

AGENDA

Meeting: Corsham Area Board
Place: Corsham Town Hall, 65 High St, Corsham SN13 0EZ
Date: Wednesday 1 June 2022
Time: 7.00 pm

Including the Parishes of: Box, Colerne, Corsham and Lacock

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

Please direct any enquiries on this Agenda to Kevin Fielding tel: 01249 706612 or email: kevin.fielding@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 Brian Mathew - Box & Colerne
Cllr Ruth Hopkinson - Corsham Ladbrook
Cllr Helen Belcher - Corsham Pickwick
Cllr Derek Walters - Corsham Without

Recording and Broadcasting Information

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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this 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](#).

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

	Time
<p>1 Election of Chairman</p> <p>To elect a Chairman for the forthcoming year 2022/23</p>	7:00pm
<p>2 Election of Vice-Chairman</p> <p>To elect a Vice-Chairman for the forthcoming year 2022/23</p>	
<p>3 Chairman's Welcome and Introductions</p>	
<p>4 Chairman's Announcements <i>(Pages 1 - 8)</i></p> <p>To receive the following chairman's announcements:</p> <ul style="list-style-type: none"> • Family and Community Learning information sharing • Solar Together Wiltshire • Queens Jubilee celebrations • Recruitment of hackney carriage private hire drivers • Foster Care Fortnight 	
<p>5 Apologies for Absence</p>	
<p>6 Minutes <i>(Pages 9 - 14)</i></p> <p>To approve and sign as a correct record the minutes of the meeting held on Thursday 27 January 2022</p>	
<p>7 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee</p>	
<p>8 Appointments to Outside Bodies and Non-Priority Working Groups <i>(Pages 15 - 24)</i></p> <p>To appoint Area Board representatives to Outside Bodies and Working Groups</p> <ul style="list-style-type: none"> • Local Highway and Footway Improvement Group (LHFIG) – 	

Cllr Ruth Hopkinson

- Pound Arts – Cllr Helen Belcher

9 **Corsham Area Board - Agreeing Priorities 2022/23** (*Pages 25 - 26*)

To receive an update on 2021/22 Priorities from the Community Engagement Manager and agree Priorities going forward.

To reconstitute and appoint Priority Working Groups for the year 2022/23

- Health and Wellbeing Group – Cllr Brian Mathew
- Local Youth Network – Cllr Helen Belcher
- Climate – Cllr Derek Walters
- Economy – Cllr Ruth Hopkinson

10 **Police Update including Speeding / Community Speed Watch** (*Pages 27 - 34*)

Philip Wilkinson - Police and Crime Commissioner
John Derryman - Community Speed Watch Co-Ordinator
Inspector James Brain – Wiltshire Police

11 **Partner Updates** (*Pages 35 - 50*)

To receive any updates from the following partners:

Dorset & Wiltshire Fire and Rescue Service

Corsham Climate Action

Town & Parish Councils

- Corsham Town Council
- Box Parish Council
- Colerne Parish Council
- Lacock Parish Council

CCG/Healthwatch

12 **Community Area Grants and Funding Requests**

The Wiltshire Councillors will consider any applications to the Community Area Grants Scheme

13 **Local Highway and Footpath Improvements Group (LHFIG) - Update**

To consider recommendations arising from the LHFIGs meeting held on 13 April 2022

14 **Review of Area Board Arrangements**

Cllr Ruth Hopkinson & Ros Griffiths – Community Engagement Manager

15 **Any Other Business**

16 **Close**

9:00pm

Solar Together Wiltshire briefing

Wiltshire Council is working in partnership with Swindon Borough Council and independent experts iChoosr to give homeowners the opportunity to invest in renewables through a group-buying scheme for solar panels and battery storage.

Here's some information which should help you respond to any enquiries you may get on the scheme:

- Registration for the scheme opens on 9 May, and the Communications team will begin promotion w/c 2 May with a members' briefing note being issued on 5 May, and press release, newsletter articles, and social media content beginning from 6 May
- A letter drop, organised by iChoosr, will be posted to 60,000 Wiltshire households w/b 23 May. The contact details on the letter will lead people to iChoosr customer service help desk so you should get minimum calls/enquiries off the back of this.
- The letter also contains a link to this webpage www.wiltshire.gov.uk/planning-permission to provide people relevant local planning advice. The full letter is enclosed for your information. People can still be part of the scheme, regardless of whether they receive a letter or not, providing they are eligible.
- There will be no selling by phone or doorstepping of residents.
- If you're responding directly to a customer query, in the first instance please check if they've contacted the iChoosr helpline as that should be the first port of call. For more information people can visit www.solartogether.co.uk/wiltshire, email wiltshire@solartogether.co.uk or call 0800 048 8113.
- All residents living in one of the participating council areas and who own their own house (or have permission from the landlord to install a solar PV system) can register for the Solar Together group-buying scheme. Small and medium-sized enterprises (non-domestic) and Community buildings meeting this requirement can participate as well.
- Pre-approved UK solar PV suppliers participate in an auction on 14 June. They are able to offer competitive pricing as the volume and geographic concentration makes it possible for them to realise greater efficiencies, which they pass onto customers.
- After the auction, registered households will be emailed a personal recommendation which is specific to the details they submitted in their registration.
- If they choose to accept their recommendation, the specifics of their installation will be confirmed with a technical survey after which a date can be set for the installation of their solar PV system.
- People can accept or decline their personal recommendation. If they choose to go ahead and accept with Solar Together, a £150 deposit is required, which is conditionally refundable
- Telephone and email helpdesks are on-hand throughout the whole process run by iChoosr, which, together with information sessions, will allow households to make an informed decision in a safe and hassle-free environment

For more information people can visit www.solartogether.co.uk/wiltshire, email wiltshire@solartogether.co.uk or call 0800 048 8113.

If you get any enquiries/phone calls that you need internal Wiltshire Council assistance with please contact climate@wiltshire.gov.uk.



16 March 2022

For immediate release on behalf of the Lord Lieutenant

Her Majesty The Queen's historic Platinum Jubilee

With Her Majesty The Queen's official Jubilee celebrations less than three months away, residents of Wiltshire are being encouraged to get involved in this truly historic occasion. There are many ways to participate ranging from the lighting of Beacons to holding a traditional tea party.

Wiltshire Council is also reminding people to ensure they notify the Council as soon as possible if they need any road closures or other permissions to host community parties if they're planning to mark this special anniversary.

Every county in the United Kingdom is being encouraged to light 70 Jubilee Beacons to represent each of the years of Her Majesty The Queen's reign. In Wiltshire over 30 Beacons have been registered so far right across the county, including those at Westbury White Horse, Martinsell Hill, Amesbury, Swindon and many more. But it would be a real triumph if we could get to the magic number of 70, reflecting the warmth of feeling for The Queen in our local communities.

The Council is asking Town and Parish Councils and community groups who have not come forward so far, to consider lighting a Jubilee Beacon on 2 June, at 9.15pm. All Beacons must be registered beforehand, and guidance and information about getting involved can be found at <https://www.queensjubileebeacons.com/> If you are able to light a Beacon and would like a Wiltshire Lieutenancy representative to attend please email lieutenancy@wiltshire.gov.uk

Many trees have been recently planted in the county for the Queen's Green Canopy. 'Plant a Tree for the Jubilee' has been a huge success with more expected to be planted this autumn. The tree planting season is from October to March each year. More information about planting trees to mark the Jubilee is available at <https://queensgreencanopy.org/>. Please remember to register your tree(s) and pin them on the QGC map at this website.

For local events including community parties, Wiltshire Council has collated useful information and guidance to help people with their arrangements. If anyone is planning an event that needs any involvement or permission from the Council, such as road closures, then relevant applications need to be in at least eight weeks before it's due to take place. There can be a quick turnaround for straightforward applications on Council owned land/green spaces/parks, but due to the timescales required for processes, late applications for road closures and licensable activities will not be considered. For events occurring in the extended Bank Holiday period (2 June – 5 June), applications would need to be with the Council no later than Thursday 7 April. People are also asked to consider what licensing applications they may require too, such as particular entertainment or to sell alcohol, and to submit any required as soon as possible. More information can be found at www.wiltshire.gov.uk/highways-platinum-jubilee-celebrations

There will also be the opportunity to celebrate the Platinum Jubilee by viewing various national events that will take place over the extended Bank Holiday weekend.

Some of the national celebration events include:

- The Queen's Birthday Parade (Trooping the Colour), on Thursday 2 June
- The lighting of Beacons, on Thursday 2 June, evening
- Jubilee Service of Thanksgiving, St Paul's Cathedral, on Friday 3 June
- HM attending Epsom Races to see the Derby, on Saturday 4 June
- Party at the Palace, Buckingham Palace, on Saturday 4 June
- Platinum Jubilee Pageant, Buckingham Palace area, on Sunday 5 June
- The BIG Jubilee Lunch, on Sunday 5 June

HM Lord-Lieutenant of Wiltshire, Mrs Sarah Troughton, said: "It has been my privilege to have known HM The Queen and members of the Royal Family for some years. It has been a real honour to represent Her Majesty as Lord-Lieutenant of Wiltshire for the last 10 years and indeed to welcome Her Majesty and members of the Royal Family to our great county. Leading up to the historic Platinum Jubilee weekend and beyond, many organisations are putting on special events and we have much to celebrate. I hope as many

people as possible can get involved in what will undoubtedly be a very special, historic, and enjoyable occasion. Thank you for joining me in celebrating HM The Queen's unique reign."

Cllr Richard Clewer, Leader of Wiltshire Council, said: "Her Majesty The Queen has had an unparalleled reign as monarch and when we look back at previous celebrations in Wiltshire, such as the fantastic Diamond Jubilee in 2012, we know there are very patriotic communities who will want to celebrate this historic occasion. Lighting a beacon is a simple yet really effective and visually stunning way to mark the occasion and we'd love to see as many places as possible in the county get involved. We are also sure there will be lots of people looking to hold their own celebrations. Our Council webpage has a whole host of useful information which provides all the details people need in one place."

More information about the Platinum Jubilee can be found at <https://platinumjubilee.gov.uk/>.

-ends-

8 April 2022

For immediate release

Wiltshire Council is encouraging people to become a taxi driver in Wiltshire

Taxis are an essential part of our transport network providing a valuable service to the local community and in Wiltshire there is a shortage of taxi drivers.

Not only are taxi drivers needed by the community, but Wiltshire Council also needs reliable drivers to fulfil its growing number of SEND (Special Educational Needs and Disabilities) school and social care contracts. These contracts offer regular work and hours. They also help and support some of the most vulnerable people in Wiltshire.

Cllr Dr Mark McClelland, Cabinet Member for Transport said: “The council is committed to delivering contracts across our services which deliver the best value for money. Wiltshire needs a workforce with the right skills to prosper and more taxi drivers would help the council deliver our commitment to ensure young people get the best start in life.

“Being a taxi driver is a flexible job and they can either work for a taxi company or be their own boss, deciding when and where they want to work. Local taxi firms currently have lots of vacancies and we are carrying out a recruitment campaign on behalf of the taxi trade across the county.

“It’s easy to become a licensed taxi driver and once people have become a licensed driver, we hope that they will bid for one of the growing number of SEND school transport and social care contracts that we have available. There are plenty of opportunities and plenty of work available.”

Wiltshire Council has lots of contracts available which start at around £30 a day for short routes, increasing to £250+ a day for longer routes. Drivers are free to combine these contracts with rank work.

To become a taxi driver takes around six weeks and costs around £400. To be licensed people need to provide proof and undertake these simple checks:

- Proof of Identity

- Driving Licence held
- Enhanced DBS (Disclosure and Barring Service) check on previous convictions and whether disbarred from working with children
- Right to Work in the UK
- Medical (if applicable)
- Undertake on-line Safeguarding Training
- Take a guidelines test
- Knowledge test (if applying for a hackney carriage licence)

Find out more about becoming a taxi driver, how to licence a vehicle as a taxi, private hire or hackney carriage vehicle, and for an application pack visit www.wiltshire.gov.uk/licences-permits-transport

To find out about our SEND school transport and social care contracts and how to bid for one email Wiltshire Council's Passenger Transport Unit at Passengertransport@wiltshire.gov.uk

MINUTES

Meeting: Corsham Area Board
Place: On-Line Meeting
Date: 27 January 2022
Start Time: 7.00 pm
Finish Time: 9.35 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Dr Brian Mathew (Chairman), Cllr Ruth Hopkinson (Vice-Chairman),
Cllr Helen Belcher and Cllr Derek Walters

Wiltshire Council Officers

Kevin Fielding – Democratic Services Officer

Total in attendance: 20

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
28	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the on-line meeting and introduced the councillors and officers present.</p>
29	<p><u>Apologies for Absence</u></p> <p>Ros Griffiths – Community Engagement Manager.</p>
30	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the meeting held on Thursday 14 October 2021 were approved as the correct record
31	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
32	<p><u>Chairman's Announcements</u></p> <p>The following Chairman's Announcements contained in the agenda pack were noted:</p> <p style="padding-left: 40px;">Ask Angela Campaign relaunch – December 2021</p> <p style="padding-left: 40px;">Queen's Platinum Jubilee Celebrations 2-5 June 2022</p> <p style="padding-left: 40px;">Reminder of changes to the Highway Code from 29 January 2022</p>
33	<p><u>Corsham Area Board meeting with Gigaclear</u></p> <p>Cllr Ruth Hopkinson</p> <p>Points made included:</p> <p>She had engaged in a series of meetings with Gigaclear.</p> <p>That not all problems could be attributed to Gigaclear.</p>

