered at Area Board meeting on 4.2.15.
3108	Highways	Broad Chalke	Various highways issues in Broad Chalke	White lining scheme on The Causeway (showing footway for pedestrians) agreed at CATG on 12.5.14. Village is one of 2 locations to be assessed for 20mph restriction suitability. White lining scheme put on hold to await the outcome of this assessment.
3196	Highways	Semley	Road name sign either end of Butlers Lane	Referred to traffic management team on 9.1.14; chased for progress update.
3367	Highways	East Knoyle	Sign request for Cools Lane	Highways team asked to provide quote for work.

3368	Highways	Tisbury	Vehicles mounting pavement and colliding with property on Cuffs Lane	Discussed at CATG on 10.11.14; yellow lines will be put down, Highways liaising with Parish Council to include other lining schemes at same time.
3422	Highways	Mere	Issues with vehicles on The Lynch	Metro count breakdown shared with Parish Council for their comment
3424	Highways	Broad Chalke	State of the roads in Broad Chalke	Broad Chalke chosen by CATG as one of two locations to be investigated for suitability for 20mph restrictions.
3485	Highways	Wilton	Blocked road drainage gullies	Town Council reports that issue is now resolved.
3490	Highways	Quidhampton	Speeding on Lower Road	Metro count results returned; 85 th percentile was 30.9mph. Further breakdown provided to Parish Council. Issue being tracked by CATG.
3498	Highways	Wilton	Gully gratings/grilles not set properly	Highways team have raised order.
3649	Highways	Gutch Common	Drainage issues	Highways team to carry out wet weather inspection
3686	Environment	Wilton	Flood prevention	Operational Flood Working Group monitoring levy fund to Wilton from Environment Agency over next 4 years. Wiltshire Council looking at powers to register land as part of a highway.
3688	Highways	Wilton	Drivers ignoring pedestrians crossing road on A30/Minster Street	Discussed at CATG meeting on 12.1.15. Highways Engineer to liaise with Town Council to consider best solution, bearing in mind the impact of the new Wilton Hill development.
3689	Highways	Wilton	Cars jumping lights in centre of Wilton	Discussed at CATG meeting on 12.1.15. Highways to investigate alternative options. Police to request increased enforcement.
3720	Highways	Bishopstone	Speeding	Metro count result indicated too high for Community Speed Watch criteria. Discussed at CATG on 12.1.15 and appeal to Police & Crime Commissioner to be made.
3722	Highways & Transport	Wilton	Congestion and poor parking impacting bus services	Highways team have requested feedback from Wilton Town Council on issue raised.
3749	Highways	East Knoyle	Speeding	Discussed at CATG on 12.1.15. Highways Engineer to meet with Parish Council to investigate possibility of off-road path.
3780	Highways	Fonthill Bishop	Speeding	Referred to Highways for update on speed review.
3788	Highways	Tisbury	Danger caused by parked	Referred to Parish Council and Highways team

			vehicles on The Avenue	for initial response.
3810	Highways	Bishopstone	Passing places for Faulston Lane	Referred to Highways team for initial response.

The following issues (highlighted above) are identified for closure:

- 3485

3. Updates for the above issues:

3.1. Full details on the issues are available online here:

<http://www.wiltshire.gov.uk/council/areaboards/southwestwiltshireareaboard.htm>

You then click on **issues tracking**. If you would like to be sent hard copies of the issues and updates please send an email to stephen.harris@wiltshire.gov.uk or phone 01722 434211.

4. Reporting an issue:

4.1. To report an issue go to

https://forms.wiltshire.gov.uk/area_board/areaboards.php

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