

# AGENDA

**Meeting:** Chippenham and Villages Area Board  
**Place:** Sutton Benger Village Hall, Chestnut Rd, Sutton Benger, Chippenham  
SN15 4RP  
**Date:** Monday 12 December 2022  
**Time:** 7.00 pm

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

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**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.

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Please direct any enquiries on this Agenda to Ben Fielding direct line 01225 718259 x18259 or email [benjamin.fielding@wiltshire.gov.uk](mailto:benjamin.fielding@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors

Cllr 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

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**County Hall, Trowbridge**  
**Bourne Hill, Salisbury**  
**Monkton Park, Chippenham**

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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

	<b>Time</b>
<p>1 <b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome those present to the meeting.</p>	<b>7:00pm</b>
<p>2 <b>Apologies</b></p> <p>To receive any apologies for absence.</p>	
<p>3 <b>Minutes</b> (<i>Pages 1 - 10</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 26 September 2022.</p>	
<p>4 <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 <b>Chairman's Announcements</b> (<i>Pages 11 - 24</i>)</p> <p>To receive the following announcements through the Chairman:</p> <ul style="list-style-type: none"> <li>• Cost of Living Update</li> <li>• Voluntary Community and Social Enterprise (VCSE) Alliance (BSW Integrated Care Board) Update</li> <li>• Wiltshire Climate Strategy Delivery Plans</li> <li>• Community First Update</li> <li>• Wiltshire Council Grants for Electric Vehicle Chargers</li> </ul>	<b>7.05pm</b>
<p>6 <b>Town, Parish and Partner Updates</b> (<i>Pages 25 - 32</i>)</p> <p>To receive updates from the following partners:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board</li> <li>• Healthwatch Wiltshire</li> <li>• Town and Parish Councils</li> <li>• Other Community Groups</li> </ul>	<b>7:15pm</b>
<p>7 <b>A350 Chippenham Bypass Works Presentation</b></p> <p>To receive a presentation from Steve Wilson (Major Highways Project Engineer, Wiltshire Council) in regard to the A350 Chippenham Bypass Phase 4-5 dualling scheme.</p> <p>Please see the link below to a Wiltshire Council news item which has been released:</p>	<b>7.35pm</b>

8 **Area Board Funding** (Pages 33 - 36) **8.00pm**

To consider the following applications for funding:

**Community Area Grants:**

- St Peter's Church Chippenham - £650 towards Kitchen Equipment - St Peters Community Lunch Project.
- Yatton Keynell Recreation Association - £5,000 towards Zip wire upgrade.

**Older and Vulnerable Adults Funding:**

- Waste Not Want Not - £750 towards 2023 Publicity and Advertising Campaign of WNWNs services.
- Doorway Wiltshire - £5,000 towards Support Worker to enable Doorway to expand its service.

**Youth Grants:**

- The Open Blue Trust - £3,169 towards Welly Place Youth Community Integration and Transition.
- Sheldon Road Methodist Church - £1,970 towards Autumn and Summer Youth Programme.

9 **Chippenham Community Conference** (Pages 37 - 52) **8.35pm**

To receive overview and feedback from Ros Griffiths (Strategic Engagement Partnerships Manager) on the Chippenham Community Conference, which took place on 6 and 7 October 2022.

10 **Area Board Priority and Working Group Update** **8.45pm**

To receive updates from Lead Councillors for the local Area Board priorities.

Please see the report included within the agenda supplement.

- **Youth engagement and supporting positive mental health and wellbeing in young people** (Cllrs Ross Henning, Peter Hutton, Kathryn Macdermid and Adrian Foster)
- **Addressing climate change** (Cllr Nick Murry)
- **Supporting the local economy and cost of living crisis** (Cllrs Nick Murry and Howard Greenman)

- **Reducing anti-social behaviour** (Cllrs Liz Alstrom and Clare Cape)
- **Promoting wellbeing and reducing social isolation in older and vulnerable people** (Cllrs Clare Cape and Adrian Foster)

11 **Local Highways and Footway Improvement Group (LHFIG)** **8.55pm**  
*(Pages 53 - 96)*

The Area Board will be asked to consider the recommendations from the 4 October 2022 Chippenham Local Highway and Footway Improvement Group (LHFIG) meeting outlined in the report.

12 **Urgent Items**

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

13 **Close** **9:00pm**

The next meeting of the Chippenham Area Board will be held on 13 March 2023.



# 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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Please direct any enquiries on these minutes to: Ben Fielding (Democratic Services Officer) email: benjamin.fielding@wiltshire.gov.uk or (Tel): 01225 718259 x18259

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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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<b><u>Minute No..</u></b>	<b><u>Summary of Issues Discussed and Decision</u></b>
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 Q CPR 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>

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**Briefing Note**  
**Cost of Living Update**  
**October 2022**

**Service:** *Leisure, Culture and Communities*  
**Further Enquiries to:** *Rhys Schell, Service Manager, Engagement and Partnerships*  
**Date Prepared:** 07/10/2022  
**Direct contact:** [rhys.schell@wiltshire.gov.uk](mailto:rhys.schell@wiltshire.gov.uk)

**Background**

As a council we are acutely aware of the pressures many people are already facing due to the increased cost of living, and the potential for these to grow over the autumn and winter period. Key information for residents can be found on the [cost of living](#) page on the Wiltshire Council website.

At [Cabinet on Tuesday 27 September](#), Wiltshire Council Leader, Cllr Richard Clewer set out how the authority is prepared for the significant challenges we and our communities expect to face over the autumn and winter. The Area Boards were highlighted as critical to our coordinated response given their local influence, extensive partnership networks and mobilising powers – as demonstrated during the COVID-19 pandemic.

**The role of Area Boards**

Each of the Area Boards represent unique communities and their approach to supporting the cost of living should reflect their in-depth understanding of the key local partners, volunteers and residents. There are a number of ways in which the boards may choose to support communities and we would encourage local ideas, initiatives and projects. Below are some examples of the ways in which all boards can support the cost of living in Wiltshire.

- **Data and intelligence gathering**

Each board is requested to undertake conversations with their key local stakeholders and residents to gain a detailed understanding of the impact of the cost of living. Area Boards can facilitate conversations or utilise existing meetings, networks and engagements to gather data and intelligence. The Strategic Engagement and Partnerships Manager will collate and report back the key local findings.

- **Warm spaces and community food provision**

Wiltshire Council is developing an interactive map that will enable residents to easily identify local warm spaces, food banks, community fridges and other low or no cost food provision. Wiltshire warm spaces can be existing, new, adapted or extended community provision that follows these principles:

- Welcoming, inclusive and open to the general public
- Safe with appropriate safeguarding, insurance and all appropriate policies in place.
- Non-judgemental, where everyone is treated equally, with dignity and respect.

- No cost or low cost to attendees.

Wiltshire's libraries will be offering access to warm spaces and signposting to both financial and practical support imminently and we are aware of a significant number of faith and community based organisations which are also making their buildings and activities welcoming and accessible warm spaces. Area Boards can encourage local organisations to complete the [warm spaces survey](#) to ensure their offer is on our interactive map. It would also be prudent to review the local offer within each community area to consider if further warm spaces could be developed.

There is also a Wiltshire Community Food Network in development, that aims to bring together leads from Wiltshire based food banks, community fridges and other low or no cost food providers. The ambition of this network is to strengthen the resilience of the community food offer and ultimately ensure that residents in need have access to low or no cost food in their community. A further survey is being imminently developed to capture this information.

We would encourage Area Boards to ensure all of their local warm spaces and local community food providers are registered on our interactive map, which will be live on the [cost of living](#) webpage soon. The Area Board may wish to review the local community food and warm spaces offer and discuss with local partners if any further provision is required.

- **Funding**

Area Boards are encouraged to prioritise the use of the older and vulnerable adult funding to cost of living projects and initiatives.

Wiltshire Council is also holding conversations with the community/voluntary sector and other partners, to look at enhancing and strengthening an already established local funding appeal. This funding aims to raise support directly for individuals in need as well as providing additional funding to charities and groups who provide a vital lifeline to communities in Wiltshire. More will be known on this shortly and we will update Area Boards in due course.

The above are examples of the ways in which Area Boards can support the cost of living for Wiltshire residents, however, we would strongly encourage Area Boards to review and consider further local projects and initiatives. The Strategic Engagement and Partnerships Manager will collate and report back the key findings and actions undertaken by the Area Boards.

**Briefing prepared by:** Rhys Schell, Service Manager, Engagement and Partnerships

**Report Date:** 07/10/2022

## Area Board Briefing Note – Cost of Living Update – November 2022

### Cost of Living Update – November 2022

As detailed in the update to Full Council in October, Wiltshire Council is focusing on three principal areas to meet the Cost of Living crisis, namely support for Businesses, Our Staff and the People in our communities.

The Council has provided extensive coordination of resources on a [dedicated Cost of Living page](#). This includes links to information for sources of national and local support.

Officers have worked to pull together to create an interactive directory that allows people to find out what warm spaces and community food providers are in their immediate local area. The directory also includes what other facilities and services are provided at each location.

The directory has been created using information collected by the Council to establish what support is already up and running in the county and will be regularly updated.

Wiltshire Council's friendly library staff will be playing their part too, by working with Warm and Safe Wiltshire and The Rural Communities Energy Support Network, to assist residents seeking basic energy advice and make referrals to experienced energy advisors in all but its smallest libraries. All libraries will be able to signpost people to community partners and agencies that can support people through the rising cost of living. Libraries will also be collection points for Warm Packs, which includes a hot water bottle and blanket, for anyone who would benefit from some free essentials. These will be available for collection soon.

As well as existing customer contact channels, the Council is planning how to use the Wellbeing Hub line to help people find the right support.

### Support for Businesses and Schools

The Enterprise Network (set up by the Council) is hosting a series of webinars designed to provide start up and small businesses help, support and advice to guide businesses through the current economic challenges. To find out more about the Take TEN series and to join the webinars or watch videos, people can go to: [www.theenterprisenetwork.co.uk/support/cost-of-doing-business](http://www.theenterprisenetwork.co.uk/support/cost-of-doing-business).

As part of the carbon reduction work, School Leaders are being encouraged to sign up to the Energy Sparks programme which can help them get on top of their energy bills and find ways to reduce costs. We are also supporting Council maintained schools with a grant to access their half hourly smart meter data for a year to give them the data they need to make informed choices.

## **Support for Staff**

As well as ensuring staff have access to wellbeing and support resources, including a new Mental Health Advocate scheme, the Council will review policies and processes as appropriate, and will consider how staff can be flexibly deployed to meet emerging need.

## **Targeted Support in the Community**

The Council has been administering the Government's national Household Support Grant Scheme designed to support those most in need across England, to help with the significantly rising living costs in the period up to the end of March 2023. The money can be used to support households in the most need who would otherwise struggle with energy bills, food and water bills, particularly those who may not be eligible for the other support that the Government has recently made available but who are nevertheless in need.

The council has been awarded £2,728,656 in total and has worked with partner agencies to allocate the money and ensure it gets to those who need it most. Payments began in October and are continuing to be made. People do not need to apply to Wiltshire Council as those eligible will be identified and contacted.

The Council is working with partners in the VCSE sectors to promote their campaign to encourage donations, particularly from those who have surplus fuel rebates, to help fund schemes to support those most in need.

Wiltshire Council has also provided funding to Wiltshire Community Foundation and partners to deliver support under the Surviving Winter campaign which provides practical and financial help for people living in fuel poverty. From 1 November, people who are in receipt of means-tested benefit and are aged over 65 or suffer from a long-term health condition, may be eligible for assistance including fuel vouchers and a range of advice. For more information about eligibility and the help available contact Warm and Safe Wiltshire on 0800 038 5722 email [warmandsafe@cse.org.uk](mailto:warmandsafe@cse.org.uk).

Funding is also being provided to Age UK Wiltshire for provision and delivery of hot meals to isolated elderly residents who are unable to meet the cost of this service themselves; for further information contact Age UK Community Meals on 01793 279606.

## **Support during the holidays**

Wiltshire Council will be delivering its successful Holiday Activity and Food (FUEL) programme again this winter. The programme provides children eligible for benefits related free school meals, refugees, those currently in the care system and those referred by a professional service with access to free high quality activities, nutritious meals and food education during the school holidays.

The FUEL programme is delivered with funding from the Department for Education and

will run from Monday 19 December – Thursday 22 December. Eligible families will be able to sign up by following the application link listed on [FUEL programme - Wiltshire Council](#). The application window is open now until December 11, please sign up early to avoid disappointment.

The camps provide the opportunity for all participants to take part in a range of enriching activities including structured sports, arts and crafts, STEM activities, laser tag, circus skills, robotics and much more. Participants also will take part in nutritional workshops and be provided with a hot lunch each day.

Two FUEL Christmas camps specifically for young people with special educational needs and/or a disability will also place at Springfield Community Campus in Corsham and at Five Rivers Health and Wellbeing Centre in Salisbury and individuals will be able to take part in activities such as dodgeball, dance, new age kurling, cricket and boccia. Further information and sign up details are also available on the FUEL webpage. There is more info here in via youtube: [HAF summer case study 2022 - YouTube](#).

For further information about the Holiday Activity and Food Programme in Wiltshire please email [fuelprogramme@wiltshire.gov.uk](mailto:fuelprogramme@wiltshire.gov.uk)

## **Promoting Fundraising Campaigns**

As part of our on going work with our Voluntary, Community and Social Enterprise partners, Wiltshire Council is helping to promote the Wiltshire Community Foundation's [Cost of Living Appeal](#) through our networks.

Building on the work of previous appeals where people who can afford to are encouraged to donate any surplus winter fuel allowances, the wider community is being ask to help generate vital funds to help grassroots voluntary groups and charities in Swindon and Wiltshire who are supporting families and individuals in the face of escalating rent, food and energy prices.

The money raised through this joint appeal will fund a new grants programme to support projects which are keeping people fed and warm and provide additional practical support and advice to help people cope throughout this period of great hardship.

You can donate to the appeal [here](#) or call the donation line on 01380 738989 from 9am to 5pm, Monday to Friday.



