

AGENDA

Meeting: Chippenham and Villages Area Board
Place: Wiltshire & Swindon History Centre, Cocklebury Road, Chippenham, Wiltshire, SN15 3QN
Date: Monday 2 September 2024
Time: 6.30 pm

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

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

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

Networking opportunity from 6.00pm

Please direct any enquiries on this Agenda to Stuart Figini (Senior Democratic Services Officer), direct line 01225 718221 or email stuart.figini@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 Ross Henning, Lowden and Rowden (Chair)
Cllr Dr Nick Murry, Monkton (Vice-Chair)
Cllr Liz Alstrom, Chippenham Hardens & Central
Cllr Nick Botterill, By Brook
Cllr Clare Cape, Pewsham
Cllr Adrian Foster, Chippenham Sheldon

Cllr Howard Greenman, Kington
Cllr Peter Hutton, Cepen Park and Hunters Moon
Cllr Kathryn Macdermid, Chippenham Hardenhuish
Cllr Nic Puntis, Chippenham Cepen Park & Derriads

Recording and Broadcasting Information

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Public Participation

Please see the agenda list on following pages for details of the items for discussion. The Area Boards welcome public participation and the Chairman will try to ensure that everyone has the opportunity to participate where possible. To discuss matters not on the agenda, please contact the officer named on the front page, ahead of the meeting.

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

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

Our privacy policy is found [here](#).

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

Area Board Officers

Strategic Engagement & Partnerships Manager (SEPM) – Ros Griffiths – email:
Ros.Griffiths@wiltshire.gov.uk

Democratic Services Officer – Stuart Figini - Email: stuart.figini@wiltshire.gov.uk

Items to be considered	Time
<p>1 Apologies</p> <p>To receive any apologies for absence.</p>	
<p>2 Minutes (<i>Pages 1 - 10</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 10 June 2024.</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 Chairman's Announcements (<i>Pages 11 - 18</i>)</p> <p>The Chairman will give an update on outcomes and actions arising from previous meetings of the Area Board:</p> <ul style="list-style-type: none"> • Update on the Families and Children's Transformation (FACT) Family Help Project • Update on Families and Children's Transformation (FACT) Transitional Safeguarding Project • Overview of Wiltshire Youth Council • Gypsies and Travellers Development Plan Consultation 	
<p>5 Information Items (<i>Pages 19 - 58</i>)</p> <p>The Board is asked to note the following Information items:</p> <ul style="list-style-type: none"> • Community First – August 2024 • Healthwatch Wiltshire – Annual Report 2023/24 • Update from BSW Together (Integrated Care System) – August 2024 	
<p>6 Partner and Community Updates (<i>Pages 59 - 62</i>)</p> <p><u>Written Updates</u></p> <p>The Board is asked to note any written and online updates attached to the agenda from the following:</p> <ul style="list-style-type: none"> • Neighbourhood Policing Team <p><u>Verbal Updates</u></p> <p>To receive any verbal updates from representatives, including:</p> <ul style="list-style-type: none"> • Parish Forum Notes – copy attached for the meeting held 	

on 19 June 2024 (Inc. Parish and Town Councils updates)

- Other Community Groups

7 **Community Infrastructure Levy and S106**

The Area Board, at its last meeting on 10 June 2024, whilst considering Local Highway and Footpath Improvement Group recommendations, asked for further clarity in relation to Community Infrastructure Levy funding and S106 processes for schemes and projects in the Chippenham community area.

The Director of Planning – Nic Thomas and the Cabinet Member – Cllr Botterill will lead a discussion on this matter followed by a question and answer session.

8 **Chippenham Borough Lands Charity**

To receive a presentation from Beth Gardner, CEO of [Chippenham Borough Lands Charity](#) introducing the work of the charity and providing an update on the charity's strategic priorities.

9 **Area Board Funding (Pages 63 - 68)**

To note the remaining budgets and to consider any applications for funding, as detailed in the attached report and summarised below:

Remaining Budgets (current Balance / if all grants are approved):

Community Area Grant	Older & Vulnerable	Young People
£33,027.00	£7,150.00	£21,500.00
£26,027.00	£650.00	£9,000.00

Area Board Initiatives:

Ref/Link	Grant Details	Amount Requested
	n/a	

Community Area Grants:

Ref/Link	Grant Details	Amount Requested
ABG1914	Chippenham Cycle Network Development Group – Stainers Way shared use path improvements	£5,000
ABG1960	St Peters Church – Community Hall Area Flooring Project	£2,000

Older & Vulnerable Grants:

Ref/Link	Grant Details	Amount Requested
ABG1881	Wiltshire Scrapstore and Resource Centre – Supported volunteer placements for older people	£2,500
ABG1898	Chippenham Rugby Football Club – Mixed ability Team Cavaliers	£5,000
ABG1906	Wiltshire Rural Music - Keep Music In Mind helping older people especially those living with dementia	£1,500

Young People Grants:

Ref/Link	Grant Details	Amount Requested
ABG1932	Rag and Bone Arts CIC – Chippenham Teen Improvisors and Designers Take 2	£5,000
ABG1959	We Hear You - Counselling in Chippenham for young people aged 13 to 19 affected by cancer	£5,000

Delegated Funding

The Board is asked to note any funding awards made under the Delegated Funding Process, by the Strategic Engagement & Partnership Manager, between meetings due to matters of urgency:

- None

Further information on the Area Board Grant system can be found [here](#).

10 Area Board Priority Updates

To receive an update presentation from the Strategic Engagement & Partnership Manager and consider further the following proposed priorities for 2024/25:

- Youth engagement and positive activity opportunities (Cllrs Macdermid, Alstrom, Foster, Hutton and Henning)
- Addressing climate change and nature recovery (Cllrs Murry and Macdermid)
- Promoting wellbeing and reducing social isolation in older and vulnerable adults (Cllr Cape)
- Supporting the local economy and addressing cost of living

- challenges (Cllrs Greenman and Henning)
- Reducing anti-social behaviour (Cllrs Alstrom and Henning)

11 **Local Highways and Footpath Improvement Group (LHFIG)**
(Pages 69 - 106)

To note the minutes and consider any recommendations arising from the last LHFIG meeting held on 25 July 2024, as set out in the attached report.

12 **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

13 **Future Meeting Dates and Close**

Future Meeting Dates (6.30-8.30pm):

- 4 November 2024
- 10 February 2025

For information on applying for a grant or grant application deadlines for these meetings, contact the Strategic Engagement & Partnerships Manager (SEPM) – Ros Griffiths – email: Ros.Griffiths@wiltshire.gov.uk

MINUTES

Meeting: Chippenham and Villages Area Board
Place: Wiltshire & Swindon History Centre, Cocklebury Road,
Chippenham, Wiltshire, SN15 3QN
Date: 10 June 2024
Start Time: 6.30 pm
Finish Time: 9.20 pm

Please direct any enquiries on these minutes to:

Stuart Figini (Senior Democratic Services Officer), (Tel): 01225 718221 or (e-mail) stuart.figini@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Ross Henning (Chairman), Cllr Dr Nick Murry (Vice-Chairman), Cllr Liz Alstrom, Cllr Nick Botterill, Cllr Clare Cape, Cllr Adrian Foster, Cllr Peter Hutton and Cllr Kathryn Macdermid

Wiltshire Council Officers

Xx – Strategic Engagement & Partnership Manager
Xx – Area Board Delivery Officer
Xx – Democratic Services Officer
Xx – Director xx (allocated to the Area Board)

Partners

Wiltshire Police – Inspector xx
Wiltshire Fire and Rescue Service – Station Manager xx
--- Add any PC reps that give updates -----

Total in attendance:

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
82	<p><u>Election of Chairman</u></p> <p>Resolved:</p> <p>To appoint Cllr Ross Henning as Chairman of Chippenham and Villages Area Board for the forthcoming year.</p>
83	<p><u>Election of Vice-Chairman</u></p> <p>Resolved:</p> <p>To appoint Cllr Dr Nick Murry as Vice-Chairman of Chippenham and Villages Area Board for the forthcoming year.</p>
84	<p><u>Apologies</u></p> <p>Apologies were received from:</p> <ul style="list-style-type: none"> • Cllr Howard Greenman • Cllr Nic Puntis
85	<p><u>Minutes</u></p> <p><u>Decision</u></p> <p>The minutes of the meeting held on 11 March 2024 were agreed as a correct record and signed by the Chairman.</p>
86	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
87	<p><u>Chairman's Announcements</u></p> <p>The Chairman provided an update on the following matters:</p> <ul style="list-style-type: none"> • Highways Matters Q and A – The SEPM reminded the Area Board of the Highway Matters meeting held in December 2023 and referred to the many questions received prior to and during the meeting. The SEPM explained that the majority of questions had received responses and these were available to view on the Council’s website at this link to the Area Board’s meeting on 11 December 2023. The Area Board noted that Highways intended to hold member briefings on the subject matter shortly. • Consultation on the Licensing Policy – the written update was noted. • Local Nature Recovery Strategy Public Engagement – the written update was noted.

	<ul style="list-style-type: none"> • Multiply - National Numeracy Day – the written update was noted.
88	<p><u>Information Items</u></p> <p>The board noted the following information items:</p> <ul style="list-style-type: none"> • Community First • Healthwatch Wiltshire • Update from BSW Together (Integrated Care System)
89	<p><u>Partner and Community Updates</u></p> <p>To questions The Area Board received a number of updates from Partners and community organisations as detailed below:</p> <ol style="list-style-type: none"> 1. Neighbourhood policing Team <p>The Area Board received a written update and presentation from Insp Pete Foster, Wiltshire Police, which included detail about the Community Policing Team, Wiltshire Police coming out of special measures, the Police community commitment, community engagements, Chippenham town and rural areas crime and incident statistics, operational priorities and the CCTV van.</p> <p>Members commented on the upgrading of the CCTV van equipment and welcomed its continual role in the Chippenham community area and occasionally further afield, aspirations to increase the number of special constables and the ability to call on additional support when needed, the reporting of retail theft and the pro-active action taken by the police to engage with the issue and contact with retail organisations and the work of the Police Scrutiny Panels and how to sign up as a Panel member.</p> <p>The Chairman thanked Insp Pete Foster for attending the Area Board meeting, responding to questions and to continue the great work in Chippenham.</p> 2. Wiltshire Road Safety Partnership <p>The Area Board received a presentation from Perry Payne, Wiltshire Road Safety Partnership, which included detail about the members of the Partnership, the three main workstreams – engineering, education and enforcement, careless or inconsiderate driving, community speed watch – including statistical data and traffic survey information for the Chippenham area and emerging issues.</p> <p>The Partnership representative responded to a number of comments and questions as follows:</p> <ul style="list-style-type: none"> • Compliments to the good work of the Police in reducing the number of ‘car gangs’ in supermarket car parks, although it

	<p>appeared that the issue of speeding had migrated to the A350 and there was a need for additional signage to encourage lower speeds - it was suggested that a request would need to be considered by the appropriate Parish Council prior to the LHFIG and Wiltshire Council.</p> <ul style="list-style-type: none"> • Further information about the Drive Plus Assessments for older drivers and subsidised drivers through the Pass Plus Scheme is available from Jane Deeley, Road Safety manager, Wiltshire Council. • An issue of motorcyclists using cycle lanes and ignoring signs indicating no motor vehicles – to forward details to the Partnership Representative who would pass on the information to the local Police unit in the area. • Timeframes for receiving Traffic Survey results from Speed Indicator Devices, in particular Canal Road, Chippenham – details are available from Wiltshire Council. • Appreciation for the Police and Crime Commissioner making speeding one of his priorities and the increase in road policing units in the County. <p>The Chairman thanked Perry Payne, Partnership Representative for his very informative presentation.</p> <p>3. Age UK Update The written report attached to the agenda pack was noted.</p> <p>4. Parish and Town Councils Cllr Clare Cape and Cllr Nick Murry reported that the recent referendum for the Chippenham Neighbourhood Plan was successful with 86% of residents supporting the Plan. The Plan would now be ‘made’ by Wiltshire Council and become part of the development plan, for making decisions and recommendations on planning applications in the Chippenham area.</p> <p>5. Parish Forum The Area Board received the notes of the Parish Forum meeting held on 20 March 2024. The Chairman thanked Cllr Greenman for re-establishing the Forum.</p> <p>6. Other Community Groups There were no reports from other community groups.</p>
90	<p><u>Community Asset Transfer</u></p> <p>The Area Board considered an application submitted by the Rise Trust for the transfer of control and maintenance of the Oaks, Chippenham, SN15 1DU from Wiltshire Council in order to run charity provisions including a youth service, pre-school, contact centre, mentoring service and volunteering.</p>

	<p>Lynne Evans and Danielle Blake provided detailed information about the work of the Rise Trust and explained how the transfer of the building would continue to provide early years provision and youth services for children, young people and families in one of the most disadvantaged areas of Chippenham.</p> <p>The Area Board members expressed their support for the asset transfer and commented on the continued success of The Rise Trust project would be for it to be placed in the community, awareness of available funding streams, accuracy of site plans, access to the site, potential expenses relating to maintenance issues and The Rise Trust interest in becoming trauma informed and for this to be expanded throughout Chippenham.</p> <p>Resolved: The Area Board approves the application submitted by The Rise Trust for the transfer of control and maintenance of The Oaks, Chippenham from Wiltshire Council from which they can run charity provisions including a youth service, pre-school, contact centre, mentoring service and volunteering.</p>
91	<p><u>Area Board - End of Year Report</u></p> <p>The Area Board received a presentation from Ros Griffiths – Strategic Engagement and Partnership Manager looking back at the activities over the past 12 months and looking forward to the coming 12 months. In addition, the Area Board were asked to agree their priorities for the coming 12 months and make appointments to outside bodies.</p> <p>The presentation provided information about the Chippenham and Villages Area Board community area, in particular on Area Board investment, engagements, the work of the LHFIG, Area Board local priorities – Youth engagement and positive activity opportunities, addressing climate change, supporting mental wellbeing older/vulnerable adults, supporting the local economy and reducing anti-social behaviour.</p> <p>In addition, the Area Board were provided with information summarising the Community Survey and its top priorities and the CAJSNA data. A video message was also shown from Kate Blackburn in connection with the CAJSNA data.</p> <p>The Area Board commented on a number of issues including the impact of purdah during the local elections in 2025 on grant funding applications and suggested that applicants should be encouraged to submit applications for consideration at the Area Board meeting on 10 February 2025; Area Board support for activities where a grant application had not been submitted; the difficulties being experienced by food banks in providing enough food to cater for demand and funding available from the Government through the Household Support Fund.</p>

The Area Board also received a report from Cllr Alstrom and watched a video of the activities provided during the Teen Takeover event on 11 June 2024 in Chippenham. A survey available during the event provided feedback from attendees about the most popular activities available, the activities they would like to see in Chippenham, other general information about the age and where attendees lived, how the event was advertised and feedback from parents and organisations. Cllr Alstrom thanked Louisa Young and Ros Griffiths from Wiltshire Council for their invaluable help. The Chairman thanked Cllr Alstrom for a very impressive event, and Cllr Macdermid for arranging funding from Persimmon Homes, who it was understood would be willing to contribute further if a similar event was held during 2025.

The Area Board considered and reflected on the proposed priorities for the coming year as detailed below and felt that each priority required more in-depth scrutiny in order to provide a link with the priorities highlighted by the CAJSNA:

- youth engagement and positive activity opportunities (Cllrs Macdermid, Alstrom, Foster, Hutton and Henning)
- addressing climate change (Cllrs Murry and Macdermid)
- supporting positive mental health and wellbeing and reducing social isolation (Cllr Cape)
- supporting the local economy and cost of living crisis (Cllrs Greenman and Henning)
- reducing anti-social behaviour (Cllrs Alstrom and Henning)

In considering the appointments to outside bodies, the Area Board felt that the appointments should remain the same for the forthcoming year to provide a level of continuity with the various Groups.

Decision:

- 1) That the end of year report be noted.
- 2) That the priority themes for 2024/25 remain the same, with actions to address the CAJSNA to be agreed at the next co-ordinating meeting and Addressing Climate Change to be updated to Addressing Climate Change and Nature Recovery.
- 3) That the appointments to outside bodies, detailed below be agreed for 2024/25

Outside Body	Councillor Representative
Chippenham multi-Agency Forum	Cllr Kathryn MacDermid and Cllr Ross Henning

	<table border="1"> <tr> <td>Chippenham Town Team</td> <td>Cllr Liz Alstrom</td> </tr> <tr> <td>Chippenham Arts Team</td> <td>Cllr Ross Henning and Cllr Liz Alstrom</td> </tr> <tr> <td>Chippenham Pride</td> <td>Cllr Liz Alstrom</td> </tr> <tr> <td>Chippenham Climate Forum</td> <td>Cllr Nick Murry</td> </tr> <tr> <td>Chippenham Parish Forum</td> <td>Cllr Howard Greenman</td> </tr> <tr> <td>Community Safety Forum</td> <td>Cllr Ross Henning</td> </tr> </table> <table border="1"> <thead> <tr> <th>Priority Working Group</th> <th>Councillor Representative</th> </tr> </thead> <tbody> <tr> <td>Local Youth Network</td> <td>Cllr Adrian Foster, Cllr Peter Hutton, Cllr Kathryn MacDermid, Cllr Liz Alstrom and Cllr Ross Henning</td> </tr> <tr> <td>Health and Wellbeing</td> <td>Cllr Clare Cape</td> </tr> <tr> <td>Climate and Ecological Emergency Forum</td> <td>Cllr Nick Murry and Cllr Kathryn MacDermid</td> </tr> </tbody> </table> <table border="1"> <tr> <td>LHFIG Councillor Representative</td> <td>Cllr Nic Puntis, Cllr Ross Henning, Cllr Nick Botterill and Cllr Adrian Foster</td> </tr> </table>	Chippenham Town Team	Cllr Liz Alstrom	Chippenham Arts Team	Cllr Ross Henning and Cllr Liz Alstrom	Chippenham Pride	Cllr Liz Alstrom	Chippenham Climate Forum	Cllr Nick Murry	Chippenham Parish Forum	Cllr Howard Greenman	Community Safety Forum	Cllr Ross Henning	Priority Working Group	Councillor Representative	Local Youth Network	Cllr Adrian Foster, Cllr Peter Hutton, Cllr Kathryn MacDermid, Cllr Liz Alstrom and Cllr Ross Henning	Health and Wellbeing	Cllr Clare Cape	Climate and Ecological Emergency Forum	Cllr Nick Murry and Cllr Kathryn MacDermid	LHFIG Councillor Representative	Cllr Nic Puntis, Cllr Ross Henning, Cllr Nick Botterill and Cllr Adrian Foster
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92	<p><u>Local Highways and Footpath Improvement Group (LHFIG)</u></p> <p>The Area Board received the notes of the LHFIG meeting held on 30 April 2024 and considered the recommendations arising from those meetings.</p> <p>The Area Board discussed Community Infrastructure Levy (CIL) funding and noted that a review is currently underway with Cabinet receiving a report later in the year. Following the discussion, it was suggested that the Chairman contact the appropriate Cabinet Members for an update on the allocation of CIL funding for schemes and projects in the Chippenham community area. The Chairman informed the Area Board that he had requested an officer to attend the next Area Board meeting to provide further information about the differences between CIL and Section 106 funding.</p> <p>Resolved:</p>																						

	<ol style="list-style-type: none"> 1. To receive the notes of the meeting held on 30 April 2024. 2. To approve the following funding allocations: <ul style="list-style-type: none"> • 4-23-4 Marshfield Road, Chippenham - £12000 (£6000 LHFIG, £6000 CTC (to be confirmed)) for substantive bid. • 4-24-06 The Green Biddestone - £500 (£350 LHFIG, £150 Biddestone PC (to be confirmed)) for road markings. 3. That the Chairman discuss the progress of Community Infrastructure Levy funding for schemes and projects in the Chippenham community area with the appropriate Cabinet members and report back to the Area Board members.
93	<p><u>Area Board Funding</u></p> <p>The Area Board considered a number of applications for Community Area Grants, Older and Vulnerable Grants and Young People Grants and heard from the applicants.</p> <p>Resolved:</p> <ol style="list-style-type: none"> 1. Community Area Grants: <ul style="list-style-type: none"> • Chippenham Corsham and Box Primary Care Network – to award £500 towards Health prevention scheme in the community setting using social prescribes 2. Older and Vulnerable Grants <ul style="list-style-type: none"> • Chippenham Day Centre – to award £550 towards the activities programme <p>(The Area Board raised a concern about a portion of the grant covering the increased wage costs of the activities organiser. The SEPM explained that the Older and Vulnerable grants covered revenue expenses and the wage element was an accepted revenue cost).</p> 3. Young People Grants: <ul style="list-style-type: none"> • Wiltshire Council – £1,000 awarded to the Storytelling Pilot Project (Approved in March 2024 under delegated authority) • Youth Adventure Trust – to award £4,000 towards supporting

	<p>disadvantaged young people in Chippenham.</p> <ul style="list-style-type: none"> • The RISE trust Youth – to award £5,000 towards Chippenham RISE youth work.
94	<p><u>Urgent Items</u></p> <p>There were no urgent items.</p>
95	<p><u>Future Meeting Dates and Close</u></p> <p>The Area Board noted that the next meeting would be held on 2 September 2024 between 6.30pm and 8.30pm, venue to be confirmed.</p>

Area Board Briefing Note

Update on the FACT Family Help Project

Service:	<i>Families and Children's Transformation (FACT)</i>
Date prepared:	<i>August 2024</i>
Further enquiries to:	<i>Simon Thomas</i>
Direct contact:	<i>Simon.thomas@wiltshire.gov.uk</i>

Background

In early 2023, the Wiltshire Families and Children's Transformation (FACT) Partnership launched its Family Help project to enhance the local arrangements for the delivery of early intervention and prevention services for children, young people and families.