	<p>That Gigaclear needed to be more proactive, but that interactions with them had definitely improved over the last few months.</p> <p>That residents were frustrated that they could not join the Gigaclear network, due to Gigaclear issues with land owned by private individuals.</p> <p>That some remedial work carried out by Gigaclear had been of a poor quality – Wiltshire Council had now given permission for Gigaclear to organise extra teams to carry out this work.</p> <p>That a newly appointed Gigaclear Community Engagement Manager had now been appointed to cover corsham area – so things were improving.</p> <p>The Chairman thanked Cllr Hopkinson for her update.</p>
34	<p><u>Partner Updates</u></p> <p>Written updates contained in the agenda pack were noted:</p> <p>Wiltshire Police – Inspector James Brain</p> <p>Local Priorities</p> <ul style="list-style-type: none"> • Corsham Rural Speed checks Gastard and Box Woodland damage Quarry hill (Box & Box Hill) Anti-hare coursing patrols • Corsham Town Speed checks, Corsham Newlands road, Valley Road, Park Lane, Pickwick & Pickwick Road. Londis shop patrols underage alcohol and tobacco sales. ASB service delivery yard and alleyway rear of Londis. <p>Points made by the Area Board members included:</p> <p>Good ongoing work on local drug dealing.</p> <p>Concerns re speeding along Valley Road.</p> <p>That good work was being carried out by PC Kev Golledge.</p> <p>That Speedwatch volunteers needed to be supported more by Wiltshire Police.</p> <p>Looking forward to seeing how Auto Speedwatch worked in the community area.</p>

	<p>Corsham Climate Action – Adam Walton</p> <p>It was agreed that Cllr Ruth Hopkinson would circulate Corsham street lighting protocols to all.</p> <p>Corsham Town Council</p> <p>Box Parish Council</p> <p>Colerne Parish Council</p> <p>Lacock Parish Council</p> <p>CCG/Healthwatch</p> <p>The Chairman thanked all partners for their updates.</p>
35	<p><u>Community Area Grants and Funding Requests</u></p> <p>Dave Wright awarded £2,000 for Box Hill Community orchard and Rudloe Firs Limestone Wildflower meadow <i>Dave Wright outlined a future £3,000 application for kissing gates from the Area Board funding. The Chairman advised that an application should be sent to Ros Griffiths – Community Engagement Manager asap.</i></p> <p>Sea Squad Explorer Scout Unit awarded £3,456.25 for Stand Up Paddle boarding equipment</p> <p>Pound Arts Community Garden awarded £2,500 for Development of a community garden at Pound Arts, Corsham</p> <p>Katherine Pugh awarded £1,377 for Colerne Defibrillator Project On the condition that Colerne PC funded 25% of the application</p> <p>Colin Wellenkamp requesting £2,450 for Families Out Loud counselling project. <i>This application was deferred for the applicant to further discuss the application details with Ros Griffiths – Community Engagement Manager.</i></p> <p>That the Area Board noted the Neston Over 60s group requesting £200 for Microphone and screen to support group activities. <i>Funding for this application had been approved between meetings as it was time sensitive.</i></p>

	<p>Youth Grants</p> <p>Corsham Windband Association awarded £1,000 for 40th Anniversary</p> <p>Rewired Counselling / Pound Arts awarded £2,000 for Spark 2022 Young People Wellbeing Event for all Yr 9 students at Corsham School</p>
36	<p><u>Working Group updates</u></p> <p>Health and Wellbeing – Cllr Brian Mathew</p> <ul style="list-style-type: none"> • That group would be meeting in the near future – to date be confirmed • The minutes of the 16 November 2021 meeting were noted <p>Local Youth Network – Cllr Helen Belcher</p> <ul style="list-style-type: none"> • The group had last met during December 2021 with various town representatives in attendance – a good meeting, with lots of work to do <p>Community Area Transport Group – Cllr Ruth Hopkinson</p> <ul style="list-style-type: none"> • The minutes of the 12 January 2022 meeting were noted <p>Climate Group – Cllr Derek Walter</p> <ul style="list-style-type: none"> • The group had met during December 2021 and January 2022 with good support • That the group was a good platform to press Wiltshire Council on climate issues
37	<p><u>Any other Business</u></p> <p>There was none.</p>
38	<p><u>Close</u></p>

Corsham Area Board 1 June 2022

Appointment of Area Board Lead Councillors

1. Purpose of the Report

- 1.1. To appoint Councillor representatives for the Area Board. This will include appointing to Outside Bodies and to reconstitute and appoint to Working Groups for the year 2022/23

2. Background

- 2.1. Area Boards are invited to appoint Councillors to be their respective lead for particular Outside Bodies or Non-Priority Working Groups. The following guiding principles are in place for Councillors who take a role on an Outside body or Non-Priority Working Group:

- To be the main Area Board point of contact for local Officers within their respective area
- To attend (and often Chair) relevant working groups of the Area Board
- To work collaboratively with relevant local partners and community groups
- To provide regular updates back to the Area Board in relation to their Group/Outside-Body including providing feedback on the success or limitations of previously funded Area Board grants (if applicable)

- 2.2. The Area Board is invited to appoint Councillor Lead representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, and will be reviewed annually, unless the Board determines otherwise.

- 2.3. The Area Board is also invited to reconstitute or create new Non-Priority Working Groups set out in **Appendix B**, with the Terms of Reference (if applicable) set out at **Appendix D**, and to make appointments to these groups.

- 2.4. Similarly, the Area Board is invited to appoint a named Older Persons and Carer Champion to work with the Area Board and Health and Wellbeing Group for 2022/23 (if applicable).

3. Main Considerations

- 3.1. Local Highways and Footpath Improvement Group (LHFIG) has replaced Community Area Transport Groups (CATGs), which will continue to operate as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in **Appendix C** for information.

3.2. Where a Non-Priority Working group is required, the exact purpose should be set out and agreed by the Board.

3.3. A key role within some Health and Wellbeing Group's is that of a local 'Champion' who works with the Area Board to address priorities for older people and carers, further details on this role can be obtained on request from the officer named on this report.

4. Financial and Resource Implications

4.1. None.

5. Legal Implications

5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required. [Protocol 3](#) of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Safeguarding Implications

6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

7. Environmental Impact of the Proposals

7.1 None.

8. Equality and Diversity Implications

8.1 None.

9. Delegation

9.1 By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

9.2 The appointment of Councillors and other representatives to Non-Priority working groups operating under the Area Board is a matter for the Area Board to determine.

10. Recommendation

10.1 The Area Board is requested to:

- a. Appoint Members as Lead representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to AB Non-Priority Working Group(s) as set out in Appendix B; and
- c. To note the Terms of Reference for the LHFIG as set out in Appendix C.

Lisa Alexander, Senior Democratic Services Officer

Appendices:

Appendix A – Appointment to Outside Bodies

Appendix B – Appointment of Members to Non-Priority Working Groups

Appendix C – LHFIG Terms of Reference

Appendix D – Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report

None.

Corsham Area Board

Appendix A

Appointments of Lead Members to Outside Bodies 2022/23

Outside Body	Councillor Representative
Pound Arts	Cllr Helen Belcher

Corsham Area Board

Appendix B

Appointments of Area Board Councillors

To Non-Priority Working Groups of the Board:

Local Highways & Footway Improvement Group (LHFIG)

Councillor Ruth Hopkinson

Appendix 1

LOCAL HIGHWAY & FOOTWAY IMPROVEMENT GROUPS (LHFIG)

TERMS OF REFERENCE

Membership of the LHFIG

The LHFIG will normally be made up of:

- Members of the Area Board
- Town and Parish Council representatives
- Community / Stakeholder representatives

It is recommended that the groups do not normally consist of more than 10 representatives, but for larger community areas this may not always be feasible.

Representatives should act as a conduit between their organisations and the LHFIGs by putting forward the views of the body they represent and providing feedback to its members regarding the work of the LHFIGs. The group members will also need to be mindful of the needs of the community area when making their recommendations, as not all councils and groups may be represented on the LHFIGs.

Recommendations to the Area Board will usually be reached by consensus, but if necessary, these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire councillor. Membership of the LHFIGs will cease when a member ceases to hold the stated office as first appointed, or when a parish/town council or group choose to nominate an alternative representative.

The LHFIGs may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of LHFIGs members

Appointment of Wiltshire Council members to the LHFIGs will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the LHFIGs (e.g. town/parish council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However, it is preferred that the same representative attends if possible to ensure consistency of membership.

Media relations

Members of the LHFIGs must not issue press statements on behalf of the Area Board.

Any press statements about the work of the LHFIGs should be agreed between the Chairman of the LHFIGs and the Chairman of the Area Board, and in consultation with

Wiltshire council's communications team. You can contact the communications team at communications@wiltshire.gov.uk.

Meetings

It is recommended that the LHFIGs meet four times a year. Ideally the meetings should be 2 to 4 weeks in advance of the Area Board meetings. Meetings are intended to be limited to the membership set out above and is open to other members of the Area Board who wish to attend. It can be open to public if the LHFIG chair wishes, and by invitation. It should be noted that LHFIGs are advisory bodies and do not exercise delegated decision-making powers. All decisions are to be ratified by the Area Board.

Officer support

Meetings will be attended by relevant officers from Wiltshire Council, including a Senior Transport Planner, a Senior Traffic Engineer, Local Highway Maintenance Engineer and the local Community Engagement Manager. Attendance by officers of other expert knowledge may be arranged when necessary.

Additional support will be provided outside of the meeting by the Corporate Office Business Support unit as currently for Area Boards, for the purpose of arranging meetings, venues, and the production of meeting action notes.

Terms of reference

The LHFIGs have no formal decision-making authority on operational matters or budget expenditure but act as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full LHFIG meeting before being brought to the next Area Board for approval.

The LHFIGs terms of reference are set out at Appendix A:

Examples of projects the LHFIGs can and cannot fund are set out in Appendix B:

Terms of Reference

1. Small-scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small-scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Transport, Waste, Street Scene and Flooding. The funding allocation is a mixture of highways and council capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management.

It cannot be used to fund revenue functions, such as routine maintenance schemes or the provision of passenger transport services.

A list of schemes which the groups can fund in contained in Appendix B

Schemes considered by the LHFIGs must have first been raised through the highway improvement request system and endorsed by the relevant town or parish council.

The LHFIGs can be directed to look at issues identified by Highways Officers when considered appropriate. For example, when an issue is raised for which other centrally held resource does not exist.

In choosing their local transport schemes, Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is more than the total discretionary amount available as part of the group's annual allocation.

Appendix B – Example of projects which can and cannot be funded by LHFIGs

LHFIGs can fund the following:

Pedestrian improvements: including dropped kerbs, new footways, substantive improvements to existing footways, pedestrian crossings (including assessments).

Cycle improvements: new cycle paths, cycle parking / storage.

Bus infrastructure: new and replacement Shelters (subject to agreement on future maintenance liability), bus border kerbs, bus stop road markings.

Traffic signing: new and replacement signs (including signposts), street name plates, village gateways.

New road markings: new and replacement of existing markings.

Speed limits: assessment and implementation.

Waiting restrictions: assessments and implementation.

Footpath improvements: styles, gates, surface improvements to rights of ways (council maintainable only).

Drainage: minor improvements, new gullies.

Street lighting: new installations.

Traffic management measures: including Sockets and posts for SID (Speed Indication Device) equipment.

As a general rule, an asset should exist at the end of the project, i.e. something new that wasn't there beforehand.

LHFIGs cannot fund:

Routine maintenance: such as gully emptying, ditch clearing, hedgerow cutting, pot hole repairs.

Service subsidy: bus services

Promotional campaigns

SID equipment

Improvements for individuals and properties

As a general rule, activities that repair, clean, tidy or remove something that is already present are likely to be considered routine maintenance and cannot be funded by LHFIGs.

Guidance notes for Local Highway & Footway Improvement Groups (LHFIGs)

Attendance

To enable meetings to be conducted efficiently, it is encouraged that participants are limited to those who need to attend and ideally below 10. It is however recognised that in certain community areas this is difficult to achieve due to their geographical size. In these circumstances, multiple attendees from groups or councils are discouraged.

All meetings will be supported by Wiltshire Council officers, with attendance from the relevant Community Engagement Manager, and from the council's Highway service; Traffic Engineering, Area Highway Maintenance, and Sustainable Transport teams. Other service areas may attend depending on the issues raised, including (but not limited to) Passenger Transport and Rights of Way.

Several specific community groups exist with special interest in particular topics such as cycling and walking. At the discretion of each LHFIG chair these groups could be represented at LHFIG meetings, as they may provide access to potential funding opportunities that do not exist elsewhere.

The meetings are not open to members of the public, but where an issue may benefit from further information, the public may be asked to attend by invitation and agreement of the Chair. This should be communicated to the wider group beforehand.

Decision making

The LHFIGs do not have decision-making powers but make recommendations to the relevant Area Board to ratify the decisions taken at the meetings.

Meeting dates and programme

Meetings should ideally take place in the following periods with the intended meeting purpose, as set out below: Ideally the meetings should be 2 to 4 weeks in advance of the Area Board meetings.

April: Budget confirmation and budget allocation to projects.

July: Progress meeting. Budget allocation (note: projects allocated beyond this meeting may not be delivered by the end of March).

October: Progress meeting. Agree projects to be put forward for funding from Substantive bid, ahead of end of November submission deadline. Small scale and low-cost projects at this meeting may be delivered before end of year deadline.

January: Progress meeting. Agreement of any funding to be returned for redistribution. Any projects prioritised at this meeting will not be delivered within this financial year.

Meetings can be held in either in person or online.

The above programme is indicative, and it will be up to individual groups to determine how and when priorities are identified. It should be noted there remains an increased risk to groups who identify schemes later than suggested. Early identification will provide the maximum timescales for delivery and reduce the risk of funds being unspent.

Early identification of projects will help enable officers to allocate resource, particularly those with a Civil Engineering element. Lower cost, smaller scale projects such as simple road

signing and markings may be prioritised throughout the year, however it needs to be recognised there remains a risk that completion by the end of a year may not be achieved.