## VCSE Alliance (BSW Integrated Care Board) Update

Over the past 18 months voluntary sector colleagues across the county have been working with their Integrated Care System colleagues to develop new ways of working and transformation.

At this time of change it is vital that the voices of the sector and the people they support are heard and reflect services planned. This work is taking place across the Bath/Swindon/Wiltshire (BSW) area.

The three Councils for Voluntary Services (CVS) - 3SG, Voluntary Action Swindon (VAS), Wessex Community Action (WCA) and Community First, the Rural Community Council for Wiltshire and Swindon, are working together to ensure that the right VCSE input is sought for decisions made on a locality level through their respective place based VCSE alliances.

Pam Webb CEO of Voluntary Action Swindon is Partner Member for Voluntary Community and Social Enterprise (VCSE) on the BSW Integrated Care Board. You can find out more about Pam here <https://bsw.icb.nhs.uk/team-members/pam-webb>

In Wiltshire a VCSE Leadership Alliance made up of CEO's operating in Wiltshire who lead organisations who are providing significant health and social care support around older age, youth, carers, mental health, dementia, physical activity, culture and general prevention can act as a central point of contact and a front door into the sector for colleagues in health and the Local Authority.

This Wiltshire VCSE Leadership Alliance is just one strand of the mechanism to strengthen, involve and inform the sector. Both Community First and Wessex Community Action offer infrastructure support to the sector and have far reaching networks and forums. These include the voluntary sector forum, which brings together predominantly smaller VCSE partners, the Children's and Families Voluntary Sector Forum, Wiltshire Village Halls Association, Community transport groups, the Wiltshire Inclusion Network (WIN), youth clubs and the Volunteer Manager Forum. All offering clear pathways in and out and a strong reach into the wider sector.

So far the VCSE Leadership Alliance has been establishing its role in the BSW ICB, developing its governance and terms of reference and has offered views and feedback on important pieces of developing work including the BSW Health and Care model, which you can find more about here: [BSW Health and Care model](#). The group has also supported by offering views on BSW population health programme, BSW Together's constitution and has also been involved in the development of BSW's place based alliances in BaNES, Swindon and Wiltshire.

**Find out more. You can find out more about our VCSE partners and their work here: [VCSE Sector and BSW ICS](#)**

Report author: Lynn Gibson (Chief Executive) and Amber Skyring (Wessex Community Action)

Organisation name: On behalf of the VCSE Alliance (3sG, Voluntary Action Swindon, Wessex Community Action and Community First)

Date: 20<sup>th</sup> September 2022





## Area Board Briefing Note – Climate Strategy Delivery Plans

<b>Service:</b>	<i>Climate Team, Environment directorate</i>
<b>Date prepared:</b>	<i>26 September 2022</i>
<b>Further enquiries to:</b>	<a href="mailto:climate@wiltshire.gov.uk">climate@wiltshire.gov.uk</a>
<b>Direct contact:</b>	<i>Ariane Crampton</i>

### 1. Purpose

- 1.1. To update Area Boards on the publication of new delivery plans to support the council's adopted Climate Strategy.

### 2. Background

- 2.1. The Wiltshire Council Climate Strategy was adopted by full Council in February 2022 and is available [here](#).
- 2.2. The strategy was deliberately kept succinct and at a high level to encourage a wide readership. A commitment was made to develop more detailed delivery plans which would set out how the council would deliver against the objectives in the strategy.
- 2.3. In May 2022, two [Pathways](#) studies by consultants Anthesis set out what would be required for the council and the wider county to become carbon neutral.

### 3. Update

- 3.1. Two climate strategy delivery plans have been developed using evidence from the Pathways studies as well as input from officers across the council and councillors, in particular Cabinet and the Climate Emergency Task Group. Both plans cover the period 2022-24.
- 3.2. These delivery plans were [published](#) on the council's webpages on 21 September 2022. The Carbon Neutral Council Plan sets out the council's actions towards achieving our goal of becoming carbon neutral as an organisation by 2030. The Climate Strategy Delivery Plan for Wiltshire focuses on the outward facing actions the council can do to lead the transition to a carbon neutral county.
- 3.3. The [Delivery plan](#) for the whole county recognises that '*Delivery will require working with organisations, residents, businesses and the entire community of Wiltshire. Many of the*

*actions will need to be delivered in partnership with stakeholders in a delivery or an advisory capacity and these will include the (Councillor) Climate Emergency Task Group, Wiltshire Climate Alliance and its member groups, town and parish councils and community area boards, businesses, community organisations as well as individual residents.'*

3.4. The following actions will rely on working with Area Boards: X1.3 (p 5), X17.3 (p 18), B5.3 (p 23), B9.8 (p 25), NE2.1 (p 29), R3.3 (p 44) and R4.4 (p 45).

#### **4. Next steps**

4.1. The plans will provide a valuable framework to progress and monitor action across the climate strategy's seven delivery themes of:

- 4.1.1. Transport
- 4.1.2. Homes and the Built Environment
- 4.1.3. Natural Environment, Food and Farming
- 4.1.4. Energy
- 4.1.5. Green Economy
- 4.1.6. Resources and Waste
- 4.1.7. Carbon Neutral Council

4.2. Relevant teams will be engaging with Area Boards, in particular through the Area Board Environment Leads, to progress the actions listed above over the period 2022-24.

#### **5. Further information**

5.1. Cabinet and full Council regularly receive updates on progress in tackling the climate emergency. An update is being provided to October 2022 [Cabinet](#) and Council. A summary of the latest position is available [here](#).

### **Full List of Community First Award Winners 2022**

Community First held the first in-person AGM and Awards Celebration since Covid-19 on 12<sup>th</sup> October at Devizes Town Hall. It was wonderful to see so many people in attendance to celebrate our work and achievements over the last 12 months and to congratulate our lucky 2022 award winners. A full list of award winners is now available on our website:

<https://www.communityfirst.org.uk/news/community-first-launches-campaign-to-find-new-volunteers-for-local-transport-groups/>

Our annual publication for 2021-2022 with a summary of our work and programme achievements, is now available to and download on our website using the following link:

<https://www.communityfirst.org.uk/wp-content/uploads/2022/10/Your-Community-First-2022-Publication-WEB-VERSION.pdf>

Finally our annual celebration video which we showcased at our AGM can be viewed on YouTube using this link. Please do share the above with your contacts and networks so that we can let people know what we have been up to and how we support local communities in Wiltshire and Swindon. <https://www.youtube.com/watch?v=Oq0sVNVblWk&t=1s>

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### **Community First is on Instagram**

We have created a new Instagram account to promote and champion our work. If our work is of interest to you, please do follow us at: [www.instagram.com/communityfirstwiltshire](http://www.instagram.com/communityfirstwiltshire)

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### **Destination Adventure: Youth Action Wiltshire Minibus Fundraising Campaign**

Youth Action Wiltshire (YAW) offers life-changing support for vulnerable young people through free to access day, residential and respite activities. Transport for all activities is offered free of charge through our Youth Action Wiltshire minibus. Without this vehicle, many of the young people we support with would not be able to access our service. The YAW minibus has transported hundreds of young people to thousands of activities and is now ready for retirement.

Demand for our service is growing. We want to keep the wheels turning to support as many young people as we can in 2023 and beyond, by purchasing a new 17-seater minibus for Youth Action Wiltshire.

November 2022 marks the start of a fundraising campaign to raise £30,000 for a new Youth Action Wiltshire minibus. We will be promoting the campaign across our social media channels, website and in our email newsletter. We would be grateful if you would share the campaign with your contacts and networks so that we can raise as much awareness as possible and reach our fundraising target. If you are interested in finding out more about the minibus fundraiser or you would like to make a donation please email: [fundraising@youthactionwiltshire.org](mailto:fundraising@youthactionwiltshire.org)

Report author: Ellie Ewing (Marketing & Communications Manager)

Organisation name: Community First

Date: 17<sup>th</sup> October 2022



## Wiltshire Council Grants for Electric Vehicle Chargers

Following the well-attended EV Charging Infrastructure for Town & Parish Councils Webinar on the 14<sup>th</sup> of September, we are pleased to share this link with you. It contains the materials you need to progress your intentions for EV chargers in your communities:

[Electric vehicles and charging points - Wiltshire Council.](#)

The webpage at the link includes:

1. [Wiltshire EVCPI grant guidance](#)
2. The application form for the grants: [EVCPI Grant Scheme \(wiltshire.gov.uk\)](#)
3. Recordings of the presentations at the webinar – please circulate to colleagues, each presentation is short (around 10m) and shareable:
  - [National and Wiltshire EV strategy](#)
  - [National ORCS grant](#)
  - [Wiltshire EVCPI grant](#)
  - [Wiltshire Council's charge point installer Joju and their provision of free site assessments](#)
4. Link to guidance for the national On Street Residential Charging Scheme (ORCS) grants from Government, which can be used in conjunction with the Wiltshire grants.

If you have identified sites, the first step in applying for the Wiltshire EVCPI grant (up to £2500) is to book a free site assessment from Joju, Wiltshire Council's EV Charging Infrastructure provider. Please contact [info@joju.co.uk](mailto:info@joju.co.uk) with 'Wiltshire Council EV Charging Project' in the subject line.

If, having reviewed the materials, you have further questions for the Council, please contact [fleet.services@wiltshire.gov.uk](mailto:fleet.services@wiltshire.gov.uk).

These materials will be shared widely through Local Council channels.



## **Update for Wiltshire Area Boards**

October 2022

### **New health and care Integrated Care Partnership appoints Wiltshire Council Leader as Chair**

The Bath and North East Somerset, Swindon and Wiltshire Integrated Care Partnership (BSW ICP) has appointed Richard Clewer, the leader of Wiltshire Council, as its Chair.

The BSW ICP is a statutory committee formed by the Bath and North East Somerset Integrated Care Board (BSW ICB), which became a legal entity on 1 July, and local authorities in the BSW area.

The BSW ICP brings together the NHS, local government, the voluntary, community and social enterprise (VCSE) sector and other partners to focus on prevention, wider social and economic factors affecting people's health and reducing health inequalities.

It will develop an Integrated Care Strategy for local health and care services and advocate for innovation, new approaches and improvement to the way services are provided and run.

It will also make sure that local people have a key role in the design of the services they need now and in the future.

The appointment marks a significant step forwards for the development of the ICP as a forum to bring together a wide range of partners and organisations who each contribute their respective expertise and use their influence to develop a vision and strategy for health, care and wellbeing in Bath and North East Somerset, Swindon and Wiltshire.

Richard Clewer has been leader of Wiltshire Council since 2021. He is also Cabinet Member for Climate Change, Military Civilian Integration, Economic Development, Heritage, Arts, Tourism and Health and Wellbeing.

### **Neighbourhood Collaboratives Programme**

Co-developed by Wiltshire Alliance Partners, the Neighbourhood Collaboratives Programme aims to support neighbourhoods (based around Primary Care Network footprints) to establish collaborative groups who will work to improve health and wellbeing outcomes.

The Alliance will offer support to develop connections between organisations, community groups and services, with the aim of building stronger relationships with

communities. We will offer advice and tools to be able to develop solutions and improvements for concerns that matter to the people living locally.

Collaboratives will connect with each other to learn, develop, and succeed through the Wiltshire Collaborative, which will bring neighbourhood groups together. Collaboratives will not replace or duplicate any of the outstanding work happening in our communities but will seek to build on what is already happening, celebrating success, and helping to further improve the impact by working in broader partnership. This programme will work closely with other work streams and forums such as Community Conversations and Area Boards.

### **Winter planning and virtual wards**

As our System continues to experience unrelenting demand challenges and operational pressures, we are continuing to work with our partners to deliver existing demand management and capacity improvement plans.

One important aspect of our future plans is the delivery of a Virtual Ward model.

A virtual ward is a safe and efficient alternative to going into hospital for people who are acutely unwell. By being in their own home, people are enabled to recover and rehabilitate in familiar surroundings, which can be a benefit to people who become less orientated or less mobile in a hospital environment.

People are regularly reviewed by a multi-disciplinary team to ensure they receive the highest levels of care. Where appropriate, personalised digital technology such as healthcare apps, wearable symptom tracking devices and telephone, or video consultations may also be used by the team to remotely monitor the person's condition until they are well.

The virtual ward service in BSW will deliver a range of interventions, tailored to meet the needs of the individual, to help prevent hospital admissions and to accelerate discharge from hospital.

This is a developing model with pilot programmes currently underway across BaNES, Swindon and Wiltshire.

### **Covid-19 and flu vaccinations**

Adults over the age of 50 are being advised to have both the Covid-19 autumn booster jab and the seasonal flu vaccine to help stay protected throughout the cold winter months.

Both vaccines are free for people over the age of 50, Covid-19 vaccines continue to be available from the many well-established sites that have been involved in the



vaccination programme since its inception almost two years ago. These include Bath Racecourse, the Steam Museum in Swindon and Salisbury City Hall and can be booked via the National Booking System.

As of Wednesday 19 October, a total of 2,479,719 Covid-19 vaccines have been given out across Bath and North East Somerset, Swindon and Wiltshire.

This means that more than 80 per cent of all eligible people in the region have had at least one vaccine, and a further 77 per cent have received two.

People over the age of 50 can secure a flu vaccination through their GP practice or by visiting a participating community pharmacy. Some larger supermarkets and private high street chemists also offer a flu vaccination service, those not eligible for a free vaccine also have the option of paying for one.

### **Keep up to date**

Those wanting to keep up to date with developments with the BSW Integrated Care System can sign up to receive The Triangle - a monthly newsletter about the work of BSW Together. The public facing publication contains a mix of news and updates showing how the BSW ICS is working to improve the health and wellbeing of local people, tackle health and care inequalities and improve services for everyone. A sign-up form is available here <https://bswtogether.org.uk/news-events/the-triangle/>



## Helping you stay up to date with the latest changes in health and care

Providing information and signposting is a key part of our role at Healthwatch Wiltshire.

The advice and information pages on our website help people to stay up to date with the latest changes in health and social care.