What do we mean by 'Family Help'?

Wiltshire's multi-agency Family Help arrangements enable children, young people and families to access the right help at the right time through a co-ordinated approach to prevention and early intervention through:

- a co-ordinated approach at a whole population/universal level to prevent needs from arising and to build resilience across all residents
- a robust multi-agency approach to identifying any additional needs at the earliest point and providing effective joined-up support that prevents the needs from escalating further

We use the term 'Family Help' to stress that the focus is on working with families and to avoid historical confusion associated with the term 'Early Help'.

Summer '24 Update

The project is now focussed on understanding the learning from the various strands of work and particularly the locality-based pilot activity in Warminster and Westbury with a view to embedding the successful features into the County-wide model for Family Help.

The Warminster and Westbury Pilot

What we set out to achieve and what we have achieved?

We wanted to develop and test some specific ways of working:

- Wrapping services/groups around local cluster(s) & communities.
- Creating a local case consultation system – Family Help Co-ordinator being local contact for support on case discussions.
- Applying a more flexible/responsive practice model – Localised team that built professional working relationships within the community.
- Creating a local community of practice – Warm hand overs and introductions for families rather than referrals
- Working with sibling groups across phases – bringing schools together to work across the whole family.
- Offering local training & sharing – Offering Peer supervision to the local pastoral care and parenting support staff in local schools, offering coaching and resources to support direct interventions
- Developing local 'voice' activity- Learning from the feedback of families

Over the last 15 months the pilot has been able to work with partners in the Westbury and Warminster area to provide a more individual response to Family Help. We have supported 53 families who under previous models would not have had received direct intervention within the home. We have been using

the Outcomes Star tool to understand impact and progress in families; analysis shows every family worked with has reported and shown positive progress.

In terms of other insights regarding impact of the project, early data analysis suggests specific positive impact in school attendance and school exclusion. There is also evidence that the provision of local advice to schools and other partners reduces unnecessary demand on the Council's 'front door' in terms of queries about support for individual children, young people and families. Work is ongoing to explore both quantitative and qualitative data and Oxford-Brookes University are currently undertaking the final stage of the pilot project evaluation to inform discussions about the future model for Family Help across Wiltshire.

Evaluation will also be completed on the Early Help Mental Health Pilot that has been integrated within the Warminster and Westbury activity; this project is due its national evaluation in September which will inform the future model of early help mental health support across the County.

What's next For Westbury and Warminster?

Family Help Pilot:

The specific activity of the Family Help Pilot Team ceased at the end of the Summer Term and has been transferred as 'business as usual' activity led by Spurgeons as the new delivery organisation for Family Hubs across Wiltshire (see below). All families that the pilot team are currently working have been introduced to staff from Spurgeons for any ongoing support needs.

Family Hubs:

The learning from the pilot has already fed into the delivery specification for the Family Hubs. These are the new Wiltshire wide service for families with children aged 0-19 (25 with SEND) delivered by Spurgeons since April 2024.

Family Hubs provide information, advice and support for all families with a mixture of evidence based interventions based on the local need. There are three flagship hubs in County Hall Trowbridge, Monkton Park Chippenham and Five Rivers Salisbury. Alongside this there are Community and Family Navigators based in community buildings such as libraries, leisure centres and community projects to offer support and guidance to families.

Further information can be found here [Family hubs - Wiltshire Together](#)

What's next for Wiltshire?

The county-wide aspects of the FACT Family Help project will continue as planned until April 25:

- Continued promotion of the All Together brand for Family Help

- Maintenance and development of the All Together web platform for families

- [All Together - Wiltshire Together](#)

- Ongoing roll-out of the whole system Family Help Workforce Development offer

- Further development and implementation of the Family Help outcomes framework

During this period the multi-agency partnership group will be reflecting on the learning and feedback from the pilot activity to inform a long-term county wide model.

Please contact fact@wiltshire.gov.uk if you'd like to find out more or get involved.

Area Board Briefing Note FACT Transitional Safeguarding Project

Service:	Families and Children's Transformation (FACT)
Date prepared:	August 2024
Further enquiries to:	Simon Thomas
Direct contact:	Simon.thomas@wiltshire.gov.uk

PROJECT OVERVIEW

Transitional Safeguarding is an “*approach to safeguarding adolescents and young adults fluidly across developmental stages which builds on the best available evidence, learns from both children's and adult safeguarding practice and which prepares young people for their adult lives*” (Chief Social Workers Knowledge Briefing June (2021)).

In response to multiple partners identifying opportunities for improvement in how we support young people who are vulnerable in the context of criminal and/or sexual exploitation as they move between services at age 18, the Families and Children's Transformation (FACT) Partnership is undertaking a specific project to explore how strategic and operational systems and practice can be developed. The project is specifically exploring the concept of achieving better outcomes for this cohort of young people through a programme of culture, practice and system change rather than a structural change model. National evidence tells us that failure to effectively support young people in this transition to adulthood impacts significantly upon their future outcomes as well as increasing the cost of interventions later in life that are felt across a wide range of system partners including Adult Social Care, Housing, Police, Justice System, Health partners and the welfare benefits system.

The multi-agency project has been running for 20 months with an initial focus on seeking to understand the lived experience of the young people and how the whole system works in the context of young people's support arrangements before, at and after the point they turn 18.

SUMMER 2024 UPDATE

As the project now moves towards closure in April 2025, the focus has shifted to identifying and implementing opportunities for improvement. This phase of activity is informed by case reviews, learning from cases that have been explored at the Creative Solutions Board during the period to date as well as the learning from cases considered within the Early Planning for Transitions activity. There has also been significant insight gained from engagement activity with young people, review of the Transitional Safeguarding mentoring programme and wider dialogue with a range of system partners about their experiences of working with young people in Wiltshire. We are also involved in a number of national networks exploring this issue and seeking to enhance approaches across the country.

The multi-agency activity has identified four key themes going forward.

Theme 1 - How the system can provide effective post-18 support for young people who have received intensive support prior to their 18th birthday

The project is working closely with Adult Social Care to enhance the existing post-18 support arrangements and to ensure that young people who require support from Adult Social Care experience a well-planned and smooth transition that leads to them being able to access appropriate support whilst also ensuring robust safeguarding oversight.

The project is also exploring the commissioning of housing provision with support specifically informed by the needs and vulnerabilities identified within the project.

Implementation of these developments will not just involve Adults Social but will require wider partner engagement and will need to be flexible and responsive to take account of the fluidity in young people's lives.

Intended impact

Success in this theme will mean that more young people are able to access effective post-18 support that enables them to achieve positive outcomes such as engagement in work and learning and reduced homelessness. The need for crisis-related support from across the system will also be reduced.

Theme 2 – How the system can best support young people with Special Education Needs/Disability (SEND) who are also vulnerable to exploitation

The project is facilitating conversation with colleagues from the Council's SEND Services, Social Care and pre/post-16 education providers to explore opportunities to ensure the support for these young people is as joined up and robust as possible taking account of the additional vulnerability and risks.

Intended impact

The key outcomes related to this theme are that fewer young people will drop out of post-16 work and learning and those that do will be picked up and supported to re-engage at an earlier stage.

Theme 3 – How the system partners can best work together to share information related to risk and vulnerability so that a shared assessment of risk is in place for each young person

This strand of work is in its exploratory phase with focussed conversations taking place with Police and Social Care colleagues, utilising case reviews to inform future recommendations and developments.

Intended impact

Improved sharing of information and consistency of assessment of risk will mean that partners will have a shared understanding of our most vulnerable young people and be able to respond more effectively when intervention is required. This will also enable consistency of support and response when young people move across and between services and parts of the system.

Theme 4 – How we can ensure that planning for transition from pre-18 to post-18 services is well-planned and effective

Informed by feedback from professionals and young people as well as case review activity, the project is working closely with Children's Social Care to embed best practice regarding planning for transition where contextual risks are present.

Intended impact

This theme is seeking to ensure that individual young people's needs, risks and vulnerabilities are well understood by relevant pre-18 and post-18 services so that transfer of support is as smooth as possible and that the risk of young people either disengaging from support or 'slipping through the net' are reduced.

Area Board Briefing Note Overview of Wiltshire Youth Council

Service:	<i>Voice and Participation Team – Families and Children Services</i>
Date prepared:	<i>July 2024</i>
Further enquiries to:	<i>Gary Norton-Sanders, Service Manager - Quality Outcomes</i>
Direct contact:	<i>gary.norton-sanders@wiltshire.gov.uk</i>

Introduction

This briefing note provides an overview of the Youth Council's role and outlines what Councillors can expect from this body. The Youth Council is a crucial initiative aimed at fostering youth engagement in local governance and community development.

This year 13 Youth Council members were elected, and they meet together on a monthly basis; facilitated by the Voice & Participation Team, within Families and Children Services. The council is made up of young people aged 11 to 19 from across Wiltshire.

Role of the Youth Council

Our Youth Council serves as an advisory body, providing valuable insights and recommendations on issues affecting young people in our county. Their unique perspectives can help shape policies and programs that better address youth needs.

The Youth Council ensures that the voices of young people are heard in decision-making processes. It acts as a bridge between the youth community and Wiltshire Council, representing the interests and concerns of young residents.

Through participation in the Youth Council, members gain leadership and advocacy skills. This experience prepares them for future roles in civic and community life.

The Youth Council plans and executes 3 community projects, contributing to local development and addressing specific community needs. These projects can range from environmental initiatives to social programs.

The Youth Council engages with the broader youth population through forums, surveys, and social media. This helps ensure that the council's activities and recommendations are reflective of the wider youth community.

Members participate in national and regional initiatives, such as the British Youth Council and the United Kingdom Youth Parliament.

Expectations from the Youth Council

Councillors can expect termly updates from the Youth Council on their activities, projects, and key issues. This will be in the form of termly newsletter and presentations at council meetings where considered appropriate.

The Youth Council will provide informed recommendations on policies impacting young people. Councillors can expect well-researched and practical suggestions that address the specific needs of the youth demographic.

Youth Council Members will have the opportunity to attend a Council meeting to observe.

The Youth Council may seek to collaborate with councillors on initiatives and projects. This will include co-hosting events or supporting council-led programs aimed at youth development.

Councillors will often seek feedback from the Youth Council; this is most effectively achieved through engagement with the collective Youth Council and not through engagement with individual representatives. Similarly, the Youth Council will seek feedback from councillors on their initiatives and proposals. This two-way communication helps ensure that their activities align with broader county objectives and benefit from the experience of elected officials.

Councillors can expect the Youth Council to actively advocate for youth-related issues within the community. This includes raising awareness about challenges facing young people and promoting positive initiatives.

Conclusion

The Youth Council is a vital asset to our county, bringing fresh perspectives and innovative ideas to the table. As county councillors, your support and engagement with the Youth Council will be instrumental in maximizing its impact. By working together, we can ensure that the voices of our young residents are heard and that their contributions lead to meaningful improvements in our community.

Thank you for your attention and support.

Gypsies and Travellers Development Plan consultation begins 20 August, with engagement events to start next month

Your communities can now have their say on the Gypsies and Travellers Development Plan Document, as the consultation begins Tuesday 20 August) until 5pm on Friday 4 October.

To enable people to find out more about the Development Plan Document and ask questions, we are holding five engagement events at different locations around the county in September where you can drop-in to find out more, and one online engagement event.

People can read the Gypsies and Travellers Development Plan Document and supporting consultation documents on our website and at the main council offices at County Hall, Trowbridge, Monkton Park, Chippenham, and Bourne Hill, Salisbury. The plan will also be available in many Wiltshire Council libraries.

Anyone can share their views through our online portal, and anyone without internet access can visit a library to use the computers, or contact us to get a written copy of the representation form and find out how to view the documents.

Information about what types of issues people can comment on will be available on our website.

The list of engagement events is as follows. People can just turn up at any time during the in-person events, which are drop-in sessions – there is no need to book. However, anyone who wishes to attend the online event must sign up beforehand. Anyone with an interest in the Plan can attend any of the in-person events – they do not need to choose the one nearest to them.

Event	Date	Time	Location
General information webinar	Tuesday 3 September	6pm-7.30pm	Online
Salisbury	Wednesday 4 September	4.30pm-7pm	Five Rivers Health and Wellbeing Centre, Hulse Road, Salisbury SP1 3NR
Devizes	Thursday 5 September	4.30pm-7pm	Devizes Library, Sheep Street, Devizes SN10 1DL
Chippenham	Monday 9 September	4.30pm-7pm	Olympiad Leisure Centre, Sadlers Mead, Chippenham SN15 3PA

Royal Wootton Bassett	Wednesday 11 September	4.30pm- 7pm	Royal Wootton Bassett library, 11 Borough Fields, Royal Wootton Bassett SN4 7AX
Trowbridge	Thursday 12 September	4.30pm- 7pm	Atrium, County Hall, Bythesea Road, Trowbridge BA14 8JN

Community First - AGM and Awards Celebration

The Community First Annual General Meeting and Awards Celebration will take place on **Wednesday 9th October 2024 (5.30-7.30pm)** at the Town Hall in Devizes. Refreshments will be provided. At the event we will share an overview of our work over the last 12 months and celebrate the achievements individuals involved in our programmes and services.

Voice It, Hear It - Stakeholder Engagement Registration



Voice It, Hear It is an innovative engagement project dedicated to enhancing health and social care services in Wiltshire. The project, which launched in early 2024, aims to engage residents and workers to co-produce, co-design, and co-develop local health and social care services. The Voice It, Hear It project is delivered by Community First, Wiltshire Service Users' Network, Wessex Community Action, Age UK Wiltshire, Alzheimer's Support and Celebrating Age Wiltshire, with funding from Wiltshire Council and Bath, North East Somerset, Swindon and Wiltshire Integrated Care Board (BSW ICB).

Voice It, Hear It is committed to amplifying the voices of adults with lived experiences, ensuring their insights are heard, shared, and acted upon. The project will collaborate with Wiltshire's health, education, and social care sectors, focusing on those who use these services and their caregivers. The primary aim of the partnership is to engage and seek the views of adults and children with:

- Learning disabilities and difficulties
- Physical impairments
- Sensory impairments
- Mental health needs
- Autism spectrum conditions
- Conditions associated with ageing, such as frailty and cognitive impairment
- Social, emotional, and behavioural needs
- Speech, language, and communication needs
- Substance use disorder
- Other factors impacting a child, adult, or family's ability to achieve positive outcomes (e.g., trauma, domestic abuse, exploitation)

The project seeks to collaborate with extended partners to better understand how and where to engage with the adult organisations you work with. By leveraging existing trusted relationships, the initiative aims to co-host and conduct consultations more effectively, ensuring the voices of these clients are included, valued, and acted upon. Your participation is crucial. By joining this effort, you will help ensure that the experiences of these communities inform new policies, strategies, and services.

To contribute, please register using the online form: <https://survey.zohopublic.eu/zs/7DDXym> and tell us about your organisation, your client organisation and how we might reach out through your networks. We have some funding available to support this work, including running workshops on behalf of Voice It, Hear It. Your involvement will aid in consulting clients and sharing their information as we develop new strategies and services for Wiltshire Council and BSW ICB.

For more information, please visit: www.communityfirst.org.uk/voice



Support for Unpaid Carers (Including Parent Carers) in Wiltshire



Community First is working in partnership with Age UK Wiltshire, Alzheimer's Support, Wiltshire Service Users Network, Citizens Advice Wiltshire and Wessex Community Action, under the umbrella Carers Together Wiltshire. The Carers Together Wiltshire partnership offers tailored support to the thousands of individuals across Wiltshire identified as a carer.

As part of our work with Carers Together Wiltshire, Community First offers support for parent carers who provide additional care to their child who needs more help and support. This includes a support conversation to discuss individual parent carer needs, information/advice and signposting to other support services. We can carry out a Carers Assessment for parent carers caring for a child over the age of 18 if they meet the eligibility criteria for a funded service. For more information about parent carer support through Carers Together Wiltshire, please see the parent carer support pathway included with this briefing pack. An information postcard is also included in the briefing pack.

The Carers Together Wiltshire team held three parent carer drop-in events in Chippenham, Trowbridge and Salisbury over the summer, with further drop-in events planned for the autumn. Please keep an eye on our Facebook page and newsletter (see below) for more information about upcoming drop-in events: www.facebook.com/communityfirstwiltshire

Parent Carers Newsletter

If you are a parent carer and you would like to be kept up to date with information including resources, events, drop-ins and other news, please subscribe to the parent carers newsletter using the sign-up form below. We would be grateful if you would also share this link with other parent carers in your newsletters and on your website: <https://mailchi.mp/93192f1024d4/parent-carers-newsletter>

Wiltshire Community-Led Housing

Community First and Wiltshire Community Land Trust are working in partnership to deliver Wiltshire Community-Led Housing. We believe Community-Led Housing offers an opportunity for local people to come together and provide the kind of homes their communities need for the future. Wiltshire Community-Led Housing is an independent advisory and support service, and we are here to support anyone in Wiltshire and Swindon who is interested in finding out more about Community-Led Housing. This includes town and parish councils, new groups and established groups. If you would like to find out more, please email: info@wiltshirecommunityledhousing.org.uk.