Submission of Issues

Issues must be submitted via the Highway Improvement Request Form to the relevant parish/town council, which must give its support. For issues to be given consideration at the relevant meeting, parish/town councils must submit to Wiltshire Council no later than 14 days in advance of the advertised meeting date and must attend the meeting.

Previous guidance for CATGs encouraged a maximum of five active projects at any one time. This is no longer the case, as the LHFIG's priorities will be identified at the April meeting to allow the maximum delivery time.

The LHFIGs can be directed to look at issues identified by Highways Officers when considered appropriate. For example, when a highways issue is raised with the Council for which other centrally held resource does not exist.

Funding

The funding allocation for each group is set out in the following table:

Area Board Name	2021/22 CATG Allocation (£'s)	2022/23 Highway Allocation (£'s)	2022/23 Wiltshire Council Allocation (£'s)	2022/23 LHFIG Allocation Total (£'s)
Bradford on Avon	10,382	10,382	10,382	20,764
Calne	12,396	12,396	12,396	24,792
Chippenham	17,403	17,403	17,403	34,806
Corsham	10,819	10,819	10,819	21,638
Devizes	15,984	15,984	15,984	31,968
Malmesbury	13,255	13,255	13,255	26,510
Marlborough	12,623	12,623	12,623	25,246
Melksham	12,169	12,169	12,169	24,338
Pewsey	13,356	13,356	13,356	26,712
RWB & Cricklade	15,093	15,093	15,093	30,186
Salisbury	14,180	14,180	14,180	28,360
South West Wilts	17,291	17,291	17,291	34,582
Southern Wilts	16,172	16,172	16,172	32,344
Stonehenge	16,803	16,803	16,803	33,606
Tidworth	11,085	11,085	11,085	22,170
Trowbridge	15,629	15,629	15,629	31,258
Warminster	14,905	14,905	14,905	29,812
Westbury	10,455	10,455	10,455	20,910
Total	250,000	250,000	250,000	500,000

At the end of the financial year uncommitted (where no commitment has been placed with a contractor for delivery) Integrated Transport Block (ITB) funding will be removed from the Groups and reallocated within the overall ITB budget. The table below provides an example of this.

Note: Allocations to projects which will take place in a subsequent financial year will only be acceptable where external circumstances do not permit delivery i.e., unable to obtain road space booking, or materials. Final decision on this will remain with the Cabinet Member.

Example

Area Board Name	2022/23 LHFIG Allocation Total (£'s)	2022/23 Expended (£'s)	To be reallocated 2023/24 (£'s)
Group A	20,124	19,675	449
Group B	24,930	21,589	3,341
Group C	36,174	35,666	508
Group D	21,902	21,852	50
Group E	31,502	24,697	6,804
Group F	26,720	25,157	1,563
Group G	27,230	22,587	4,643
Group H	26,450	24,699	1,751
Group I	24,674	18,621	6,053
Group J	28,410	27,958	452
Group K	29,516	27,234	2,282

Group L	34,158	33,201	957
Group M	27,352	26,547	805
Group N	35,462	34,308	1,154
Group O	23,514	25,685	-2,171
Group P	30,708	29,567	1,141
Group Q	30,452	24,685	5,767
Group R	20,640	19,819	821
Total	500,000	463,574	38,541

Commentary on example;

In this scenario, £38,541 would be included in the 2023/24 Integrated Transport Block.

Where a particular group exceed their budget allocation for a year, these funds will not be recouped from underspends from other groups, but the allocation the receive in a future will be deducted. In the example above Group O exceeded its allocation by £2,171 in 2022/23. In 2023/24 its allocation £23,514 would be reduced to £21,343.

Other points to note

There are many reasons why costs exceed the estimated value, including the consequences of weather conditions, additional traffic management and uncharted services and contractual price indices uplifts.

Groups are encouraged to continue to seek additional contributions from third parties towards schemes. Full discretion is given to the LHFIGs in terms of the level of third party funding, but it is suggested this is set at a minimum of 20%.

As the funding is classified as capital expenditure, it must be spent on items which result in a new asset to the Council i.e. something exists upon completion of the work. It *cannot* be used to fund activities which are routine, provide betterment to an individual / group or property, or provide a subsidy.

Responsibilities & Types of projects

The following table sets out the types of projects that can be funded through the groups, along with responsibilities of the various attendees to enable the meetings to function and priorities to be delivered. The list is not exhaustive and intended to be a guide, in addition are examples of projects which will not be considered for funding by the group.

Traffic Engineering Team	
Pedestrian Improvements	Substantive Improvements and New Footways Pedestrian Crossing Assessments and Crossing Installation
Cycle Improvements	New Cycle facilities Cycle Parking / storage Cycle Signing
Bus Infrastructure	New Shelters* Bus Boarder Kerbs Bus Stop Road Markings
Traffic Signing	New Traffic Signs Village Gateways
Road Markings	New Road Markings
Speed Limits	Assessments Implementation
Waiting / Parking restrictions	Assessments Implementation
Street Lighting	New installations
Traffic Management	General Traffic Management measures
Local Highways	
Pedestrian Improvements	Dropped Kerbs Improvement to existing footways
Bus Infrastructure	Replacement Shelters*
Traffic Signing	Replacement signs (inc posts) Street Name Plates Sockets & Posts for SID Equipment
Road Markings	Replacement & Minor alterations of existing markings
Rights of Way	
Footpaths	Stiles / Gates Surface Improvements (Council Maintainable paths only)
Drainage	
	Minor Improvements New Gullies
Community Engagement	
	Meeting Booking Venue Action Note recording
Sustainable Transport	
	Advice on Council Policies Local Cycling & Walking infrastructure Plan Highway Developments

*(Subject to agreement on future maintenance liability)

Note;

Footways (commonly referred to as pavements) abut the Highway (road)

Footpaths are routes which are defined as Public Rights of Way and cross land not classified as highway

Example of projects which cannot be funded include;

Routine Maintenance – Gully emptying, Ditch Clearing, Hedgerow cutting, pot hole repairs.

Service subsidy – Bus Services

Promotional Campaigns

SID Equipment

Improvements for Individuals and Properties

Weight Limit (Freight) assessments

Substantive bids

Some of the priorities identified by the groups will exceed their annual financial allocation.

To assist groups in delivering these types of projects, a dedicated, centrally allocated fund will continue to be available to help bridge the funding gap. This will be set at £250,000 for the year 2022/23. As outlined in the funding section, this may also be supplemented in future years by utilising any unspent allocation from across the 18 community areas. For example, if each group underspends by £1,000 in 2022/23, then the substantive allocation for 2023/24 could be £268,000 (£250k + (18 x £1,000)).

The rules associated with applying for funding will remain the same as in previous years i.e. that the cost of the project must exceed the annual allocation for the community area in which the bid is submitted. In addition to this criteria, groups submit a minimum contribution to the application equivalent to a third of their annual allocation.

The substantive bid submission deadline is the end of November each year. This will enable projects to be developed throughout the year and ensure accuracy of submissions (e.g. designs, costs etc), rather than speculative applications where minimal design activities have been undertaken. All applications will be assessed and ranked in accordance with the agreed protocol during the January to March period. Successful bids will then be allocated funding for the following April, to match the level of substantive budget. The outcome of the bid process will be subject to a Cabinet Member decision.

Substantive projects will then be delivered in the April to March period of the following year, so bids submitted by November 2022 and identified as successful will receive funding from the 2022/23 allocation, with delivery anticipated in 2023/24.

Area Board Working Group Terms of Reference

May 2022

1. Purpose

An Area Board working group is an excellent vehicle to drive forward a local priority theme. The Area Board will evaluate each priority, in respect of the actions required and the existing arrangements in place, prior to setting up a new working group. Where there is an existing community or partner led group addressing this priority, the Area Board should work in partnership with such community or group and not create a working group of its own. Where a working group is required, the exact purpose is set out by the Area Board using the table set out in Appendix A.

Some example functions of an Area Board working group are set out below in relation to their respective theme. A group could be asked to:

- Research and review key data, intelligence and information related to the specific priority theme, to develop an in-depth understanding of the issue and opportunities;
- Democratically consider issues, projects and initiatives that could be developed and identify risks;
- Engage with the relevant partners to advance objectives, empowering the wider community to lead where appropriate;
- Provide regular information to the Area Board for review and further guidance; and/or
- Address any conflicts of interest that may arise as part of the local decision-making process.

2. Membership

The membership of a working group will be set by the Area Board but may include representatives as follows:

- City, town and parish councils;
- Voluntary and community sector organisations (regional, countywide and local level);
- Wiltshire Police;
- Dorset and Wiltshire Fire and Rescue Service;
- Ministry of Defence;
- Bath, Swindon and Wiltshire CCG, Healthwatch, Local Health Representatives;
- Local businesses, Chambers of Commerce;
- Schools;
- Housing Associations;
- Residents and resident action groups; or
- Other organisations, agencies and individuals that have a genuine interest in promoting the respective theme issue.

The Area Board should consider whether membership is fully representative of the local community by carefully considering the diversity and inclusion of the group. Consideration must be given where appropriate to the safeguarding procedures that must be followed (set out in Section 4 below)

3. Roles of all members of the Area Board working group

All members will be required to:

- Agree to the terms of reference as set out within this document;
- Take an active part in the development of the working group and its aims;

- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions;
- Take responsibility for sharing information relevant to their organisation/ stakeholders/sector;
- Contribute any information that may have a bearing on positively achieving agreed objectives;
- Be mindful of the needs of the community area as a whole when providing input or making decisions;
- Be open and honest and work collaboratively;
- Work to promote equality and non-discriminatory practices;
- Respect all members of the working group and invited representatives; and
- Work to ensure high quality safeguarding practices are followed where appropriate.

4. Structure and operation

A working group will generally comprise of no more than ten members, to keep conversations and actions focussed. If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda. Additional attendees can be brought in as required when invited by the Chairperson.

The Chair of the group will be agreed locally and could either be the Area Board Councillor lead or another member from within the group. A vote of members can determine the Chair where required. Further Area Board Councillors can be appointed to the group as required and as deemed appropriate by the Area Board.

An assigned Wiltshire Council Officer will support each working group, however their role and involvement will vary. Brief notes with key actions and decisions will be recorded and reported back to the Area Board business meeting. The Area Board Councillor lead or the assigned Officer will provide verbal updates to the Area Board business meeting.

Decisions will usually be reached by consensus, however, if necessary, these can be agreed by a majority vote of all group members. The Chairperson would have the deciding vote in cases of a tie. This may be required if for example, the group is providing a funding recommendation to the Area Board.

Working groups must be culturally and socially considerate when focussing on themes that affect vulnerable or underrepresented groups of people (e.g., older people, young people, LGBTQ+, BAME and those with SEND). Ensuring a diverse and representative working group membership will support the safe and appropriate engagement with the respective groups to ensure voices are clearly heard.

The frequency, location and format of group meetings and activities should be determined locally, however, it is advised that groups do not formally meet more than quarterly and complement the timings of the Area Board business meeting.

5. Safeguarding

The Area Board and its working groups have a key role in ensuring the safeguarding of all residents. Effective safeguarding involves organisations working together to prevent the risks and experience of abuse or neglect, while ensuring that the views and wishes of an individual are at the heart of decisions that affect them, wherever possible.

Effective safeguarding is critical when groups are working towards objectives that support children, young people or vulnerable adults. It is critical that each group minimises all safeguarding risks and is aware of the relevant local agencies to escalate any concern.

If someone is in immediate danger you should contact the appropriate emergency service immediately by calling **999**. If you believe a child or young person is at risk of significant harm, neglect or injury, you should report your concerns to the Wiltshire Multi-Agency Safeguarding Hub (**MASH**) by calling **0300 456 0108** during weekdays or on **0300 456 0100** at evenings or weekends. If you are concerned that an adult is at risk of neglect or abuse, please contact Adult Social Care's Advice and Contact Team by calling **0300 4560111** during weekdays or **0300 456 0100** on evenings and weekends please contact the Emergency Duty Service on **0300 456 0100**.

When entering into agreements with voluntary and private sector organisations, working groups, under the umbrella of the Area Boards, need to be assured that the successful individual/organisation has the following in place:

1. Safer recruitment processes, including DBS checks; induction and supervision;
2. Identified designated lead(s) for safeguarding with appropriate relevant training;
3. Safeguarding policy, allegations management processes and policy, code of conduct policy; and
4. Child protection (where applicable) and Safeguarding training at the level appropriate to posts and roles.

6. Media Relations

Members of the working group may not issue media statements on behalf of the Area Board. Any media statements about the work of the group should be agreed with between the group and Chair of the Area Board.

7. Review

These terms of reference are subject to change and may be reviewed from time to time by the Leader, and at least annually.

Appendix A – Terms of Reference table

This table is to be completed and agreed by the Area Board when establishing/ re-establishing a working group.

Task	Area Board agreed response
Name of working group:	
Priority theme it is linked to: e.g., Environment, social isolation, young people	
Councillor lead(s):	
Assigned Officer lead(s):	
Date of set up:	
Date of review:	
Specific scope and remit for the working group: <ul style="list-style-type: none"> • What are the specific objectives? • Any particular data or intelligence the board would like considered/ investigated? • Any partners, residents or other groups it should specifically link with? • Is the group being asked to review relevant grant funding applications? 	
Proposed membership (up to 10): This does not need to be an exhaustive list. The Cllr lead and local Officer can review as needed.	
Any specific safeguarding guidance? Meeting directly with young people or vulnerable adults?	

Corsham Area Board
June 2022

Annual Review of Local Priorities

1. Purpose of the Report

- I. To report on progress made in addressing the Area Board priorities selected for 2021/22
- II. To consider any new evidence or information that will help inform the Area Board in selecting its priorities for 2022/23
- III. To highlight potential priorities for the Area Board to consider for 2022/23
- IV. To inform the Area Board of the broad mechanism for delivering these priorities including (where appropriate): leads, working groups and allocating funding.