The latest articles include:

- Know the signs and symptoms of seasonal influenza and who is eligible for a free vaccine in our [What you need to know about flu](#) guide.
- [Learn how NHS 111 can help you get the right treatment without a wait in A&E.](#)
- [Find out more about monkeypox](#) and

who can get a vaccine.

- [How to access mental health support if you are LGBTQ+.](#)

We also offer a wide range of help and advice on other issues including:

- [Downloadable guides](#) to mental health support in Wiltshire for both children and adults – created by our young volunteers and members of our [mental health forum](#).
- Plus details of [Wiltshire advocacy services](#), if you need help and support with the complaints process.

Find out more at [healthwatchwiltshire.co.uk/advice-and-information](https://healthwatchwiltshire.co.uk/advice-and-information)

### Advice and information

[View all](#)



#### What you need to know about flu

Know the signs and symptoms of seasonal influenza (flu) and who is eligible for a free vaccine.

28 September 2022



#### Think you need to go to A&E? Learn how NHS 111 can help you

The NHS wants to make it easier and safer for patients to get the right treatment when they need it, without...

28 September 2022



#### What is monkeypox and who can get a vaccine?

Find out the signs and symptoms of monkeypox, what to do if you think you have it and who is eligible for a...

8 August 2022



#### How to access mental health support if you're lesbian, gay...

Mental health problems are more common among lesbian, gay, bisexual and transgender (LGBTQ+) people. If you...

4 July 2022



We reported at the September Area Board that Wiltshire Council had issued a Traffic Regulation Order implementing parking charges in the Dunns Lane Car Park at Castle Combe.

Councillor Henning subsequently wrote (in his capacity as Chair of the Local Highway and Footway Improvement Group) to the Portfolio Holder, Councillor Mark McClelland, expressing extreme disquiet at the safety implications for both vehicles and pedestrians due to the dangerous nature of the only viable route from the car park to the village.

The response was dismissive and critical of past decision makers, despite their much greater and long standing knowledge of the issues.

The last time an identical TRO was proposed in 2017, the then Council Leader intervened to ensure that it was not implemented in order to prevent a repetition of the dangerous situations which led NWDC to abandon rapidly their own earlier attempt to implement charges.

We have continually stressed that the safety of the public is at risk at present because of the decision to charge despite past such adverse experience.

The effects of car park charging are exactly as we had forecast, with gridlocks on the hill even during the normally quiet month of October. In that month 53 cars were booked, compared with just 2 in the same period last year.

This is just the tip of the iceberg as the number of illegally parked vehicles is far higher, due to the rapid rate of turnover compared with the number of warden visits.

Although these visits have increased, they are not the solution. They are a manifestation of the problems caused unnecessarily by the decision to charge before putting in adequate precautions to ensure the safety of the public.

The Unitary Council's statutory press announcement claimed that the purpose for charging was to encourage the use of public transport and to improve the parking situation in the local area. Both claims are nonsense as there is no bus service on Sundays and Bank Holidays, the busiest days, and the small number of services on the other days could never cope with the thousands of visitors to our tiny village. The parking situation is now far, far worse than it has ever been!

The response to our second Freedom of Information request was woefully inadequate and we have requested a review. In particular we wish to know how many Wiltshire Council public consultations in the last three years have actually led to a proposal being withdrawn.

The Dunns Lane proposal for example was universally opposed, but still went ahead.

The Unitary Council publicity stressed that a consultation exercise was undertaken, but neglected to mention that the outcome was widespread opposition, not support.

We have constantly asked the CEO, Council Leader and Portfolio Holder to suspend parking charges until proposed signage and road marking improvements have been fully implemented and proven to work. They still refuse to do so, despite the evident dangers to the public.

We have therefore requested an urgent formal risk assessment, as the main route into the village is shared by pedestrians (many of them unfamiliar with English traffic) and numerous vehicles, which are impeded by the illegally parked cars. The Unitary Council continues to play Russian Roulette with the safety of the public. This is a recipe for disaster.



<b>Report To</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>Monday, 12 December 2022</b>
<b>Title of Report</b>	<b>Chippenham Area Grant Report</b>

## Purpose of the Report

- To provide detail of the grant applications made to the Chippenham Area Board. These could include; community area grants, health and wellbeing, young persons grants and Area Board initiatives.
- To document any recommendations provided through sub groups.

## Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
<b>Opening Balance For</b> 2022-23	£ 33,527.00	£ 30,500.00	£ 7,700.00
<b>Awarded To Date</b>	£ 7,527.42	£ 13,000.00	£ 2,086.00
<b>Current Balance</b>	£ 25,999.58	£ 17,500.00	£ 5,614.00
<b>Balance if all grants are agreed based on recommendations</b>	£ 20,349.58	£ 12,361.00	£ - £136.00

## Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG839</a>	Community Area Grant	Yatton Keynell Recreation Association	Zip wire upgrade	£12000.00	£5000.00
<p><b>Project Summary:</b>            The current zip wire in the Yatton Keynell recreation ground is at the end of its life, having been used extensively over the last 15 years. A recent RoSPA safety report recommended major refurbishment; parts for the platforms, which need urgent repair, are no longer available from the manufacturers. In order to continue to give the village even more fun and exercise, we plan to replace the zip wire, sourced from the UK, to make it suitable for all ages to use. We know from consultation that this will be especially popular with the school and youth group (which meets in the village hall) and the aim is to make the facilities as safe, fun and inclusive as possible.</p>					
<a href="#">ABG841</a>	Community Area Grant	St Peters Church Chippenham	St Peters Community Lunch Project	£1300.00	£650.00

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p><b>Project Summary:</b>  The church has long been involved with its local community, providing a range of facilities for a variety of groups , including the Lords Mead Playgroup and the Tom Metcalfe Centre for adults with learning challenges. Unfortunately, as of the end of November, the church's long association with the Tom Metcalfe Centre is coming to an end due to staffing /recruitment issues as we understand it. The Family Action Charity, of which it is a part, have decided to cease operations at the Church Community Hall and have given notice to quit. This will leave a big gap in our finances, but we are seeking to mitigate the impact by moving the Lordsmead Playgroup into the main Church Hall, allowing them to take on additional children (for which there is a continuing and growing demand) to cover the increased costs of the larger facilities on offer. Whilst this solves one problem, it creates another. The Playgroup will be using the Hall full time, which means that the monthly Community Friendship Lunches and other activities we support will have to move into the smaller meeting room. This, too, has a kitchen, but with a limited range of facilities which were never designed to cope with the potential numbers now involved eg. a very modest cooker and fridge incapable of meeting the needs of groups of 30 or more. The entire kitchen has not been improved since the hall was built in the 1990s and, as a minimum, we therefore need to buy a large range cooker (around £750) and fridge/freezer (approx. £330) to meet this need if the lunches etc are to continue. Installation and disposal costs will also be required. Post Covid, we have found that these lunches, which particularly draw in the elderly and isolated in the community have helped to rebuild friendship groups, restore confidence and re-establish a more normal form of life.</p>					
<a href="#">ABG885</a>	Older and Vulnerable Adults Funding	Waste Not Want Not	2023 Publicity and Advertising Campaign of WNWNs services	£1500.00	£750.00
<p><b>Project Summary:</b>  With professional assistance, funded by the National Lottery WNWN has redesigned its publicity leaflet to give full details of the services it provides to the local community. WNWN is a not for profit registered charity that collects surplus furniture and household items, still in good condition, to pass on at affordable prices to people on low income including the elderly and those that are vulnerable. With only one full time member of staff (Project Manager) and one part time member of staff (Shop Supervisor) WNWN is reliant on volunteers to make up the majority of its work force. This provides training and work experience opportunities to the local community. WNWN is happy to take on volunteers of any age including those with additional needs. The new leaflet will be displayed and made available in and around Chippenham's public places such as the Town Hall, Chippenham Hub, Libraries, Citizens Advice Bureau, Social Housing organisations and Wiltshire Council's public spaces. Advertising will be placed in local publications that reach the elderly and vulnerable adults.</p>					
<a href="#">ABG893</a>	Older and Vulnerable Adults Funding	Doorway Wiltshire	Support Worker to enable Doorway to expand its service	£12000.00	£5000.00
<p><b>Project Summary:</b>  As a result of an increase in demand and to support vulnerable adults through the cost of living crisis Doorway needs to employ an additional part time Support Worker to help run our drop-ins and support groups. We intend to add a drop-in session and a hot meal on a Friday evening for rough sleepers and those in temporary accommodation such as hostels, hotels, B&amp;Bs and caravans. We also need more cover for our groups which includes Women's Group, Addiction Support Group, Art Group and a new Gardening Group which this person would enable us to get.</p>					
<a href="#">ABG828</a>	Youth Grant	The Open Blue Trust	Welly place youth community integration and transition	£6339.79	£3169.00
<p><b>Project Summary:</b>  Youth activities based on need, for families living on an isolated MOD housing estate, outside of the wire and across the runway from the nearby army base. The project will aim to support new and existing young people with their transitions of moving to Hullavington, and integrate with those already living there.</p>					
<a href="#">ABG838</a>	Youth Grant	Sheldon Road Methodist Church	Autumn and Summer youth programme	£3940.00	£1970.00



Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p><b>Project Summary:</b>  <b>We reach out and give pastoral and practical help to disadvantaged youngsters and families in the Chippenham area. We work together with Heals of Malmesbury who organise some of the events that our local youngsters and families can attend. We propose to take 30-35 youngsters and appropriate adults from Chippenham to the Pantomime in Swindon, 40 youngsters and appropriate adults from Chippenham to Crealy adventure Park in Devon and 30-30 youngsters and appropriate adults from Chippenham to Noah's Ark Zoo in Clevedon. We only accept families either with fostered, adopted or behaviourally challenging youngsters and hope to give respite to parents/guardians and siblings.</b></p>					

## 1. Background

Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website.

Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:

- Community Area Grants (capital)
- Young People (revenue)
- Health and Wellbeing (revenue)

The Area Board will be advised of the funding available prior to their first meeting of each financial year.

## 2. Main Considerations

2.1. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young persons funding guidelines have been adhered to.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors need to consider any recommendations made by sub groups of the Area Boards.

## 3. Environmental & Community Implications

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

## 4. Financial Implications

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

## 5. Legal Implications

There are no specific legal implications related to this report.

## 6. Human Resources Implications

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

## 7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes where they meet the funding criteria.

## 8. Safeguarding Implications

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

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

## Report Author

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## Chippenham Community Conference overview and feedback

### Introduction

The Chippenham Community Conference, held on 6 and 7 October 2022 was hosted by Chippenham Town Council in partnership with Chippenham Area Board. The event comprised guest speakers, networking, priority setting and celebrating the work of the Voluntary Community Sector in the Chippenham area.

The aim of the conference was to:

- Bring together local groups and organisations to strengthen community networks
- Collate feedback, intelligence and insights from the community on priority themes
- Develop action plans around priority themes
- Showcase positive and impactful community projects

Over 40 organisations were engaged in 4 workshops across the two days, enabling community conversations on the themes of Environment, Health and Wellbeing, Young People and Community Safety, with approximately 40 attendees present for each session.

The Chippenham Area Board will use the feedback from the event to inform its local priority action plan for 2022-24.

[Chippenham Community Conference • Chippenham Town Council](#)

### Health and Wellbeing Workshop

**Organisations involved:** Chippenham Hub, Wiltshire Council, Chippenham Town Council, Chippenham Borough Lands, Wessex Water, Wiltshire CIL, Warm and Safe Wiltshire, Wiltshire Police, Men’s Shed, Doorway, Rotary Club, Rooted Chippenham.

**No. of attendees: 47**

Guest speaker	Presentations / discussion
Sandie Webb – Chippenham Hub	Roundtable discussions: <ul style="list-style-type: none"> <li>• Volunteering challenge</li> <li>• Chippenham Living Room / Warm spaces (<b>Appendix 1</b>)</li> </ul>
Matt Stabb – Wiltshire CIL <a href="#">Wiltshire Center for Independent Living – Working for Choice, Independence &amp; Lifestyle (wiltshirecil.org.uk)</a>	Make Someone Welcome Campaign <ul style="list-style-type: none"> <li>• Celebrating kindness in our communities and getting people from all walks of life connected</li> <li>• Signing up and making a pledge</li> <li>• Chippenham groups on board – Doorway, Men’s Shed, Kan Du Arts, Chippenham Hub</li> <li>• Training – insightful debates and conversations to discuss perceptions of disabled people, barriers people face and the positive difference we can all make.</li> <li>• How disabled people should be seen as valued and integral members of the community.</li> </ul>

	<ul style="list-style-type: none"> <li>GOGA (Go Out Get Active) programme created to bring disabled and non disabled people together to be active in their community, engaging the least active communities in a fun and inclusive way</li> </ul>
<p>Anne Hiscock - Warm and Safe Wiltshire</p> <p><a href="#">Warm and Safe Wiltshire</a></p>	<p>Warm and Safe Wiltshire schemes</p> <ul style="list-style-type: none"> <li>Health impacts of cold homes</li> <li>What the service offers and how to access</li> <li>Energy saving behaviour</li> <li>Preventing condensation dampness</li> <li>Grants and funding for heating and insulation</li> <li>Financial support, discounts and entitlements.</li> <li>Priority Services register</li> <li>Safe and Well visits</li> </ul>
<p>Rachel Davis Fraud Prevention</p> <p><a href="#">Personal fraud and how to prevent it   Wiltshire Police</a></p>	<p>Fraud Prevention</p> <ul style="list-style-type: none"> <li>What fraud is and its impact</li> <li>The fraud protect roles within Wiltshire Police</li> <li>Fraud reporting processes</li> <li>Assessing vulnerability to fraud</li> <li>Different types of fraud</li> <li>The signs which suggest someone may be a victim of fraud</li> <li>Fraud safeguarding advice and crime prevention tactics</li> <li>Support services</li> </ul>

## Young People's Workshop

**Organisations involved:** Chippenham Hub, Wiltshire Council, Chippenham Town Council, Chippenham Borough Lands, Wessex Water, Doorway, School, Hardenhuish School, Chippenham Museum, Chippenham Youth Council, Rise Trust, Chippenham Guides.