Rural Housing Enabler Project

Community First has been involved with the promotion and support of Community-Led Housing for several years working with Wiltshire Community Land Trust, Wiltshire Council, Swindon Borough Council and local housing associations. Community First has recently secured funding from DEFRA to employ a Rural Housing Enabler (RHE) Consultant and develop an active partnership group to help raise awareness of the lack of affordable housing for local people in rural areas and encouraging and supporting communities to help make provision for new homes. The team is currently responding to initiatives in Holt, Aldbourne and West Lavington. Current funding for this project is for a very limited period, up to the end of March 2025, so any groups and parishes interested in support should contact info@wiltshirecommunityledhousing.org.uk as soon as possible.

Employability Programmes

The Building Bridges Programme has recently received funding from The Ministry of Housing, Communities and Local Government via Wiltshire Council's Rough Sleeper Initiative's 'Move on and Prevention Funding' to support people in Wiltshire who are accommodated in housing related supported accommodation. If you would like support, please contact the dedicated rough sleeper team by email to roughsleeperteam@wiltshire.gov.uk, phone Housing Solutions 0300 456 0106, or speak to your HMO Manager.

Minibus Driver Training (MiDAS)

Community First offers MiDAS Minibus Driver Training, a nationally recognised standard for drivers of minibuses that offers training for members of staff and volunteers to drive minibuses to ensure they transport adults and children safely. MiDAS training offers the following benefits for your organisation:

- The Department of Education and Department for Transport highly recommend that all minibus drivers complete MiDAS training.
- Some insurance companies offer lower premiums on completion of this training.
- Drivers gain more valuable experience and feel more confident in driving minibuses and will become more competent and safer minibus drivers.

Community First is offering the new national MiDAS training programme. The theory module is now completed individually by drivers prior to undertaking a practical assessment. Upon application drivers will be allocated a 'learner pass' to access the Community Transport Association (CTA) learning portal.

Once this module has been completed one of our Driver Assessors will arrange to visit clients to complete a theory follow up followed by the driving assessment. On successful completion of both theory and practical, drivers will be able to log on the CTA portal to print off their personal MiDAS certificates.

Community First employs two highly qualified and experienced MiDAS trainers. Demand for training is high and will increase as we move towards the autumn and start of the new school year. Please book early to ensure your drivers are up to date with their training.

If you would like any further information on MiDAS training, please contact Martin Carter:
mcarter@communityfirst.org.uk.

Youth Action Wiltshire Golf Day

The Youth Action Wiltshire Annual Golf Day will take place on Friday 13th September 2024 at the North Wiltshire Golf Club, near Devizes. Please bring a team.

The funds raised from this event will go directly to our Young Carers and Splash services for exciting and sessions for Wiltshire young carers and young people facing challenges in their lives. These will include sports, music, arts, wildlife and well-being activities.

For further information contact Becca Worsley via email: beccaworsley@gmail.com

Youth Action Wiltshire Carol Service

The popular Youth Action Wiltshire carol service 'Carols by Candlelight' will take place on Friday 13th December 2024 at the usual venue of Malmesbury Abbey. Further details about the event will be released shortly.

For more information or to request tickets, please email Ginnie Keen: ginniekeen@gmail.com.

Alternative Provision at Oxenwood and Linkenholt

Community First has been approved as a provider of alternative provision delivered at our Outdoor Education Centres. Oxenwood and Linkenholt Centres provide a valuable learning experience for vulnerable children and young people. The Centres can support young people who may struggle to access mainstream education, including those who face social and academic exclusion. Under the leadership of our trained and experienced Outdoor Education Instructors, we foster a nurturing and positive environment where young people feel safe, heard and valued. Our Centres offer a place to unwind, connect with nature and experience the many positive benefits of adventure and outdoor education.

Our curriculum focuses on social, emotional, and physical development whilst emphasising the development of essential skills including resilience, motivation, self-control, confidence, and independence. Our commitment to high-quality experiences ensures that schools, clubs, and groups can access our day activities, and we are dedicated to making a positive impact on the lives of young learners. Young people can be referred to us if:

- They lack engagement in school
- Have underdeveloped life-skills
- Have low attendance and attainment
- Experience poor mental well-being and self-esteem issues
- Have anxiety
- Have a pattern of negative relationships with adults and peers
- Lack of pro-social behaviours

For more information please visit: <https://www.oxenwood.org.uk/alternative-provision/>

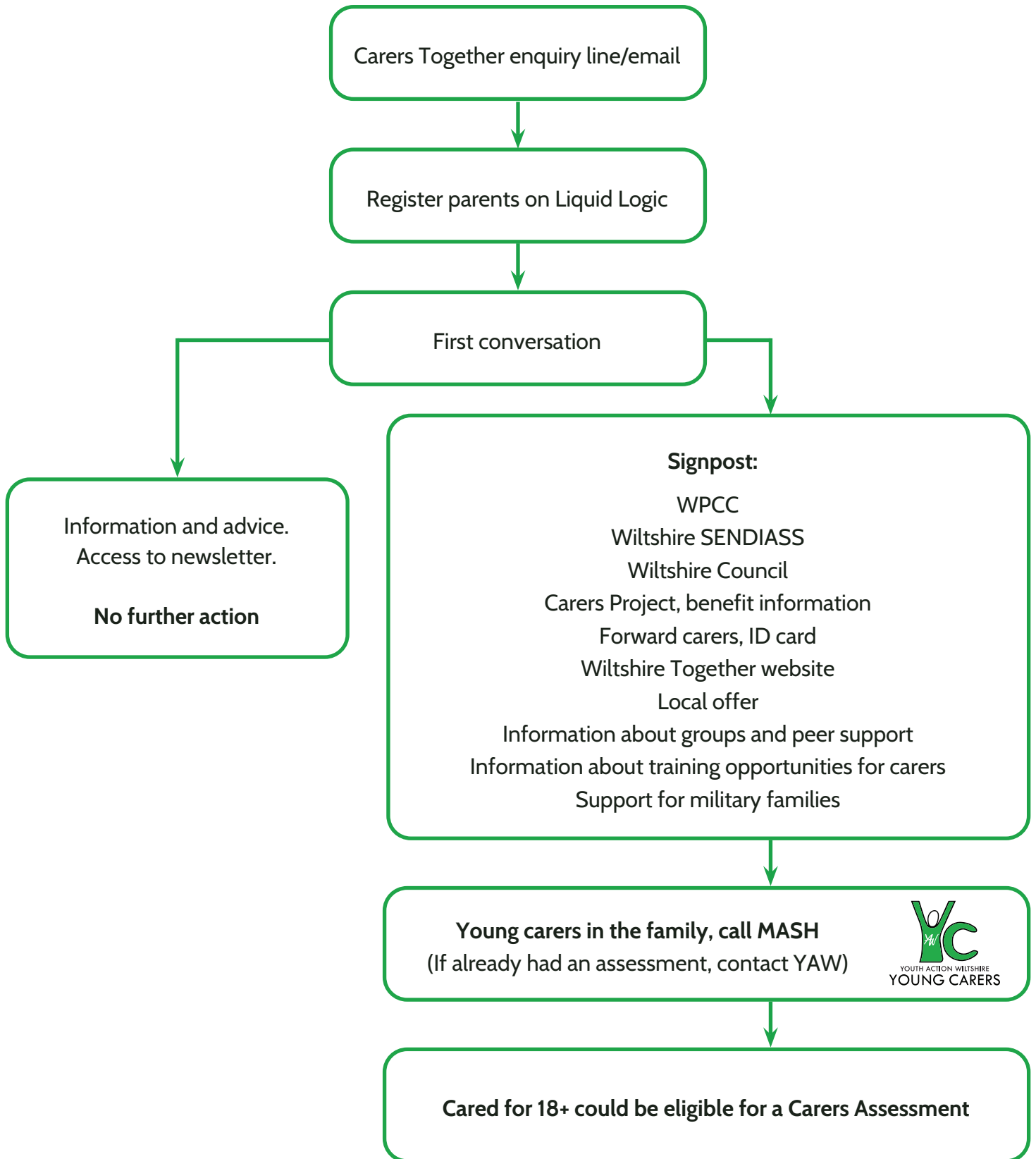
Briefing prepared by:

Ellie Ewing

Marketing and Communications Manager (Community First)

eeewing@communityfirst.org.uk

Parent Carer Support Pathway





Help for parent carers in Wiltshire

**Are you a parent carer, providing care to
your child who needs additional support?**

Community First can offer a range of help
and support for parent carers through the
Carers Together Wiltshire partnership.

01380 710 300

enquiries@carerstogethertwiltshire.org.uk

**[www.communityfirst.org.uk/carers-
together-wiltshire](http://www.communityfirst.org.uk/carers-together-wiltshire)**

Useful contacts for parent carers

Wiltshire Parent Carer Council

Information, signposting and support for parent carers of children and young people with SEND.

www.wiltshireparentcarercouncil.co.uk

01225 764647

Wiltshire SENDIASS

Support around education for young people and their families.

01225 255266

Wiltshire Council's Adult Social Care

If your child is over 18

0300 456 0111 (out of hours: 0300 456 0100)

Integrated Front Door (Children's Services)

If you are worried about a young person under 18.

0300 456 0108 (out of hours: 0300 456 0100)

If you have a young carer in your family who needs support please refer them through the above telephone number to access our services.

Forward Carers

A range of online resources to support you in your caring role, including a benefits calculator. You can register for a Carers ID Card, access online support groups and self-refer for help from local services.

www.carerfriendlywiltshire.org.uk

Turn2Us

National charity that helps people in financial hardship to gain access to welfare benefits, charitable grants and support services.

www.turn2us.org.uk

Sign up for our newsletter.
Scan the QR code or visit:
<https://tinyurl.com/2h2fne5v>



The value of listening

Healthwatch Wiltshire
Annual Report 2023-2024



healthwatch
Wiltshire

Message from Chief Executive Officer

As CEO of TCF I am SO proud that we are now able to deliver Healthwatch Wiltshire as part of our Healthwatch family, more specifically as part of the Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board (ICB) footprint.

Healthwatch Wiltshire has a wonderful history. Our volunteers, staff and stakeholders have worked incredibly hard over the past 12 months, this document goes some way to share the work and passion that they share for Healthwatch.

This year has been a time for reflection and vision planning. There are many good things about how Healthwatch has been delivered in Wiltshire, but I look forward to establishing new approaches to listening, planning and implementing an effective service. I am keen that during the course of the coming year we involve student placements and embed our new governance approach.

Healthwatch Wiltshire is incredibly well respected and comes with a dedicated group of advocates. Ensuring that the people of Wiltshire are heard and informed is key to our continued success. Our focus will remain on a locally delivered service whilst creating regional intelligence. We seek to create cohesion across our projects at a strategic level ensuring that peoples views are always shared locally and when necessary shared as part of a regional approach.

I'd like to place on record my thanks to all involved in the transition period, volunteers, staff and commissioners, and look forward to working alongside you all in the coming year.

Kevin Peltonen-Messenger
CEO,
TCF



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“Over the last year, local Healthwatch have shown what happens when people speak up about their care, and services listen. They are helping the NHS unlock the power of people’s views and experiences, especially those facing the most serious health inequalities.”

Louise Ansari, Chief Executive at Healthwatch England





Clockwise from top: Melksham Fete in July 2023; the Healthwatch England Conference in September 2023; welcoming David Croisdale–Appleby, Chair of Healthwatch England, in August 2023; a volunteer day focusing on future project ideas in November 2023; and our Christmas party in December 2023.

Message from our Chair

As your health and social care champion, the Healthwatch Wiltshire team continues to ensure that your voice is heard by local services.

I hope this report finds you well. This year has had a big focus on reaching out to communities we don't often hear from.

Our work with Wiltshire Council's Ethnic Minority and Traveller Achievement Service (EMTAS) and children's charity Spurgeons has helped us to understand more about the experiences of Afghan refugees, Eastern Europeans and Boaters in how they access services.

We've also heard from autistic people and their carers on what they think of mental health services in Wiltshire and we're keen to see how these services can be developed following the recommendations we've made in our report.

Working closely with our partners across the health and care system has been another key theme this year. We're pleased to have been involved in the development of information and resources to help ease the process of leaving hospital, and be at the heart of the new network of Neighbourhood Collaboratives as they launch across Wiltshire.

And I'm particularly proud that our volunteers have played a pivotal role in the design of a new complaints guide for Salisbury District Hospital. The volunteers' meticulous work to ensure the new guide was patient friendly has meant it's the hospital's first publication to carry the coveted 'patient reviewed' stamp.

I would like to extend a huge thanks to our dedicated staff team and our wonderful volunteers whose hard work and commitment enabled us to achieve so much over the year.

Following a procurement exercise undertaken by Wiltshire Council, Healthwatch Wiltshire moved to a new provider in January 2024.

Thank you to everyone who has shared their views and experiences with us. Sharing your feedback really does make a difference.



Alan Mitchell
Healthwatch Wiltshire Chair



This year has had a big focus on reaching out to communities we don't often hear from.

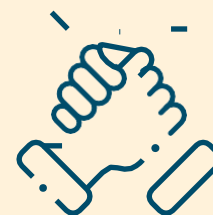
About us

Healthwatch Wiltshire is your local health and social care champion.

We make sure NHS leaders and decision-makers hear your voice and use your feedback to improve care. We can also help you to find reliable and trustworthy information and advice.

Our vision

A world where we can all get the health and care we need.



Our mission

To make sure people's experiences help make health and care better.



Our values are:

- **Listening** to people and making sure their voices are heard.
- **Including** everyone in the conversation – especially those who don't always have their voice heard.
- **Analysing** different people's experiences to learn how to improve care.
- **Acting** on feedback and driving change.
- **Partnering** with care providers, Government, and the voluntary sector – serving as the public's independent advocate.



Year in review

Reaching out:

1,142 comments

from people who shared their experiences of health and social care services with us, helping to raise awareness of issues and improve care.

4,397 people

came to us for clear advice and information about topics such as mental health and registering with a GP.



Making a difference to care:

We published

3 reports

about the improvements people would like to see in health and social care services.

From these we made

14 recommendations

for improvement.



Health and social care that works for you:

We're lucky to have

15 volunteers

who gave up **470 hours** to make care better for our community.

We currently employ

4 staff

who help us carry out our work.

We're funded by our local authority. In 2023-24 we received

£165,496



Your voice heard at a wider level

We collaborate with other Healthwatch and the Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board (BSWICB) to help influence decisions made about services across the region.



Developing resources to support hospital discharge

We have been working with staff across the BSW health and care system to develop new leaflets, videos and information resources that help provide extra support for patients, families and carers during their discharge from hospital.

The resources, which also provide information and support for health and care professionals, support a new programme of work called Caring Steps Together, which has been established to improve people's understanding of what can sometimes be the confusing process of leaving hospital and accessing follow-up care.

The new resources, which launched in December 2023, will help support patients, their families and carers to understand the process of leaving hospital and the other services available to provide support in the community. The resources are available digitally and as printed leaflets to download from the [BSW Together website](#).



“In late 2022, partly through work led by Healthwatch Wiltshire, BSWICB identified a need to significantly change and improve the way we share information about being discharged from hospital if people need support at home or are going into a care home. It took a year to work with partners to truly understand what our population and colleagues needed, how they wanted to access it and even how they wanted it to look.

“Caring Steps Together launched in late 2023 and has reached and helped thousands of people to understand what their pathway looks like, what decisions they might want to make and who they can talk to for more support. Healthwatch Wiltshire was a consistent and supportive partner through that process, always advocating for Wiltshire residents at every opportunity and fundamentally helped to shape and deliver on our shared ambitions to help improve people’s experience of our services.”

Emma Higgins, Associate Director – Wiltshire Integrated Care Alliance Programme and Delivery Lead, BSW ICB



We join new neighbourhood initiative

In 2023, we were invited to join the Neighbourhood Collaboratives initiative, which aims to reduce health and wellbeing gaps in our local communities.

The collaboratives, which include partners from health and social care, local authorities, the voluntary and community sector and police and fire services, are currently being set up across the region by the BSW Integrated Care Board.

We have joined the steering group of the Wiltshire Collaborative Network, which oversees these Neighbourhood Collaboratives, and brings them together to share information and learning.

As more Neighbourhood Collaboratives become established, we'll be monitoring how they work together to tackle local health and wellbeing challenges.



“We’re two years into the [Neighbourhood Collaboratives] work to build broad alliances across Wiltshire and in each Primary Care Network neighbourhood, focusing on prevention and reducing health inequalities. Healthwatch Wiltshire has been an integral part of developing this approach and has walked side by side in promoting and supporting it towards sustainability.

“Neighbourhood Collaboratives aim to be led by the voice of residents in each area – Healthwatch Wiltshire continue to be a partner and critical friend in building new relationships and connection with our residents to ensure our work is meaningful and focused on things that matter to the community.”

Emma Higgins, Associate Director – Wiltshire Integrated Care Alliance Programme and Delivery Lead, BSW ICB



Survey focuses on eating disorders

Working with our Healthwatch colleagues in Swindon and Bath and North East Somerset, a survey was launched in early 2024 which asked for people's views on eating disorders and disordered eating – and if enough support is available in the region. Volunteer Jasmine Fawcus-Smith presented the project at our Mental Health Open Forum in March 2024 and highlighted that a lack of communication between patients and services, a lack of knowledge among healthcare professionals, and delays in accessing support were coming through as key themes. The survey has since closed and we'll be sharing the findings in due course.



Listening to your experiences

Services can't make improvements without hearing your views. That's why, over the last year, we have made listening to feedback from all areas of the community a priority. This allows us to understand the full picture, and feed this back to services and help them improve.

Improving mental health services for autistic people

In May 2023 we launched a project to find out what autistic people thought about mental health services in Wiltshire. BSW ICB is now developing an action plan to address the issues we raised in our report.

Working with Wiltshire Service Users Network (WSUN), we developed two surveys – one for autistic people and one for their families and carers. Autistic people told us of their desperation and frustration at not being able to get the support they need for their mental health. They said they felt isolated and misunderstood, falling between the gaps in services which aren't designed to meet their needs and where staff lack training and awareness to support them.

What did we recommend?

- Deliver autism training for all mental health staff, preferably led by an autistic person or someone with lived experience.
- Provide more staff in Child and Adolescent Mental Health Services (CAMHS) and mental health services who understand autism.
- Create mental health solutions/therapies that are more suited and helpful to autistic people, recognising their neurodivergence.
- Recruit specific professionals to help at times of crisis with respite/practical support/network coordination and support for the carer.
- Recognise that an autistic person may mask their condition – assess them more than once or ask a carer/family member for their input and views.
- Provide options for how people contact a service – offer online/email contact to those who have difficulty making phone calls, and vice versa.
- Provide more face to face contact if it's easier for the autistic person.



“The findings and outcomes of this report shine a spotlight on the importance of continuing to improve access and service provision for people with autism and their families and carers in Wiltshire.

“The views and experiences of people who have accessed services are paramount in guiding service transformation, and this report highlights where people want to see improvement in current service provision.

“We will ensure that their recommendations form part of our review of the Wiltshire Autism Strategy as well as the further development and implementation of our BSW ICB Learning Disabilities & Autism, and Mental Health transformation programmes.”

