

# MINUTES

**Meeting:** Chippenham and Villages Area Board  
**Place:** Yatton Keynell Village Hall. Biddestone Lane, SN14 7BD  
**Date:** 26 September 2022  
**Start Time:** 7.00pm  
**Finish Time:** 9.52pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Ross Henning, Lowden and Rowden (Chair)  
Cllr Dr Nick Murry, Monkton (Vice-Chairman)  
Cllr Liz Alstrom, Chippenham Hardens & Central  
Cllr Nick Botterill, By Brook  
Cllr Clare Cape, Pewsham  
Cllr Adrian Foster, Chippenham Sheldon  
Cllr Howard Greenman, Kington  
Cllr Peter Hutton, Cepen Park and Hunters Moon  
Cllr Kathryn Macdermid, Chippenham Hardenhuish  
Cllr Nic Puntis, Chippenham Cepen Park & Derriads

### **Wiltshire Council Officers**

Ros Griffiths, Strategic Engagement Partnerships Manager  
Dominic Argar, Assistant Multimedia Officer  
Ben Fielding, Democratic Services Officer  
Kate Blackburn, Director of Public Health

### **Town and Parish Councils**

Yatton Keynell Parish Council  
Kington Langley Parish Council  
Nettleton Parish Council  
Christian Malford Parish Council  
Chippenham Town Council  
Castle Combe Parish Council

**Partners**

St John Ambulance

Alison Butler – Older People’s Champion

**Total in attendance: 32**

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<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
72	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Chippenham and Villages Area Board.</p>
73	<p><u>Apologies</u></p> <p>Apologies for absence were provided from Mercedes Apps (Shared Lives Team Leader).</p>
74	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 13 June 2022 were presented for consideration and it was;</p> <p><b><u>Resolved</u></b></p> <p><b>To approve and sign as a true and correct record of the minutes of the meeting held on 13 June 2022.</b></p>
75	<p><u>Declarations of Interest</u></p> <p>Cllr Ross Henning declared that in relation to Item 10, he was a trustee of the Chippenham Community Hub and that though he would speak to the application, he would not vote on it.</p>
76	<p><u>Chairman's Announcements</u></p> <p>The Chairman and Members of the Area Board made the following announcements, which were contained in the agenda pack and supplement.</p> <ul style="list-style-type: none"> <li>• <b>Engagement and Partnership Team Structure</b></li> <li>• <b>Annual Canvass</b></li> <li>• <b>Update on behalf of the Wiltshire Centre for Independent Living</b></li> <li>• <b>Building Bridges</b></li> <li>• <b>Temporary Events Notices</b></li> <li>• <b>Post-16 Skills and Participation Offer</b></li> <li>• <b>EV Charging Webinar Feedback</b></li> </ul> <p>In addition, there was discussion in regard to the following Chairman's Announcements:</p> <ul style="list-style-type: none"> <li>• <b>Fly-tipping</b></li> </ul> <p>It was recognised that there is a problem within the Chippenham and Villages community with fly-tipping and that previously before Covid a rural parish forum</p>

had taken place to drive such concerns. It was stressed that the issue had since got worse and that it would be positive for data to be collected via surveillance in order to identify fly-tipping hotspots within the community. However permission would have to be granted by the Magistrates Court due to the 2000 Investigatory Powers Act. It was stated that the process of re-assembling the parish forum would help to revive work against fly-tipping. It was also noted that intelligence can also be collected from reports collated from the My Wilts app.

- **Chippenham HIF Bid**

In regard to the HIF Bid, it was noted that there was no update to be reported.

- **Chippenham River Festival Booking**

The Chairman invited feedback from those who attended the Chippenham River Festival which had taken place in Monkton Park. The following points were raised:

- It would potentially be positive to link up with other towns to have a larger combined effort to clean up the river whilst sharing the experience with more people.
- It would be positive for the Environment Agency and Wessex Water to attend the Area Board in order to provide updates regarding the river.
- Cllr Nic Puntis provided an update from the perspective of being a Wiltshire Council representative on the Flooding Committee, that Salisbury is currently undertaking major infrastructure changes to its river and that Chippenham would be the next area for this.
- It was stated that the Dragon Boat Race was a positive element of the festival previously with local businesses having sponsored boats.
- There could potentially be an opportunity to pick out ideas from the Millennium Project to involve in the regeneration of the river.
- Chippenham has been selected to have a team involved in the Wessex Water Community Connection Project, with Wessex Water set to speak at a community conference as well as sending members to the climate and ecological forum which is held every quarter.
- Wessex Water have a community fund which is available for applications.
- It was raised that the water quality within the area is not good, with there having been leeks and sewage discharge.
- It was suggested that parishes send representatives to the Operational Flood Working Group, which is attended by Wessex Water.