**No. of attendees: 34**

Guest speaker	Presentations / discussion
Peter Hutton	<p>Chippenham Local Youth Network (LYN)</p> <p>Youth Funding allocation and projects supported 21/22</p> <p>Round table discussion</p> <ul style="list-style-type: none"> <li>Youth priorities for Chippenham</li> <li>Action needed to address priorities</li> <li>Thoughts and ideas to expand and strengthen Chippenham Local Youth Network</li> </ul> <p><b>(Appendix 2)</b></p>
Richard Pomfrett – Stay Safe Initiative	<p>Educating and Protecting Young People (anti-bullying, peer mentoring, online safety)</p> <ul style="list-style-type: none"> <li>Digital Empowerment Programme – building safe, resilient and empowered digital lives</li> </ul>

<a href="#">The Stay Safe Initiative – Educating &amp; Protecting Young People</a>	<ul style="list-style-type: none"> <li>• All Chippenham secondary schools engaged 2021/22</li> <li>• Survey results for Yr 7 and Yr 9 (questions themed around social media pro’s and cons, online hate and sexual harassment, online grooming, content sharing, your digital tattoo) <ul style="list-style-type: none"> <li>- 62% say social media can lead to anxiety</li> <li>- 65% know someone who has been affected by online hate</li> </ul> </li> <li>• Online grooming crimes have risen by more than 80% in the last 4 years (NSPCC 2022)</li> <li>• Young people not asking for help – victim blaming, shame, losing their device.</li> <li>• How can we help? Get Empowered, Stay Empowered – Communicate, critical thinking, evaluate, predict, problem solve...</li> <li>• Reportharmfulcontent.com</li> <li>• Parenting in the digital word sessions delivered at schools.</li> </ul>
Denise Little – Mental Health First Aid <a href="#">Home Page - Mind Reset</a>	<ul style="list-style-type: none"> <li>• Overview of sessions delivered in the Chippenham community</li> <li>• Fun/interactive session demonstrating ways in which young people engaged with the programme.</li> </ul>

## Community Safety Forum

**Organisations involved:** Chippenham Town Council, Chippenham Borough Lands, Wiltshire Police, Chippenham Hub, Wiltshire Council, Evolve Estates.

**No. of attendees: 56**

Guest speaker	Presentations / discussion
Community Safety Forum Chair – Cllr Desna Allen, Leader of Chippenham Town Council <a href="#">Chippenham : Healthy, vibrant and attractive • Chippenham Town Council</a>	<ul style="list-style-type: none"> <li>• Police update from Inspector James Brain (Anti Social Behaviour, Speeding / Community Speed Watch, Resourcing)</li> <li>• Purple Flag update <a href="#">Purple Flag • Chippenham Town Council</a></li> <li>• CCTV <a href="#">CCTV volunteers • Chippenham Town Council</a></li> <li>• Storennet re-launch</li> </ul>
OJay McDonald, Chief Executive, Association of Town & City Management <a href="#">High Streets   ATCM  </a>	Presentation on the successful Purple Flag
Mike King, Director, People and Places Insight Limited <a href="#">People Places - Making Town Centres Fit for the Future (people-places.co.uk)</a>	Presentation - Benchmarking, signage and wayfinding
Jeremy Rucker, Managing Director & Founder, City Dressing Ltd <a href="#">City Dressing</a>	Presentation – A post Covid look at the High Street

## Environment and Climate Change Workshop

**Organisations involved:** Wiltshire Council, Chippenham Town Council, Wessex Water, Cycle Chippenham, Warm and Safe Wiltshire, Rooted Chippenham, Good Energy, Wiltshire Wildlife Trust, Siemens, Avon Needs Trees.

**Exhibition stands:** Futureproof – Retrofit for the future, Wiltshire Council waste and recycling, Zero Chippenham

**No. of attendees: 48**

Guest speaker	Presentations / discussion
Cllr Nick Murray	Climate and Ecological Crisis Update
Vicky and Paul Robertson	Wiltshire Council's Climate and Nature Recovery Plans <a href="#">Climate strategy - Wiltshire Council</a> <a href="#">Green and blue infrastructure - Wiltshire Council</a>
Local Business presentations	<ul style="list-style-type: none"> <li>• Wessex Water: Community Connector Project</li> <li>• Good Energy: Getting to Net Zero</li> <li>• Siemens: Tiny Forest Project</li> </ul>
Community Group presentations	<ul style="list-style-type: none"> <li>• Wiltshire Wildlife Trust</li> <li>• Zero Chippenham</li> <li>• Chippenham Cycle Network Development Group</li> <li>• Avon Needs Trees</li> <li>• Rooted Chippenham</li> </ul>
Cllr Nick Murray	<ul style="list-style-type: none"> <li>• Workshop: Group breakout sessions</li> <li>• Delivering solutions and working in partnership</li> <li>• Roundtable discussion               <ol style="list-style-type: none"> <li>a) How can your organisation support Wiltshire Council in delivering its objectives?</li> <li>b) How can Wiltshire Council support your organisation in achieving your climate change and nature recovery objectives?</li> <li>c) What should Wiltshire Council's priorities be?</li> </ol> </li> </ul> <p><b>(Appendix 3)</b></p>
Environment and Climate Change Workshop post event organisational questionnaire	<b>(Appendix 4)</b>

**Report Author:**

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## Appendix 1 Health and Wellbeing Workshop feedback

### Roundtable discussion - Volunteering Challenge

**What encourages altruism? What motivates volunteers? How do we recruit young volunteers? Should we develop a central volunteer register? How do we overcome parking issues? What is the status of volunteers?**

- **Promoting the benefits of volunteering** – social connection, learning new skills, feeling useful, giving something back, making use of existing skills / passions, social value, feel good factor – linked to positive mental wellbeing, fitting around work/life commitments, ‘ripple effect - being positive about yourself and what you’ve done, it passes on...’

#### **What do volunteers need?**

- Flexible roles, training, short term volunteering opportunities, a tailored approach - some people may feel more confident with narrow range of tasks to start, matching to skills and roles, more clarity on responsibilities and accountabilities, ongoing support / check-ins, flexibility around work and training commitments and expectation, permits to park, expenses covered.
- Co-design roles with volunteers.
- Survey volunteers – what motivates them, what are their needs, ask for feedback. Seek advice from Wessex Community Action and their surveying of VCS orgs [VCSE research - Wessex Community Action](#)

#### **New volunteering opportunities**

- Create spaces in communities and enable people to take action on what they think is important, volunteers in the driving seat, activities coming from the people.

#### **Promoting volunteering roles**

- Use the Chippenham Local Youth Network to promote volunteering opportunities to young people.
- Engage all schools/colleges, promote benefits - improved wellbeing, sense of purpose and pride, confidence building, giving young people a voice, DoE – enhancing CVs and help young people develop a lifelong attachment to volunteering.
- Use Instagram to help promote / raise awareness.
- Use existing platforms <https://ocm.wiltshire.gov.uk/chippenham/> [Wiltshire Together - Wiltshire Together One Chippenham | Community News Chippenham | Chippenham News | What's On In Chippenham](#) [Volunteering in Wiltshire | Volunteer Connect \(communityfirst.org.uk\)](#)
- Use digital board in town centre.
- Organise a targeted ‘Promote Chippenham volunteers’ programme across the year where organisations join up and promote local volunteering roles in a co-ordinated way (not just online).
- Create a directory of charities and their volunteer job descriptions.

- Volunteering drive / Roadshow / Campaign during Volunteers Week 1-7 June – needs a local focus.
- Volunteer hub / dedicated Facebook site.
- Explore potential for a volunteer co-ordinator role to build relationships with local VCS groups and orgs.
- ‘Volunteering should be treated as an integral part of an organisation’ – explore and promote local corporate volunteering opportunities.
- Change language of volunteering – ‘can you *help* your local group?’ rather than ‘Volunteers needed!’

#### **Retaining volunteers**

- Celebrate volunteers – more thanks, reward and recognition.
- Promote resources to support volunteers and voluntary organisations e.g. list of funding streams as well as toolkits, factsheets and guidance.
- Inspire, recruit, train and recognise, then amplify and raise awareness – showcase positive volunteer led projects e.g. Men’s Shed
- Measure the impact of volunteer led projects.
- Incentivise - offer volunteers free tickets to local events at the Neeld Hall, free leisure sessions at the Olympiad, recharge parking to Wilts council rather than permits which can be taken advantage of.
- Take inspiration from other organisations e.g. National Trust

#### **Roundtable discussion PART 2 How can we make Chippenham one big Community Living Room? How do we tell those who are ‘hard to reach’ where to find a Living Room....?**

- What do people need and expect to do?
  - A free hot drink, food, entertainment, activities, interaction, social connection, advice and support from agencies (CAB, housing, financial adviser, mental health, health trainer)
- Joining it all together – a co-ordinated approach is needed - Area Board / Hub and local partners
- Funding – Chippenham Borough Lands, Town Council, Area Board.
- How do we help / support vulnerable people and residents reaching crisis point?
- Staffing and volunteers
  - Training and skills
  - Safeguarding
- Ensure spaces are appropriate for everyone, including young families, younger generations, older people and people with disabilities.
- Promotion and engagement – using existing communication channels:
 

Socials, websites, G&H, Mailshot, Chippenham Hospital radio, Radio Wiltshire, Town Crier, word of mouth to family, friends and neighbours, noticeboards, churches, lunch clubs, GP surgeries, GP social prescribing, care co-ordinators, foodbanks, digital board, posters, talking newspaper, organisational newsletters, PCSO’s, public



sector advertising, fire service safety visits, MASH, schools, surgeries, parish councils, online links.

- Promotion and engagement – bespoke / targeted towards harder to reach: Warm spaces booklet / poster / window stickers / Housing Associations / faith networks / foodbanks. WC data e.g recipients of Household Support Fund.
- How will people get to the warm and welcoming spaces? Not just the town centre, can we offer transport for rural areas and use Chippenham LINK?
- Opportunities...
  - Create a network of groups.
  - Work in partnership, co-ordinate and plug gaps.
  - Boost participation and volunteering across all community groups .
  - Create a timetable of activity.
  - Put Chippenham on the map ...“Chippenham is a warm and welcoming community – here is the offer of zero/low cost activities this winter, something for everyone.”
  - Promote the benefit to venues of getting involved – compassionate communities, reputation, footfall.
  - signposting
- There are existing living rooms – pubs, café’s, coffee shops, Morrisons, benches in Emery Gate, library, Knit and Natter groups, Crib / bridge club, coffee mornings, Weatherspoon’s, Supermarket Community Rooms, Borough Lands rooms, The Cause, Action for Happiness Charity, after school clubs, [Public Living Room - Camerados](#)
- Businesses have empty spaces to offer something.
- Establishing need and meeting demand
  - Seek feedback from users of warm spaces and meet need with activity and support.

## **Appendix 2 Local Youth Network Workshop feedback**

### **Top priorities:**

- Support with mental health
- Closer working across youth sector
- Safe and welcoming spaces for young people in the community (youth centre / community arts centre)
- Communication of local youth activities and support
- Year 6s transitioning to secondary school
- Impact of cost-of-living crisis on young people
- County Lines

### **Ideas and thoughts on strengthening the LYN**

- Move LYN meetings around the community area.
- Rather than hold a LYN meeting, bring LYN members together to experience a youth group 'in action' – keep it informal, make it fun.
- Build relationships with schools. Hold meetings/ catch ups in schools, have a regular dialogue with young people through youth councils and forums.
- Youth survey – use this data to develop a programme of activity that is tailored to what young people want. Provide a breakdown of the youth survey by age group.
- Demonstrate / highlight how young peoples' views have been listened to and promote youth projects delivered in the past year e.g. mental health first aid...
- Face to face dialogue with young people important – not just snap surveys.
- Use data from locally funded organisations e.g. Stay Safe Initiative.
- Ask for grant funded organisations to report back, explore how the LYN can add value to local projects.
- Promote the LYN at the Multi-agency forum.
- Young people don't always know what activities/clubs exist, send information out through the schools, promoting the LYN at the same time.
- Widen LYN membership – connect with uniformed groups, sports clubs and faith communities.
- Promote benefits of being part of the LYN – sharing information and best practice, raising awareness, co-ordination, funding, partnership, collaboration, support, raising profile of groups, closer working with WC e.g. contextual safeguarding training.
- Utilise expertise from Youth Voice team at Wiltshire Council.
- Give young people ownership of the LYN budget and a role assessing the value of projects.
- Ask young people to manage a consultation on what matters to them.
- Link with the Wiltshire Youth councillors in each school.
- Develop the LYN branding with young people.
- Promote the local youth funding available and what this can help with i.e. revenue - hall hire, equipment etc
- Host a LYN meeting to understand what youth groups need help with.
- Recruit a youth engagement officer/ volunteer champion.
- Promote the importance of volunteering to young people and create opportunities to volunteer in the community.
- Develop a dedicated youth website / webpage where organisations and groups can post their activities and clubs.
- Learn from other community areas / LYNs. Join up activities.
- Spend CIL money on young people
- Use the skills and expertise amongst the youth sector in Chippenham to support other local priorities.

**Suggestions for activities:** Dirt Bike Tracks / youth gym / self-defence / youth events themed around skills and training, employability, cooking lessons and life skills.

## **Appendix 3 Climate / Environment Workshop feedback**

### **1. How can your organisation support Wiltshire Council in delivering its objectives?**

- Our expertise can help Wiltshire through local engagement.
- Community groups can help to educate
- Friends of Marden Valley – already doing lots of nature recovery
- Wessex Water can advertise on water efficiency
- CSE Future proof can provide retro-fit advice.
- We can support council with community engagement, especially harder to reach, seldom heard from people (Doorway and Chippenham Social and Therapeutic gardening)
- Cycle Chippenham – cycle network, transport planning and design expertise – can feed into network planning and responses to planning applications by working closely with Highways Development Control.