Gordon Muvuti, Director of Place Swindon and BSW Executive Director for Mental Health, BSW ICB

Improving a hospital's complaints process

In autumn 2022, we carried out a piece of work to [hear your views on making a complaint at Salisbury District Hospital](#), which made several recommendations to make information about the complaints process easier to understand.

Following on from this work, the hospital has since introduced a new Complaints Handling Policy and created a new Guide to Complaints, Concerns, Comments and Compliments.

The redeveloped leaflet underwent a vigorous review by Healthwatch Wiltshire volunteers and further reviews by the hospital's patient readership groups. See our [You Said, We Did](#) for more.

What difference did this make?

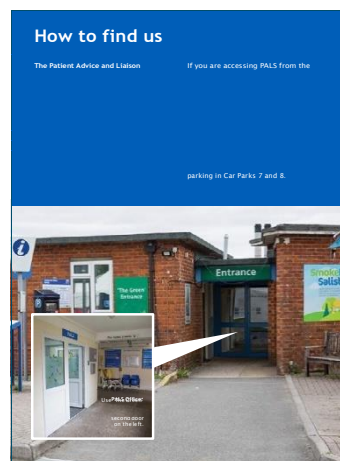
Our volunteers, as well as the hospital's Patient Experience Steering Group, were involved in the development of a new leaflet to ensure that it's patient friendly. Their suggestions included:

- A clear, Plain English guide to the process with a reassuring, friendly tone
- An emphasis on who the Patient Advice and Liaison Service (PALS) team are and what they do
- Map and photos of where the team is

Digital and printed versions of the guide are now available, as well as an accessible version compatible with screen readers, and an Easy Read version.



The new-look leaflet was launched in October 2023 and is the first publication to carry the hospital's new 'patient reviewed' stamp.



“Healthwatch Wiltshire continue to work in collaboration with the Patient Experience team here at Salisbury Hospital. They are a regular and valued presence within our monthly Patient Experience Steering Group (PESG) and continue to support our service improvement plans related to our Complaints process.

“I would like to take this opportunity to extend my thanks to our colleagues at Healthwatch Wiltshire who continue to work with us to improve our services for the benefit of our patients.”

Victoria Aldridge, Head of Patient Experience at Salisbury District Hospital

Understanding how people order prescriptions

We worked with Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board (BSW ICB) to find out which prescription ordering service people liked to use, how easy they found the process, and how important the service was to them.

We received 380 responses to our short survey, which ran for two weeks in October 2023. As well as an online survey, we took paper copies to several pharmacies across Wiltshire, where we talked to patients as they collected their prescriptions.

What did people tell us?

- Most people told us they found ordering prescriptions easy, and used a variety of methods including SystmOnline, the NHS App and Prescription Ordering Direct (POD).
- The majority of respondents said being able to order repeat prescriptions was very important to them, but long waits for medication and shortages of preferred brands were among the concerns they raised.
- Other issues included poor internet availability, or a lack of confidence in using online services, as well as a frustration at not being able to get repeat prescriptions for longer than one month, particularly when someone had a long term condition.

We made a number of recommendations based on our findings, which included:

- Improve awareness of the NHS App among patients, as most people only use the system selected by their GP surgery or Primary Care Network.
- Consider increasing the length of timeframe for repeat prescriptions.
- Improve the reliability of collection or delivery dates for prescriptions.
- Address concerns about availability/shortage of medications.
- Consider how changes to brands of medication could be accommodated without needing to revisit a surgery for a new prescription if the prescribed medication is not available.
- Ensure patients are aware that some pharmacists offer a delivery and a postal service.

The feedback we received was welcomed by BSW ICB. With the current winding down of the POD service in Wiltshire, which is due to close in June 2024, we will continue to monitor feedback on prescriptions.



“We will be reviewing the feedback and using it to help inform our understanding. We recognise not just the different perspectives reflected in the report, but also the differing needs of our population with some patients potentially very well served by digital solutions and others where alternative access routes are more suitable. Should anything need to be undertaken differently we will be clearly communicating in a planned and considered way.”

Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board

Ways we're making a difference

Throughout our work we aim to ensure everyone's experiences are heard.

Key recommendation leads to creation of women's clinic

Our survey asking [which services people would like to see at the Devizes Health Centre](#), which opened in 2022, has led to the creation of a women's health clinic.

More women's services was one of our key recommendations from the survey, which heard from more than 2,500 people. Devizes Primary Care Network (PCN), a collective of four GP surgeries in the town, took this on board:



“Following a comprehensive survey completed by Healthwatch, we were informed that improved Women's Health Services in our PCN would be welcomed by our patients. We now provide comprehensive women's health services in a dedicated clinic, once a week, between 6.30pm and 8pm. The clinic is staffed by clinicians who are interested and trained in Women's Health, who opt to work in the clinic instead of, or in addition to, their core hours. To date, the clinic has never been short staffed and is proving popular with patients and staff alike.

“Patient feedback has been sought after every consultation and has been overwhelmingly positive. Demand is extremely high [and] we have applied for local funding which is aimed at expanding the service. We intend to use the funding to provide some dedicated training to clinicians interested in developing their skills, so we can improve patient access for these appointments, in a sustainable way.”

Helen Scott, Primary Care Network Manager, Devizes

School sessions focus on wellbeing

In early December we visited Warminster School to continue to hear the views and experiences of children and young people, particularly around emotional wellbeing.



We shared a wellbeing session with 60 students across Years 10, 11 and Sixth Form followed by a discussion around what wellbeing was to them and what they thought about services.

Key themes that emerged were how aware they are of things that can affect people's wellbeing and also of the warning signs that all is not well. Coping strategies were discussed, both positive and negative, and there was some useful feedback on services in Wiltshire.

We call on local people to help us set our priorities

In March 2024, we called on local people to tell us what they thought our priorities should be for 2024-25. We travelled across Wiltshire and hosted an online survey asking people to choose from six potential projects:



- The wellbeing of children and young people
- Pharmacy
- Care at home
- Accessibility of health services
- How the cost of living is affecting our health
- The impact of living in a rural county

We were delighted to receive 211 responses to our short survey, and a wealth of comments and insights. Our work for the year ahead will be driven by what people told us is important to them and we will ensure Wiltshire residents continue to play a key role in helping to shape services.

See **page 23** for our new priorities.

Mental Health Forum helps highlight gaps in services

Our Mental Health Open Forum is a collaboration between us, services users and mental health provider Avon and Wiltshire Mental Health Partnership NHS Trust (AWP) and provides a unique opportunity for people to speak directly to those who run services.



The online forum has regular guest speakers, which this year covered a wide range of topics including AWP's North Wiltshire Intensive Service, advocacy, domestic abuse, and Survivors of Bereavement by Suicide. It also provided a way for members to hear progress on the Community Mental Health Framework and an update on AWP's Care Quality Commission inspection.

This sharing of information means members are able to get involved in the shaping and development of mental health services in Wiltshire. In 2023-24 members have highlighted where there are gaps in local services for conditions such as Post Traumatic Stress Disorder (PTSD) and that adapting existing services to suit autistic people's needs, such as Talking Therapies, should be considered.



“As a mental health service provider, the Mental Health Open Forum continues to be an extremely beneficial platform, not just from a client perspective but also from the organisational perspective. The forum provides a great two-way link to the NHS mental health services and strengthens the communication, feedback and learning between the clinical provision (under AWP) and the community provision our charity provides. Most importantly it provides a useful channel for those we are supporting to give their comments on the care they have been receiving, for this to be heard and for actions to be taken – the key element being ‘You Said, We Did’. It also enables great networking and information sharing opportunities, providing the right contacts and an audience where questions can be answered and followed up on efficiently – all aiding our organisations awareness and the cascading of information to those we support.”

Jonathan Baker, Digital Officer, Rethink



Hearing from all communities

Over the past year, we have worked hard to make sure we hear from everyone within our local area. We consider it important to reach out to the communities we hear from less frequently to gather their feedback and make sure their voice is heard, and services meet their needs.

This year we have reached different communities by:

- Working with Wiltshire Council's Ethnic Minority and Traveller Achievement Service (EMTAS) and children's charity Sprugeons to offer advice and support to minority groups including Eastern Europeans, Afghan refugees and Boaters.
- The project continues in 2024, where we'll be talking to Bangladeshi and Nepali communities, and Travellers.

Hearing from minority groups

We're working with Wiltshire Council's Ethnic Minority and Traveller Achievement Service (EMTAS), and children's charity Spurgeons to offer support and advice to minority groups, particularly where English is not their first language.

This work, funded by NHS Charities Together, aims to signpost key medical services and deliver activities to support families' mental health and wellbeing.

Supporting the Eastern European community

Sessions in June and July 2023 were held at the Polish Community Centre, Trowbridge, with interpretation provided in Polish, Romanian, and Ukrainian. We were there to provide information and signposting, while Spurgeons ran activities for children and offered practical advice for families. Common themes included:

- Finding support for children with special or additional needs
- Where to get support for domestic abuse
- Dealing with loneliness and isolation
- Accessing GP services.

Supporting the Boater community

We also held sessions with the Boater community in July 2023, at the Canal Tavern, Bradford on Avon and the Barge Inn, at Honeystreet, near Pewsey. Boaters told us of their difficulty accessing services such as GPs and dentists, and their problems collecting prescriptions, often because they have no fixed address and have to move moorings every two weeks.

Women in the Boater community highlighted their uncertainty around antenatal care and childbirth due to their constant travelling patterns, and were reluctant to engage with health visitors as they didn't seem to understand the Boater lifestyle. A lack of public transport in rural areas also creates difficulties getting to healthcare appointments, as few Boaters have a car. Read more about this work [on our website](#).

Supporting Afghan refugees

In March 2024, we met around 40 families of Afghan refugees who had helped British forces in Afghanistan and have been settled in army bases across Wiltshire. We visited military bases at Perham Down, Larkhill and Lyneham to find out how these families were accessing health and care, education and early years support, and to hear their experiences of getting the help they needed. Key themes included:

- Lack of ability to speak English makes accessing health and care very difficult particularly as Dari and Pashto interpreters are not always available
- Difficulty/unavailability of accessing public transport and cost of getting to appointments
- Lack of social integration and isolation
- Not knowing where to go to get help or access sports and social activities.

What happens next?

The final phase of this project, in summer 2024, will see us reach out to Bangladeshi and Nepali communities and Travellers.



Advice and information

If you feel lost and don't know where to turn, Healthwatch is here for you. In times of worry or stress, we can provide confidential support and free information to help you understand your options and get the help you need.

This year we've helped people by:

- Providing up to date information people can trust
- Helping people access the services they need
- Supporting people to look after their health

Explaining GP access rights to a Boater

James*, a single older man, had suffered a brain injury after being attacked. He has ongoing medical issues and needs daily medication. He uses the NHS App but, as a Boater, finds it difficult to collect prescriptions as he uses his sister's address and does not have a fixed address. He explained he was not getting the correct dosage of one of his medications and had tried to speak to the GP receptionist to have this corrected. They insisted he needs to see a doctor but that is not possible given his travelling pattern.

We were able to give the man [a card that outlines his rights to access GP services](#) despite having no fixed address. We directed him to a surgery that is accessible given his current cruising pattern and where we know the needs of the Boater community are well understood. The man was grateful for being listened to and thanked us for our support.

Helping to find an NHS dentist

Cynthia* was pregnant and moved around a lot as her husband was in the military. She needed her teeth looked at as they were sensitive and bled often due to pregnancy. Her midwife advised her that she is entitled to free dental checks as she is pregnant. Cynthia told us she had already contacted NHS England who advised there was nothing they could do to help at the time and advised her to continue to look around.

We suggested she visited the NHS website to find a dentist and organisations who can provide advice online, such as the Oral Health Foundation and eLearning for Healthcare. We also advised her to contact NHS 111 if she experienced any pain or discomfort.

Advice on registering with your GP is most visited page

An article which helps people [understand their rights when registering with a GP](#) has been the most visited page in the advice and information section of our website.

The page provides answers to frequently asked questions such as how do I register? and advice on what to do if you have problems registering. There are links to further information, particularly if you are an asylum seeker, refugee, a homeless patient or an overseas visitor, as well as to the My Right to Healthcare card to help people register.

The page has been visited 619 times this year.

*Names have been changed.



Volunteering

We're supported by a team of amazing volunteers who are at the heart of what we do. Thanks to their efforts in the community, we're able to understand what is working and what needs improving.

This year our volunteers:

- Attended events to promote Healthwatch Wiltshire and what we have to offer
- Collected experiences and supported local people to share their views
- Passed on advice and information



“I decided I’d like to do some volunteering and was introduced to Healthwatch by a friend. With my background as an Occupational Therapist, I have always been interested in health issues. I am particularly interested in improving health care for older people, as after being a carer for my parents for over 10 years, I realised there are often gaps in the care provided. Also, after working in a primary school, I developed an interest in the emotional wellbeing of children and young people. I feel this is an area that needs more research and resources. I have only joined Healthwatch recently and I am planning to help with a Mental Health Awareness Week at local colleges. I have also offered to help with a project looking at how the health and support needs of military personnel and their families are being met in Wiltshire. I look forward to being part of Healthwatch Wiltshire.”



Alison



“My background is in care and education working for Social Services in Berkshire and then across the South of England inspecting for Ofsted. I moved to Wiltshire in 2005 and on early retirement I wanted to continue to support families. I firstly volunteered for Homestart before transferring to Healthwatch on its formation in Wiltshire. I have undertaken a range of activities with Healthwatch giving talks, conducting surveys, helping at events, and developing materials, to support our work in Enter and View visits to publicly funded health and care providers. I help to train other volunteers in our role as visitors to the providers and particularly enjoy supporting others in this way. Volunteering is a great way of meeting new people and giving your spare time to supporting improvements for Wiltshire residents.”



Elizabeth

Do you feel inspired?



We are always on the lookout for new volunteers, so please get in touch today.

 healthwatchwiltshire.co.uk/volunteer

 01225 434218

 info@healthwatchwiltshire.co.uk



Finance and future priorities

To help us carry out our work we receive funding from our local authority under the Health and Social Care Act 2012.

Our income and expenditure - Help and Care (April-December 2023)

Income		Expenditure	
Funding received from local authority	£119,746	Staff cost	£80,042
Additional income - NHS Charities Together EMTAS project	£600	Operational costs and administration	£16,424
		Support and administration	£45,835
Total income	£120,346	Total expenditure	£142,301

Our income and expenditure – The Care Forum (January-March 2024)

Income		Expenditure	
Funding received from local authority	£44,250	Staff cost	£32,842
Additional income – NHS Charities Together EMTAS project	£900	Operational costs	£11,938
		Support and administration	£2337
Total income	£45,150	Total expenditure	£47,117
Overall income 2023-24	£165,496	Overall expenditure 2023-24	£187,451

Next steps

Over the next year, we will keep reaching out to every part of society, especially people in the most deprived areas, so that those in power hear their views and experiences.

We will also work together with partners and our local Integrated Care System to help develop an NHS culture where, at every level, staff strive to listen and learn from patients to make care better.

Our top three priorities for the next year are:

- **Pharmacy** – a review of the Pharmacy First scheme.
- **Living in a rural county** – focusing on the issues people face living in isolated areas and how they access services.
- **Care at home** – hearing the views of people who have an NHS@Home (virtual ward) package to provide care at home and how this is working for them.

New projects for 2023–24 include talking to military personnel and their families about how they access health and care. We'll also be continuing our work with Wiltshire EMTAS to engage with Bangladeshi and Nepali communities, and Travellers.

And we'll follow up on our recommendations from our previous reports to see what impact changes to services have had for local people.



Statutory statements

Healthwatch Wiltshire, The Independent Living Centre, St George's Road, Semington, Wiltshire BA14 6JQ.

Healthwatch Wiltshire uses the Healthwatch Trademark when undertaking our statutory activities as covered by the licence agreement.

The Healthwatch Wiltshire service was transferred to a new provider on 1 January 2024, following a procurement exercise by Wiltshire Council.

For the period 1 April 2023 to 31 December 2023, the Healthwatch Wiltshire contract was provided by **Help & Care**, A49, Aerodrome Studios, Airfield Way, Christchurch, Dorset, BH23 3TS. Registered Company No. 03187574. Registered Charity No. 1055056.

On 1 January 2024, the Healthwatch Wiltshire contract was awarded to **The Care Forum**, The Vassall Centre, Gill Avenue, Fishponds, Bristol BS16 2QQ. Registered Charity No. 1053817 and a Company Limited by Guarantee in England No. 3170666.

Most of the work featured in this report was carried out under Help and Care, apart from the priority survey and engaging with Afghan refugees, which were between January-March 2024.

The way we work

Involvement of volunteers and lay people in our governance and decision-making

Our Healthwatch Board consists of 4 members who work on a voluntary basis to provide direction, oversight and scrutiny of our activities. Our Board ensures that decisions about priority areas of work reflect the concerns and interests of our diverse local community.

Throughout 2023/24, the Board met 6 times and made decisions on matters such as partnerships with stakeholders and our contributions to their strategies.

Our wider group of volunteers were involved in a priority setting workshop to decide our projects for the forthcoming year. We ensure wider public involvement in deciding our work priorities.

We are committed to taking additional steps to ensure we obtain the views of people from diverse backgrounds who are often not heard from. This year we have done this by talking to Eastern European, Fijian and Afghan communities and Boaters.

Our work priorities are driven by what people have told us is important to them, through our surveys and feedback forms, information and signposting enquiries, web page views, and our mental health forum. Our survey to hear Wiltshire people's views on possible projects for next year gathered 211 responses.

Methods and systems used to obtain people's experiences

We use a wide range of approaches to ensure that as many people as possible can provide us with insight into their experience of using services. During 2023/24, we have been available by phone, and email, provided a web form on our website and through social media, as well as attending libraries and community campuses, community groups and forums. We've also heard people's experiences at health and wellbeing fairs, Armed Forces events, Freshers Fairs and at WI meetings.

We ensure that this annual report is made available to as many members of the public and partner organisations as possible. We will publish it on our website and share it with our mailing list subscribers and on our social media channels.

Responses to recommendations

All providers responded to our requests for information and recommendations. There were no issues or recommendations escalated by us to Healthwatch England Committee, so no resulting reviews or investigations.

Enter and View and PLACE visits

Healthwatch Wiltshire has a statutory right to carry out Enter and View visits in health and social care premises to observe the nature and quality of services, as set out in the Local Government and Public Involvement in Health Act 2007.

Enter and View visits could be to NHS organisations, GPs, dentists, opticians and community pharmacists. Visits are not inspections but aim to offer a layperson's perspective.

Patient-Led Assessments of the Care Environment (PLACE) assessments look at the care environment of services such as hospitals and day care centres.

We did not carry out any Enter and View or PLACE visits this year but are planning more for 2024/25.

Taking people's experiences to decision-makers

We ensure that people who can make decisions about services hear about the insight and experiences that have been shared with us. In our local authority area we take information to a number of committees and forums, including:

- Wiltshire Council's Health and Wellbeing Board and Health Select Committee
- BSW VCSE Alliance (Voluntary Community and Social Enterprise)
- Children and Families Voluntary Sector Forum
- Neighbourhood Collaboratives
- Health and Wellbeing Forums
- Patient experience groups (run by the hospital trusts)
- Wiltshire Integrated Care Alliance Partnership Meeting (NHS, council, VCSE, care homes)
- Wiltshire Youth Partnership

This year we've also shared feedback to inform the Integrated Care Board's work to improve prescription ordering services.