- **Warm Spaces in the Community**

The Chairman stated that there had been a lot of discussion regarding the upcoming energy crisis and winter and that work is being done to assemble a schedule to offer safe and warm spaces in Chippenham. It was also stated that a proposal was being taken to Chippenham Town Council to open up its foyer as a warm space. Kate Blackburn added that a lot of work is being conducted on this area countywide with it being a priority for the Council.

	<p>In addition to the Chairman’s Announcements, Kate Blackburn (Director of Public Health) was welcome to the Area Board who had been allocated as a member of the extended leadership team to attend meetings.</p> <p>The Area Board placed on record their gratitude towards the work of Ollie Phipps, Community Engagement Manager, who had left his post as part of the Engagement Team restructure. Following this, the Area Board welcomed and introduced Ros Griffiths as the new Strategic Engagement Partnerships Manager for the Chippenham and Villages area, who provided an overview of her role.</p>
77	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates were received from the following partners:</p> <ul style="list-style-type: none"> <li>• <b>Wiltshire Police</b> The Area Board noted a written update which had been attached to the agenda pack. It was also stated that it would be positive to discuss the local priorities that had been included within the report as well as information regarding speed watch. It was also queried whether the police would be able to provide long trend data for crime rates during Covid and now out of the pandemic.</li> <li>• <b>Dorset &amp; Wiltshire Fire and Rescue Service</b> The Area Board noted a written update which had been attached to the agenda pack.</li> <li>• <b>Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board</b> The Area Board noted a written update attached to the agenda pack. It was stressed that it would be positive for an update to be provided on Chippenham Hospital and additionally that there had been no mention within the report of the current situation with NHS dentists. Kate Blackburn agreed that she would take away an action to seek an update on Chippenham Hospital.</li> <li>• <b>Older People’s Champion</b> Alison Butler provided an update to the Area Board, which covered the following points: <ul style="list-style-type: none"> <li>• Allison raised the importance of resuscitation and defibrillators with the current shortage of ambulances. It was also noted that communities should consider the positions of their defibrillators should their areas be stretched.</li> <li>• A Police meeting recently took place, which highlighted how few resources there are within rural communities and that though the police now have drones and training, the use of the 101 number is important.</li> <li>• Awareness was raised in regard to an undercurrent of older vulnerable people being scammed, with a need for relatives and those around to be vigilant.</li> </ul> </li> </ul>

- It was suggested that the Area Board needs to revisit its priorities to ensure knowledge of how each one is progressing.

- **Town and Parish Councils**

Chairman of Castle Combe Parish Council, Fred Winup spoke to the Area Board regarding the parking charges that were set to be applied to Dunns Lane carpark in Castle Combe. Mr Winup raised the following points:

- There were safety concerns in regard to the Council introducing parking charges as previously this had led to visitors parking on double yellow road markings, which consequently blocked an emergency services vehicle, causing a 6-mile detour and 17-minute delay.
- Mr Winup referenced a recent Radio Wiltshire interview, in which the council stated that they wanted each village to be treated the same however he believed that they didn't refer to the public consultation which received opposition.
- Mr Winup stated that he had placed a Freedom of Information Request in order to ask how many consultations taken place since 2019 and how many objections had been received.
- Mr Winup requested that he would like the Area Board to express concerns to the Leader and Chief Executive that they were proposing to implement parking charges before safety measures could be put in place.

Following the points made by Mr Winup, a discussion took place amongst Area Board Members. Key points included, but were not limited to:

- It was stated that it would potentially set a dangerous precedent should the Area Board get involved with matters such as planning applications and highways issues. To have a vote on such issues could potentially undermine the system in place.
- As Chairman of the Local Highways and Footway Improvement Group (LHFIG), Cllr Henning stated that it would be positive from a view of the LHFIG to see what safety measures were being proposed by Castle Combe Parish Council. Cllr Henning also invited Castle Combe Parish Council to attend the next LHFIG meeting on 4 October for them to be able to provide a statement regarding their concerns. This invitation was supported by other members of the Area Board with it stated that the issue should be added to the LHFIG agenda.
- It was recognised by some of the Members that the complaints were well placed and should not be swept away but rather taken on board.
- It was suggested that this issue should be a lesson for the Members to consider in regard to the process of consultation and engagement before decisions are made.

Following the discussion, it was;