2. Introduction

This report has been written by the Community Engagement Manager in consultation with the Area Board Chair. It is provided to help celebrate the success so far and support the Area Board Councillors in setting their priorities for the coming year.

In early 2021, the Community Engagement Manager combined data from the Community Area “Joint Strategic Needs Assessment” (JSNA) with other sources of data and additional local intelligence. This was used to produce a Community Area status report that highlighted where further local improvements may be required. In May 2021, this report was shared with local Area Boards to help inform which priorities it should focus its energy and resources upon.

Given the challenging financial environment, both nationally and locally, Area Boards are encouraged to continue to develop this evidence led approach to its work, so that they can have the greatest impact on the lives of our communities. This includes:

- ✓ Selecting priorities and directing resources to where there is the greatest need and where the Area Board can make a tangible contribution;
- ✓ Being clear on what the Area Board is trying to achieve and the mechanism for doing so; and
- ✓ Regularly reviewing and communicating progress against the chosen priorities.

3. Progress on 2021/22 Area Board priorities

The Area Board working with its partners and the wider community has focussed its attention over the past year on the priority areas below. Appendix A summarises the progress that has been made so far.

Area board priority themes for Corsham:

- Youth engagement and positive activity opportunities
- Addressing Climate Change
- Supporting positive mental health and wellbeing
- Supporting the local economy

4. The context for agreeing new Area Board priorities.

The selection of Area Board priorities should be undertaken using both the evidence available to us, as well as the context within which we are operating. Both are continually changing, and the following is provided to help inform the Area Board's decision.

- The Joint Strategic Needs Analysis was collated 2 years ago in 2020 and although it used the latest information available at the time, some it is now out of date. This is partly due the significant impact COVID-19 has had on issues such as debt, the economy and mental health as well as the release of more up to date data that was not previously available.
- Two news sources of data for Wiltshire that have analysed data during COVID and subsequent start of the recovery are available. These are:
 - [Annual report \(citizensadvicewiltshire.org.uk\)](https://citizensadvicewiltshire.org.uk)
 - [Recovery JSNA Wiltshire Intelligence](#)
- Wiltshire Council has released its new [business plan](#), outlining its strategy for 2022-2032. It focusses upon the 4 themes of “Empowering People”, “a Resilient Society”, “a Thriving Economy” and “a Sustainable Environment”. In addition, Wiltshire Council on the 1st February 2022, approved both the [Wiltshire Climate Strategy](#) and [Wiltshire's Natural Environment Plan](#) and has committed to being Carbon neutral by 2030.
- The Area Board should be aware of these plans and seek to help deliver them at a local level.

The 2021/22 Area Board priorities were selected whilst in the middle of the COVID-19 pandemic. The demands of this public health crisis demonstrated the importance of partnership working with some services struggling to cope and many of our community groups and organisations unable to operate. The focus of our time and resources has been upon coming together and supporting the vulnerable within our communities. As we now emerge from the pandemic, the focus is shifting away from this reactive response and onto the rebuilding of our communities. In particular, the evidence suggests that

- Some organisations are finding it difficult to find volunteers with some not returning due to anxiety over COVID-19.
- The demand upon our health services including the number of COVID related cases continues to be high.
- Many people, especially the older and more vulnerable have lost confidence and are reluctant to socialise again.
- There has been an increase in poor mental health and depression resulting from the pandemic. Some young people have been particularly affected.
- Inflation is very high with fuel costs doubling or more in price. This is hitting the poorer families and the elderly / vulnerable the most.

The last 2 years has seen a change in the way that people communicate, especially with the shift to more permanent home and remote working. This has allowed a new approach that includes the ability to be more inclusive and a reduction in the need to travel. The Area Board is encouraged to embrace these opportunities but also mitigate against any local impact upon our communities especially as there are many who do not have access to transport or/and do not use digital forms of communication.

5. **Agreeing and delivering priorities for 2022/23**

The Community Engagement Manager in consultation with the chairperson of the Area Board has provided a list of possible priorities for consideration. These can be found in Appendix B. The Area Board should carefully consider how many priorities it can work on at any one time and ensure that they are meaningful for their local area. As a guide, it is recommended that where an Area Board has 4 or less councillors, no more than 4 priorities are selected at any one time. Larger boards can select up to 5 if they believe that they have the capacity to deliver on them. Area Boards can at any time select, review or amend their priorities in order that they remain relevant and linked to current needs.

As well as being evidence led, priorities should be selected where the Area Board believes that it can realistically make a positive impact upon them. To aid the delivery of the chosen priorities, the Community Engagement Manager will support the Area Board councillors including in the creation and management of an action plan. This plan will include clearly defined, manageable and measurable outcomes so the intended outcome is fully understood and will, in turn, facilitate the annual review of delivery on local priorities.

The key mechanism for delivery is to support the local community to use their own experiences, abilities and passions so that they are empowered to shape and deliver positive change. To achieve this the Area Board may wish to consider allocating funding where money is required to help deliver the required aims. The Area Board may also look to set up a local working group to lead on the delivery of a priority, especially where no suitable group already exists.

It is recommended that, for each priority selected, an Area Board councillor takes responsibility for overseeing its delivery and reporting back to the Area Board on progress. The Community Engagement Manager will support the Area Board councillors in undertaking this work.

6. Area Board Lead Councillor Role Description

Area Boards are invited to appoint lead Councillor(s) representatives for each of the priority themes that they have selected. The following guiding principles are in place for Councillors who take a role as an Area Board lead for a priority theme:

- To be the main Area Board point of contact for local officers, councillors and residents within their respective lead area;
- To attend (and usually take the role as chair) relevant working groups of the Area Board;
- To work collaboratively and cooperatively with relevant local partners, community groups, volunteers and outside bodies;
- To provide regular updates back to the Area Board in relation to their lead area, including providing feedback on the success or limitations of previously funded Area Board grants;
- To diligently and democratically consider any funding applications, ensuring due process is undertaken; and
- To in consultation with the local Councillor, monitor feedback for those grant applications that relate to the local priority the lead Councillor has responsibility for, ensuring that relevant feedback on progress and outcomes is provided to the Area Board.

7. Recommendations

- I. The Area Board is asked to acknowledge the progress update from the 2021/22 local priorities work.
- II. The Area Board is asked to consider this report along with its appendices and decide upon the priorities it wishes to focus on in the coming year.
- III. The Area Board is asked to appoint a councillor lead for each of the selected priorities.
- IV. The Area Board is asked to appoint any required working groups in relation to each priority. Note; any existing externally operated groups may already be in place and should be acknowledged and noted.

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APPENDIX A - Summary of progress made against priorities for 2021/22

Positive Activities for Young People

Lead – Cllr Helen Belcher

Actions:

- I. Facilitated and expanded virtual Local Youth Network for supporting young people resulting in improved joined up working. Organised 2 online meetings with 16 organisations and community groups involved.
- II. Wiltshire Youth Survey promoted resulting in 374 responses from young people in the local area providing useful information on what support and activities young people require.
- III. Corsham School supported to become part of Wiltshire Youth Council allowing them to share local need and influence where local resources are targeted.
- IV. Programme of activity developed responding to needs identified in youth survey, including The Prepared Project, detached Youth Work, Music Therapy sessions and Mighty Girls workshops.
- V. Information and sign posting through Area Board engagements, CEM and Our Community Matters platform. Including promotion of the Young Work Wiltshire offer, Apprenticeship opportunities, mental health support (local and national), FUEL Summer programme of activities (Springfield Campus and Pound Arts) and the publicising of local clubs, events and activities.

Related funding: Who	What	How Much	Feedback
Corsham School	Music Therapy Sessions for vulnerable students at Corsham School, delivered by The Rhythm Practice based at Pound Arts.	£5000	The project continues to have a significant impact with tangible benefits. Further funding request pending. Impact report highlighting student/parent voice to be shared.
Corsham Windband Association	Expansion of youth membership and legacy project.	£1000	Young people have participated in several celebratory performances at local venues. Youth membership has increased.
Rewired Counselling	SPARK festival - Youth wellbeing event for 200 year 9 students at Corsham School and Pound Arts	£2000	The festival will take place on 8th July
Stay Safe Initiative	Digital Empowerment programme. Protecting and educating young people on how to stay safe online and have a healthy and positive online presence.	£875	Young people, parents and carers have benefitted from this project. Positive feedback has been received from across the school community.
Sea Squad Explorer Scout Unit	Stand Up Paddleboard Equipment	£3456 (capital)	Equipment purchased, introductory sessions organised and trip to Wye Valley planned.

Rise Trust / Corsham Town Council	Detached youth work sessions (two per week) to engage with young people around the town, offering support and sign posting to appropriate agencies.	£7000	Project commenced April 2022. Feedback to be shared at Town Council HWB meeting 7 th June.
Corsham Cricket Club	Coaching Programme	£895	Youth Academy coaching programme delivered.

Addressing Climate Change Lead – Cllr Derek Walters

Actions:

- I. Promoted the draft Climate Change Strategy and Blue and Green Infrastructure Strategy consultations and encouraged local involvement and feedback. 73 responses to the Climate Strategy consultation received from the Corsham community area.
- II. Hosted a Corsham Area Climate Strategy Consultation meeting with 42 attendees.
- III. Established a Corsham Area Climate group to bring together town and parish councils and local environment groups to raise awareness of issues / opportunities and explore how organisations can work in co-production together.
- IV. Supported and promoted local climate themed events:
 - The Great Big Green Week activities in Corsham and Colerne
 - COP 26 Corsham Climate Action talk at Pound Arts
 - Corsham Eco Fair
- I. Supported creation of the Corsham Recycling Hub at Springfield Campus and an A-Z Reuse and Recycling guide.
- II. Information and sign posting through Area Board engagements, CEM and the Our Community Matters Platform. Including promotion of home energy improvement grants, Plantlife digital event series, #WiltsCanDoThis campaign, Queens Green Canopy, Community Environment Toolkit and various funding opportunities such as Thrive renewables community benefit and Together for Our Planet.

Related funding: Who	What	How Much	Feedback
Dave Wright	Box Hill community orchard and Rudloe Firs Limestone Wildflower meadow	£2000	Project nearing completion...
Corsham Climate Action	Pound Arts Community Garden – a facility for local people to get involved in growing food and managing a sustainable, organic and biodiverse land area.	£2500	Project underway. Next Health and Wellbeing meeting to be held at the community garden, to promote environmental awareness and how engaging in a community garden can make a positive contribution to wellbeing.

Supporting Positive Mental Health and Wellbeing Lead – Cllr Brian Mathew

Actions:

- I. Organised 3 Health and Wellbeing meetings with focus on Celebrating Age, Prevention and Wellbeing Service, Warm and Safe schemes and information sharing across 18 partner organisations and groups.
- II. Actively encouraged and supported older and vulnerable people to get out again into their communities through events and regular activities resulting in an improvement in mental health. Groups and activities promoted included Corsham Community Club, Fitness and Friendship, Souper Friday, library reading group and Movement for Wellbeing.
- III. Supported development and participation in ongoing Celebrating Age programme including Noticing Nature and outdoor concerts in Box and Colerne.
- IV. Promoted activities in the Corsham Community area in order that those who are vulnerable, or elderly are fully supported:
 - Families Out Loud, helping families with addiction.
 - Age UK and Carer's Support groups
 - Corsham Memory Shed
 - Alcohol Awareness
 - Christmas Day lunch
 - Addressing Loneliness campaign.
 - Family and Community learning courses.
 - Over 60s Information and Advice Fair Springfield Campus Nov 21
 - Wiltshire Wellbeing Hub
- I. Worked in partnership with If the Shoe Fits and Corsham Town Council to deliver a Foot Health / slipper exchange event to over 60 residents raising awareness of falls prevention.
- II. Provided support for those in sheltered housing schemes to find suitable activities in their communities so that they do not feel isolated when previous support ended.

Related funding: Who	What	How Much	Feedback
Wiltshire Digital Drive	Unwanted laptops and tablets refurbished and distributed to the local community	£5000	Positive response from community. More than 90 of the 860 school children and families helped to date were in Corsham and surrounding areas.
Wiltshire Music Centre	Celebrating Age – arts and heritage events and activities to reach most isolated in Corsham area.	£1500	4 events/activities organised – Corsham, Box and Colerne
Neston Over 60s Club	Screen / Microphone equipment to support group	£200 (Capital)	Equipment purchased and used for an ongoing programme of guest speakers and events.
If the Shoe Fits	Slipper Exchange and Falls Prevention day	£900	Event held 11 th March. Future event planned 2023/24
Heritage Trails Project	Heritage Trails promotion and leaflet printing	£1260	Heritage Trails project and Walking Wiltshire / Active Health promoted to HWB group

			contacts.
Colerne Art Group	New art group in Colerne which will target older, isolated residents.	£850	First block of sessions fully booked with waiting list. Group to be publicised in Colerne Parish magazine in April
Cotswold Wardens	Footpath restoration in Box	£1250	Works completed
Families Out loud	To support families of drug and alcohol users in the Corsham area	£2450	CEM to discuss with FOL and offer support with promoting service.

Supporting the Economy Lead – Cllr Ruth Hopkinson

Actions:

- I. Promotion of Covid relief grant opportunities in the area including grants to support retail, leisure and hospitality sectors.
- II. Information sharing and sign posting – WC business newsletters, digital training, Work Wiltshire, local employment opportunities, Pound Arts Kickstart vacancies, Help to Grow scheme, shop local.
- III. Supported discussions with local partner organisations on town centre/business networking forum.
- IV. Meeting held with Outset at Digital Mansion with the aim of promoting free support to local small/start-up businesses.
- V. Promoted Corsham Town Council town centre survey.