We also take insight and experiences to decision makers in Bath and North East Somerset, Swindon and Wiltshire Integrated Care System, in meetings that include the BSW System Quality Group (NHS providers and local authorities).

We also share our data with Healthwatch England to help address health and care issues at a national level.

Health and Wellbeing Board

Healthwatch Wiltshire is represented on the Wiltshire Council's Health and Wellbeing Board by Alan Mitchell, Chair of Healthwatch Wiltshire, where we have voting rights.

During 2023/24 our representative has effectively carried out this role by regularly attending meetings and workshops and reminding partner agencies about the importance of involving local people.

Integrated Care Board


Alan also represents Healthwatch Wiltshire on the Bath and North East Somerset, Swindon and Wiltshire (BSW) Integrated Care Partnership (ICP), and the Wiltshire Integrated Care Alliance (WICA) Partnership Committee.

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ICB updates for Wiltshire Area Board – August 2024

New primary care centre in Hindon

The ICB has approved the funding to enable a new primary care premises to be built in Hindon.

There are still several hurdles to cross before final confirmation that the scheme will be able to proceed including, such as the securing of planning permission.

The fact remains that this is positive news for both the GP partners and the residents of Hindon and the surrounding areas.

This scheme represents the first of several priority estates projects which the ICB is looking to secure certainty on as part of its wider Primary Care Estates Plan.

Further details on this will be shared by Gordon Muvuti, Executive Lead for Primary Care, the coming months.

Ongoing work to tackle inequalities in Wiltshire

Core20PLUS5 is a national NHS England approach to inform action to reduce healthcare inequalities at both national and system level.

The approach defines a target population – the ‘Core20PLUS’ – and identifies five focus clinical areas requiring accelerated improvement.

All ICBs are encouraged to have a focus on the most deprived 20 per cent of the national population (Core2) as identified by the national Index of Multiple Deprivation (IMD).

ICBs can also choose additional population groups (PLUS) which experience poorer than average access, experience and/or outcomes.

PLUS populations have been identified for Bath and North East Somerset, Swindon and Wiltshire respectively, with the specific Wiltshire populations listed below:

- Routine and manual workers
- Gypsy, Roma and Traveler communities, including children
- Rural communities

In Wiltshire, there are several projects already under way which are helping to improve the health and wellbeing of people which make up the groups listed above.

These initiatives, such as tailored support for tobacco dependency, help with managing and reducing levels of obesity and dedicated clinics for proactive hypertension checks, are being led through a collaborative arrangement between colleagues at the ICB and counterparts at Wiltshire Council.

Pharmacy provision in Wiltshire

The Pharmaceutical Needs Assessment (PNA) for Wiltshire is due to be refreshed for September 2025.

The PNA maps current provision, assesses local need and identifies any gaps in provision.

It also is used as a key tool for identifying what is needed at a local level to support the commissioning intentions for pharmaceutical services and other services that could be delivered by community pharmacies and other providers.

Developing a PNA is a significant process, and the ICB has chosen to establish a steering group, made up of key partners, including Wiltshire Council, Healthwatch Wiltshire and Wessex Local Medical Committee, to help ensure its production fully represents the needs of the local communities, especially those that have called for more pharmaceutical services, such as Warminster.

A draft version of the PNA will be brought to the Wiltshire Health and Wellbeing Board ahead of its deadline of March 2025, with the finished article also due to go through the committee for sign off.

Bringing health and care services to Wiltshire's farming community

Through the accelerator vaccine programme and Health Inequalities Funding, the ICB has brought together more than 10 partners to pilot essential health and wellbeing services that are tailored specifically for those in the farming and rural community.

By engaging with farmers and listening to their experiences, the ICB has been able to gain a better understanding of the challenges they face when accessing health and care, such as not being able to attend GP appointments due to surgery car parks being unsuitable for tractors.

This unique insight spearheaded a unique initiative which has seen teams from multiple health and care organisations spend time at Salisbury livestock market to offer attendants a variety of on-the-spot services, such as health checks, including blood pressure and cholesterol monitoring, and mental health advice.

While teams at the market are not yet able to offer clinical interventions, it is hoped this kind of outreach work will continue to grow and develop in a way that ensures those from more isolated communities have the support they need to live healthy, happy lives.

Collaborative work to improve children's oral health in Wiltshire

The ICB and Wiltshire Public Health team have been working collaboratively on three priorities linked to oral health. These priorities can be seen below:

- Improve access of dental care services to the Wiltshire population, considering vulnerable populations who are at risk of poorer oral health outcomes and face barriers in access to dental care and treatment
- Increase the dental workforce within Wiltshire
- Improve oral health outcomes focused on Core20PLUS5 populations, including engagement, and further understanding population needs

In addition, there has been an allocation of £300,000 to fund oral health activities in Wiltshire for 2024/25.

This has been allocated from the dental care underspend, and the Public Health team and ICB are undertaking scoping work to plan how this funding can be used to deliver dental outreach services in Wiltshire for the most vulnerable populations.

Elsewhere, a number of oral health promotion programmes, which aims to prevent tooth decay and the subsequent need for dental treatment, have been under way across Wiltshire.

One such programme is First Dental Steps, which involves all health visitors receiving oral health champion training, and then using their new skills to provide families with expert advice and guidance.

The health visitors also give their families age appropriate oral hygiene packs, which contain toothpaste, a toothbrush and a sippy cup for children.

As part of the programme, children who meet a specific criteria, such as those whose siblings have undergone dental extraction, will have a direct referral to an NHS dentist.

CHIPPENHAM COMMUNITY AREA PARISH FORUM

Wednesday 19th June 2024
7.00pm

in the Christian Malford Village Hall, Station Road, Christian Malford SN15 4BL

NOTES OF MEETING

ATTENDEES:	Wiltshire Cllr Howard Greenman	Kington Division (Chair of Forum)
	Sharon Neal	Hullavington Parish Council (Clerk)
	Ian Plowman	Yatton Keynell & Grittleton Parish Council (Clerk)
	Vivian Vines (Meeting Clerk)	Kington St Michael Parish Council (Clerk)
	Alison Butler	Chap, Rural Rep and Carers Champion
	Cllr Stephen Eades	Chippenham Without Parish Council
	Cllr Howard Ham	Chippenham Without Parish Council
	Cllr Martyn Cox	Christian Malford Parish Council
	Cllr Stephen Depla	Christian Malford Parish Council
	Cllr Shelly Parker	Grittleton Parish Council
	Cllr Graham Slaymaker	Hullavington Parish Council
	Cllr Alan Lawer	Kington Langley Parish Council
	Cllr Karl Eaves	Langley Burrell Without Parish Council
	Cllr Adam Carwardine	Sutton Benger Parish Council
	Cllr Fiona Plowman	Yatton Keynell Parish Council
	Cllr Alistair Parker	Yatton Keynell Parish Council

1. WELCOME, INTRODUCTIONS & APOLOGIES:

Wiltshire Cllr Howard Greenman welcomed all to the Forum Meeting. He thanked the Christian Malford Parish Council for hosting the Meeting and noted that apologies had been received from Cllr Jenny Budgetell (Chippenham Town Council), Cllr Nick Botterill (Wiltshire Council By Brook Division), Cllr Di Webb (Biddestone PC), Cllr Gabrielle Horton (Stanton St Quintin PC) and Susan Hart (Kington Langley PC Clerk).

2. **The Late Graham Trickey – Chair of Kington Langley Parish Council.** The Parish Forum noted the sudden death of Graham on the 20th April 2024. He had been a Parish Councillor since September 2006 and the Council's Chair since May 2021 and had been involved in many key roles on the Council and in the local community. He was a supporter of the Parish Forum and would be missed by all.

3. NOTES OF LAST MEETING:

The Notes of the Parish Forum Meeting held on the 20th March 2024 in the Stanton St Quintin Village Hall, Church Road, Stanton St Quintin SN14 6DE were received and noted.

4. ACTIONS FROM LAST MEETING:

Suggested topics for consideration from the last Forum Meeting had been Guest Speaker/s from Carer Support/Age Concern Wiltshire, a "Planning" themed session, the Local Nature Strategy Recovery, the Wiltshire & Swindon Tree Warden Scheme and also from St Modwen in regards to M4 Jct 17. These possibilities would continue to be investigated.

5. AREA BOARD MEETING:

The Chippenham and Villages Community Area Board had last met on Monday 10th June 2024 at the Wiltshire & Swindon History Centre, Cocklebury Road, Chippenham SN15 3QN. There was no update.

6. TRAFFIC SPEED MANAGEMENT:

Sutton Benger PC had raised the issue of extreme speeding, their attempts to reduce speed levels by providing two Speed Indicator Devices (SIDs) and how legal enforcement could potentially assist in resolving the problems within their 30mph speed zone. Similar circumstances had been raised at the Forum in the past by Seagry PC, who had themselves invested in two SIDs and the difficulties in seeking a reduction in village speed limit, with similar village traffic speed issues in Kington St Michael and Langley Burrell Without and many other Parishes who seek reductions leading to potential 20mph speed zones. In addition Chippenham Without and Yatton Keynell Parishes had National speed limit problems on the A and B roads within their Parishes and had requested speed reductions and highway junction improvements.

Those who had invested in SID's and Autospeedwarch Devices reported on their experiences, particularly relating to difficulties in submitting data/evidence to Wiltshire Police and Highways and securing action. It was disappointing that on this occasion that Wiltshire Police, nor the Neighbourhood Policing Team were in attendance.

The matter was a high priority to many and it was agreed that the next Forum Agenda would invite Wiltshire Police to respond as the main topic.

7. FORUM MEMBERS ISSUES:

- a) **Traffic Speed Management - Community Speed watch – Installation of Autospeedwatch and SIDs.** Item 6 above refers.
- b) **Wiltshire Highways and the Chippenham Local Highway and Footpath Group (LHFIG).** The Yatton Keynell PC question on the remit of LHFIG had yet to be answered. Wiltshire Cllr N Botterill had advised in a written report that he had some sympathy with Yatton Keynell and questioned why Parish Councils should be involved in the general assessment of speed limits on A roads in the absence of any specific reasons such as new pedestrian crossings and the like. He also questioned the sensibility of charging based upon the length of the road stretch within each Parish. It was noted that Chippenham Without PC and Biddestone & Slaughterford PC supported Yatton Keynell's position.
- c) **Chippenham & Villages Area Partnership (Chap).** Alison Butler highlighted an issue arising relating to the stealing of Landrover vehicles being broken for sale of parts.
- d) **Chippenham Older People's Forum and Chippenham Health & Well-being Group.** Alison Butler reported that there were concerns over recent news/film clips of an incident involving the over-reaction of the Police driving a Police vehicle into a runaway calf. She reported on her attendance at a recent meeting of Healthwatch Wiltshire.
- e) **Local Youth Network Chippenham Area (LYN).** There was no update on this occasion.
- f) **Local Highway Services etc.** Wiltshire Cllr N Botterill had advised in a written report that he was pleased that several more stretches of local roads had now been treated and that he was aware that the new repair machines were now being deployed repairing/replacing road edges. He advised that significant additional resources were now being deployed and that these are to continue.
- g) **Fly-Tipping – Portable CCTV.** Wiltshire Cllr H Greenman reported that Wiltshire Council had introduced £1,000.00 tipping fines.
- h) **Chippenham Gateway-Junction 17 M4.** St Modwen Park-Phase 2. There was no change in circumstances in regards to the outstanding planning application. There were concerns expressed in regards to the Jct 17 A350 three lane markings that limited the inside lane to M4 west traffic only. Wiltshire Cllr H Greenman reported that this had been the requirement of National Highways. However, discussions were now taking place to change lane discipline to allow for straight ahead traffic.

- i) **Wiltshire & Swindon Tree Warden Scheme.** It had been previously suggested that a representative be invited to a Forum Meeting to provide more information. This would continue to be pursued.
- j) **Wiltshire Council – Local Nature Strategy Recovery (Jan 2024).** It had been previously suggested that a representative be invited to a Forum Meeting. It was noted that there was to be an online interactive survey between 22nd July and 9th August 2024 and two webinars. The first for farmers and landowners on the 23rd July and then open to all on the 25th July 2024. The Forum would be better placed to discuss the Strategy further after these dates.
- k) **Lime Down Solar Park – Community Consultation.** Local Councils had received notification of a Stage One consultation in regards to a new solar park and battery energy storage project proposed to be built on areas of land in North Wiltshire. Councils had recently been invited by PINS (Planning Inspectorate), to comment on the developers Scoping Report and initial stage of the EIA process. The purpose being, to identify and evaluate the likely effects of the development on the environment to be able to determine measures to reduce or manage any potential significant adverse effects. This consultation would end on the 14th August 2024 and was a consultation on the EIA process rather than planning policy. One concern related to old data in relation to agricultural land classification and that this should be challenged. There would be several other consultation stages before the Secretary of State would determine any planning application. Wiltshire Cllr H Greenman updated the Forum on a Motion passed by Wiltshire Council on the 24th May 2024 relating to Solar development in Wiltshire and the cumulative impact of numerous proposals in the County.

8. WILTSHIRE COUNCIL & OTHER ORGANISATIONS:

The Agenda item related to issues raised and information received by Parish Councils from Wiltshire Council and other Organisations since the last Forum Meeting.

- a) **Neighbourhood Policing.** There was no report on this occasion. This was disappointing as there were several issues of concern. A report had been presented at the last Area Board Meeting and in the interim this would be circulated. It was important that the Neighbourhood Police Team attend the next Forum and they would be invited as Guest Speaker/s.
- b) **Neighbourhood Policing- Neighbourhood County Parish Forum (NCPFs).** Alison Butler highlighted an issue relating to cross County drug lines and the need for communication between Wiltshire and Avon & Somerset Police Forces.
- c) **Wessex Water – Flood Warden Spring Newsletter 2024.** Councils had received the latest Newsletter that amongst other things focused on the Flood Warden Role and upcoming Flood Warden training support.
- d) **Wiltshire Council - Briefing Note 24-13.** Councils had received a Briefing Note in regards to Housing Land Supply and Housing Delivery Test. Wiltshire Cllr N Botterill had advised in a written report that for the first time in some years there was no tilted balance to be applied to planning considerations. This meant that it would be harder for speculative housing applications on non-allocated sites to come forward and receive officer's recommendation for consent on housing numbers deficit.

9. FORWARD PLAN:

- a) Suggested topics for consideration were: Guest Speaker/s from Carer Support/Age Concern Wiltshire, a "Planning" themed session, the Local Nature Strategy Recovery, the Wiltshire & Swindon Tree Warden Scheme and also from St Modwen in regards to M4 Jct 17.

10. AREA BOARD AGENDA PLANNING MEETING:

The next Chippenham and Villages Area Board Meeting was scheduled for Monday 2nd September 2024. Notes of Forum Meeting should be submitted to become an Agenda item under the Partner and Community Updates.

11. AOB:

There were no issues raised.

12. DATE OF NEXT MEETING:

The next Forum Meeting was scheduled for Wednesday 25th September 2024 at 7.00pm in The Kington St Michael Village Hall, Stubbs Lane, Kington St Michael SN14 6HX

Chippenham Area Grant Report

Purpose of the Report

1. To provide details of the grant applications made to the Chippenham Area Board. These could include:
 - community area grants
 - youth grants
 - older and vulnerable people grants
 - area board initiatives
2. To document any recommendations provided through subgroups.

Area Board Current Financial Position

	Community Area Grants	Youth Grants	Older and Vulnerable People Grants
Opening Balance For 2024-25	£ 33,527.00	£ 30,500.00	£ 7,700.00
Awarded To Date	£ 500.00	£ 9,000.00	£ 550.00
Current Balance	£ 33,027.00	£ 21,500.00	£ 7,150.00
Balance if all grants are agreed based on recommendations	£ 26,027.00	£ 9,000.00	£ 650.00

Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG1914	Community Area Grant	Chippenham Cycle Network Development Group	Stainers Way shared use path improvements	£10000.00	£5000.00

Project Summary:
 The path along one side of Stainers Way in Cepen Park North was originally built to the standards required for shared use (i.e. people walking, wheeling and cycling), and has pink tarmac (compared to standard black tarmac on all the other paths in the area that were not intended for cycling). There is even a 'Cyclists dismount' sign present at one point where the path exits onto a road – demonstrating the expectation that people would be cycling on it. However, the path was never correctly signposted or marked as a shared use path, which now leads to confusion among people using it – it is unclear whether are people allowed to cycle here or not. This project will address this problem, to ensure everyone using the path knows it is a shared use path. The project will be delivered in phases. This funding application is for phase 1, which will cost £10K and will include: • Signing the path at regular intervals (with shared use signs); • Other associated road markings, signage and street furniture; • Corduroy paving where the shared use path meets foot paths, to support people with visual impairments • A number of dropped kerbs, to improve access onto the shared use path from nearby residential streets. Subsequent phases will look to deliver: • Additional dropped kerbs; • Improved side road crossings for people walking, wheeling and cycling; • Safety improvements at the Stainers Way/Argyle Drive roundabout; • Safety improvements for crossing Hardenhuish Lane; • Wayfinding signage for people cycling.

ABG1960	Community Area Grant	St Peters Church	St Peters Community Hall Area Flooring Project	£4000.00	£2000.00
<p>Project Summary: Our Community Hall in Lords Mead needs a new vinyl floor. The existing one has been in place since the hall was built in 1995 and is cracking and deteriorating. The Hall is used throughout the school year by the Lordsmead Play Group and many others, including the elderly (fitness groups and friendship lunches) and the disabled (LIGHT service). With its automatic door, the hall entrance also provides the main means of access for those using a wheelchair or walking frame and parents with pushchairs. The existing floor, currently covered with gaffer tape over the cracks, is becoming a health and safety hazard. We are looking to replace it with a new ecofriendly vinyl flooring with an A+ rating, using recycled materials and fully recyclable at the end of its own life and fitted by a local company. The lowest cost estimate we have received to date is £4K. If the project were eligible for consideration, we would be looking for a grant of £2K towards this cost.</p>					
ABG1881	Older and Vulnerable Adults Funding	Wiltshire Scrapstore and Resource Centre	Supported volunteer placements for older people	£19063.20	£2500.00
<p>Project Summary: We want to apply for funding to help us with revenue costs towards supporting older people, who are isolated and living alone with their volunteer placement. We want to ensure we give each individual time and attention to feel fulfilled, supported with their mental well-being and given the opportunity to socially interact with others. It is important to us to support our older volunteers by making them feel at home, valued and important to our Charity, so they feel they have a purpose.</p>					
ABG1898	Older and Vulnerable Adults Funding / Youth Grant	Chippenham Rugby Football Club	Chippenham RFC Mixed Ability Team Cavaliers	£24000.00	£5000.00
<p>Project Summary: Maintaining an adult playing section at the club to enable players that are returning from injuries, new SEND and disabled players, retired senior players, people who have never played rugby and players that can't afford to injure themselves due to their day to day jobs to play mixed ability rugby at a friendly local club. Setting up a U16 mixed ability team. Mixed ability rugby: 2 teams of 15, playing a competitive game of rugby (but with uncontested scrums). Each team consisting of 15 players of different size and shape, each with a unique skill sets. Area Board funding requested as follows: £2500 from Older and vulnerable people fund and £2500 from 13-19(24 with disabilities) fund.</p>					

ABG1906	Older and Vulnerable Adults Funding	Wiltshire Rural Music	Keep Music In Mind helping older people especially those living with dementia	£3000.00	£1500.00
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Project Summary:

'Keep Music in Mind' takes live acoustic music and song sessions of 45 minutes to older people (especially those living with dementia). This can be in care homes or at dementia specific day clubs, and some day clubs for older people, often vulnerable and isolated some of whom may have early symptoms. For this bid, we propose taking take two sessions each to 'Music for the Mind' (Alzheimer's' Support), Seymour House (Order of St John Care Home) and Chippenham Day Centre (King Alfred's Hall). Music has medically proven well-being and health benefits for everyone, especially older people and those living with this dementia, a disease which sees a person slowly change and fade away. Our performances, delivered by experienced professional musicians, also really help carers (often older people themselves or working age family members) partly as if they get a much needed recharge if the session is at a day care club which looks after the person with dementia for a couple of hours, and also as they hear of/see the person they are slowly losing 'come back' for a short time when hearing the music and singing much loved songs. This provides a huge wellness boost and decreases feelings of isolation for carers in our community who carry out this invaluable and often thankless role. It also boosts resilience helping them to care for the person living with dementia in their own home, or reassurance to families with loved ones in care homes when they hear that enjoyable and positive activities are being provided. We developed this program in 2020 in conjunction with Alzheimer's Support Wiltshire, and it has been hugely successful. Keep Music In Mind is delivered to care homes and memory cafe's and day clubs in Wiltshire. The majority are dementia specialists but some benefit day clubs for older people many of whom are older and isolated.