### **2. How can Wiltshire Council support your organisation in achieving your climate change and nature recovery objectives?**

- Engage with us proactively – see us as free friendly consultants that will work with time constrained officers to help them be more effective.
- Apply for Active Travel England (ATE) funding for schemes developed in partnership with us.
- Providing political leadership from leader and cabinet for high quality active travel. Political buy-in a key condition for securing ATE funding.
- Bring their expertise e.g. join together and connect groups.
- Better communication and partnership working.
- More listening exercises – a two-way relationship needed.
- Share results of carbon footprint and report.
- Co-ordinating and setting standards.
- Education and awareness.
- Becoming net zero.
- GBI toolkit – engagement and leadership exercise around this.
- Specialist knowledge.
- Lights on at Sadlers Mead.
- Regulate Plastic Laws.
- Food waste – collections.
- Stop building roads.
- Build Wiltshire cycle ways suitable for everyone.
- Make climate change cross the board through every department
- Council needs to find 3<sup>rd</sup> sector to meet climate goals.
- Difficult to make green agenda accessible / realistic for vulnerable people.
- Council should support national campaigns to improve household equipment in terms of energy / water efficiency.

- Be aware of extent of poverty / mental ill-health in wilts.
- A more integrated approach, working in partnership and sharing knowledge.
- Tapping in better to local knowledge / expertise.

### **3. What should Wiltshire Council's priorities be?**

- Expertise and opportunity within communities
- Education
- Listen and collaborate
- Joined up public transport
- Pedestrianised high street during the day
- Bus service straight into town
- Car parks at several points around town centre
- Cycle paths
- Wildflower verges
- Food waste
- Planning – low cost zero carbon housing standards
- Holistic approach needed, end silo approach
- Keep environment at forefront of all decisions
- Chasing funds for good projects
- Cycle Chippenham – Build Active Travel infrastructure instead of roads (in engagement with cycle Chippenham to shape where improvements needed).

## **Appendix 4 Post event organisational questionnaire**

### **Zero Chippenham**

#### **1. How can your organisation support Wiltshire Council in delivering its objectives?**

- Helping towards the Council's Net Zero goal (for the county), through our: - Community Solar Panel Discount Scheme (generating renewable energy); - Tree Planting Scheme (creating carbon sinks to sequester carbon); - Thermal Imaging Camera Loan Scheme (helping improve energy efficiency through insulation).
- Planning to take a share in a large (50MW) Solar PV Scheme, as a Community Energy Group (Community Benefits Society), generating renewable energy, re-investing in further climate projects in the local economy.

#### **2. How can Wiltshire Council support your organisation in achieving your climate change and nature recovery objectives?**

- By promoting and supporting Community Energy in Wiltshire (grants, officer support, planning);
- Providing grants for projects that support Wiltshire Council's decarbonisation objectives (e.g. through a Climate & Ecological Emergency Fund);

- Providing officer time and support on our projects (e.g. those that involve planning issues).

### **3. What should Wiltshire Council's priorities be?**

- Add a Net zero development planning policy to the Local Plan.
- Support retrofit of housing (insulation, glazing, lighting).
- Investing in active travel infrastructure.
- Supporting integrated public transport.
- Investing in renewable energy generation.
- Large scale tree planting on own land and via planning conditions.

**Feedback on Conference** Two hours was too little time for presentations and discussions on this subject, hence almost no time for questions and limited time for the workshop. Better to devote a full half day (or a full day if feasible) on future occasions. Presentations were all relevant/ useful for the workshop discussion. Video link worked well - Wiltshire Council officers presented Climate Strategy and Green Blue Infrastructure updates via the Town Council's Zoom account. Networking worked well after the event (thanks to Zero Chippenham for drinks and snacks).

Dr Nick Murry, Chair, Zero Chippenham

## **Avon Needs Trees (ANT)**

### **1. How can your organisation support Wiltshire Council in delivering its objectives?**

- Planting large areas of trees to support Wiltshire Council's tree canopy target in its Climate Strategy;
- Acting as a delivery partner to plant trees on land designated by the Council for tree planting - there are particular opportunities where Wiltshire Council does not have the capacity to lead on woodland creation and long-term aftercare. This could involve transfer of land as part of S106 or CIL agreements, or long-leasing of Council owned land.

### **2. How can Wiltshire Council support your organisation in achieving your climate change and nature recovery objectives?**

- Developing a Memorandum of Understanding or (potentially) more formal agreement for ANT to be a delivery partner to the Council in helping increase the County's tree canopy (part of its Climate target), especially alongside supply of land;
- The funding environment in Wiltshire is less positive for ANT than it is in the West of England where we have greater access to funding from local and national government. Core funding to pursue woodland opportunities in Wiltshire would result in the creation of more permanent woodland in the county.

### **3. What should Wiltshire Council's priorities be?**

- Tree planting at scale;
- Ensuring developers need to allocate land for tree planting in their planning applications;
  - Acting as a facilitator between funders (e.g. DEFRA, private sector), landowners, and delivery organisations.

Dave Wood, Director, Avon Needs Trees

## **Chippenham Cycle Network Development Group (Cycle Chippenham)**

### **1. How can your organisation support Wiltshire Council in delivering its objectives?**

- Providing local knowledge on where cycle route improvements are needed;
- Funding cycle route improvements to cycle parking and signage;
- Pressing developers to include better cycle route provision in their planning applications.

### **2. How can Wiltshire Council support your organisation in achieving your climate change and nature recovery objectives?**

- Obtaining Govt. (Active Travel England) funding for investing in Active Travel infrastructure in and around Chippenham;
- Investing Community Infrastructure Levy funds into Active Travel infrastructure in and around Chippenham;
- Working more closely with us in developing cycle network investment proposals;
- Providing financial support (grants) for on-going delivery of route improvements and cycle parking in and around Chippenham;
- Providing Highways Officer/ Transport Planning Officer time to support our cycle parking and route improvement proposals;
- Providing Sustainable Transport Officer time for promoting safe cycling in and around Chippenham (e.g. events, Dr Bike sessions, working with schools);
- Formal recognition of Cycle Network Development Groups such as ours, including consulting us on strategic plans (e.g. LCWIPs) and applications for ATE funding.

### **3. What should Wiltshire Council's priorities be?**

- Reducing car dependency, the need to commute by car; the number of cars on our roads, congestion, air pollution;

- Enabling safe and convenient walking and cycling routes to allow people to commute to work/ the station by bike, children to cycle safely to school, short journeys to be made by bike;
- Obtaining the currently available Govt. (ATE) funding (£ millions) for Active Travel and investing it in Chippenham;
- Communicating with the public and car drivers about the benefits of investing in Active Travel infrastructure (less cars on the road, less pollution). Bringing the public with you, rather than fuelling division between drivers and cyclists.

Dr Nick Murry (Chair), Laurence Cable (Vice Chair), Chippenham Cycle Network Development Group

## **Rooted Chippenham**

### **1. How can your organisation support Wiltshire Council in delivering its objectives?**

- Planting productive trees, pollinator friendly plants and wildflower to increase biodiversity;
  - Educating and encouraging the local community through demonstrating changes that can be performed at home in small spaces - capturing rain water, composting, no-dig, small planting pockets;
  - Providing community with zero-miles food;
  - Providing a resource for improving community physical and mental well-being.
2. How can Wiltshire Council support your organisation in achieving your climate change and nature recovery objectives?
- Support through funding/grants and highlighting opportunities to collaborate with other groups. Provide small pockets of land/use of communal land to create growing space, especially in new build estates. Provide food waste collection and composting. More support bringing together groups and organisations - networking events like this conference but also a website/portal where groups can collaborate further.

### **2. What should Wiltshire Council's priorities be?**

- Food waste collection and composting;
- Encourage more groups like Rooted;
- Provide more space for allotments;
- Improved planning of new build estates to allow for pockets of land to add pollinator friendly plants, ponds etc.;
- Help support a community farm/ market garden to reduce town's food miles and provide more food resilience;
- Encourage established farms to move towards organic, regenerative practices

Feedback on Conference: The Conference was fab. But too much content to fit into such a short space of time. More time needed to allow for networking and discussion of these ideas as listed above.

Vanessa Davey, Joint Founder, Rooted Chippenham

## **Good Energy**

### **1. How can your organisation support Wiltshire Council in delivering its objectives?**

- Providing power purchase agreements (PPAs) to the council's building portfolio of generating assets and support in PV installation to domestic, commercial and public properties;
- Help support the local community by creating a local community energy tariff;
- Driving up green energy use in Wiltshire.

### **2. How can Wiltshire Council support your organisation in achieving your climate change and nature recovery objectives?**

- Support low income households with subsidies for home generation and have Good Energy as a partner to deliver the installation.

### **3. What should Wiltshire Council's priorities be?**

- Incentivise local landowners to turn their land into generating assets and support the planning process for such installation;
- These installations can then partner with Good Energy for local power purchase agreements.

Feedback on conference: It would be nice to see the conference run again to provide updates on each of the speaking organisations strategy, as well as provide opportunity for different organisations to contribute. It would also be helpful for the speaking organisations to discuss, plan and strategize ahead of the conference, to see how collaborative efforts can be put in place to drive sustainable impact and then share those plans. I feel this would help deliver on action and say "what we will do" other than "this is what we are planning to do".

Cherish Jackson, Sustainability & Facilities Manager, Good Energy

## **Wessex Water**

### **1. How can your organisation support Wiltshire Council in delivering its objectives?**

- Wessex Water has pledged to meet Net Zero Operational Emissions by 2030, and Net Zero Total Carbon Emissions by 2040. This means that the water/wastewater component of WC's scope 3 emissions from procured/disposal of water/wastewater



(provided Wessex Water is still the service provider – non-household water/sewerage services are no longer restricted to the procure services from the local incumbent provider), will decarbonise in-line with the WC Climate Strategy 2030 target.

Our management strategy includes three main elements:

- Emission avoidance through reducing demand\* and leakage;
- Increasing efficiency across our treatment sites; and
- Renewable energy generation.

\*\*Demand reduction in hot water through water efficiency across WC estate will also reduce WC scope 1 and 2 emissions, as there will be reduced use of fossil fuels to heat water. Water efficiency = energy efficiency = carbon savings.

The Climate Strategy highlights that the source of 26% Wiltshire’s emissions is from our homes, and half of household emissions is due to gas consumption for space and water heating. Whilst WW is committed to net zero by 2030, demand reduction now can help us to reach net zero faster as it will translate into less treatment and pumping, and it will support climate adaptation by balancing out supplies during dry periods.

Homes in the UK use around 140 lpd on average, and a up 50% of that water is hot water – a third is from showering and bathing, with hot taps, laundry and dishwashing making up the difference. To put this in perspective, Defra figures indicate that the use of water in the home accounts for x7 more emissions than our entire water supply and wastewater treatment processes. Reduced hot water use has a significant role to play in domestic energy efficiency, and showering is the largest component.

Wessex Water is transforming the way it works with communities to deliver strategic business outcomes for both people and the environment. This is a 2 year pilot project and Chippenham has been chosen (along with Bridport, Dorset) to trial this new way of working.

The project will operate in the showcasing, convening and engagement spheres of influence in the ‘onion’ diagram, and we are keen to work in partnership with WC to deliver shared goals. There are opportunities to collaborate in the Adaptation and Built Environment delivery themes.

### **1. How can Wiltshire Council support your organisation in achieving your climate change and nature recovery objectives?**

Whilst WW is a statutory consultee in the planning process (the place-shaping layer of the spheres of influence ‘onion’ diagram), it has no power to refuse connections for new buildings, even where there is pressure on existing water availability or receiving waters have insufficient dilution capacity to take increased wastewater discharges. The impacts of climate change manifest themselves through the water cycle in the form of floods and droughts. From the ‘house’ diagram in the Climate Strategy:

- Green roofs, green spaces and sustainable drainage help to attenuate storm runoff, lop off the peak flow entering sewers and reduce the frequency that the system gets overwhelmed causing sewer overflow operation. Urbanisation increases storm runoff from impermeable surfaces (roofs, driveways, pavements and highways). The best solution to the storm overflow problem is to keep rainfall out of the sewerage system, and this necessitates community-based solutions rather than end-of-pipe. A possible project for Community Connectors is to fit water butts at density (in older housing districts with combined sewers) to help to slow the flow of roof runoff to the sewer network. A community-based solution will help to avoid carbon-intensive (pumping/treatment and embedded) and costly end-of-pipe solutions which would otherwise be passed on to customers through bills.
- Switching to water efficient appliances and rainwater harvesting has obvious links to our core operational business by reducing demand and ensuring sufficient supplies for a growing population, whilst adapting to more frequent droughts and dry spells. However, promoting the uptake of water saving fixtures is only part of the demand management equation. Changing people's everyday water using routine behaviours is a much more challenging factor!

## **2. What should Wiltshire Council's priorities be?**

This is really hard to answer! WC needs to make progress across all delivery themes and to make best use of its levels of influence. I think there will be a tendency to focus on the inner spheres of influence as they are comparatively easier to make an impact and measure a difference than the outer layers. However, collaboration and engagement is vital, as we need everyone to make progress towards net zero. Working with people – at an individual or community level, to change how things are done – is complex and very challenging.