Corsham Our Community Matters Platform and Newsletters 21/22

<https://ocm.wiltshire.gov.uk/corsham/>

Number of newsletters sent over 12 month period	Number of subscribers	Page views April 21-March 22	Number of contributors
46	896 (March 2022)	15,750	82 (March 22)

APPENDIX B – Suggested priorities for 2022/23

The following are some possible priorities for the Area Board to consider for the coming year

Potential Priority	Key objectives	Additional comments
Supporting the Economy	To be agreed at Area Board meeting July / Sept	Cllr Ruth Hopkinson tbc
Positive Mental Health and Wellbeing	To be discussed at next health and wellbeing meeting and agreed at following Area Board	Cllr Brian Mathew tbc
Addressing Climate Change	To be discussed at next Corsham area Climate Group meeting and agreed at following Area Board.	Cllr Derek Walters tbc
Positive Activities for Young People	To be discussed at next Local Youth Network meeting and agreed at the following Area Board.	Cllr Helen Belcher tbc

Corsham CPT Area Board Update



Page 49

Agenda Item 7

April 2022



Your CPT - Chippenham

Inspector: James Brain

Neighbourhood Sergeants: Richard Marshall / Gavin Brewster

Neighbourhood Officers:

PC Evie Templar / (Chippenham)

DC Kev Golledge (Corsham)

PCSOs:

Mark Cook / Nicole Sheppard/ Simon Partington (Calne)

/ Barbara Young / Chris Archer / Linda Staples / Liam Owen/ Lewis Hawkins
(Chippenham)

Shaun Redmond / Toni Brown (Corsham)

Performance – 12 months to March 2022

Force

- Wiltshire Police recorded crime reports a YoY increase of 13.1% in the 12 months to March 2022 and continues to have one of the lowest crime rates in the country per 1,000 population. The 13.1% increase is attributed to a return to pre covid volumes and an extended Summer high experienced as restrictions were removed.
- Our service delivery remains consistently good.
- In March 2022, we received:
 - 8,911 '999' calls, which we answered within 10 seconds on average;
 - 10,814 '101' calls, which we answered within 8 seconds on average;
 - 11,417 CRIB calls, which we answered within 1 minute and 32 seconds on average.
- In March 2022, we also attended 1,635 emergency incidents within 9 minutes and 49 seconds on average.

Crime Type	Crime Volume	% of Crime
Totals	41,400	100.0
Violence without injury	7,292	17.6
Violence with injury	6,172	14.9
Criminal damage	5,207	12.6
Stalking and harassment	4,074	9.8
Public order offences	3,930	9.5
Other crime type	14,725	35.5

Chippenham CPT

Crime Type	Crime Volume	% of Crime
Totals	4,184	100.0
Violence without injury	738	17.6
Violence with injury	656	15.7
Criminal damage	572	13.7
Stalking and harassment	444	10.6
Public order offences	384	9.2
Other crime type	1,390	33.2

Stop and Search information for Chippenham CPT

During the 12 months leading to February 2022, 108 stop and searches were conducted in the Chippenham area of which 58.11% related to a search for controlled drugs.

During 78.7% of these searches, no object was found. In 20.3% of cases, an object was found. Of these cases 82.4% resulted in a no further action disposal; 17.6% resulted in police action being taken; 5.6% resulted in an arrest.

Of the stop and search subjects who defined their ethnicity:

- White – 84 stop and searches.
- Mixed Ethnicity – 2 stop and searches
- Black or Black British – 5 stop and searches

Performance – Hate Crime overview

Force

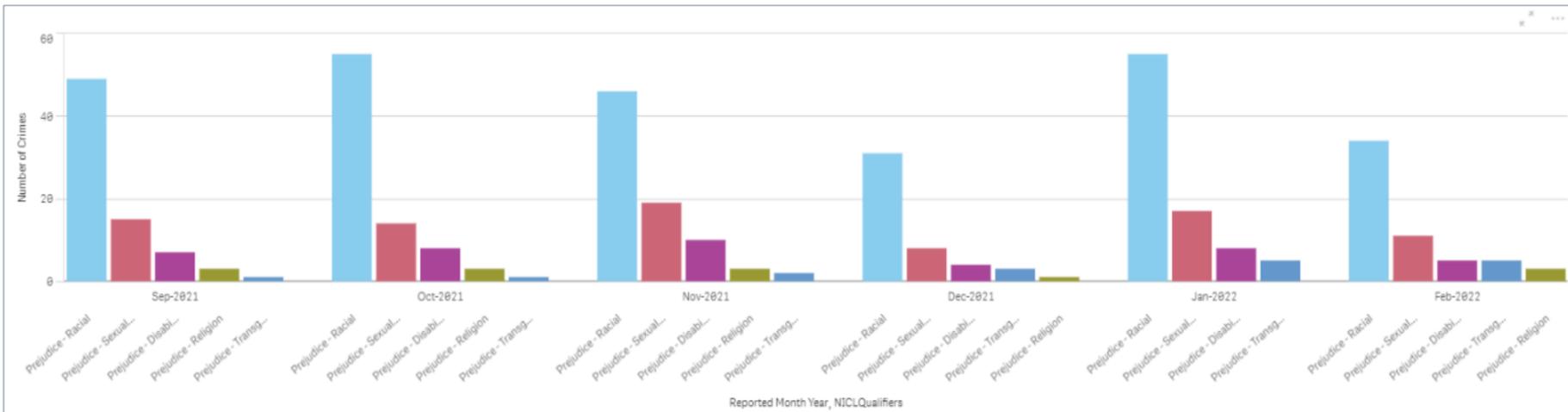
- Hate Crime volumes are within normal bounds. Summer highs have been slightly more extended which has resulted in year-on-year increases (133 crimes, +17.5%), largely within Sexual Orientation and Racial crimes. This extended summer high is reflective of the trend seen within overall crime volumes, but is now showing signs of returning to the norm.
- Formal Action Taken (previously "detection") rate is at 13.5%, down by 7.2% from the previous year. Whilst rates have remained stable across Sexual, religious, transgender or disability related hate crimes (<1% variance), Racially motivated crimes relating to public order are driving the loss in detection rate.

Chippenham CPT

	Number of Crimes	Change (number)	Change (%)
Total	84	18	18.4%
Prejudice – Racial	51	15	41.7%
Prejudice – Sexual orientation	14	3	27.3%
Prejudice - Disability	11	0	0.0%
Prejudice - Religion	3	-1	25.0%
Prejudice - Transgender	5	1	-25.0%

Year on year comparison April 2021 to March 2022 (note: an individual crime can be tagged with more than one prejudice type e.g. sexual orientation & transgender)

Force Hate Crime (6 months to March 2022)



Local Priorities & Updates

Priority	Update
Main Priorities	<p>Londis shop ASB. Speed checks. Springfield Park and The Rec, patrols (ASB)</p>
Good work / updates	<ol style="list-style-type: none"> 1. Local male identified by CORSHAM NH officers following an incident at the Londis shop involving a "firearm" 2. Local female Yasmin HENLEY RSA following local NH officers working with the community, female has now been banned. 3. Local CORSHAM male identified by NH officers from caught on camera for shop lifting at Sainsburys CHIPPENHAM. 4. Stolen bike from Gibbs court recovered and youth to be dealt with by Community resolution. 5. Local elderly male reported for FTS RTC on crossing opposite the Digital Mansion CORSHAM where an elderly female was struck while on the crossing, male was located using ANPR and local knowledge. Female was not injured. 6. Elderly female from the Brook Drive area supported by the EF NH Team and the bobby van following cold callers causing concern, information received from Corsham town council. 7. Speed checks carried out Cross Keys road motorists spoken to and one ticket issued. 8. Bath teenager missing for seven days located by the CORSHAM NH team safe and well in Corsham. 9. Bybrook Farm watch (set up by EF NH officers) used to locate owner of stolen game keeper equipment, female reported for theft. 10. Rudloe long term neighbourly problem. Resident charged and remanded for ongoing breaches of Court prevention from Harassment order. <p>Planned talk to Youth club at CORSHAM Campus covering ASB and Drugs for the 27th May. Wilts Police Crime Prevention Designing Out Crime Officer (DOCOC) Amanda CLARKE contacted for joint visit to Londis area for ASB reduction meeting.</p>

Local Priorities & Updates Continued

Priority	Update

Page 54



Useful links

For more information on Wiltshire Police's performance please visit:

- PCC's Website - <https://www.wiltshire-pcc.gov.uk/>
- HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>
- Police.uk - <https://www.police.uk/pu/your-area/wiltshire-police/>
- For information on what crimes and incidents have been reported in the Chippenham Community Policing Team area, visit <https://www.police.uk/pu/your-area/wiltshire-police/chippenham/> to view a crime and incident map and find links to more detailed data

Get Involved

Keep up to date with the latest news and alerts in your area by signing up to our **Community Messaging service** – www.wiltsmessaging.co.uk



Follow your CPT on social media

- [Calne Police Facebook](#)
- [Calne Police Twitter](#)
- [Chippenham Police Facebook](#)
- [Chippenham Police Twitter](#)
- [Corsham Police Facebook](#)
- [Corsham Police Twitter](#)

Find out more information on your CPT area at: www.wiltshire.police.uk and here www.wiltshire-pcc.gov.uk



CPT Chippenham covers the areas of Chippenham, Calne and Corsham
To contact your CPT about a community-related matter, such as a school visit, then please email ChippenhamAreaCPT@wiltshire.gov.police.uk. Please note that this mailbox is not monitored 24/7.
You are unable to report crimes of any type via email and please do not report any situations that require an urgent response. In the case of an emergency please contact 999 and for non-urgent crimes and accidents, please call 101 or [Report a crime here](#)
You see a map of crimes in the Chippenham area [by visiting www.police.uk](#)

WILTSHIRE POLICE

Proud to serve and **protect** our communities



@wiltshirepolice



**DORSET & WILTSHIRE
FIRE AND RESCUE**

DORSET & WILTSHIRE FIRE & RESCUE SERVICE

WILTSHIRE AREA BOARD REPORT

Community Safety Plan

DWFRS Community Safety Plan can be found on the DWFRS website;
<http://www.dwfire.org.uk/community-safety-plan/>

Prevention

We are committed to making a real difference to the lives of people in Dorset and Wiltshire. Our aim is to reduce the level of risk and harm to our communities from fire, targeting those most at risk. We do this primarily through our Safe and Well visits.

A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need

Are you or anyone you know:-

- Over the age of 65?
- Need a smoke detector?
- Have a long-term health condition?
- Suffer from poor hearing or sight loss?
- Would you struggle to escape in the event of a fire?

If you can answer yes to more than one of these questions, then please call us on 0800 038 2323 or visit <https://www.dwfire.org.uk/safety/safe-and-well-visits/>



Protection

On-going interaction by Protection Team members with Local Authorities, Private landlords and tenants regarding fire safety-related matters: external cladding systems; fire detection and warning systems; fire resisting doors (& self-closers); combustibility/fire resistance of construction materials; commercial and residential sprinklers systems and water-mist suppression systems

General Enquiries

If you have a general fire safety enquiry regarding commercial property, please email fire.safety@dwfire.org.uk and the Fire Safety Team will respond in office hours.

Fire Safety Complaint

If you wish to tell us about fire safety risks in commercial premises, such as locked or blocked fire exits, you have three options:

- You can email the fire safety department at enforcement@dwfire.org.uk
- Call 01722 69 1717 during office hours (9am-5pm).
- Call our Service Control Centre on 0306 799 0019 out of office hours (5pm-9am)

On Call Recruitment

Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter is for you.

As a paid position, on-call firefighters commit anywhere between 40 to 120 hours per week, during which time they must be able to respond to the station immediately.

Many have 'normal' jobs during the day, then upon their return home make themselves available overnight or during the weekends. Some of our crew respond from their workplaces during the day, and we are very grateful to their employers for releasing them to perform their vital duties.

Anyone over 18 years old can apply (although you can also apply once you are 17½) you must be able to respond and attend the fire station within 5-8 minutes, you have a good standard of physical fitness (i.e. you are generally active), and you must have the right to work in the UK.

Further information on becoming an On Call Firefighter can be found at www.dwfire.org.uk/working-for-us/on-call-firefighters/ or should you have any questions, you can call **01722 691444**.



Recent News & Events

First national Biker Down safety campaign held

The National Fire Chiefs Council (NFCC) held its first national Biker Down safety campaign between 11-17 April.

Biker Down is a free three-hour course that provides practical and potentially lifesaving advice, and the sessions are suitable for riders of all experience levels.

The course gives riders an awareness of what to do if they are involved with or see an injured motorcyclist, and how to reduce their own risk of being in a collision.

The national campaign also highlighted the importance of motorcycle maintenance and the wearing of legal and protective riding gear, especially since the trade in counterfeit and fake gear has grown in recent years.



More information can be found at www.dwfire.org.uk/biker-down



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Bonfires and garden safety



Bonfires are very common in the summer, but they can get out of control very easily. If you want to burn off garden waste, here's some safety advice:

- Site any bonfire well away from buildings, fences, trees and garden structures.
- Have a garden hose to hand in case the fire starts to get out of control.
- Don't light a bonfire on a windy day, as it could flare up more than you expect.
- Be courteous to your neighbours – if you're planning a substantial bonfire, let them know, and stay with it at all times to ensure that it remains safe.
- If you're intending to have a large bonfire, use our **on-line form** – we often receive emergency calls from people who can see lots of smoke, and it helps us to know where this could be a controlled burn.
- Never use flammable liquids such as petrol or paraffin to start a bonfire.

If you have concerns about the environmental impacts of bonfires, such as smoke, you will need to contact your local council.