ABG1932	Youth Grant	Rag and Bone Arts CIC	Chippenham Teen Improvisors and designers Take 2	£10800.00	£5000.00
<p>Project Summary:</p> <p>We would like to provide a second year of drama improvisation and art and design for the young people of Chippenham on Wednesday evenings for another year. Following Covid, we found full length productions too much for many of our attendees due to a decrease in confidence and fear of the pressure of performance many. Consequently, we decided to take the decision to move to teaching drama improvisation session instead, which is a vital skill for any actor and a starting point for finding characters, working with others and learning how to think on your feet, responding to offers and reacting to situations. Many professional actors will use this as a way of learning how to create scenes and work spontaneously and some will find work in improvisation troupes. Some companies use improvisation to create full length plays, touring nationally and internationally and will make a living for the actors, entertaining large audiences. We like to think that introducing young people to these skills will help broaden their experience beyond using scripts and make them skilled, employable performers, for those who want to take that route. Our art and design sessions are high quality workshops where young people learn lots of design skills and think about how to produce work outside of traditional galleries. They have created another colour wall for Chippenham library and sent their mini statues of people onto the streets. This provision is also highly supported, with a minimum of two skilled members of staff in each room and a facilitator also present to support and keep safeguarding high. We have a high number of neurodiverse attendees but we're not a specialist SEN provision. We ask that anyone with an EHCP now allows us to have access to it as we need to know if our team have the skills to support them. Everyone we employ has an inclusive attitude to delivery, but we're clear that it's not an SEN group. Our expectations are high, and we train many our attendees about what a career in the arts will be like. Where they aren't there for that - we still ask them to work to their highest ability, regardless of any perceived, or actual difference. It can be a strength, instead of a weakness in many creative industries. Our drama group report really enjoying the lack of pressure in our sessions, and some took the challenge of performing in front of their parents and friends for a gig, rising to the challenge and excelling. They also worked alongside the adult drama group at this event and were spurred on to take greater risks as a result. We'd like to now challenge the actors a bit more, taking them to Bristol to see the Bristol Improv Theatre. We have contacted them and found that under 18's can attend if they're accompanied by adults, so we'd organise a trip for anyone keen to join us. We'd also like to have guest teachers in to stretch them even more if we can create enough revenue to do so. We have decided that we need to include a marketing budget for this group to try and increase our revenue. Photographing each session, posting to social media, uploading to all of the available sights, printing leaflets, contacting schools etc. all takes huge amounts of time, which we don't have alongside our planning and delivery. We need to include this in our next budget if we're to get word out and increase our numbers It can be hard for people to understand the benefits of drama improvisation without trying it first, so it may be that we can run a trial session, if we have the budget to do so. Our margins are tight, even with funding, so we need to make sure that we keep finding new attendees. We are keen to help young people discover the joy of improvisation and art and design, so this element is vital if we are to continue to be successful.</p>					
ABG1959	Youth Grant	We Hear You	Counselling in Chippenham for young people aged 13 to 19 affected by cancer	£37445.20	£5000.00

Project Summary:

Our mission is to support the mental and emotional wellbeing of local young people affected by cancer and other life-threatening conditions. Each year, we provide high-quality counselling for over 500 individuals, families, children and young people across Wiltshire, Bath and North-East Somerset and Somerset, with a focus on supporting those with limited income. We are applying for funds to help us continue to provide free and low-cost counselling for young people of Chippenham, who have been affected by cancer or other life-threatening conditions. We have been providing high-quality, compassionate and person-centered counselling across our region for 30 years. We have a team of highly experienced professional counsellors, with extensive knowledge of and insight into life-threatening illness. They provide a safe and comfortable space to help young people talk openly about the problems, feeling and worries they are facing. In Chippenham, our counselling takes place at 'The Therapy Rooms' on Pew Hill. We also offer online sessions and sessions by phone, if this is preferred by the client. During each session, young people can say the unsayable, and ask the unanswerable, without fear or judgement. We help young people come to terms with their diagnosis or bereavement, work through their emotions, and build tools to cope. The average number of weekly sessions used is 9 per person, but we offer up to 16 sessions and more if needed for those with the most severe concerns. Over the last year, we have been able to offer three sessions a week at our Chippenham space. But we have recently recruited more counselling resource for this area, which will enable us to offer help to 10 local residents per week from September. We have taken this step due to the high level of demand we are receiving from people affected by cancer and other illnesses in this area. This will enable us to triple the number of local residents we can support over the course of the year, but we are in great need of funds to enable this level of support to continue. The total cost of 10 sessions per week for 12 months is £37,445.20 which includes counsellor costs, clinical management and supervision, service coordination, room hire, and a small contribution to our essential running costs (admin, finance, HR, utilities etc). A grant of £5,000 will fund just under 50% of the cost of three sessions per week in Chippenham which will be solely for young people for one year.

Background

3. Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website.
4. Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:
 - Community Area Grants (capital)
 - Youth Grants (revenue)
 - Older and Vulnerable People Grants (revenue)
5. The Area Board will be advised of the funding available prior to their first meeting of each financial year.

Main Considerations

6. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young person's funding guidelines have been adhered to.
7. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
8. Councillors need to consider any recommendations made by subgroups of the Area Boards.

Safeguarding Implications

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

Public Health Implications

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

Environmental & Climate Change Implications

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

Financial Implications

12. Councillors must ensure that the Area Board has sufficient funding available to cover the grants awarded.

Legal Implications

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

Workforce Implications

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

Equalities Implications

15. Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.
16. Community Area Grants will give local community and voluntary groups, Town and Parish Councils equal opportunity to receive funding towards community-based projects and schemes where they meet the funding criteria.

Proposals

17. To consider and determine the applications for grant funding.

Report Author

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

25th July 2024 – Meeting Tracker – FINAL

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
1.	Attendees, Apologies & Introductions				
	<p>Present</p> <p>Apologies</p>	<p>Gemma Winslow Nic Puntis Nick Botterill Matthew Short Lesley Palmer Anthea Kelsall Alan Lawer Martin Cox Ian Patterson Kirsty Rose Ross Henning Sadie Klos Graham Worsnop Laurence Cable</p> <p>Adam Carwardine</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
2.	Notes of the last meeting (30th April 2024)				
		The minutes and recommendations of the previous meeting were considered at the Chippenham Area Board scheduled for the 10 th June 2024.			
3.	Finance				
3.1		<p><u>Financial position at 25th July 2024:</u></p> <p>(a) 2024-25 allocation = £36,174 (b) 2023-24 carried forward = £31,400.92 (c) 2024-25 3rd party Contributions = £67,507.50 (d) Total Budget for 2024-25 =£ £135,082.42 (a+b+c) (e) Existing commitments (incl. carry over schemes from 2023-24) = £131,900.00</p> <p>(f) Current Balance = £3,182.42 (d-e)</p>	30% contribution to be retained.		
4.	Major Maintenance				
4.1		<p>The most up to date information regarding major maintenance schemes can be seen here Highways Asset Management - Wiltshire Council</p> <p>Check links work in pdf version.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
5.	Items awaiting decision				
5.1	<p>4-21-18 A350 to A420 Bumpers Farm roundabout to B4039 Yatton Keynell slip road turning Speed Limit Implementation.</p>	<p>25/01/24 The speed limit review recommended a change in speed limit from the Biddestone Crossroads to Ford at a cost of £16,000. This is approximately 2.5km with 15% in North Wraxall parish and Castle Combe parish (carriageway centre line is boundary), 36.5% in Biddestone and Slaughterford parish and 48.5% in Yatton Keynell parish.</p> <p>A proposal for pedestrian improvements at The Shoe have been circulated with the note tracker for consideration.</p> <p>Group asked if the criteria would be met for a substantive bid. KR advised this was unlikely as the improvements could be implemented in a phased approach.</p> <p>Funding of the speed limit change was agreed from next years budget, subject to a 50% from parish councils split by percentage. This would require the following contribution amounts:</p> <p>Biddestone and Slaughterford PC - £2920 North Wraxall PC - £3880 Castle Combe PC – £600 Yatton Keynell PC - £600</p> <p>30/04/24 Contribution declined from YKPC and B&SPC – letter enclosed. Response to letter to be prepared by RH and KR.</p> <p>Awaiting response re contributions from NWPC and CCPC. KR to check contribution level calculations and update group re formula etc.</p>	<p>25/07/24 Outstanding actions for response to YKPC and B&SPC re funding.</p> <p>Outstanding action to organise meeting re contributions.</p> <p>Internal discussions being had regarding funding through Local Safety Scheme project. Conclusion yet to be reached.</p> <p>LHFIG to consider funding arrangements in light of lack of contribution from B&SPC and YKPC.</p> <p>Parish boundaries will change in May 2025.</p> <p>To be set aside pending decision re funding from LSS.</p>		To note

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>Meeting to be arranged with parish council representatives to discuss funding.</p> <p>It is noted that CWPC contributed to the cost of the initial assessment.</p>			
5.2	Bath Road, Chippenham	<p>As part of the recent granting of planning permission for the Rontec Esso petrol station on Bath Road at Patterdown roundabout, the applicant agreed to transfer a 1m-wide strip of land across the site frontage to Wiltshire Council, for the purpose of creating a future shared-use footway/cycleway across the site. This will enable the shared-use path that currently ends at the tunnel under the railway, to be extended across Brunel Court and the petrol station frontage, to link to bridleway CHIP7, which leads towards Ladyfield Road and Kingsley Park. There are also aspirations to continue the cycleway along Bath Road towards the hospital, with this route being one of the priority routes identified in the emerging Chippenham Local Cycling and Walking Infrastructure Plan (LCWIP).</p> <p>Works now need to be undertaken to design and deliver this scheme</p> <p>25/01/24 Design resource now available and progressing.</p> <p>30/04/24 Design process has highlighted issue with the location of a stay associated with utility pole. KR has discussed with Mike Crook and it has been agreed to seek quotation for utility diversion before a decision is made on how to proceed.</p>	<p>25/07/24 Awaiting quote from SSEN.</p>		To note

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
5.3	<p>4-23-22 High St, Kington St Michael</p> <p>4-23-29 20mph Speed Limit Request, Kington St Michael</p>	<p>Traffic calming measures and signage exist. Unfortunately the give way arrangements do not prevent road users from speeding through disregarding the signage.</p> <p>Instead of a give way to oncoming traffic situation a stop/halt sign should replace this with appropriate road markings.</p> <p>The Parish Council is also requesting advice on how to achieve the lowering of the speed limit to 20mph. The Council will be installing SIDs to focus drivers minds but the long term solution must be a 20mph zone throughout the village.</p> <p>06/07/23 KR explained that STOP line rules are not likely to be met at this location. To review site and report back to group.</p> <p>Concerns around increased vehicle volumes and speeds.</p> <p>Want to highlight village environment etc.</p> <p>KR to ask for traffic survey to be redone.</p> <p>03/10/23 STOP signs and lines are regulatory and are for installation only where drivers are to enter major roads with restricted visibility. Neither the sign or road marking are permitted for use at traffic calming arrangements such as the one at High Street, KSM.</p> <p>For consideration of a 20mph speed limit in the village, it is necessary to undertake a 20mph speed limit assessment. The cost of this is £2500 of which a 30% contribution must be borne by the parish council. The assessment outcome will determine if a 20mph speed limit is appropriate. It does not guarantee that a reduced speed limit will be recommended nor does the cost of the assessment cover any of the costs associated with implementing any changes.</p>	<p>25/07/24 PC have confirmed contribution for speed limit assessment. LHFIF to consider funding remaining amount of £1750.</p> <p>Ask PC if they have data from the SID. Data to be reviewed prior to funding agreement.</p> <p>PC to contact Leigh Delamare services to discuss staff driving behaviour.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		25/01/24 Awaiting update re: funding allocation and contribution from parish council.			
6.	Items awaiting/under construction/advertisement.				
6.1	4-20-15 C151 Ford – road markings and lining	25/01/24 Order is now with Milestone, awaiting works.	Signing complete. Road markings complete – awaiting remedial works.		KR
6.2	4-22-6 Primrose Way, Chippenham – Street nameplate	24/01/23 Funding from TC confirmed. Street nameplate to be ordered for installation next financial year. 25/04/23 Awaiting installation.	25/01/24 Works ordered. Awaiting installation.		KR
6.3	4-23-12 Langley Road, Chippenham	Cars continually park in front of our driveway over the end of the dropped curb. This creates an additional hazard when trying to exit our driveway. Our property is lower than the road itself so at the best of time it's hard to see what's coming down Langley Road (inward bound). When drivers choose to squeeze their car into a 'too small' space that may be left outside our house the vehicle creates a problematic sight hazard; we have had a few near misses when turning onto the road. This issue is exacerbated by speeding cars (which is another issue). Could a small section (suggest 2ft) of double yellow lines painted on the left of our driveway (as you look at it) to 'remind' people it is illegal to park over dropped curb. Small expense to WC , big help to us. The Town Council has been made aware that the applicant has been advised that a white "H-bar" marking may be more	03/10/23 Lining to be painted when other lining works for LHFIFG are undertaken in the area. To also include 45 Langley Road		KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>appropriate in this instance. The Town Council endorses this solution, subject to the above comments.</p> <p>25/04/23 It was agreed that a H bar access protection marking would be provided. Waiting restrictions are not supported.</p>			
6.4	4-23-6 North Wraxall	<p>25/01/24 Site meeting held with PC. Works order has been raised. Await installation (likely before Easter).</p>	<p>25/07/24 Awaiting installation. Programmed for week commencing 29th July.</p>		To note
6.5	Cycle Parking Chippenham	<p>The Chippenham Cycle Network Development Group has been awarded funds from the Chippenham Town Council's Climate and Ecological Emergency Fund, to fund the installation of more cycle parking in the town.</p> <p>This is a request for inclusion at LHFIG to allocate engineering resource to progress installation</p> <p>25/04/23 Funding available through CNDG. Needs design allocation and would like to see if any match funding from LHFIG (£1750). This was agreed subject to being ratified at area board.</p> <p>Site visit needed. 06/07/23 Site visit to be arranged. 03/10/23 Site visit undertaken and proposals discussed. This has been passed to an engineer for delivery. 25/01/24 Engineer now progressing location specific details and estimate ahead of works pack being issued.</p>	<p>25/07/24 Works pack issuing delayed. KR to progress asap.</p>		KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
6.6	<p>6846 - Road Safety at The Street B4039 Nettleton Road and Church Hill junction Burton – 20mph speed limit</p> <p>B4039 Hillside Burton – 30mph speed limit</p>	<p>25/01/24 Traffic regulation order documents with TRO team awaiting formal consultation.</p> <p>30/04/24 TRO consultation ended on 2nd April. Comments were received that require a cabinet member decision report.</p>	<p>25/07/24 Report drafted and going through processing prior to cabinet member decision being made. Officer recommendation to proceed as advertised.</p> <p>Anticipated completion of signing and legal order in early October.</p>		KR
6.7	<p>4-21-11 & 13 Upper Seagry – Gateways and Signing.</p>	<p>25/01/24 Works pack for advisory 20mph (TAOSJ funded) and village gateway and signing improvements has been issued to contractor. Implementation expected in February.</p> <p>30/04/24 Awaiting installation</p>	<p>25/07/24 Awaiting installation. Programmed to be installed w/c 29th July.</p> <p>Contractor reports issue with delivery of village gates has resulted in delays.</p>		To note
6.8	<p>4-22-15 Hungerdown Lane, Chippenham – amendments to shared use path at junction</p>	<p>25/01/24 Order raised for investigation into underground utilities to inform design.</p> <p>30/04/24 Awaiting survey</p>	<p>25/07/24 Awaiting survey. Due to take place in August.</p>		To note
6.9	<p>Various bridleways, Chippenham</p>	<p>Request for signing at bridleways listed below to make it clear that cycling is permitted.</p>	<p>25/07/24</p>		KT

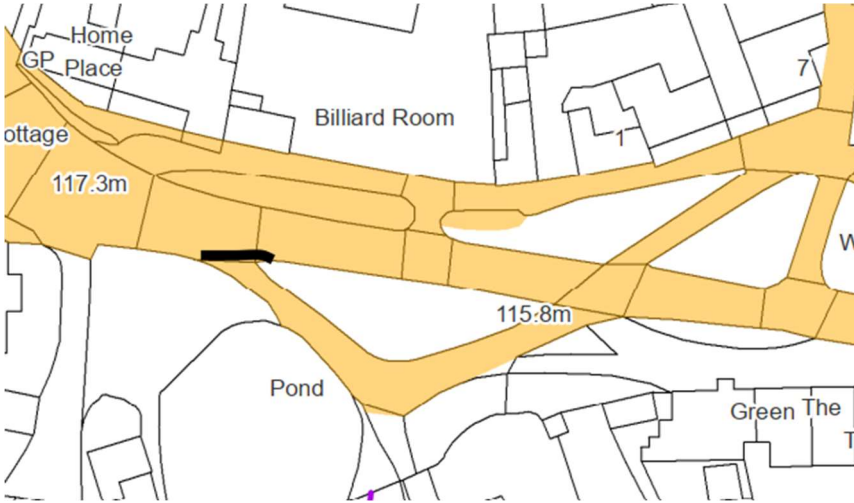
	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<ul style="list-style-type: none"> • CHIP7 – Bath Road through to Kingsley Park (linking to CHIP35) • CHIP35 – Hungerdown Lane to Kingsley Park (linking to CHIP7) • CHIP33 – Lords Mead to Bumpers Farm Industrial Estate • CHIW20 – Bridge over A350 at Frogwell • CHIP40 – Forest Lane to Pewsham Way <p>15/01/24 KR to send plans to LC.</p> <p>30/04/24 Works pack preparation underway taking into consideration comments by Cycle Chippenham.</p>	Works pack issue has been delayed. KR to progress asap.		
6.10	4-21-22 Saxon Street, Chippenham – Street nameplate	<p>03/10/23 CTC have now confirmed funding. This can progress to installation.</p>	Awaiting installation		KR
6.12	Waiting Restriction Review – Batch advert – Chippenham Town See list of requests provided for info.	<p>25/01/24 KR to add additional requests to list and circulate TRO plans.</p> <p>30/04/24 Plans circulated with note tracker for information. Awaiting advert dates.</p> <p>It was agreed that the proposed No Waiting at Any Time on Queens Crescent will include No Loading at Any Time.</p>	<p>25/07/24 Awaiting TRO advert. Expected to take place September 2024.</p>		To note
6.13	4-22-18 Seagry Road, Sutton Benger	<p>25/01/24 Order issued to contractor. Awaiting implementation.</p> <p>30/04/24 Awaiting completion.</p>	<p>25/07/24 Partially complete – 1no sign and high friction surfacing outstanding.</p>		To note