Karen Simpson, Community Connector Manager (Chippenham), Wessex Water

4<sup>th</sup> October 2022 – Meeting Tracker - FINAL

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
1.	<b>Attendees, Apologies &amp; Introductions</b>				
	<b>Present</b>	Ross Henning (WC) Kirsty Rose (WC – Officer) Nick Botterill (WC) Adrian Foster (WC) Kathryn MacDermid (WC) Mike Barber (Seagry PC) Alex Hall (Kington St Michael PC) Laurence Cable (Chippenham Cycling Development Group) Lesley Palmer (Grittleton PC) Martin Rose (WC – officer) Graham Trickey (Kington Langley PC) Graham Worsnop (North Wraxall PC) David Arnup (WC – officer)			
	<b>Apologies</b>	Fiona Twisse (Kington St Michael PC) Howard Greenman (WC) Liz Alstrom (WC) Alex Cooper (Chippenham TC) Nic Puntis (WC) Anthea Kelsall (Biddestone PC)			
2.	<b>Notes of the last meeting (26<sup>th</sup> July 2022)</b>				

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		The minutes and recommendations of the previous meeting held on the 26 <sup>th</sup> July 2022 were to be considered at the Chippenham Area Board scheduled for the 26 <sup>th</sup> September 2022			
<b>3.</b>	<b>Finance</b>				
		<u>Financial position at 4<sup>th</sup> October 2022:</u>  (a) 2022-23 allocation = £36,174 (b) 2021-22 underspend = £30,407.49 (c) 2022-23 3 <sup>rd</sup> party Contributions = £14,227.50 (d) Total Budget for 2022-23 = £80,808.99 (a+b+c) (e) Existing commitments (incl. carry over schemes from 2021-22) = £74,958.00  (f) Current Balance = <b>£5,850.99</b> (d-e)			
<b>4.</b>	<b>Annual Dropped Kerbs Exercise</b>				
		Suggestions for dropped kerb sites for 21/22 to be put forward for consideration at next CATG meeting.  <b>14/09/2021</b> <u>New Requests</u> Queen's Crescent (Cepen Park & Hunters Moon) <ul style="list-style-type: none"> <li>• Pathway from Carnarvon Close behind the cooperative</li> </ul>	<b>04/10/2022</b> Substantive bid to proceed excluding dropped kerbs that have been provided already.		<b>All</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<ul style="list-style-type: none"> <li>• Windsor Close Junction</li> <li>• Clover Dean Junction</li> <li>• Farleigh Close Junction</li> </ul> <p>There are a number of sites that are likely to be put forward as requests ahead of the next CATG meeting.</p> <p>Cllr Foster raised concerns that dropped kerbs are an important requirement to assist with accessibility and will be writing to Cllr McClelland to request additional funding. Also CATG may wish to consider a hierarchy of priorities for schemes based on safety and accessibility needs.</p> <p>CATG agreed a £6,000 allocation with a 25% contribution requested from Chippenham Town Council</p> <p><b>17/11/2021</b> Chippenham TC are collating dropped kerb requests to form a substantive bid. The parish councils are encouraged to put forward any dropped kerbs in their area for CATG consideration</p> <p>The dropped requests in the Queens Crescent area will be progressed with Ringway</p> <p><b>22/02/2022</b> CTC are compiling a list of dropped kerb requests in the town. Currently 42 locations.</p> <p>KR to seek guidance as to whether dropped kerbs in villages can be combined with town for substantive bid.</p> <p><b>19/04/2022</b> Allocation made to substantive bid for dropped kerb provision in Chippenham of £12,058.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>KR to review locations provided to assess feasibility</p> <p><b>26/07/2022</b> The group agreed to make a substantive bid as proposed but if unsuccessful, the contribution will be used to take a phased approach to delivery.</p> <p>List of dropped kerbs provided by CTC to be discussed at their meeting.</p> <p>Future dropped kerb priorities will be those in the villages</p>			
<b>5.</b>	<b>Freight Assessment and Priority Mechanism (FAPM) exercise</b>				
	<b>Standing item for update</b>	<p><b>25/06/19</b> SD explained that all freight requests are on hold pending publication of new freight strategy as part of LTP in 2020. CATG's can still support requests but must fund investigatory work and implementation costs.</p>	<b>04/10/22</b> No update to report.		
<b>6.</b>	<b>Major Maintenance</b>				
		<p><b>01/06/2021</b> Major maintenance list for 2021/22 was included via email, but can also be found here: <a href="#">Highways Asset Management - Wiltshire Council</a></p>	<p><b>04/10/22</b> Highway maintenance programme 2021-2025 can be found here <a href="#">Highways Asset Management - Wiltshire Council</a></p>		
<b>7.</b>	<b>Priority One Schemes</b>				

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>CATG agreed that once work orders have been placed for Priority One schemes a full entry is not required on Action Tracker:</p> <ul style="list-style-type: none"> <li>• A summary will be retained</li> <li>• The entry will be “greyed out” to indicate scheme in progress and no further discussion is required at the CATG meeting unless otherwise indicated.</li> <li>• MR will provide updates</li> <li>• The item will be removed once the scheme has been implemented</li> <li>• A <u>maximum</u> of 5 LIVE priority 1 schemes to be progressed at any one time.</li> </ul>			
7.1	<b>5827</b> – Installation of four sets of White Gates and associated improvements, Biddestone	<p><b>01/09/20</b> Design work to recommence early September. Target deadline of 31<sup>st</sup> March 21 for Gateways, signs and resurfacing works. Imprinted concrete will be delayed until 2021/22.</p> <p><b>17/11/20</b> Updated design and costing presented to Biddestone PC. (£47k) Road closures for surfacing works booked 8/9th February 2021.</p> <p>Note: Footway area adjacent to turnpike cottage to be included in ‘Texprint’ surface areas</p> <p><b>01/06/21</b> Surfacing works undertaken in May ahead of Texprint surfacing installation w/c 14<sup>th</sup> June.</p> <p>Gateway and signing to follow later in financial year – to be agreed with PC prior to works order being raised.</p> <p><b>14/09/2021</b> Texprint works complete. Some issues relating to traffic management, weather and conflicting works resulting in increased costs.</p>	<p><b>04/10/22</b> Order issued to Ringway for outstanding works. Awaiting completion. This includes revise village gate position on The Green.</p>	1	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>The group agreed to provide a £5,000 contribution to assist with completing the signing works as the Parish Council providing the remaining funding.</p> <p>KR to liaise with PC and progress signing and gate installation.</p> <p><b>17/11/2021</b> Liaison with PC regarding outstanding signing work ongoing.</p> <p><b>19/04/22</b> Order has been issued to Ringway for signing works. Expected completion May 2022.</p> <p><b>26/07/22</b> Works 90% complete however issue with one village gate. Relocation and additional sign required and missing village sign to be installed. KR to progress.</p> <p>KR to arrange post-implementation monitoring once works complete.</p>			
7.2	<b>6846</b> - Road Safety at The Street B4039 Nettleton Road and Church Hill junction Burton	<p><b>18/02/20</b> Group agreed to promote proposed Nettleton Road warning sign and SLOW marking to Priority 1. Cost £400 PC to contribute 25%</p> <p>20mph limit on hold pending publication of 20mph update report, expected in spring/ summer 2020</p> <p><b>30/04/20</b> Order issued for warning sign and 'SLOW' on Nettleton Road. Awaiting implementation.</p> <p><b>01/09/20</b> Sign and SLOW marking complete.</p>	<p><b>26/07/22</b> Awaiting data collection results. Report to be prepared once results received.</p>	1.	KR



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>20mph issue on hold pending publication of report. To be greyed out. If 20mph limit does not go ahead the PC have requested the existing 30mph limit be extended.</p> <p><b>22/02/22</b> CATG agreed to fund 20mph speed limit assessment subject to 25% contribution from Parish Council.</p> <p>£2500 total (£1875 CATG, £625 PC tbc)</p> <p>KR to contact PC regarding extents.</p> <p><b>19/04/22</b> PC have confirmed contribution, extents and desire to proceed.</p> <p>KR to proceed with assessment process.</p>			
7.3	4-20-10 Parliament St / Chippenham	<p>Laurence Cable made a presentation to members and is seeking changes at the existing footway link between Parliament Street and Little Down to create a shared access for cyclists and pedestrians.</p> <p>(notes shortened)</p> <p><b>19/04/2022</b> Phase 1 works to take place w/c 30<sup>th</sup> May 2022. Barrier removal to be included.</p> <p>Proposals, including a cost estimate, for the substantive works will be made available ahead of the next meeting (July).</p> <p>The estimate for the substantive works is in the region of £24,000. It was determined that a 3-way split to fund</p>	<p><b>04/10/22</b></p> <p>Proposal for phase 2 circulated with note tracker.</p> <p>It was agreed that accompanying waiting restrictions would be added to the overall list of restrictions to be advertised as a batch.</p> <p>Design changes to be made taking into account comments received.</p> <p>Funding approved by LHFIG, TC and Cycle Chippenham</p>	1.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>between CTC, LHFIG and funds secured by CNDG would be appropriate.</p> <p><b>26/07/22</b> Phase 1 works complete. There has been a positive response to these changes.</p> <p>Outline proposal for substantive bid provided with note tracker. This is subject to some changes discussed with Laurence Cable and CNDG. Estimated cost £21,500.</p> <p>Cycle Chippenham asked PET to consider 30% contribution. KR to highlight to Alex Cooper to ensure raised at PET meeting for decision.</p> <p>Funding proposal is LHFIG £8000 (previously agreed), CC £4600 and TC £6450. Funding to be confirmed at next meeting in Oct.</p>	therefore scheme can proceed.		
7.4	4-20-2 Draycott Cerne	<p>PC request a formal review of the speed limit on B4122 from J17 of M4 to the junction with B4069 leading to a reduction from the national speed limit (60mph) to 40mph. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> Members supported this request and felt a review of the current speed limit was justified. However, as the changes identified on the B4122 were largely due to development works, funding for any speed limit re-assessment should be found from another source i.e., Section 106 monies. MR to speak to Development Control and report back to group</p> <p><b>17/11/20</b> Contact made with development control. No provision within Section 106 agreement to permit speed limit assessment</p>	<p><b>04/10/22</b> Please see enclosed email response to PC regarding speed limit review.</p> <p>It was highlighted that a TRO s currently being promoted as part of development changes for a 40mph speed limit around the Modwen Park development.</p>	1.	To note

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>work. Funding would be required from the CATG. Current estimate from Atkins £2500</p> <p><b>Agreed</b> – Move to Priority 1 and allocate £2500 for speed limit assessment on B4122. 25% contribution from PC £750.00</p> <p><b>14/09/2021</b> Speed limit assessment to undertaken by Atkins.</p> <p><b>19/04/2022</b> Speed limit assessment recommendations received from Atkins and circulated. No changes to speed limit recommended.</p> <p>The parish council are to challenge the recommendations of the speed limit assessment. The parish council are to prepare the evidence for the challenge and provide to LHFIG.</p> <p><b>26/07/2022</b> KR to circulate speed limit review information from Atkins.</p> <p>Graham Trickey to nudge PC for challenge to recommendations.</p>			
7.6	4-19-5 Hill Rise / Barrow green	<p><i>Request for 20mph limit and speed humps on Hill Rise / Barrow Green.</i></p> <p><b>18/02/19</b> Group appreciated the level of feeling and concern relating to this request. The length covering Hill Rise and Barrow Green is approx. 1km and would require extensive traffic calming which would have a significant impact on roadside parking. The cost is also likely to be high. The group felt it was essential that proposals must be evidence led and it was important to garner speed data before</p>	<p><b>04/10/22</b> Report circulated with note tracker and previously issued to Councillors and Town Council.</p> <p>Recommendation for 20mph sign only speed limit with estimated implementation cost of £17,500.</p>	1.	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>deciding what action, if any, to take. Sites for Metro-counts to be agreed.</p> <p><b>01/09/20</b> Metro-count sites agreed. Counts remain outstanding due to Covid-19. Counts to restart once schools return. MR to report findings to next meeting.</p> <p><b>02/02/21</b> Traffic survey results circulated with note tracker. KR to review options for improvements other than speed humps with the aim of raising awareness of pedestrians.</p> <p><b>01/06/2021</b> KR to arrange a site meeting with Kathryn MacDermid and Ross Henning</p> <p><b>14/09/2021</b> Site meeting held. KR recommends 20mph assessment be taken forward with lighter touch measures rather than traditional physical calming features.</p> <p>CATG to await outcome of discussions regarding 20mph assessment report before making decision. If the publication is likely to be significantly further delayed, CATG will discuss how to proceed with 20mph speed limit requests at its next meeting</p> <p><b>17/11/2021</b> Agreed - to proceed with 20mph speed limit assessment for the wider area around Hill Rise/Barrow Green. Potential template/test for future assessments.</p> <p>Total - £2500 - £1875 CATG, £625 CTC (tbc)</p> <p><b>22/02/22</b></p>	<p>The group supported the implementation. Funding was agreed (subject to TC contribution) for the TRO advert at £2500.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Assessment to be progressed when resource becomes available.</p> <p><b>19/04/2022</b> Traffic surveys ordered to form basis of assessment. Report will be prepared upon receipt of data.</p> <p><b>26/07/22</b> Traffic survey data received. Report to be prepared and issued.</p>			
7.7	4-20-15 C151 Ford	<p>C151 in village of Ford, from junction with A420 to limit of village, particularly from White Hart Inn to the gateway by the River bridge and access to Bybrook Valley on the Macmillan Way, opposite the entrance to the property - Doncombe Mill.</p> <p>Request for:</p> <ol style="list-style-type: none"> <li>1. Demarcation of a pathway, the suggestion is for a different colour tarmac/paint to be used to highlight the ideal place for walkers to walk and as a visual identifier to vehicles that there may be pedestrians</li> <li>2. Warning triangle signs – warning of pedestrians</li> <li>3. More speed signs to make drivers fully aware of the speed limit, current signs while spaced correctly are not ideally placed for bends and visibility.</li> <li>4. Possible introduction of a 20mph</li> </ol> <p>Increased policing of speed by Wiltshire constabulary <b>17/11/20.</b> Speed survey has been requested. Engineer to look at site with Parish council once Covid-19 restrictions are lifted to discuss options before agreeing way forward. On-carriageway flow chart to be provided to members.</p> <p><b>02/02/21</b></p>	<p><b>04/10/22</b> KR developing design for pedestrian improvements.</p> <p>Drainage improvements are due to take place on C151 in October to deal with surface water drainage issues.</p> <p>Site meeting to be arranged with Graham Worsnop and Nick Botterill to discuss scheme options and constraints.</p>	1	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>KR and MR to discuss outcome of site meeting and proposals. Plans to be prepared for parish council consideration when scheme becomes priority 1.</p> <p><b>01/06/21</b> To be moved to priority 1. KR to prepare plans for consideration by PC.</p> <p><b>14/09/21</b> KR met with Graham Worsnop to discuss potential improvements. KR to investigate feasibility of promoting alternative route for pedestrians, with informal crossing on A420, and the provision of a marked pedestrian route on the C151.</p> <p><b>22/02/22</b> Proposal provided to Parish Council for consideration.</p> <p>Informal crossings on A420 estimated in region of £8000.</p> <p>Pedestrian improvements on C151 estimated at £40,000 but land negotiations and topo survey required. Topo survey cost estimate is £2000.</p> <p>It was agreed to fund the topographical survey to allow further design work to take place. This is to include the C151 to the kissing gate to the west of The Dene.</p> <p><b>17/11/2021</b> KR to prepare plans however some investigation into land ownership is needed.</p> <p>Negotiations with landowner may be required in due course.</p> <p>Concerns raised regarding ongoing drainage issues and road camber.</p> <p><b>19/04/22</b></p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Awaiting quote for topo survey. Survey required to progress design.</p> <p><b>26/07/22</b> Topo survey received 18/07/22. KR to progress design and share in advance of October meeting.</p>			
7.8	<p><b>4-20-4</b> B4039 Hillside Burton</p>	<p><i>“It is well known to residents of Burton as being very dangerous for walkers due to the narrow width combined with the slow bend in the road on Hillside”.</i></p> <p>An investigation of options to reduce the speed of traffic and thus make the road safer for pedestrians including a reduction in speed limit and traffic calming measures. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> MR to arrange site meeting with David Kerr.</p> <p><b>01/06/2021</b> Engineer to arrange site meeting with parish representative.</p> <p><b>14/09/2021</b> Site meeting has taken place. PC wish to pursue speed limit assessment to determine if extending the 30mph speed limit is feasible. Group agreed to fund. £2500 total with £1875 from CATG and £625 from PC.</p> <p>KR to produce plan for signing improvements alongside this. <b>22/02/22</b> Await outcome of speed limit assessment from Atkins. This will be undertaken in 22/23 financial year.</p> <p><b>26/07/22</b> Atkins to undertake speed limit assessment. Likely to be complete in October.</p>	<p><b>04/10/22</b> Awaiting assessment report from Atkins.</p>	1.	<p><b>Atkins</b></p> <p><b>To note</b></p>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>KR has provided additional background information to Atkins regarding parish council concerns to feed into review process.</p> <p>A discussion was had regarding speed limit reviews and the circumstances under which the group should consider approval of speed limit reviews as many recent reviews have identified no changes to be made. Group to consider if in future, reviews are supported only where substantive changes have been made since reviews in previous years.</p>			
7.9	4-21-11 & 13 Upper Seagry	<p>Request for a 20mph speed limit assessment. Speed limit reduction to improve safety for pedestrians and reduce speed of vehicles, including calming measures.</p> <p><b>14/09/21</b> CATG to await outcome of discussions regarding 20mph assessment report before making decision. If the publication is likely to be significantly further delayed, CATG will discuss how to proceed with 20mph speed</p> <p><b>17/11/2021</b> Decision on hold pending further discussion of approach to 20mph assessments overall.</p> <p><b>22/02/22</b> It was agreed to progress this request and undertake the 20mp assessment. Agreed funding £2500 with 25% contribution from PC.</p> <p>Concerns were also raised regarding heavy goods vehicle use, particularly from a haulage company in Startley.</p> <p>To be moved to priority 1.</p> <p><b>19/04/2022</b></p>	<p><b>04/10/22</b> Draft report provided to Parish Council for consideration. Report recommends advisory 20mph speed limit on approaches to school alongside signing changes.</p> <p>A discussion was had around Wiltshire Council 20mph policy. KR is to provide a response to the parish council email query.</p> <p>It was agreed that KR will prepare plans and estimate for the advisory speed limit and signing changes.</p>	1.	<i>KR</i>