**Resolved:**

	<p><b>That the Chairman of the Chippenham and Villages Area Board would write to Cllr Dr Mark McClelland as Cabinet Member for Transport, to pass on the discussions that had taken place at the Area Board ahead of the next Local Highways and Footway Improvement Group meeting. The Chairman would also request that the charges set to be applied to Dunns Lane Car Park in Castle Combe be delayed until at least after the next Local Highways and Footway Improvement Group meeting in order to get a committed response.</b></p>
78	<p><u>Chippenham Community Conference</u></p> <p>The Area Board received an update from Ros Griffiths, Strategic Engagement Partnerships Manager. The presentation covered the following points:</p> <ul style="list-style-type: none"> <li>• The Community Conference would be taking place at the Neeld Community Arts Centre on the 6 and 7 October 2022.</li> <li>• The event would involve two days of guest speakers, networking, priority setting and celebrating the work of the community and voluntary sector in the Chippenham area.</li> <li>• It was stated that those interested would have to register for the workshops as well as the complimentary lunch, with links for registration included within the agenda pack.</li> </ul>
79	<p><u>Shared Lives Presentation</u></p> <p>Mercedes Apps (Shared Lives Team Leader) was unable to attend the Area Board meeting and provided apologies. It was agreed that Mercedes would be invited to attend and present at a future Area Board meeting.</p>
80	<p><u>St John Ambulance Presentation</u></p> <p>The Area Board received a presentation from Colin Tonge and his colleagues from St John Ambulance Chippenham Badgers and Cadets. The presentation covered the following points:</p> <ul style="list-style-type: none"> <li>• It was outlined that the Cadets meet weekly on a Monday and offer support to such events as the Chippenham Half Marathon, Bonfire Night and the Christmas lights switch on.</li> <li>• Colin thanked the Area Board for £1000 of funding that had been awarded to them previously and stated that the money had so far been spent on three Little Anne QCPR resuscitation dolls as well as a casualty simulation kit.</li> <li>• The Cadets provided a live demonstration of the equipment.</li> <li>• It was noted that the Cadets would be at Emery Gate shopping centre on 15 October 2022 from 10am to help people learn lifesaving first aid skills.</li> </ul>
81	<p><u>Area Board Funding</u></p> <p>Prior to the discussion of grant applications, it was discussed that before he had</p>

left his post, Ollie Phipps had begun to look into the costing for metal neighbourhood watch signs. It was agreed that Ros Griffiths would pick this up.

It was queried whether there would be a central pot of Wiltshire Council funding that foodbanks would be able to draw from, to which Kate Blackburn stated that this was being investigated as a longer-term piece of work as the Council was aware that this is an issue that won't go away. It was also agreed that Kate Blackburn would feedback to the Extended Leadership Team that previously in Covid, Wiltshire Council and Area Board support had taken time to be provided.

The Area Board considered the following applications for funding:

**Community Area Grants:**

- **Chippenham Hospital Radio - £1,500 towards Studio Tech Upgrade.**

**Resolved:**

**Chippenham Hospital Radio was awarded £1,500 towards Studio Tech Upgrade.**

- **Rag and Bone Arts CIC - £1,027 towards Lighting improvements for Life Drawing and Independent Theatre visits.**

**Resolved:**

**Rag and Bone Arts CIC was awarded £1,027 towards Lighting improvements for Life Drawing and Independent Theatre visits.**

- **St John Ambulance - £5,000 towards Wiltshire Community Support Unit Vehicle.**

**Resolved:**

**St John Ambulance was awarded £5,000 towards Wiltshire Community Support Unit Vehicle.**

**Older and Vulnerable Adults Funding:**

- **Chippenham Community Eco Hub - £2,000 towards Chippenham Hub Warm and Safe Space.**

**Resolved:**

**Chippenham Community Eco Hub was awarded £2,000 towards Chippenham Hub Warm and Safe Space, with the caveat that future grant applicants are aware of funding means other than Area Board Grant Funding.**



	<p><b><u>Youth Grants:</u></b></p> <ul style="list-style-type: none"> <li>• Chippenham Sports Partnership - £3,000 towards Chippenham Olympic and paralympic legacy games 2023.</li> </ul> <p><b><u>Resolved:</u></b></p> <p>Chippenham Sports Partnership was awarded £3,000 towards Chippenham Olympic and paralympic legacy games 2023.</p> <ul style="list-style-type: none"> <li>• Chippenham Sports Partnership - £500 towards Chippenham Dance Festival.</li> </ul> <p><b><u>Resolved:</u></b></p> <p>Following discussion at the Chippenham Local Youth Network, it was agreed that the grant application be deferred to Chippenham Borough Lands to award £500 towards the Chippenham Sports Partnership Dance Festival. A caveat was added that subject to failure to pay the £500, Chippenham Area Board would cover the payment cost.</p>
82	<p><b><u>Local Highways and Footway Improvement Group (LHFIG)</u></b></p> <p>The minutes and recommendations from the LHFIG meeting held on 26 July 2022 were introduced. After which, it was;</p> <p><b><u>Resolved:</u></b></p> <p><b>The minutes of the Local Highways and Footway Improvement Group meeting held on 26 July 2022 were agreed as a correct record.</b></p>
83	<p><b><u>Urgent Items</u></b></p> <p>It was agreed that the Area Board would be happy for the Chairman and Vice-Chairman to exercise their delegated authority should any emergency grant applications be brought to the Area Board that would not be able to wait until the December meeting.</p>
84	<p><b><u>Close</u></b></p> <p>The date of the next meeting is 12 December 2022.</p>