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
			Expected completion during w/c 5 th August.		
6.14	4-19-5 Hill Rise / Barrow Green, Chippenham – 20mph speed limit	<p>25/01/24 Cabinet member decision to proceed has been made.</p> <p>This can now proceed to implementation subject to confirmation of TC contribution.</p> <p>30/04/24 CTC to consider funding ahead of LHFIG in July.</p>	<p>25/07/24 CTC funding confirmed. Order raised with contractor and expected completion mid-Sept.</p>		To note
6.15	4-20-11 Fairfoot Close to Gascelyn Close	<p>25/01/24 Cycle Chippenham has secured £5k funding from Bath and West Community Energy which is to be used to fund the topographical survey and legal order process.</p> <p>Cycle Chippenham have also secured an additional £5k and are awaiting outcome of bid to landfill fund and bid to WW community fund. Borough Lands charity discussions are ongoing.</p> <p>£7k from LHFIG 2024-25 budget has already been agreed.</p> <p>LHFIG ask CTC to match this £7k contribution. CTC to confirm.</p> <p>30/04/24 CTC to consider funding ahead of LHFIG in July.</p> <p>Design progressing. Land transfer underway. Cycle Chippenham securing additional funding. The group thanked LC for his work to gather the required funding.</p> <p>Conversion order for RoW to be advertised.</p>	<p>25/07/24 Awaiting conversion order advertisement and completion of land deal. Construction expected to take place in June 2025.</p> <p>KR to send plans to LC along with draft residents letter.</p> <p>LCWIP information can be found hereLocal Cycling and Walking Infrastructure Plans (LCWIPs) - Wiltshire Council once published.</p>		KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
6.16	4-23-13 Fallow Field Close/Foxgrove/Footpath CHIP115	<p>Six of the footways leading from quiet residential streets to footpath CHIP115 (3x from Fallow Field Close, 3x from Foxgrove) have chicane barriers on them.</p> <p>As the paths lead on one side to footpaths, and on the other to the ends of quiet residential cul de sacs, I am unsure whether these barriers are performing any safety purpose. It is possible they were installed to prevent moped/motorcycle access to CHIP115. However, there are various other points along CHIP115 where access is possible without needing to negotiate chicane barriers.</p> <p>All six barriers may prevent disabled people from accessing CHIP115, and may therefore be illegal under the Equality Act 2010. They also massively hinder those using pushchairs.</p> <p>Please can these six barriers be removed, and if vehicle access needs to be prevented, white, reflective bollards be installed instead, ensuring sufficient clear space is maintained to enable those using mobility aids to pass through unhindered?</p> <p>06/07/23 KR to review and report back to group.</p> <p>25/01/24 The 6no barriers can be removed for an estimated cost of £650.</p> <p>Allocation of funding is required from LHFIG and TC.</p> <p>Agreed subject to TC funding agreement.</p> <p>30/04/24 CTC to consider funding ahead of LHFIG in July.</p>	<p>25/07/24 CTC funding confirmed. Order issued and works expected to be complete by end Sept.</p> <p>Letter drop to go out to residents in advance of works.</p>		KR
6.17	4-20-15 A420 Ford – Crossing Points.	In addition, 2no informal crossings on the A420 in Ford are proposed at an estimated cost of £6000 (£12,000 total) each.	25/07/24		KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>Detail design to be drawn up to facilitate investigation into alternative funding opportunities.</p> <p>06/07/23 Funding alternatives require applications through a charitable vehicle – not open to parish councils generally.</p> <p>KR to provide information to parish council.</p> <p>KR to find out whether list is held by WC for funding opportunities.</p> <p>03/10/23 Proposed locations and standard detail included with note tracker.</p> <p>25/01/24 Awaiting funding</p> <p>This to be combined with the other A420 scheme.</p> <p>GW confirmed that one location preferred to start with rather than both. Old Coach Road chosen. £6k total</p> <p>Approve in principle subject to funding and confirmation from PC.</p> <p>30/04/24 Awaiting confirmation of contribution from NWPC.</p>	<p>PC funding confirmed. Design progressing and to be issued.</p> <p>Construction expected in May 2025. Will be brought forward if resource allows.</p>		
6.18	Dropped kerbs exercise - Chippenham	<p>25/01/24 The following dropped kerbs have now been completed.</p> <p>011 – St Lukes Rd (Lloyds Pharmacy) 012 – St Lukes/St Francis 015 – Kent Close footpath 016 – Kent Close/Sarum Road</p>	<p>25/07/24 Funding agreed. Works pack and order to be raised. Expected completion in March 2025.</p>		KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>042 – Westbrook Close/Frogwell Road 044 – Park Avenue/Bristol Road 032 – Culverwell Road</p> <p>KR to circulate updated list of dropped kerb locations with note tracker. Proposal for funding £8,000 from next years budget agreed. CTC to be asked to contribute £4000.</p> <p>30/04/24 It was agreed that the following dropped kerbs will be taken forward to implementation, subject to CTC contribution.</p> <p>001 – Wessex Road/Brook Street 002 – Neeld Crescent 003 – Neeld Crescent 022 – Coniston Road/Queens Crescent 019 – Sarum Road/Queens Crescent 026 – Allington Way</p>			
6.19	4-24-06 The Green Biddestone	We need double dashed lines to mark the end of a short road where it joins the main road on Biddestone village green (see attached map with black line showing location). This would indicate to drivers that this is a junction and that cars need access - currently some drivers regard it as a parking area, blocking access for residents. These lines would indicate it is a road and therefore drivers would be less likely to block it.	30/04/24 Funding agreed. Order issued and works expected to take place in August 2024.		To note

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		 <p>30/04/24 Funding up to £500 was agreed, subject to 30% contribution from the parish council. If possible, this lining will be undertaken when a lining crew visit Ford, thus reducing the cost.</p>			
7.	Items under review				
7.1	4-20-3 Hardenhuish Avenue Chippenham	<p>24/01/23 Site meeting held. Cllrs to letter drop residents to identify issues and concerns.</p> <p>25/04/23 Cllr MacDermid and town councillors to canvas residents.</p> <p>06/07/23 Awaiting update following residents survey.</p> <p>03/10/23 Residents survey indicated that some residents would like to see a 20mph speed limit introduced, but others felt unlikely to be needed as parked cars slow vehicle speeds at present.</p> <p>Other issues highlighted were:</p>	<p>25/01/24 Cllr MacDermid has confirmed that residents are keen for 20mph limit.</p> <p>No action agreed by LHFIG at this meeting.</p> <p>The group asked for the results of the</p>		To note

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<ul style="list-style-type: none"> • School related parking on Yewstock. • Drivers using route to avoid traffic lights at New Road/Station Hill. • Possible closure of one end of avenue to prevent through movement – unlikely to be supported by all. <p>RH and LC to speak to KM about survey results.</p>	<p>survey to be made available for review.</p> <p>25/7/24 Await review of Hill Rise 20mph once implemented to determine if this will be taken forward for assessment.</p>		
7.2	4-20-1 A429 Stanton St Quintin – request for pedestrian crossing	<p>24/01/23 KR to circulate report once complete.</p> <p>25/04/23 Report being prepared however the need for improvements has been highlighted to development control and the following statement provided:</p> <p><i>“Wiltshire Council Spatial Planning Team are assessing opportunities for further employment near to J17 as part of the Local Plan Review. Should these opportunities be progressed for formal allocation, then the Highway Authority will seek to sustainably link these new developments with existing settlements such as Stanton St Quinton”</i></p> <p>06/07/23 Report circulated with note tracker. Active travel improvements and crossing recommended. LHFIG may wish to consider alternative funding opportunities set out in report.</p> <p>Funding opportunities through development management are being sought.</p> <p>03/10/23 Opportunities for funding through development management still being sought.</p>	<p>03/10/23 KR to continue to seek funding opportunities arising from local development.</p> <p>Note after meeting: funding potentially available through Landfill Communities Fund.</p>		KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>KR to find out if any funding available as part of solar farm development.</p> <p>LHFIG to write to Strategic Planning Committee and speak to development control officer to further highlight request for funding.</p>			
7.3	4-22-13 A350 Plough Crossroads, Kington Langley – request for pedestrian crossing facility.	<p>24/01/23 Atkins traffic signals do not recommend changes to intergreen timings to facilitate crossing as due to the technology used, this could increase conflict between pedestrians and vehicles.</p> <p>Atkins are to investigate the feasibility of providing a dedicated crossing although it is acknowledged that this will not be compliant with recommended standards.</p> <p>Awaiting outcome of Atkins review.</p> <p>25/04/23 Awaiting update from Atkins. KR to provide as soon as available.</p> <p>06/07/23 Technical note received from Atkins with options included. Atkins preferred option is option 2 at a cost of approx. £91,000.</p> <p>KR to raise vegetation cutting back with area office.</p> <p>LC – should be upgraded to included cyclists.</p> <p>KR to discuss alternative funding opportunities and if none available, substantive bid to be considered.</p>	<p>25/01/24 Opportunities for funding through development management still being sought.</p> <p>It was agreed that if funding does not become available through development etc, then a substantive bid will be submitted in 2025.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
7.4	4-23-11 Stanton St Quintin	<p>Request for signing to deter use of route through SSQ village as an alternative route when M4 is closed. Also request unsuitable for HGV signing and assistance to have the route shown as unsuitable for diverted vehicles on google maps.</p> <p>25/04/23</p> <p>LHFIG to write to Michelle Donelan to ask for assistance with changes to google algorithm for directing SAT NAV.</p> <p>06/07/23</p> <p>Letter to be written by RH & LC. To include Grittleton and other villages impacted by this.</p> <p>03/10/23</p> <p>RH and LC to write to Michelle Donelan.</p>	<p>25/07/24</p> <p>RH and LC to write to MP.</p>		LC/RH
7.5	4-23-4 Marshfield Road, Chippenham	<p>Dangerous driving has been increasing over the years which creates higher levels of risk to all road users and residents. Drivers have been observed to accelerate hard when joining from the Ivy Lane direction but then have to take evasive action due to traffic obstructions (poor design).</p> <p>The section of road appears as two lanes but the road is not wide enough. With increased congestion from the recently introduced New Road traffic scheme stationary traffic in the right lane drivers are forced to make changes at speed due to vehicle obstructions.</p> <p>1 - An updated safety assessment of Marshfield Road is needed. 2 - Review the impact of recent changes to traffic management on adjoining roads. 3 - Review road design/markings/signage. 4 - Reduction of speed limit to 20-mph 5 - Traffic assessment for best solution.</p>	<p>25/07/24</p> <p>KR to provide some info for a leaflet to be developed to send to residents. Cllrs to progress consultation with residents.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>25/04/23 KR to arrange site visit and review.</p> <p>It was highlighted that this area is within the LCWIP – one scheme requested is a scheme along Marshfield Rd into town centre.</p> <p>KR to speak to Mike Crook, Sustainable Transport.</p> <p>03/10/23 Site meeting held. Review for next meeting.</p> <p>Mike Crook has established that from a cycle perspective, it would be desirable to focus on other routes in the first instance however KR to review route in relation to resident's current concerns.</p> <p>25/01/24 Proposal issued with note tracker for consideration.</p> <p>KR to progress feasibility design for build outs and review traffic data once received.</p> <p>30/04/24 Feasibility plans developed and circulated with tracker.</p> <p>Traffic data is also provided with the note tracker. Data from 2024 shows that 85th percentile speeds are 29mph and average speeds are 25mph. Weekday vehicle volumes are around 15,000 per day.</p> <p>Cost estimate for construction is £37,000. This would be eligible for substantive bid. The group may wish to fund a topographic survey to allow a more robust design to be prepared to enhance the chance of success if a bid is to be submitted.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>It was agreed to fund a substantive bid with a total contribution required of £12,000. LHFIG are seeking a 50% contribution (£6000) from CTC.</p> <p>It was noted that discussions re cycle parking are ongoing with the cinema. A flat spot near the bus stop leading to ponding was also highlighted.</p> <p>RH to liaise with residents to update them regarding proposals.</p>			
7.6	4-23-21 Footway tunnel, Bath Road to Southmead, Chippenham	<p>The footway tunnel under the main railway line is unlit and is a "black hole" at night. It is a main pedestrian route between the Sheldon area and Bath Road. Having spoken to a number of residents it appears it is hardly used at night due to safety fears and there has been reports of ASB.</p> <p>Would like to see lighting installed.</p> <p>06/07/23 To be included in site visit and to review.</p> <p>03/10/23 Site visit undertaken.</p> <p>The footway under the rail bridge is part of CHIP7 right of way but is not owned by Wiltshire Council or part of the adopted highway.</p> <p>LHFIG can use funding to improve rights of way, however landowner permission would be required as well as permission to work under the rail bridge from Network Rail. Gaining this permission is likely to be a lengthy process and will have costs associated with it.</p> <p>25/01/24</p> <p>KR to speak to street lighting and open discussions with Network Rail.</p>	<p>25/07/24 RH awaiting response from Network Rail.</p> <p>KR awaiting response from Atkins street lighting.</p> <p>Both to follow up.</p>		RH / KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>30/04/24 RH is in touch with Network Rail to discuss the possibility of providing lighting. KR to also raise with Atkins.</p>			
7.7	4-23-30 Union Road Chippenham	<p>Union Road links New Road and Old Road to the back of the station. It is current 2-way, but is restricted in width and the nature of businesses on the street, traffic flow and pedestrian movements have highlighted its current provision is not fit for purpose to encourage positive and smooth flow of vehicles, cyclists and pedestrian traffic.</p> <p>Given the current use of businesses on Union Road, parking and access constrains to and from both New Road, Old Road and the rear station entrance it has been discussed with the Artisan Quarter committee, and proposed, for Union Road to be changed to a one way road leading from Old Road to New Road in an East to West direction. This would also involve pavement improvements, parking zone changes, cycle street parking and a contraflow cycle lane. Much of this change could be initially be completed through line painting works if needed, with a later phase to formalise the hard landscaping changes.</p> <ul style="list-style-type: none"> - The Town Council supports this request in principle. However, this 'in principle' acceptance is made subject to a formal recommendation being made by Wiltshire Council and a fully costed report being submitted by Wiltshire Council and is subject to debate and decision at a future PET Committee meeting. - The Town Council asks that the LHFIG note the possibility for S106 funding to become available to support this highways improvement request, though this is subject to the determination of PL/2023/05290 to that effect. 	<p>25/07/24 Topo survey commissioned and awaiting CAD plans to allow design to take place.</p> <p>Funding available through S106 monies (may not be enough to deliver whole scheme).</p> <p>KR to follow up with Mike Crook re S106 monies.</p>		KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>- It is further asked that any identified highways issues at or approaching the Langley Road junction are considered when addressing this request for Union Road.</p> <p>03/10/23 The group asked if there is any potential for funding from GWR for this.</p> <p>KR to review and report back.</p> <p>Also to look at S106 funding opportunities. Local businesses willing to contribute.</p> <p>25/01/24 An initial review is underway, with collision data reviewed (no collisions recorded) and site visit undertaken. Traffic survey has been requested to determine vehicle numbers using the road currently. This will inform the design process.</p> <p>A planning application has been made for conversion to residential (S106 agreement – asking if can be used for highway changes instead of current arrangement for sculptures in park).</p> <p>Artel keen to contribute. Businesses keen to do fund raising.</p> <p>KR to progress design options following review of traffic information.</p> <p>30/04/24 Traffic data has shown that around 800 vehicles per day use Union Road, with approx. 700 of those travelling in a westbound direction. 85th percentile speeds are 18mph and average speeds 13mph. There are no concerns around introducing a west-bound one-way system.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>The available carriageway space may not be able to accommodate all of the items requested. It is recommended that a topo survey be funded to allow design progression and a meeting held with interested parties to develop and agree the design. It is likely that this survey would be in the region of £2500.</p> <p>KR has arranged to discuss with colleagues involved in economic regeneration and planning to identify potential funding sources and how this may link with other aspirations within the town.</p> <p>The plans put forward by Artel are to be shared with KR.</p>			
7.9	4-23-33 Various side roads, Chippenham	<p>Request for side road treatments to provide pedestrian/cycle priority at a number of locations in Chippenham. Focus to be on Hungerdown Lane (East side) in the first instance.</p> <p>25/01/24 Site meeting held. KR to prepare options and cost estimate for side road junctions with Hungerdown Lane.</p>	<p>25/07/2024 KR to develop plans.</p>		KR
7.10	4-24-02 Flowers Yard, Chippenham	<p>https://maps.app.goo.gl/fjWJ7nWyLzdNRhTa8</p> <p>Parking for residents in flowers yard. This has been an issue for 15 years. Residents are unable to park anywhere near their properties due to flowers being used by, work vans, people working in town, people shopping and people using "The Arc", even though there are two allocated car parks for them! The situation is going from bad to worse and I have been writing to the council for 15 years and I have copies of all correspondence. I have sent in petitions that were requested with signatures of all residents to ask for residents parking etc. Nothing has been done.</p>	<p>25/07/24 It was reported that there is a lack of buy-in from residents following surveys. Attempted to include other locations nearby and similar lack of interest.</p> <p>Item to be removed. No further action</p>		To note

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>The Town Council supports this request in principle. However, this 'in principle' acceptance is made subject to a formal recommendation being made by Wiltshire Council and a fully costed report being submitted by Wiltshire Council and is subject to debate and decision at a future PET Committee meeting.</p> <p>25/01/24 CTC are to be asked to consider if there is a requirement for wider residents parking schemes across the town centre.</p> <p>Resident survey to be undertaken to determine level of support for a residents parking scheme using information and questionnaire provided.</p>			
7.11	4-24-09 River Street Chippenham	<p>River Street is extremely dark as it has no street lighting. We attend Old Baptist Chapel and use the Borough parade carpark. The elderly congregation have expressed concern that they are worried for their safety as they may fall due to it being so dark. This also applies to the younger generation.</p> <p>We would be very grateful if a street light was erected in the River street lane or on one of the existing buildings, so we (and the general public) can see when it is dark.</p> <p>30/04/24 KR to discuss with Atkins street lighting to determine feasibility.</p>	<p>25/07/24 Awaiting Atkins input</p>		Atkins
7.12	4-24-10 Deansway Chippenham	<p>There is a blind chicane section on our road that is routinely being used for overflow parking which is forcing road users to drive on the wrong side of the road around a blind bend. We have seen several near misses with cyclists coming around the bend to find they are faced with an oncoming car on the wrong side of the road.</p>	<p>25/07/24 To be removed from tracker.</p>		To note