For further information regarding bonfire and garden safety please visit - <https://www.dwfire.org.uk/safety/safety-outdoors/bonfires-and-garden-safety/>

UK fire services rally to support colleagues in Ukraine

The Service has donated some surplus equipment to support colleagues in Ukraine, as part of a wider effort coordinated by the [National Fire Chiefs Council \(NFCC\)](#).





**DORSET & WILTSHIRE
FIRE AND RESCUE**

Water safety



Cooling off in rivers, canals, ponds, quarries and lakes can have deadly consequences.

Every year, firefighters are called to incidents where residents (particularly children and young people) get into difficulty when swimming in open water.

For further information on the dangers of cooling off in open water and some key safety tips for staying safe near water, please visit: - <https://www.dwfire.org.uk/safety/safety-outdoors/water-safety/>

Supporting Pride

The International Day Against Homophobia, Transphobia and Biphobia, which is marked every year on 17 May, was created in 2004 to draw attention to the violence and discrimination experienced by lesbian, gay, bisexual, transgender, intersex people and all other people with diverse sexual orientations, gender identities or expressions, and sex characteristics.

As a Service, we work hard to create a culture where all staff can come to work and be themselves. We also have a supportive network in place, Firepride, which is open to everyone.

As part of our commitment to supporting all communities, we will be attending the Pride celebrations within our Service area, which are back this year after being affected by Covid over the past two years.





**DORSET & WILTSHIRE
FIRE AND RESCUE**

Demand

Total Fire Calls for Corsham Fire Station for period 01 Jan 2022 – 31st March 2022

Category	Total Incidents
No. of False Alarms	10
No. of Fires	8
No. of Road Traffic Collisions and other Emergencies	6
Total	

Local Incidents of Note

Although there were no common trends within this collection of incidents is worth reminding all attendees of the concern for road safety, a number of the special service incidents involved Road Traffic Collisions and thankfully these were minor injuries only but have all had the potential to be more significant.

.....
Station Manager

Email:.....dwfire.org.uk

Tel:



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Mobile:

Update for Corsham Area Board

Name of Organisation	Corsham Climate Action
Date of Area Board Meeting	1 June 2022

Headlines/Key successes

- Contributed to Corsham Eco Fair
- Work progressing well on Pound Community Garden

Springfield Recycling hub has been operating for 6 months, and has collected huge volumes of recyclable waste and raised nearly £1000 for charities

Projects

- Will have stall at Taste of Corsham (June) and Corsham Street Fair (September)
- Planning an ‘energy saving’ community event for the Autumn, to highlight how people can save money on energy and reduce emissions through insulation, energy efficiency etc
- Aiming to meet with Area Board Health and Wellbeing group to discuss how the Community Garden can be used by local community groups

Forthcoming events/Diary dates

- Monthly meeting on fourth Tuesday of each month at The Pound at 7.30pm

-

-

Signed: Adam Walton

Date: 25 May 2022

Update for Corsham Area Board

Name of Parish/Town Council	Corsham Town Council
Date of Area Board Meeting	1 June 2022

Headlines/Key successes

- The Town Council and Area Board are funding two detached youth workers from the Rise Trust to work with young people in the town. The youth workers are in town on Wednesday and Friday evenings and are making good progress at engaging with young people and helping to reduce anti-social behaviour.

- Taste of Corsham returns on 18 June. The Town Council-run food festival is back, from 10am-4pm, highlighting the best local and regional food and drink. Plus live music, children's activities, the Picnic Lawn in the grounds of Digital Mansion Corsham, the Taste Trail and FREE parking all day.

Update for Corsham Area Board

- Work on the Town Council's Strategic Plan for 2022-26 continues. The key themes are: Environment and Climate Change, Highways and Transport, Business and the Economy and Community Wellbeing – all linked through creating an engaged community.
- The Town Council's first-ever Eco Fair, held in April, with stalls in the High Street and at Springfield, highlighting the small changes that could make a big difference to the planet, will now be an annual event.

Projects

- Following the Go Wild in Corsham event for families, three new bug hotels have been installed at Beechfield Nature Area.
-
- Corsham Town Council Carbon Footprint Calculation - Corsham Town Council is working with Carbon Footprint Ltd to calculate its carbon footprint in order to assess its progress towards achieving net zero emissions by 2030. We have calculated our baseline figure for the year April 2019 to March 2020 (prior to Covid affecting things), which was 38.75 tonnes of carbon dioxide equivalent. The Town Council is now in the process of calculating its carbon footprint for the last financial year in order to compare this figure against the baseline. Carbon Footprint Ltd has set out a list of recommendation to reduce the Town Council's carbon footprint which we are now working towards. We are now committed to calculating and reporting our carbon footprint calculation on an annual basis to assess our progress towards net zero emissions. We would like to encourage all Corsham businesses and organisations to do the same as we all strive to reduce the carbon footprint of the town.
-

Forthcoming events/Diary dates

- Corsham's Summer Fete returns for the first time in four years on 9 July, at Springfield Rec, 12-4pm. There will be stalls, fairground rides, live music, dog show, food and drink, fun and games, plus – weather permitting – a Hurricane (from the Battle of Britain Memorial Flight) flypast. And it will all have a Jubilee theme too.
-
- There are two Jubilee trails running in town. The Beacon Trail features QR codes in seven shop windows which, when scanned with a smart phone, reveal Sir Barnaby Beacon and his friends on a Jubilee adventure. Go to jubileebeacontrail.com to start. The Trail runs until 12 June. And, with thanks to Pickwick WI, 10 knitted corgis are hiding in the town's shop windows. Can you find them all? Entry forms are available at the Town Hall, the Tourist Information Centre or from www.corsham.gov.uk. The corgi trail runs until 5 June.
-

Update for Corsham Area Board

Signed:

A handwritten signature in black ink, appearing to read 'DJM', is written on a white rectangular background.

Date: 23.5.22

Update for Corsham Area Board

Name of Parish/Town Council	BOX
Date of Area Board Meeting	1 June 2022

Update for Corsham Area Board

Headlines/Key successes

- Several successful grant applications receiving money to install ten kissing gates on footpaths, replacement of the bridge at the Lovar Garden at the bottom of the Recreation Ground, substantial clearing of the Lower Common to allow a wildflower meadow to be created

- Recruiting volunteers from parishioners to help with planting schemes, clearing of the Common

- Purchase of a new electric mower and rolling out the Climate Strategy across all areas of the Council

Projects

- Applied for further funding to create a bog garden at the Lovar Garden and for two information boards to celebrate the History of the Stone Quarries

- Setting up a Highways committee to work closely with the Local Highways and Footways Improvement Group

-

Forthcoming events/Diary dates

- Box Revels to celebrate the Queens Jubilee – events all over the weekend

-

-

Signed: *M.S. Carey*

Date: 30th May 2022

Update for Wiltshire Area Boards

April 2022

Covid-19 update

In the last few weeks, the number of people in our region testing positive for Covid-19 has increased dramatically.

At the beginning of March, daily positive test results stood at around 560, but that has now risen to more than 1,100.

In light of these concerning statistics, staff at BSW CCG have been reminding people of the important behavioural changes everyone has made over the past two year: staying home and away from others when showing Covid-19 symptoms wearing a face-covering in enclosed public spaces and maintaining social distancing when out and about.

People aged 75 and over, as well as those residing in a care home, are now able to have their Covid-19 immunity topped up with a second booster vaccine.

Those coming forward for this new jab, which for many people is their fourth vaccination, will need to have had their first booster dose at least three months ago.

However, while this additional top-up dose can be given 12 weeks after the first, experts suggest it is best for people to receive the second booster after a period of six months.

Ongoing pressures on local health and care system

Health and care services in Wiltshire have continued to experience pressures over the past few weeks as hospitals and surgeries struggle with high numbers of patients with Covid, covid-related staff absence and patients affected by usual winter pressures.

Appeals to the public to support services during this difficult time are ongoing. The main messages being for people to use our health services appropriately, support hospitals by collecting loved ones as soon as they are ready to go home, using our pharmacies for help and support wherever possible and using the online 111 service in the first instance.

To help address these pressures in Wiltshire and help the flow of patients from the Salisbury Foundation Hospital, a number of schemes were put in place including the opening beds in South Newton Hospital and the provision of a discharge grant to support patients being discharged to home.

Schemes such as this were only ever intended as temporary measures to help alleviate system pressures and BSW CCG will be assessing how effective the schemes have been so we can take forward learnings for periods of sustained pressure on services in the future.

BSW ICS update

Following the appointment of Sue Harriman as Executive Designate of the BSW Integrated Care Board and four Non-Executive Directors to oversee Audit, Public and Community Engagement, Remuneration and People and Quality & Performance, the recruitment process at the BSW ICS is continuing.

Recruitment is currently underway for Director positions for Medical, Planning & Performance, Strategy & Transformation, Chief Nurse and Director of Place roles and announcements on successful applicants for these positions will be made shortly.

As part of its ongoing work to address inequalities the BSW Partnership is developing a new strategy to make sure that tackling inequalities is everybody's business and that there is a long-term commitment to tackling these issues across BSW. Inequalities are unfair and avoidable differences that can impact on the health across different communities driven by factors such as education, housing, employment, ethnicity and access to health services and programmes.

Steve Maddern, Director of Public Health at Swindon Borough Council has been appointed as Senior Responsible Officer for Inequalities and is being supported by a Health Inequalities Project Manager.

The BSW Academy launched on 28th February and is now available for all health and care staff working in BSW.

The BSW Academy is a new initiative, enabling collaboration across health and care services for the benefit of the people working with us and those in our local communities. The BSW Academy brings together teams from across all of our health and care providers as part of a network and mobilised through the core five pillars of: Leadership, Learning, Inclusion, Innovation, and Improvement.

The Wiltshire Integrated Care Alliance also held a strategy session this month to discuss items including principles and priorities for 2022/23. The session was attended by health and care organisations from across Wiltshire.

Report highlights lack of support services for young LGBTQ+ community

Young people who identify as LGBTQ+ say there are few health and care services in Wiltshire to support them, and a lack of understanding from healthcare professionals has left them feeling unheard and disrespected.

These are the key findings of a project carried out by our Young Healthwatch Wiltshire volunteers, focusing on what young LGBTQ+ people aged 11-25 thought of the support they had received, and the support they would like to see in their schools, colleges, workplaces, and local communities.

More LGBTQ+ education in schools and better access to advice and information were seen as vital ways to help close the current gap in LGBTQ+ support for both young people and adults in the county.

What young people told us

- There is a need for LGBTQ+ support in Wiltshire and there is currently a gap in services.
- Education was seen as key in addressing the lack of understanding and discrimination faced by the LGBTQ+ community. This included changes in language and normalising the use of pronouns.
- Advice and information was seen as an important area where young people could make informed decisions about the support they needed, but finding support was difficult.
- Sex education was identified as a support need and for sexual health services to be LGBTQ+ inclusive.

- Transgender healthcare was raised as an issue with long waiting lists for HRT (Hormone Replacement Therapy) and a lack of gender reassignment surgeries.

Young Healthwatch Wiltshire volunteer **Robyn** said: "It was great to be involved in this project and hear directly from LGBTQ+ young people, particularly those in more rural areas where young people are often more isolated and even less visible. As a member of the LGBTQ+ community who grew up in Wiltshire, it was also important to me personally, and the feedback really resonated with me.

"I'd like to see far more awareness of and support for non-binary and transgender young people, especially in healthcare and mental health provision. I'm also looking forward to seeing the impacts from the new relationships and sex education legislation on the information and support available to all young people."

Stacey Sims, Healthwatch Wiltshire Manager, said: "We're grateful to the young people of Wiltshire's LGBTQ+ community for sharing their experiences and ideas with us and to our young volunteers for producing this report. It is clear from our survey that there is a need for LGBTQ+ support - for both young people and adults - in Wiltshire and that there is currently a gap in services. We look forward to working with the commissioners of local services to see how support for the LGBTQ+ community can be improved."