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Traffic surveys ordered to form basis of assessment. Report will be prepared upon receipt of data.</p> <p><b>26/07/22</b> Traffic survey data received. Report to be prepared and issued in September</p>			
<b>7.10</b>	<b>4-21-18</b> A350 to A420 Bumpers Farm roundabout to B4039 Yatton Keynell slip road turning	<p>Excessive speeds creating significant highway safety issues. Attached letter refers</p> <p>Reduction in speed limit from the western approach to the slip road on the A420 to slow traffic and to reduce speeds at Allington crossroads and onwards to Bumpers Farm roundabout. Attached letter refers.</p> <p><b>14/09/21</b> Group agreed a speed limit assessment would be appropriate and would like to see this extend further along the A420 to the boundary. North Wraxall and Chippenham Without Parish Councils to be approached to consider a 25% contribution (£625) of the £2500 assessment cost.</p> <p><b>17/11/2021</b> PC contributions agreed. KR to order speed limit assessment with Atkins. £2500 total - £625 NWPC, £625 CWPC, £1250 CATG.</p> <p><b>22/02/22</b> Assessment to be undertake in 2022/23 financial year.</p> <p>To be moved to priority 1.</p> <p><b>26/07/22</b> Atkins to undertake speed limit assessment.</p>	<p><b>04/10/22</b> Awaiting completion of Atkins assessment.</p>	<b>1</b>	<b>Atkins</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>KR has provided additional background information to Atkins regarding parish council concerns to feed into review process.</p> <p>PC would like to see Atkins assessment before it is finalised to allow feedback into the process.</p>			
7.11	Kington St Michael – Advisory Crossing	<p>Advisory pedestrian crossing point is in poor condition, not maintained since installation in 2007. School warning sign on the southbound approach has gone missing. Advisory crossing confuses pedestrians (particularly school children) and vehicles alike. Some drivers give way to waiting pedestrians – others don't, even overtaking on the crossing point despite a pedestrian presence. Pre-existing safety risk compounded by COVID-19 as more parents/ guardian's park and use the crossing to walk children to school (to prevent congregating on school grounds - but this shifts issue to the crossing).</p> <p>Upgrade advisory crossing point to Pelican or Zebra crossing. Ensure that vehicle drivers must give way to pedestrians, eliminating confusion for vehicle drivers and pedestrians alike.</p> <p>Reintroduce and improve school warning sign on southbound approach, improve or move the school warning sign on northbound approach (which is often obscured by vegetation).</p> <p><b>14/09/21</b></p> <p>KR to undertake site visit at school drop off/pick up times. Shift changes at Leigh Delamere also coincide with this.</p> <p><b>17/11/2021</b></p> <p>KR to undertake site observations 23/11.</p>	<p><b>04/10/22</b></p> <p>Works pack to be prepared and order issued as soon as resources allow.</p>	1.	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>22/02/22</b> Site observations undertaken. Improvements to the visibility to and of the crossing are required, with changes to layout needed. KR to prepare proposal and estimate. Item to be moved to priority 1.</p> <p><b>19/04/2022</b> Proposal plan included with note tracker. Improvements aim to increase conspicuity of crossing and visibility of pedestrians waiting to cross.</p> <p>Cost estimate, including waiting restrictions and coloured surfacing, is £7350.</p> <p>The proposal plan is to be considered by the parish council. The group suggested 'no loading' be included with waiting restrictions to prevent loading/unloading.</p> <p>Suggestions also to use person shaped bollards to further highlight crossing and possible build-out.</p> <p><b>26/07/22</b> Parish Council have considered the proposal and would like to see the following:</p> <ul style="list-style-type: none"> <li>• provision of a build-out if feasible</li> <li>• no waiting restrictions to be introduced</li> <li>• bollards as shown in proposal plan</li> </ul> <p>Group discussed above. KR estimates £20,000 for build-out provision.</p> <p>It was agreed to proceed with original option, excluding waiting restrictions, at a cost of £5350 (£3750 LHFFIG, £1600 from PC).</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
<b>8.</b>	<b>Priority Two / Pending Schemes</b>				
<b>8.1</b>	<b>5753</b> - Replace informal crossing points with zebra crossings Queens Crescent, Chippenham	<p><b>25/06/19</b> Issue to remain on hold pending future resurfacing works on Queens Crescent</p> <p><b>18/02/19</b> Cllr O'Neil to work with Queens Crescent school on update travel plan.</p> <p><b>17/11/20</b> No update to report</p> <p><b>01/06/2021</b> No update to report. Ross Henning to speak with Peter Hutton re school and travel plan.</p> <p><b>14/09/21</b> Update as per last meeting</p> <p><b>22/02/22</b> Resurfacing work is due to take place in 23/24 financial year.</p>	<p><b>04/10/22</b> School currently updating travel plan. School travel plan advisor details have been provided to the school for assistance.</p>	<b>2</b>	
<b>8.2</b>	<p><b>4-19-1</b> Yatton Keynell</p> <p><b>4-22-3</b> C86 Yatton Keynell to Grittleton</p>	<p><b>25/06/19.</b> Response received from YKPC. They would like the speed limit to be extended but if this isn't possible, they would ask the gateway surfacing to go down at the current terminal point. Estimated cost £4000</p> <p><b>16/09/19.</b> Members suggested this issue is considered later once development of the Phillips Bodywork site has taken place. To remain on hold.</p> <p><b>01/09/20</b> Issue remains on hold pending possible section 106 monies</p> <p><b>02/02/21</b></p>	<p><b>04/10/22</b> Gateway markings are complete. This item can be removed from the tracker.</p>	<b>2.</b>	<b>To note</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>YKPC are in contact with Debbie Evans at WC with regard to available CIL monies from this development. YKPC to update CATG in due course</p> <p><b>01/06/2021</b> To remain on hold at request of YKPC. Update on CIL monies to be provided by YKPC with regard to decision to fund gateway surfacing</p> <p><b>22/02/22</b> Item to be reopened and combined with item 4-22-3 going forward.</p> <p><b>19/04/2022</b> There are no signs permitted in the TSRGD that would serve to highlight the access/egress at Folly Farm.</p> <p>It is recommended that introduction of gateway surfacing as per the Wiltshire Council approved standard be considered as this would highlight the speed limit change to drivers on approach. The estimated cost is £4000.</p> <p>LHFIG agreed to contribute £2800 to fund this, subject to a contribution of £1200 from the parish council.</p> <p>Lesley Palmer to follow up with parish council.</p> <p><b>26/07/22</b> PC confirmed contribution. Works have been ordered and awaiting completion.</p>			
8.3	4-20-3 Hardenhuish Avenue Chippenham	<p>Concerns relating to speeding vehicles and rat running traffic. Request for traffic calming to slow down traffic. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b></p>	<b>04/10/22</b> Site visit to be arranged.	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Metro counts to take place to establish speed and volumetric data on Hardenhuish Avenue / Yewstock Crescent. MR to report results to next meeting.</p> <p><b>17/11/20</b> Monitoring sites to be agreed. Note delay to all MC request of approx. 3-6 months due to large backlog across county. SDR(s) may be required due to parked cars</p> <p><b>02/02/21</b> No further update. All traffic surveys on hold due to lockdown restrictions.</p> <p><b>14/09/2021</b> Awaiting traffic survey</p> <p><b>22/02/22</b> New survey request issued.</p> <p><b>19/04/2022</b> Awaiting survey results</p> <p><b>26/07/22</b> Survey results received and included with tracker.</p> <p>KR to arrange site meeting with Kathryn MacDermid and Ross Henning</p>			
8.4	4-20-7 Bristol Road, Chippenham	<p><i>Request for formal crossing (Puffin / Zebra) by the entrance to Lidl Store. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></i></p> <p><b>02/02/21</b> Issue on hold pending outcome of Tranche 2 cycle scheme</p> <p><b>01/06/2021</b> The proposal for Bristol Road as part of the Tranche 2 bid is not being progressed.</p> <p>It was agreed that a pedestrian crossing assessment should be undertaken between Bumpers Roundabout and the</p>	<p><b>04/10/22</b> Report circulated with note tracker and previously provided to local member and town council. The report does not recommend any change to the current provision.</p> <p>It was agreed that provision of a 30mph speed limit will be investigated, as well as the feasibility of widening the</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>junction with Hungerdown Lane. Funding for survey agreed at £1000. Contribution from CTC to be confirmed.</p> <p><b>14/09/2021</b> Pedestrian survey ordered. To take place in September after which a pedestrian assessment report will be prepared.</p> <p>The study area will include the area around Hathaway Surgery. KR to check if crossing movements across Hungerdown Lane can also be included. If not part of survey, may be possible to have survey undertaken as part of apprentice training.</p> <p><b>22/02/22</b> Pedestrian survey complete. Peak hour monitoring of pedestrians crossing Hungerdown Lane to be undertaken. Report to be prepared and circulated for discussion.</p> <p><b>19/04/2022</b> An issue has been found with the pedestrian count data and as such the pedestrian survey is being retaken. Report to follow as soon as updated data is received.</p> <p><b>26/07/22</b> Schools are updating their travel plans. There are proposals to continue to educate parents through newsletter with regard to parking etc.</p> <p>KR to circulate pedestrian crossing assessment report when complete.</p>	<p>refuge island near the doctor's surgery.</p> <p>Appendix 1 to be checked for errors.</p>		
<b>8.5</b>	<b>4-20-11</b> Fairfoot Close to Gascelyn Close	<p>Land negotiations required. Being led by Sustainable Transport. May return to this group for design work/delivery.</p> <p><b>19/04/2022</b> KR provided required width information for land to Laura Gosling</p>	<p><b>04/10/22</b> Greensquare are in favour of selling land to WC for this scheme at a small cost. It has been agreed that the cost of</p>	<b>2</b>	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>26/07/22</b> Initial discussions with Greensquare re: land are encouraging. KR to continue discussions with legal team.</p>	<p>this, and legal fees, will be covered centrally at no cost to LHFIG.</p> <p>Design work can now progress. Site meeting to be set up.</p>		
8.6	4-20-12 Baydons Lane to Long Close	Land negotiations required. Being led by Sustainable Transport. May return to this group for design work/delivery.	<p><b>04/10/22</b> No update</p>	2.	
8.7	4-20-13. Various locations Chippenham	<p>Chicanes in shared-use paths create obstacles for cyclists and completely exclude certain users. New Government guidelines in Cycle Infrastructure Design (LTN 1/20) strongly advocate against the use of chicane barriers. Request for removal at the following sites:</p> <ol style="list-style-type: none"> <li>1.On path linking Methuen Park to Pheasant roundabout (to the side of MRG garage)</li> <li>2.Monks Way: barrier at end of shared-use path leading to Pewsham Park – not highway but RoW</li> <li>3.Path linking Evans Close to Langley Road</li> <li>4.Drake Crescent, where shared-use path crosses road (2x chicanes) One side adopted highway/one side RoW</li> <li>5.Path linking Hardenhuish Lane to Old Hardenhuish Lane (2x chicanes) (partially adopted highway)</li> <li>6.Bristol Road, south of football club car park</li> <li>7.Easton Lane at Haystack Avenue (2x chicanes newly installed by Hunters Moon developers)</li> </ol> <p><b>17/11/20</b> Engineer to arrange meeting to look in more detail at sites before next meeting.</p> <p><b>02/02/21</b> Site meeting to be arranged in due course</p> <p><b>01/06/21</b> WC in -house safety auditor is to review the locations. Laurence Cable to be included in site visits if possible.</p>	<p><b>04/10/22</b> Works due to take place w/c 26<sup>th</sup> September.</p> <p>Costs to be given to LC as soon as possible.</p> <p>It was agreed that a standing item would be put onto future note trackers for chicane / barrier removals.</p>	2.	<b>KR</b>