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>There isn't clear visibility from either side of the chicane and therefore this is an accident waiting to happen</p> <p>I believe double yellow lines should be added to the chicane section to allow smooth running of traffic and to prevent any accidents from happening.</p> <p>30/04/24 Waiting restrictions on Deansway are proposed near the junction of Malmesbury Road as part of the wider review. Restricting parking in both locations may be counter productive for residents and may increase speeds.</p> <p>Discussion to be had with residents to find out more about the issue requiring resolution.</p>			
7.13	4-24-13 Market Mead, Chippenham	<p>I am reaching out on behalf of my partner that lives in this area and other people I speak to in the area of Market Mead, as we have a huge issue with people parking on our road (Market Mead), it can range from people parking for school pick up and drop off to people leaving their cars days down here for the week to go on the train station as there isn't much we can do about people blocking drives here and weekends are just as bad to. The issue I am more facing is we must drive through a tunnel to park our cars. We get people parking opposite the tunnel just after the dropped curb meaning when they do this - parking on the road or the curb it makes it beyond difficult to leave our own parking area. One tunnel for the buildings is large but their side isn't big enough.</p> <p>I am trying to see if we can get some double yellow lines or a post opposite to prevent people parking there as we currently have a car parking there preventing us to get in and out. Any car bigger than a Fiat struggle to get them inside without any cars blocking us but when these cars park around the tunnel it makes it almost impossible and even worse if there is an emergency.</p>	<p>25/07/24 Residents survey to be taken forward by town councillors to gather more information.</p>		<i>RH</i>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>30/04/24 Discussion to be had with residents regarding issue and potential solutions. Waiting restriction request not to be taken forward at this time.</p>			
7.14	A420 The Shoe – pedestrian improvements	<p>The Shoe – the secondary schools in Chippenham are to be encouraged to include improvements in a bid to Taking Action on School Journeys. Otherwise LHFIG will consider implementing this as a further phase of A420 works.</p> <p>It was agreed to fund a topo survey at an estimate of £1500 subject to a 30% contribution from NWPC.</p> <p>30/04/24 The topo survey quote has been received at £2050. Additional funding is required.</p> <p>Awaiting confirmation of contribution from NWPC</p>	<p>25/07/24 Funding confirmed. Topo ordered and awaiting completion to allow design work to progress.</p>		KR
8.	Items on hold / for information only				
8.1	4-20-12 Baydons Lane to Long Close	<p>Land negotiations required. Being led by Sustainable Transport. May return to this group for design work/delivery.</p> <p>04/10/22 No update</p> <p>25/04/23 No update. Sustainable transport currently working on priorities raised by CNDG.</p>			<i>To note</i>
8.2	4-21-1 Shared Use Path – Island Park	<p>Laura Gosling is looking into feasibility of some widening and signing in this area already. To be progressed by Sustainable Transport for further discussion.</p> <p>25/04/23</p>			<i>To note</i>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		No update. Sustainable transport currently working on priorities raised by CNDG.			
8.3	<p>4-21-21 Hill Corner Road, Chippenham</p> <p>4-23-10 Hill Corner Road, Chippenham (request for street lighting and traffic calming)</p>	<p>The junction of Hill Corner Road (HCR) has become increasingly dangerous, not only for the fellow driver but for the pedestrians and the local wildlife too! Since the Birds Marsh development has sprung up there has been a huge uptake in traffic, plus cars heading down the steep hill towards the HCR junction are usually traveling far too fast which has resulted in several cars crashing through the Tale of Spice car park and demolishing the fence and telecoms units. It won't be long before a serious accident will happen which may result in an injury or worse, death.</p> <p>HCR/Malmesbury Road junction should be 'widened' to allow vehicles that are turning into HCR from the steep hill side of Malmesbury Road to turn safely without hitting other vehicles that are stood waiting to get out. If a 'small' roundabout was added at this junction, then this would help to make drivers 'slow down' to this point and help to reduce the issues with pedestrians crossing over the road by moving the current traffic island in the centre of the new widened part and a path added on the opposite side to allow pedestrians to be able to cross the road safely.</p> <p>24/01/23 To be reviewed in Summer 2023 once new patterns are established following road opening.</p> <p>Cllr MacDermid is meeting David Lear and will raise issues with Hill Corner Road and issues relating to Birds Marsh development.</p> <p>Reports that link road not being used as much as expected due to collisions at Malmesbury Road roundabout. KM to report back to next meeting re outcome of discussions with highways development control.</p>			<i>To note</i>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
8.4	4-20-7 Bristol Road, Chippenham	<p><i>Request for formal crossing (Puffin / Zebra) by the entrance to Lidl Store. https://www.google.co.uk/maps/</i></p> <p>24/01/23 KR explained that having reviewed the pedestrian assessment further, a formal crossing near Lidl can be recommended. The likely cost being in the region of £80,000. This would be a substantive bid.</p> <p>The group asked that consideration continue to be given to a reduction in speed limit to 30mph. Discussion also took place around the provision of a crossing at Hathaway medical centre. It was agreed to investigate improvements to the refuge island.</p> <p>25/04/23 Revised report circulated with note tracker recommending signal-controlled crossing.</p> <p>LHFIG to consider funding detailed design at estimated cost of £20,000.</p> <p>The group remain keen to see 30mph speed limit on Bristol Road.</p> <p>KR is to discuss with major projects team to determine if any scope for additional funding and how the changes at Bumpers Farm may impact this.</p> <p>Cllrs to approach schools to update travel plans to potentially apply for funding through TAOSJ.</p>	<p>06/07/23 There is no scope to extend the proposals for Bumpers Farm to include further crossing facilities on Bristol Road (other than those already proposed by the scheme) or to reduce the speed limit to 30mph.</p> <p>Crossing across Hungerdown Lane is a request for the future and through LCWIP. To be considered as part of any crossing changes – potential to signalise junction.</p>		
8.5	4-23-27 B4069 Kin House Kington Langley	<p><u>Existing issues</u></p> <ul style="list-style-type: none"> Residents currently find it unsafe to cross the B4069 especially with dogs to get to the rest of the village 	<p>06/07/23 No request for funding at this stage.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<ul style="list-style-type: none"> • Increased number of vehicles entering and leaving Kin House due to its new commercial position as a successful event hotel since March 2022 • HGV traffic out of Chippenham has increased due to the unsafe right turn at the Malmesbury road roundabout when using Kilverts Way forcing Wavin to direct all their northbound HGVs via B4069 <p><u>New issues</u></p> <ul style="list-style-type: none"> • Opening of a shop & cafe in the grounds of Kin House will dramatically increase the volume of vehicles needing to enter or leave the property via Entrances A & B. It will also require pedestrians from the village to cross the B4069 to reach the Café & Shop. Currently, it is not safe to cross the B4069 in this area due to the high speeds of traffic and the 40MPH limit. • The village support the creation of a shop and cafe and wish to use it as a village asset. This means a safe access for pedestrians is needed across B4069. • There are two entrances either side of dangerous bends. The southbound 40MPH speed limit begins on a fast straight road from Sutton Benger, and is followed by a left-hand bend and then Entrance B to the Kin House is approximately 200m further – itself on a bend. We believe that the speed of cars & HGVs on this section of the B4069 is too high to allow the increased number of pedestrians to safely cross the road and the increased number of vehicles wanting to enter or leave the Kin House Shop & Café. <p>One solution could be to extend the location of the existing 30MPH limits for the village of Kington Langley by about 300M southbound and 440m northbound on the B4069 to include the area in front of the Kin House. We believe that this action together with establishing an uncontrolled crossing area for pedestrians will greatly improve the safety of residents and pedestrian / vehicles entering and exiting the Kin House shop & café.</p>	<p>KR to review options for crossing facility and change to speed limit.</p> <p>Arrange site visit. Planning application to be submitted in around a month.</p> <p>03/10/23 Site visit undertaken and email report included with note tracker.</p> <p>Planning application being submitted by Kin House.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>This suggestion is supported by local villagers, the Kington Langley Parish Council and the owners of Kin House who are about to submit their planning application for their new shop & café at Kin House.</p> <p>We are, of course, open to other ways to resolve this issue.</p>			
8.6	4-23-23 A420 Allington Crossroads	<p>Highway safety at crossroads from linking local roads (Sheldon Lane and Allington Lane). Backing up traffic to A350 Bumpers Farm roundabout prevents lane users to enter and egress A240 safely.</p> <p>The A420 is National speed limit. Yellow box junctions should be introduced on A420 to keep the junction clear for linking and through traffic to avoid traffic jams and increase highway safety</p>	<p>06/07/23 Await outcome of rugby club access decision as this would have an impact upon this crossroads.</p>		
8.7	4-23-25 Bath Road, Chippenham	<p>The Ambulance Service have taken up residency in one of the units on the Bath Road industrial Estate. At peak traffic times our crews are finding it difficult to exit the site even under blue light conditions and have witnessed several instances of panicked members of the public trying to make space.</p> <p>I have been asked to enquire about the possibility of having a hatched box area installed at the exit of the estate leading on to the main Bath Road. Wiltshire Council have confirmed that this would require some additional traffic management to be undertaken</p> <p>06/07/23 KR to look at cost estimate as a priority.</p> <p>03/10/23 To provide a yellow box marking covering the junction (approx. 200m2), temporary signals are likely to be needed and as such the permanent signals would need to be switched off.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>Including traffic management, the cost estimate for providing the yellow box marking is £3500.</p> <p>This road is on the list for carriageway resurfacing. KR has asked for confirmation of dates and the possibility of including the yellow box marking as part of those works.</p> <p>Potential next financial year for resurfacing. To be put on hold until then.</p>			
10	New Requests submitted since the last meeting				
10.1	4-24-14 Avebury Road to Queens Crescent, Chippenham – Cycle Link	Request for provision of cycle link to complete route. Please see enclosed form for details.	25/07/24 KR to review feasibility		KR
10.2	4-24-15 Kingsley Park, Chippenham – Cycle Link	Request for 100m cycle link to complete route. Please see enclosed form for details.	25/07/24 KR to review feasibility		KR
10.3	4-24-16 Park Lane Chippenham – Visibility concerns at crossing	<p>Park Lane zebra crossing near the turning for St Pauls Street. The visibility for pedestrians and drivers is reduced here due to the parking spaces on the right-hand side of the road. I have been informed of several near misses where drivers have not seen pedestrians who are crossing from the south side (St Pauls Street side) to the north (John Coles Park side). Often vans are seen parking in the disabled bay situated next to the crossing which reduces visibility considerably. There is a real concern for safety here due to the number of people that cross to use the park and to walk into town.</p> <p>I propose (based on the attached photos) that the current disabled bay is moved down to where the silver car is in the attached photo. The former disabled bay to have yellow zig-zag road markings to indicate no parking, installation of a 'No parking at any time' sign, the zebra crossing to be repainted and the</p>	<p>25/07/24 KR to review options for improvements to visibility at crossing.</p> <p>Crossing being repainted by area highways</p> <p>KR to check lighting situation with Atkins.</p>		KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		crossing to have better LED lighting installed. It would improve visibility making it safer for pedestrians and drivers alike along a very busy road which connects the A420 Bristol Road with the B4158 Malmesbury Road, B4069 Langley Road and New Road.			
10.4	4-24-17 Park Lane Chippenham – request for removal of disabled bays	<p>There are 3 disabled parking bays on this road that have been put in many years ago on request of residents, the TRO map indicates that it was last updated in 2019, however since then all 3 of the people who asked for these discretionary bays to be added have either moved or passed away.</p> <p>Last year I spoke t the council to find out if these bays were legally enforceable as they are painted white and there are no signs to say that these are enforceable or hold a penalty charge and can be used by anyone. I have recently been given advice to confirm this. However, when speaking to parking services they say otherwise. But there is nothing in writing to say that these are enforceable, and direct you to look at the TRO map which isn't very clear.</p> <p>Parking is already a major issue on Park Lane for residents and now that PCN's are being given out regularly it is making an already difficult issue even harder for residents and causing a lot of upset.</p> <p>There doesn't appear anywhere as to why these bays are enforceable, the advice I have been given by Mike Youngs at Wiltshire Council as well as under disabled bays on the Wiltshire Council website also state that these bays are not enforceable.</p> <p>I would like for the TRO map to be updated to not include these bays as being not enforceable on Park Lane as it mentions on the Wiltshire council website and in line with advice I have been given with Wiltshire Council.</p> <p>The Town Council supports this request in principle. However, this 'in principle' acceptance is made subject to a formal</p>	<p>25/07/24 KR to determine status of disabled bays and discuss with Occupational Health</p>		KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>recommendation being made by Wiltshire Council and a fully costed report being submitted by Wiltshire Council and is subject to debate and decision at a future PET Committee meeting.</p> <p>Councillors requested that the resident provide the exact location of the 3 separate spaces so this would be clear in the application.</p>			
10.5	4-24-18 Greenaway Gardens, Chippenham – request for yellow lines	<p>Reoccurring problem getting in and out of owned driveway, due to neighbouring properties continuously parking in front of electric pole blocking our access.</p> <p>(would like to see) Yellow lines put to one side of pole. The Town Council supports this request in principle. However, this 'in principle' acceptance is made subject to a formal recommendation being made by Wiltshire Council and a fully costed report being submitted by Wiltshire Council and is subject to debate and decision at a future PET Committee meeting.</p> <p>Councillors commented that perhaps a white t-bar would alleviate the issue rather than yellow lines, and it may be more cost effective to bundle this together with other painting works. Councillors added an advisory to the resident that if they cannot exit their property they contact the police</p>	<p>25/07/24</p> <p>Suggested action for local councillor to discuss with residents and take forward to Police for enforcement should it continue.</p>		
10.6	4-24-19 Easton Lane, Chippenham – Request for waiting restrictions	<p>There has been overnight sleeping in vans and HGV's on Easton Lane from the junction with Saltersford Lane out to Hunters Moon bungalow. We are concerned that this is going to become a bigger issue with regard to the disposal of human waste, litter and potential anti social behaviour.</p> <p>Yellow lines on both sides of Easton Lane, from the junction with Saltersford Lane all the way out to the entrance to Hunter's Moon bungalow. Parking in this area is only used by Bloor Homes contractors during working hours and they are due to leave site in the coming months. They do have parking provisions, but the</p>	<p>25/07/24</p> <p>The group determined no further action to be taken.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		contractors like to park closer to the properties they are working on, despite being told not to. The vehicles we have seen parking overnight are not connected to Bloor Homes.			
10.7	4-24-20 The Green/Station Road Christian Malford Visibility concerns and request for speed limit reduction	<p>The Parish Council have concerns with vehicle, cycle and pedestrian safety at this junction as there is poor visibility of traffic coming from the south into the village. Following a pedestrian fatality at the junction in 1991, Wilts Council purchased a triangle of land to help improve visibility, however, visibility is now obstructed by the hedge growing on the WC owned land and, despite our requests, we have been informed that it will not be removed.</p> <p>With driving speeds increasing there is a higher level of risk to all road users and pedestrians.</p> <p>We would like a scheme for junction improvements to reduce traffic speeds, possibly through signage and 'SLOW' roundels on the road surface and a commitment from Wiltshire Council ensure that their hedge is cut back as far as possible at least twice a year (either side of the bird nesting season March-August).</p> <p>We would also like advice on the possibility of the lowering the speed limit to 20mph within the village.</p>	<p>25/07/24 KR to review and prepare plans/costings for road marking and signing changes etc.</p>		KR
10.8	4-24-21 Queensfield Court, Parkfields, Chippenham – waiting restriction request	<p>Access to Queenfield Court continuously blocked or difficult to access due to overhanging cars on drop pavement. Sometimes, my partner and myself have been unable to exit Queenfield Court to go to work, or enter when returning from work. My partner has also had abuse when asking people to move or not park there.</p> <p>Double yellow line on Parkfields, outside Queenfield Court, also partly along from the entrance (3/4 meters) as visibility is restricted making pulling out dangerous.</p> <p>The Town Council supports this request in principle. However, this 'in principle' acceptance is made subject to a formal</p>	<p>25/07/24 H bar to be taken forward as part of lining works for waiting restriction implementation.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>recommendation being made by Wiltshire Council and a fully costed report being submitted by Wiltshire Council and is subject to debate and decision at a future PET Committee meeting.</p> <p>Councillors suggested that a white H-bar line might be more suitable for this rather than double yellow lines.</p>			
10.9	4-24-22 Lords Mead Pre-school, Chippenham – request for signing	<p>We would like a road sign added to the sign post which is on Hungerdown Lane pointing into Lords Mead showing Lordsmead Pre-School. It currently has a sign for St Peter's Primary school and the church and we would like another one that looks the same. This is not an issue but a request.</p> <p>We would like to have a sign added the same as those shown in the attached photograph with the wording Lords mead Pre-School. This would provide the community with the knowledge of the Pre-School.</p> <p>We would pay for the sign if that is what is needed or if preferred we can have the road sign made and put up ourselves with your permission.</p> <p>The Town Council supports this request in principle. However, this 'in principle' acceptance is made subject to a formal recommendation being made by Wiltshire Council and a fully costed report being submitted by Wiltshire Council and is subject to debate and decision at a future PET Committee meeting.</p> <p>Councillors suggested that the a sign be created that lists both schools (Lordsmead Pre-School and St. Peter's Primary School) instead of adding an additional sign to the post.</p>	<p>25/7/24 KR to check status re pre-school signing.</p>		KR
10.10	4-24-23 B4069 Kington Langley	<p>Risk of death/injury for residents of the postcode (SN15 5NF) when accessing Kington Langley village on foot. Isolation of elderly residents if unable to use their cars. This is a particularly dangerous stretch of road for the following reasons: 1 The B4069 is a BUSY road as Chippenham has grown</p>	<p>25/7/24 KR to review feasibility. Link from Sutton Road to Langley Nurseries.</p>		KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>2 The grass verges and hedges are only cut once a year. At present (and for most of the time) they are completely overgrown and inaccessible by foot</p> <p>3 Traffic flow is affected as vehicles have to cross into the oncoming lane to avoid pedestrians</p> <p>4 Langley Nurseries customers all drive there!</p> <p>We would like a permanent footpath to be constructed between our postcode (SN15 5NF) and the turn off to Sutton Lane. This would not need to be wide and would only be 284m in length (a similar footpath already exists between Sutton Benger and Draycot Cerne but just stops). We would suggest that it is on the left-hand side (towards Chippenham). It would be small-scale solution that would enable residents to walk and use the village facilities in complete safety with net environmental gain.</p> <p>Kington Langley PC reviewed this request at its 8 July 2024 meeting and resolved to support it. The parish has been concerned for many years about the safety of pedestrians and traffic along the B4069 section through the eastern end of the village. We realise creating a footpath as sought is likely to be problematic but consider any difficulties should not preclude the implementation of a path from being explored. We would appreciate consideration also being given to both extending the existing 40mph speed limit north to the SN15 5NF area as well as, ideally, reducing the speed limit to 30mph. Safety is paramount and both slower traffic and a footpath would clearly help to improve it.</p>	Review provision of crossing.		
11	AOB –				
11.1	Tiddlywink footway – LHFIG form to be produced by PC. KR to review design feasibility.				
12	Funding Allocations made at this meeting				

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
12.1					
13	Date of Next Meeting - 10 th October 2024 10am – Monkton Park Committee Room C				

Highways Officer – Kirsty Rose

1. Environmental & Community Implications

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

2. Financial Implications

- 2.1. All decisions must fall within the Highways funding allocated to Chippenham Area Board.
 2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of **£3,182.42**

3. Legal Implications

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

4. HR Implications

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

5. Equality and Inclusion Implications

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

6. Safeguarding implications – none