[Read the report on our website.](#)

Minutes

Meeting: Corsham Community Area Transport Group (CATG)
Place: Virtual meeting via Microsoft Teams
Date: Wednesday 13th April 2022
Time: 14:00

Please direct any enquiries to Sarah Dearden (Senior Traffic Engineer), via email sarah.dearden@wiltshire.gov.uk

	Item	Update	Actions and recommendations	Who
	Date of meeting: 13th April 2022			
1.	Attendees and apologies			
	Present:	Sarah Dearden (WC), Ruth Hopkinson (WCC/CTC) Brian Mathews (WCC), David Arnup (WC), David Martin (CTC), James Whittleton (CTC), Peter Shaw (LPC), Richard Campbell (BPC), Robert Davies (BPC), Steve Abbott (CTC), Tony Clarke (CPC), Sheila Parker (BPC)		
	Apologies:	Derek Walters (WCC), Anna Woolard (BPC), Helen Belcher (WCC/CTC), Rebecca Smith (BPC), Spencer Drinkwater (WC), Ros Griffiths (WC)		
2.	Notes of last meeting			
		The notes of the last meeting held on 12 th January 2022 were accepted as a true record.	Noted and agreed	

3.	Financial Position			
		See Finance sheet. 2022/23 allocation is £21,902. 2021/22 underspend was £51,406 and the current commitments total £51,406.34 giving a remaining budget of £37,940.66	Noted and agreed	
3a.	Future Changes to CATG	Sarah to update potential future changes to CATG.	SD outline potential new changes to the CATG, official notes will be circulated once paper has gone to cabinet end April 2022.	
4.	Top 5 Priority Schemes			

<p>a)</p>	<p><u>5-21-2</u> B3109 Bradford Road, Rudloe</p>	<p>Request for a safe crossing to be installed, for example a formal signal-controlled crossing. Box PC raised concerns over residents of Redcliffe development on journeys to school. Gap in footway not allowing practical use of new Toucan crossing from this location. The Parish Council requests that the speed limit on the B3109 be reduced from 50 mph to 30 mph on the stretch of the road going from the mini fiveways junction at the top of Westwells Road, past the housing development and the access to Corsham Primary School. The Parish Council would also request a reduction to 20 mph at school opening and closing.</p> <p>As specified in DfT circular 01/13 Setting Local Speed Limits, speed limits should not be used to attempt to solve an isolated issue, the provision of adequate footways in rural locations is a more effective way to improve pedestrian safety than lowering the speed limit over a short distance. The Bellway site plan shows a footway link east of the Dickens Gate development connecting with Skynet Drive. Once this is constructed it is suggested this route is promoted for a safer route to school. Discuss option of substantive bid for a footway from the eastern development to link with toucan crossing. Topographical survey required to progress.</p> <p>Cllr Walters expressed concerns relating to the speed limit and highlighted concerns over whether this issue is being fully addressed.</p> <p>Box PC commented they are unhappy about position of toucan crossing requesting a site meeting. Headteacher proposes reduction in speed limit with option for flashing 20mph advisory speed limit.</p> <p>Continued...</p>		
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<p>a, conti nued</p>	<p><u>5-21-2 continued</u></p>	<p>Cllr Hopkinson gave a comprehensive background on the toucan crossing connection with Skynet Drive and reasoning behind it in relation to the development.</p> <p>BPC and CTC agree their contributions towards Topo survey and Speed limit assessment (£4500- CATG £3375-BPC+CTC £562.5 each)</p> <p>Topo and SLA ordered. Topo completed and with SD, SLA due by end June 2022.</p>	<p><u>Discussion</u> Plan and costs for potential sub bid for footway now required for progression towards potential sub bid. SLA not yet received.</p> <p><u>Action</u> Prepare plan and costs for footway for sub bid. Circulated results of SLA when received.</p>	<p>SD SD</p>
<p>b)</p>	<p><u>5-21-3</u> Pool Green / Elley Green junction, Neston, Corsham</p>	<p>Concerns over pedestrian safety as no footpath at this junction and visibility is limited. Parents do not like walking this section with buggies and young children as do not feel safe as there is no proper footpath and traffic does not slow down to turn into junction. This road is busy at school times and with a bus route. Preschool numbers have increased due to closure of Cotswold Centre and new housing meaning more pedestrians using this route. Pedestrian movements in this area are difficult due to limited visibility at this junction and lack of footway. Corsham TC support this issue and agree to fund any survey work plus 25% towards implementation up to £5,000. Group supports issue. Design and estimate to be completed when resources allow this issue to reach top priority list. SD and DW had site visit to discuss options, plan and cost estimate to be completed in new year.</p> <p>CTC agreed to fund any survey work plus 25% towards implementation up to £5000. CATG agreed to contribute £3500.</p> <p>Plan and costs to be completed for April meeting.-see attached</p>	<p><u>Discussion</u> Both Option 1 & 2 looked at by group, Option 2 is preferred. CATG agree max contribution of £6795, with CTC paying their 25% at £2265+£438 for Catman survey.</p> <p><u>Action</u> CTC to confirm Contribution of above at next P&A meeting and let SD know as soon as possible.</p> <p>Progress scheme to detailed design and make up work package/booking of road space</p>	<p>SA SD</p>

<p>c)</p>	<p><u>5-20-4 / 5-20-6 (previously Issue 6876)</u></p> <p>Request for 20mph speed limit on residential streets around Corsham.</p>	<p>Cost estimate for speed limit assessments is £2,500. 25% contribution of £625. Corsham TC have now submitted plans for Corsham and Neston to be assessed. Group agreed funding. Corsham TC confirmed contribution.</p> <p>20mph speed limit assessment is in progress, however we are currently waiting to carry out the data collection/traffic surveys until the national restrictions surrounding Covid-19 are relaxed in order to get a true reading of 'normal' traffic speeds for the assessment. KD/JW discussed traffic surveys in January 2021 and agreed due to latest Covid-19 national lockdown to defer this work until the restrictions are eased and traffic returns to normal volumes.</p> <p>Assessment to be carried out as soon as possible. Currently, the timeframe is for traffic surveys to be undertaken over summer period and reports to be finalised in the autumn.</p> <p>Corsham Town Council want surveys done term time-KD to request.</p> <p>Plans forwarded to Cllr Walters showing extents of surveys(KD)</p> <p>Surveys were delayed due to covid backlog.</p> <p>Also some delays due to road closures within certain areas.</p> <p>CATG Agreed to allocate £5389.34 towards implementation. Surveys have been completed, waiting for final reports. (Due March/April)</p>	<p><u>Discussion</u></p> <p>Final reports not yet received, due April. SD explains that implementation costs in region of £10,000. Costs TBC once known. CATG previously allocated £5389.34.</p> <p>Question asked about who pays for 20mph SD to investigate.</p> <p>SD looked at Wilts Policy on 20mph limits/zones (which needs updating)</p> <p>Flow chart to be followed, Costs as per standard CATG process. (this was put to the CATG in previous years if they took 20mph within their remit then costs bared by CATG's.</p> <p><u>Action</u></p> <p>Chase reports</p> <p>CTC to confirm their contribution of £2500 (25%). Let SD know once confirmed so can begin processes for implantation.</p>	<p>SD</p> <p>SA/JW</p>
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<p>d)</p>	<p><u>5-21-9</u> Fosse Way / Bath Road junction, Colerne</p>	<p>Concerns over vehicle accidents along this route and around the bend. Requests for a review of signing along this route, in particular speed limit signing and reduction to 50mph. Colerne PC and BM commented on safety concerns along this route and request a signing review. SD to undertake signing review in the new year. (if speed limit assessment required submit new separate issue).</p> <p>CATG agreed to allocate £2500 towards implementation.</p> <p>Design and costs to be ready for next meeting (April 22) see attached</p>	<p><u>Discussion</u> CPC to discuss designs at next Parish meeting. CATG agreed to contribute the additional £1859 to cover the shortfall for the whole scheme to be implemented.</p> <p><u>Action</u> CPC to confirm happy with full scheme and their 25% contribution of £1454. Let SD know asap so scheme can be progressed.</p>	<p>TC</p>
<p>e,</p>	<p><u>5-21-18</u> Corsham Smiths Yard/High Street-Street Nameplate</p>	<p>No Street name sign, there was one previously but no longer. It leads to confusion for delivery drivers etc.</p> <p>To be discussed at meeting. All agreed an issue. Plan and costs required. Plans attached -2 options to discuss. Option 1 £103.81 Option 2 £121.88</p> <p>Option 1 agreed for implementation. Order issued. To be installed imminently. (CTC £26/CATG £78)</p>	<p><u>Action</u> Works complete, can be removed off list.</p>	<p>SD</p>

f)	<p><u>5-20-5</u> Memorial Garden, Market Place, Colerne</p>	<p>Colerne PC have improved disabled access to the Memorial Gardens and are now requesting a dropped kerb and bus stop hard standing area. Group agreed to move to top priority when resources are available. Site visit with Colerne PC to be undertaken once Covid-19 national lockdown restrictions are eased. Site meeting undertaken in May 2021. Please see attached proposal plan, the cost estimate is in the region of £3,200 (CATG: £2,400. 25% contribution: £800). All agreed to fund the scheme if Colerne agree and confirm contribution. Colerne to install heritage lighting at own expense, coordinate with Wiltshire Council to implement-no action for WC Works added to construction programme date TBC (TTRO required for suspension of parking during works). TTRO and works package completed and issued.</p> <p>Works target date 16th May for 5 days. (CONFIRMED)</p>	<p><u>Discussion</u> Works programmed for 16th May 2022 for 5 days.</p>	
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<p>9,</p>	<p><u>5-21-20</u></p> <p>Corsham Station Road. Building protection</p>	<p>Cars swing into Station Road from Pickwick Road (outside The Methuen Arms) and they often take the corner too wide. On a couple of occasions, they have hit the side of the house (3 Station Rd). Lorry had previously taken out some of the window ledge on the first floor and another time a car drove into the side of the house and scrapped and dented the wall. Whole house shook.</p> <p>Possibility of bollards/planters to be installed for protection, CTC supports the request but needs to be in keeping with the area (no plastic etc) options to be looked at.</p> <p>All agreed an issue and move to top priority list.</p> <p>Plans attached. (it's to be noted that if scheme goes ahead, the exact location of the bollards may change due to an underground cable running along the side of the carriageway in line with preferred bollards location-CATMAN costed for in estimate to determine location of cable)</p> <p>To be discussed in more detail.</p> <p>Cost estimate £1674.10 (bollards)</p> <p>Concerns raised from CTC about bollards, site meeting to take place for further discussion and decision of what to install.</p>	<p><u>Discussion</u> Group decided on planter. CATG agreed max contribution of £1000, CTC 25% at £250.</p> <p><u>Action</u> Produce cost estimate and plan for next meeting</p>	<p>SD</p>
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5.	Other Priority Schemes		
a)	<p><u>Issue 6829</u></p> <p>Lacock village – restriction for tourist coach restriction.</p>	<p>Preliminary design sent to Lacock Parish Council for consideration. The estimated costs of this scheme including data collection surveys before and after to analyze success of signing scheme is in the region of £6,000. A 25% contribution would be £1,500. Lacock PC confirmed they do not support this proposal. Subsequently withdrawn and issue removed from priority list. Lacock PC to escalate the issue at strategic level. Group agreed to leave on agenda for now.</p> <p>Lacock PC explained they have written to Western Gateway regarding the impact Melksham bypass will have on the village and coaches. Requests for strategic plan made to Cllr Wayman and MP Michelle Donelan. It was also suggested to contact Cllr Philip Whitehead – Leader of Wiltshire Council to highlight these issues further. No further action currently.</p> <p>Leave on agenda for now and monitor. Melksham Bypass route selection process might have an impact on this issue in the future.</p>	<p>Leave on agenda for now and monitor</p>

<p>b)</p>	<p>5-20-2 Lacock Road, Corsham – verge deterioration, request for footway/kerbing installation.</p>	<p>Request for new footway and kerb line along Lacock Road on the southern side for the extent of the properties.</p> <p>PW explained the issues with parents parking on the double yellow lines and issues being cause by the muddy verge for residents. A footway along the south side of Lacock Road has been looked at before through TAOSJ in 2010 and 2015 but was not recommended due to large scale drainage works and relocation of utilities. It was felt this solution would also encourage more parents to drive and park if there was a footway introduced.</p> <p>GW confirmed road markings are in place and visible. KD has requested targeted enforcement by Parking Services team at school times. Ball park figure supplied to Corsham TC for kerbing works. In the region of £20,000 – £25,000. Concerns over safety and parking issues surrounding the school. Request for investigation into school keep clear markings, no loading restriction. Possible scheme for future substantive bid funding. Group agreed to allocate £2,000 for now</p> <p>Site visit undertaken in June 2021 and discussed with David Arnup. Utility identification and gully clearing work to be carried out prior to finalising any design or cost estimate for this project. C Gully clearing and utility identification completed 17/9/21. SD/KD met on site to discuss utility findings and proposed options. Findings show potential for kerblines but requires a Topographical survey and Trial holes to determine buildability. Cost of Topo £2000 (CATG £1500 CTC £500) Cost of Trial Holes £4200 (CATG £3150 CTC £1050) cost valid until 31/3/22) Cost estimate for the installation of scheme £35,000 and would require a substantive bid in September 2022(if moved to top priority)</p>	<p>Discussion Group wants to progress sub bid, SD state will require Topo survey and trial holes completed prior to any design. CATG agreed to progress with Topo and trial holes. CATG £4875 CTC (25%)£1625</p> <p>Action Arrange Topo and trial holes</p>	<p>SD</p>
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<p>c)</p>	<p><u>5-21-19</u></p> <p>Box, Market Place</p>	<p>BPC explained the issue of large delivery vehicle from McColl's going down the narrow Market Place, residents park their cars along road also which is causing conflict. McColl's deliveries should stop on A4 or back into the delivery area to unload but not doing this, possibly so not to block A4 traffic. Possible Road narrow/Unsuitable for HGV signs required. BPC to speak to McColl's to ask drivers to use loading bay at the shop-possible signing. To be looked at once on the top priority list</p>	<p><u>Discussion</u> Background given on problems, McColl's loading bay door damaged so not used, large lorries now park on A4 causing traffic delays or follow Sat Nav down to narrow Market Place.</p> <p><u>Action</u> On site meeting required to discuss options once workload permits</p>	<p>SD/BPC</p>

d,	<p>5-20-8 Leafy Lane, Rudloe, Box</p>	<p>Referred to previous proposal submitted 2/3 years ago. Group agreed to revisit this issue and move to top priority when resources are available. BA arranged virtual meeting to discuss issues held on 11/01/21. Site visit undertaken by KD to assess the site further. To be discussed at the meeting. Discussed previous proposal and information on this project so far. Box PC confirmed they are supportive of the issue. BA requested additional coloured surfacing to the proposal. Highway officers discussed the pros/cons to this element on the maintenance side of things. Group agreed to allocate £1,000 for now. Proposal plan attached and updated estimate sent to Box PC for review in May 2021. Cost in the region of £3,800 (CATG: £2,850. 25% contribution: £950) Box PC email 15/6/21 – requested the CATG put this scheme on hold until further options have been considered. Removed from Priority list and moved to other priorities. SE fence obstructing visibility Cllr Walters agreed to meet PC on site to discuss further. DW/BM agreed to speak with BPC about how to proceed with this scheme. BPC not agreed to any of the options provided by Kate previously. If BPC require a SLA then a new highway issue form will need to be raised in order to add it to future agenda for discussions.</p> <p>Box PC to issue new highway improvement request forms for SLA-once done this one can be removed from agenda.</p>	<p>Can be removed as new Highway Improvement request forms received.</p>	SD
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e,	<p><u>5-21-12</u> Corsham Park Lane - Speed limit</p>	<p>The Town Council has received a number of comments from residents in the new developments off Park Lane about the need to reduce the speed limit at the western end of the road. At present Park Lane has a 30mph limit from its junction with the A4 to the Peel Circus turning. The area from Peel Circus to Westwells Road is a 40mph limit. It could be argued that the nature of the road has changed (following the building and occupancy of the new housing) and that a 40mph limit might no longer be appropriate. This is especially true for the section between Peel Circus and Hudswell Lane.</p> <p>All agreed to leave this issue on the agenda until space on priority list becomes available.</p> <p>Note: CTC have confirmed to contribute their 25% (£625) towards a SLA if issue progressed.</p>	<p>Watching brief until officer time available.</p>	
f,	<p><u>5-21-14</u> Corsham, A4 Pickwick junction with Middlewick Lane</p>	<p>Residents concerned about safety in crossing the A4 at Pickwick in the vicinity of Middlewick Lane. There is current no formal crossing and many dog walkers, parents with children and joggers cross at this location. Traffic is speeding through the village in excess of the 30mph speed limit. Request for signal-controlled crossing.</p> <p>All agreed to leave this issue on the agenda until space on priority list becomes available to investigate a pedestrian survey.</p> <p>Note: CTC agree their 25% (£250) contribution towards a Pedestrian assessment should CATG agree to move to top</p>	<p>Watching brief until officer time available.</p>	

9,	<p><u>5-21-17</u> Corsham, Potley Lane – Congestion and speeding</p>	<p>Congestion and speeding on the stretch of Potley Lane between the Leafield Industrial Estate and Potley Bridge, especially the middle section where the carriageway becomes single lane due to on street parking. Request for speed reduction measures such as traffic calming/20mph speed limit. Possibly widening the carriageway through the narrow section if feasible.</p> <p>All agreed to leave this issue on the agenda until space on priority list becomes available. Note: CTC have agreed their 25% (£625) contribution towards a SLA should the scheme progress to top priority.</p>	<p>Watching brief until officer time available.</p>	
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h,	<p><u>Issue 7043</u></p> <p>High Street, Lacock – High St/West St request for junction modifications.</p>	<p>Drainage survey complete. Street Lighting survey complete. Lacock Parish Council to review and consult locally on lighting design. Currently, the deadline for substantive bids to be submitted is September 2021. Consider CATG/LPC contributions ready for bid process.</p> <p>LPC to confirm whether to have a Stage 1 RSA carried out at this point regarding the minimal lighting option.</p> <p>LPC to carry out further local consultation including street lighting options.</p> <p>LPC to confirm contribution towards scheme ready for substantive bid process.</p> <p>LPC & KD discussed the street lighting options and confirmed overall scheme costs with the group. Group agreed contribution of £1,000 towards scheme. LPC confirmed £20,000 towards bid.</p> <p>No action at present-Substantive Bid Submitted.- Awaiting outcome.</p> <p>Substantive bid unsuccessful.</p> <p>Meeting arranged for LPC/SD/KD to discuss options.</p>	<p>Can be removed as new Highway Improvement request forms received.</p>	SD
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i,	<p>Issue 6886 A4 and Cross Keys Road junction. Request for reduction in speed limit.</p>	<p>Cost estimate for speed limit assessments is £2,500. in the. Corsham TC did confirm support & 25% contribution for assessment. Cross Keys construction project now finished. Group agreed funding for assessment. Corsham TC confirmed 25% contribution.</p> <p>SA raised concerns over recommendation requesting that section 1 be reduced to 40mph. Officers explained criteria relating to setting speed limit. Request for information on whether environmental impact assessment is carried out as part of the assessment. Group agreed to fund implementation with estimate of £7,000 (CATG £5,250). Subject to Corsham TC confirming 25% contribution of £1,750.</p> <p>JW asked a process related question. KD confirmed if Corsham TC convince the rest of the group Councillors that a 40mph speed limit should be imposed, this will have to be escalated to the Head of Highways and Asset Management.</p> <p>Sept/Jan meeting agreed Ruth and Helen to work with CTC to put case forward to GR. (HB to add to P&A agenda for discussion). Agreed to remove from priority list at present as no WC time required.</p>	<p>Discussion Email sent to Gareth Rogers awaiting reply.</p> <p>Action Reply to be reported back to CATG CTC next meeting</p>	CTC
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<p>j,</p>	<p><u>Issue 5818</u> <u>Issue 6364</u></p> <p>Park Lane, Corsham - issues with parking in vicinity of Chestnut Grange & Purleigh Road.</p>	<p>Monitor parking issues as the developments on Park Lane progress and collate data received from local residents on the inappropriate parking at this location. Group agreed to leave on agenda and continue to monitor until developments have been completed. RH raised potential future issue with increased on street parking due to one unit wanting a change of use. New regulations allow for this without a requirement to apply or impose conditions, therefore this may lead to further parking issues at this location. DA confirmed patching sites have been submitted and are in hand. Group agreed to leave on the agenda for now and monitor.</p> <p>JW commented that most of the development is now complete and so now would be a good time to review this issue. Group agreed to take a holistic approach and revisit this issue.</p> <p>Site visit undertaken in June 2021. Options to be discussed at the meeting.</p> <p>HB and AC confirmed the parking issue has become increasingly worse in the last few weeks (June 2021)</p> <p>Further site visits required to monitor parking situation SD complete no issues at present, agreed to remove from priority list until any new evidence produced. NO ACTION AT PRESENT</p>	<p>NO ACTION AT PRESENT</p>	
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6. New Requests / Issues				
a,	5-21-21 Gastard Velley Hill-Issues with speeding	<p>Gastard Velley Hill-Gastard is experiencing speeding through the village, resulting in an impact on road safety and quality of life.</p> <p>The TC SID data shows that average speed along Velley Hill are within the 30mph. Although extreme speeding has been registered with 60mph being exceeded 60+times in a 2 week period (Aug 2021) Max speeds recorded 98/92/86/72mph.</p> <p>CTC would like an appropriate engineering solution to be investigated to help prevent people traveling through the village at high speeds and improve road safety.</p>	<p>Discussion CATG agree to add to list. AutoSpeed Watch discussed, confusion on policy, referred to Gareth Rogers to approach Wiltshire Police but as it stands WC and WP do not support the use of AutoSpeed Watch.</p> <p>Action SD refer info to GR to investigate.</p>	SD
b,	5-21-22 Services Cotswold Centre Neston, Speeding issues	<p>The SCC is on narrow road, corner, 60mph, as you exit site by car turning right or enter camp turning right, its dangerous. Speeding cars often on wrong side of road. No footway on one side so walkers need to cross road.</p> <p>TC supports a reduction in speed limit-requesting 30mph.</p>	<p>Discussion CATG agree to add to list.</p>	SD

C,	5-22-1 Leafy Lane Box Speed/Crossing issues	Leafy Lane Box-unsafe for pedestrians to cross road due to volume and speed of vehicles. BPC request a speed limit assessment and pedestrian survey be carried out to ascertain the criteria for a formal pedestrian crossing and reduction in speed limit.	Discussion CATG agree to add to list.	SD
D,	5-22-2 Chapel Plaister Box Junction improvements	Danger to cars trying to exit from the junctions at Chapel Plaister onto B3109, junctions on brow of hill and has poor visibility from the right.	Discussion CATG agree to add to list.	SD
E,	5-22-3 Gastard Lanes End B3353 Junction improvements	Parking in the entrance to Lanes End adjacent to the B3353 forces cars to turn earlier and cross the carriageway, look into options to stop cars parking right on the junction, also dropped kerb is often inaccessible.	Discussion CATG agree to add to list.	SD

F,	5-22-4 A4 Pickwick, Field Houses Footway/Formal Crossing	No footway between entrance to Field Houses and entrance to Woodlands, residents walk in verge currently to get to crossing point, new footway proposed. Also a superior pedestrian crossing outside the entrance to Woodlands.	Discussion CATG agree to add to list. (BM states declaration of interest as family member lives here.)	SD
G,	5-22-5 Corsham Lacock Road Speeding issues	Lacock Road well used pedestrian route visiting Cemeteries at Lack Road/Ladbrook Lane. Footway and carriageway narrow. Cars speed past pedestrians. CTC request a speed limit assessment to be undertaken to lower the speed limit to 30mph.	Discussion CATG agree to add to list. Metrocount required to determine if speed is an issue. Action CTC to arrange Metrocount	SD JW
H,	5-22-6 Corsham Pound Pill, B3353 Pedestrian improvements and speeding issues	Footways from the railway bridge down to the junction with Stokes Road (by Great Western) are too narrow, poorly lit and allow little visibility between pedestrians and fast moving vehicles coming from Gastard direction. Widen footways with priority chicanes to restrict traffic flow, provide a pedestrian crossing, improvements to street lighting and reduction in speed limit and measures to encourage observation of it..	Discussion CATG agree to add to list. RH states this section been looked at many times with little able to be done. Section is already in area survey for 20mph. Wait for reports.	

I,	5-22-7 Corsham Lypiatt Road Speeding issues	Speeding vehicles along Lypiatt Road between Elley Green and Dicketts Road. CTC supports the need to lower speed limit to 30mph.	<p>Discussion CATG agree to add to list. Metrocount required to determine if speed is an issue.</p> <p>Action CTC to arrange Metrocount</p>	SD CTC
J,	5-22-8 Lacock West Street/High Street junction Junction improvements (sub bid)	As part of the Atkins traffic study suggestion as per last years substantive bid with the new proposal to be streamlined, proposals to be reviewed and recosted. To make improvements to the junction at West Street/High Street.	<p>Discussion CATG agree to add to list. Linked to previous sub bid for West St junction. Cheaper alternative required.</p> <p>Action On site meeting to be arranged to discuss options when officer time allows</p>	SD SD/LPC
K,	5-22-9 Lacock Bowden Hill (East) Raised table (sub bid)	As part of the Atkins traffic study suggestion of raised table East of Forest Lane junction on the C155	<p>Discussion CATG agree to add to list.</p>	SD

L,	5-22-10 Lacock Bowden Hill (West) Raised table (sub bid)	As part of the Atkins traffic study suggestion of raised table West of Forest Lane junction on the C155	Discussion CATG agree to add to list.	SD
M,	5-22-11 Lacock, Cantax Hill Raised table (sub bid) and speed limit reduction	As part of the Atkins traffic study suggestion of raised table in the vicinity of the Lacock village gateway on Cantax Hill and to extend the 30mph speed limit to the junction with the A350 traffic lights.	Discussion CATG agree to add to list.	SD
N,	5-22-12 Lacock West Street Raised table (sub bid)	As part of the Atkins traffic study suggestion of raised table in West Street South of the cemetery before the junction with Hither Way.	Discussion CATG agree to add to list.	SD

O,	5-22-13 Lacock Church Street/East Street Signing review and one way	Drivers unaware there is a no through road up Church Street and have to back down Nethercote Hill through the ford, conflicts with pedestrians. In East Street cars cannot pass due to parked cars on one side, drivers reversing in either direction. LPC request a signing review and possible one way down East Street.	Discussion CATG agree to add to list.	SD
P,	5-22-14 Lacock Hither Way Speeding issues	Atkins rejected the request for a 30mph in 2020 without giving a sufficiently thorough explanation or discussion of their reasons.	Discussion CATG agree to add to list.	SD
q	5-22-15 Lacock Village 20mph	LPC would like to see a blanket 20mph limit throughout the centre of Lacock (this should be the last to be implemented as part of the Atkins report)	Discussion CATG agree to add to list.	SD

7.	AOB
	<p>Sarah reminds Councils that any new issues must be reported in the correct way by filling in the highway improvement request form and sent in to CATGRequests@wiltshire.gov.uk, Town and Parish Councils must discuss and support the issues being raised (and filled in on form to state this) prior to sending it in. then it will be recorded, given a unique number and passed to Sarah to be added to the agenda for the next CATG meeting.</p> <p>Noted and agreed.</p>
8.	
	<p><u>TOP PRIORITY SCHEMES LISTED BELOW (SCHEMES HIGHLIGHTED IN YELLOW REQUIRE FUNDING APPROVAL FROM THE AREA BOARD):</u></p> <ol style="list-style-type: none"> 1. 5-20-4 Request for 20mph speed limit on residential streets, Corsham SL Assessment £2,500 (CATG £1875, Corsham TC £625) Installation works £5415.34 Additional £2110.66 required for installation. 2. 5-19-9 Freestone Way, Corsham Bus Stops £15,617.30 (CATG £4000, Corsham TC £11,712.97) 3. 5-20-5 Memorial Gardens/Market Place Colerne footway works £3200 (CATG £2400, Colerne PC £800) 4. 5-21-2 B3109 Bradford Road Rudloe Speed limit assessment and topo £4500 (CATG £3375, Corsham TC/Box PC £1125) 5. 5-21-3 Pool Green/Elley Green Junction Pedestrian works £3500 Additional £3295 required for installation 6. 5-21-9 Fosseway/Bath Road Junction Colerne signing review £2500, Additional £1859 required for installation 7. 5-21-18 Smiths Yard/High Street Corsham, nameplate £78 8. 5-21-20 Corsham Station Road building protection £1000 9. 5-20-2 Corsham Lacock Road verge deterioration, kerbing works. Topo £2000 (CATG £1500/CTC £500) Trial Holes £4200 (CATG £3375 CTC £1125)
9.	
	<p>Date of Next Meeting Wednesday 6th July @ 2pm via MS Teams</p>

Corsham Community Area Transport Group

Highways Officer – Sarah Dearden

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 Corsham Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Corsham Area Board will have a remaining Highways funding balance of **£24,800.94**

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

6.1 There are no safeguarding implications

7. Recommendations

Corsham Area Board are asked to approve recommendations