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>14/09/21</b> The 'Barrier removal' document circulated with the note tracker sets out the potential for removal at each location.</p> <p>KR to liaise with LC regarding next steps.</p> <p><b>17/11/2021</b> KR, LC and RH to meet at Old Hardenhuish Lane to consider solutions.</p> <p>It was agreed the following will be taken forward: Evans Close – removal and replace with bollard Bristol Road – removal and replace with bollard Avebury Road – removal Drake Crescent (south) – removal and replace with bollard</p> <p>£2500 total - £1875 CATG, £625 CTC (tbc)</p> <p><b>22/02/22</b> Order for agreed barrier removals will be raised when resource allows.</p> <p>Site meeting held at Old Hardenhuish Lane. KR to prepare proposal for removal of barrier and replacement with bollards. Hazard paving and signing amendments may also be needed.</p> <p>KR to speak to RoW re Monks Way and Drakes Crescent.</p> <p>LC explained funding may be available via area board climate change fund.</p> <p><b>19/04/2022</b></p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Barrier removals/replacements works package being prepared. This will include those on the RoW to be funded by CNDG Area Board grant.</p> <p>KR to provide plans to Laurence Cable ahead of works order being issued</p>			
8.8	4-21-1 Shared Use Path – Island Park	Laura Gosling is looking into feasibility of some widening and signing in this area already. To be progressed by Sustainable Transport for further discussion.	04/10/22	2	
8.9	4-21-3 Car Park, Timber Street/A4 War Memorial	<p>Cars entering the car park by the war memorial against the flow of traffic. The no entry sign cannot be seen by cars coming from Timber Street causing cars to enter the car park from the war memorial end. The one sign that is there is currently not angled in to be seen from motorists entering from A4/London Road. There have been several instances of road rage as cars meet head on. It is a one-way system entering from the Rose &amp; Crown end.</p> <p>Request</p> <ol style="list-style-type: none"> <li>1. Reposition the existing no entry sign so it can be clearly seen by motorists entering from A4/London Road.</li> <li>2. A second no entry sign positioned to be seen by motorists entering from Timber Street.</li> <li>3. Ideally a painted no entry sign on the road.</li> </ol> <p><b>01/06/21</b> Signing to be reviewed.</p> <p><b>14/09/21</b> KR to check if existing sign can be altered to be more visible.</p> <p><b>22/02/22</b> KR has reviewed signing. The signing is clear and installed in accordance with regulations. A second no entry would be immediately next to War Memorial and due to the visual impact is not recommended.</p>	<p>04/10/22</p> <p>Ad-hoc lining works taking place late Sept/early Oct</p> <p>It was reported by Cllrs that this appears to be complete. KR to check.</p>	2	<i>To note</i>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>No Entry Road markings may be provided.</p> <p>CATG agreed to fund road markings at £300 with contribution from CTC required.</p> <p><b>26/07/22</b> Lining works passed on for inclusion in ad-hoc road markings ticket.</p>			
8.10	4-21-5 Westmead Lane, Chippenham	<p>Request for widening of footway on Westmead Lane to improve pedestrian access to/from Bowles Court. Pedestrians currently walking in carriageway due to insufficient width when using rollators etc. Potential conflict with HGVs accessing Wessex Water site.</p> <p><b>01/06/21</b> KR to review planning details for skate park to determine if any improvements to access. Footway widening to be investigated.</p> <p><b>14/09/21</b> KR still to review feasibility. There may be changes as rumoured that Wessex Water will be vacating site.</p> <p><b>17/11/2021</b> KR and RH to meet on site.</p> <p><b>22/02/22</b> Site meeting took place with resident, KR, RH and LA. KR to develop options for pedestrian improvements.</p> <p><b>19/04/2022</b> KR has reviewed feasibility of widening the existing footway on the western side of Westmead Lane.</p>	<p><b>04/10/22</b> Awaiting construction.</p>	2	<i>To note</i>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>There is unfortunately insufficient width to do so, even if consideration given to reducing the width of the eastern footway.</p> <p>Pedestrians should be encouraged to cross to use the existing footway network. They cannot do this at present due to a lack of dropped kerb access. The provision of a dropped kerb as shown on the plan provided is recommended. The estimated cost is £2500 (a road closure may be required due to widths).</p> <p>The group agreed to allocate £1750 subject to a contribution of £750 from CTC</p> <p><b>26/07/22</b> Contributions agreed. Construction to be progressed by Area Highways.</p>			
8.11	4-21-9 Abbeyfield School	<p>Install appropriate signage along Stanley Lane informing road users of the school.</p> <p>Relocating national speed limit signage further away from the entrance to the school and sufficiently away from Stanley Park sports ground also.</p> <p>Installation of either a pelican crossing or a pedestrian crossing to enable a safe crossing point for Stanley Lane. This will benefit students and users of the Stanley Park sports facility by illustrating a safe crossing point.</p> <p>Removal of drop kerb within the junction of the school and installation of barriers to restrict crossing at this point.</p> <p><b>01/06/21</b> Site observations to be undertaken to determine next steps. <b>14/09/21</b></p>	<p><b>04/10/22</b> School warning signs order to be issued.</p> <p>Pedestrian survey ordered for assessment. Awaiting results.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>KR to undertake observations <b>22/02/22</b> KR to undertake site observations during term time (school pick up). KR to find out timescale for proposed school expansion. <b>19/04/2022</b> Site observations scheduled for 4<sup>th</sup> May.</p> <p><b>26/07/22</b> KR suggests school warning signs be provided (approx. £800) along with removal of dropped kerb at junction as requested (£1500). Total estimate £2300.</p> <p>In addition, pedestrian crossing assessment to determine appropriate crossing facility including relocation of speed limit terminal, recommended for September. Cost of £2000 for this.</p> <p>Potential for funding toward crossing implementation, should criteria be met, from school expansion.</p> <p>The group discussed this and felt that it would be appropriate to provide signing at this stage, with a pedestrian survey in the new term. The dropped kerb changes were not supported at this time.</p> <p>Funding agreed - £800 for signing and £2000 for pedestrian crossing assessment subject to town council contribution.</p>			
<b>8.12</b>	<b>4-21-10</b> West Dunley Fosseway/C86, Grittleton	<p>Request for signing on bend at West Dunley where Fosse Way by-way meets C86 <b>14/09/21</b> Options for signing to be reviewed.</p>	<p><b>04/10/22</b> A review has been undertaken with signing changes proposed. The briefing note is enclosed with</p>	<b>2</b>	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>17/11/2021</b> Signing to be reviewed. LP raised concerns about the road camber. Also to note – musical festival planned for 2022 that will impact this location.</p> <p><b>22/02/22</b> Signing to be reviewed when resource available.</p> <p>Music festival not taking place in 2022.</p> <p><b>19/04/2022</b> Review underway.</p> <p><b>26/07/22</b> Review underway.</p> <p>LP reported that cyclists using the route are experiencing numerous issues. Verge/edge degradation is a particular issue.</p>	<p>the note tracker. Estimated cost of £3500.</p> <p>Review to be revisited with extended area to cover nearby bends.</p>		
8.13	4-21-14 Lowden Grass Verges	<p>Lorries and Vans park on the grass verge edge and on many occasions large lorries have carved up the grass and soil on the corner of the grassed area, making large indentations, causing mud all over the road. The grass has only just come back, due to action I took with large stones being placed inset from the curb, painted bright white. I also have continually mowed this area, as to not cause an issue with the Council mowing team.</p> <p>These stones have been removed by the Council. A lot of the neighbours have appreciated the neat and tidy verge that had become of what I have done.</p> <p>We would like to apply for small verge marker posts to safeguard the nice grassy verge that we had come to appreciate. A deterrent is needed to stop the drivers (who do not live in this area) driving their lorries and vans on the</p>	<p><b>04/10/22</b> Awaiting installation</p>	2	DA

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Council grass area which is appreciated by neighbours and walkers alike. We would like the small verge marker posts purchased and installed by the Council please.</p> <p><b>14/09/21</b></p> <p>KR to review.</p> <p><b>17/11/2021</b></p> <p>Agreed - £1000 for white verge protection/marker posts. £750 CATG, £250 CTC (tbc).</p> <p><b>22/02/22</b></p> <p>Order to be raised for works</p> <p>KR to provide examples of verge marker post to RH</p> <p><b>19/04/2022</b></p> <p>Example of verge markers sent to RH. Awaiting approval to raise order.</p> <p>Approval given to proceed. Works order to be issued.</p> <p><b>26/07/22</b></p> <p>Works to be progressed by Area Highways (David Arnup)</p>			
8.14	4-21-21 Hill Corner Road, Chippenham	The junction of Hill Corner Road (HCR) has become increasingly dangerous, not only for the fellow driver but for the pedestrians and the local wildlife too! Since the Birds Marsh development has sprung up there has been a huge uptake in traffic, plus cars heading down the steep hill towards the HCR junction are usually traveling far too fast which has resulted in several cars crashing through the Tale of Spice car park and demolishing the fence and telecoms	<b>04/10/22</b> DA reported that the new road opening is imminent.	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>units. It won't be long before a serious accident will happen which may result in an injury or worse, death.</p> <p>HCR/Malmesbury Road junction should be 'widened' to allow vehicles that are turning into HCR from the steep hill side of Malmesbury Road to turn safely without hitting other vehicles that are stood waiting to get out. If a 'small' roundabout was added at this junction, then this would help to make drivers 'slow down' to this point and help to reduce the issues with pedestrians crossing over the road by moving the current traffic island in the centre of the new widened part and a path added on the opposite side to allow pedestrians to be able to cross the road safely.</p> <p><b>22/02/22</b> This is to be reviewed when new road is open. This is expected to be Easter 2022</p> <p><b>19/04/2022</b> Road likely to be opened in July. On hold until then.</p> <p>DA informed the group that there are a number of remedial works to be undertaken by the developer and these must be completed prior to the road being open to the public. The developer are experiencing resource issues and this is further delaying these works.</p>			
8.15	4-21-22 Saxon Street, Chippenham	<p>Sometime ago a neighbour had a serious accident on their motorbike due to a speeding parent leaving Redland school whilst driving through Wessex Road on a sharp bend and colliding with the bike. My neighbour broke her wrist and damaged her bike. In court the judge said that the Wessex Road junction needed dotted lines across it, but the highways dept., put lines across Saxon Street instead and this has made it extremely dangerous. We want Saxon Street to be reunited as one street, not divided into two</p>	<p><b>04/10/22</b> Please see enclosed email response.</p> <p>Confirmation from TC required regarding street nameplate and whether or not to proceed.</p>	2	KR



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>halves. Speeding cars now use this road - someone will get hurt or killed very soon.</p> <p>By painting hatch marks on the corner of Wessex Road to 'square-off' the junction, then paint the dotted white lines across Wessex Road. Remove the white dotted lines that currently sit across Saxon Street. Then a 'Give Way' sign needs to be put up, or maybe painted on the road to save money? This will then make people slow down and use the Wessex Road junction 'properly'. Also, we have had issues with postal deliveries and service people trying to find our properties due to our road being cut in two. They don't realise that we are one street and end up driving around the block several times.</p> <p><b>17/11/2021</b> KR to look at on site.</p> <p><b>22/02/22</b></p> <p>KR reviewed lining on site. It would not be appropriate to relocate give-way markings</p> <p>Delivery related concerns may be mitigated by providing an additional street nameplate including property numbers. The cost of this would be in the region of £250. It was agreed to fund this with a 25% contribution from CTC.</p> <p>AF is liaising with Redland School regarding their travel plan.</p> <p><b>19/04/2022</b> Works pack to be prepared and order issued.</p> <p><b>26/07/22</b> Works on hold and update required from Town Council as contribution not agreed.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>NP explained that the town council do not support the provision of a nameplate as it is felt that this does not resolve the original concern.</p> <p>KR has been asked to prepare a report for PET explaining the reasoning why the give-way lining can not be changed. NP asked KR to look at the information provided by a judge regarding an incident with a motorcyclist on Saxon Street.</p>			
8.16	4-21-24 Brook Street/Woodlands Road, Chippenham – bus stop	<p>Since a disabled bay has been painted outside of No.9 Brook Street it has made it very awkward and dangerous for the bus to pull into the bus stop. I have witnessed cars trying to navigate between the bus and the parked cars that line the street and the bus driver trying really hard to 'position' the bus as best as they can due to the disabled car space getting in the way. The bus really needs to be able to park parallel to the raised kerb, but it can't, which makes it very awkward for the passengers to get on and off the vehicle.</p> <p>All that needs to be done is to move the bus stop to the right-hand side by about 8 - 12 metres and re-use the kerb stones on both sides so to reduce costings. Once the bus furniture has been moved and a notice board attached to the wall 'discreetly' placed so that it doesn't spoil the surroundings then this should allow the bus to be able to pull in parallel to the path and passengers to enter and exit the bus 'safely'. <b>22/02/22</b> Bus stop would need to be relocated to outside of no15. Kerbing works to install new bus stop kerbs would be required and the previous bus stop kerbs removed. This will also require regrading of the footway due to the height changes.</p>	<p><b>04/10/2022</b> It was agreed that this item can be removed from the list with no further action to be taken.</p> <p>It was felt that the cost of changes were not proportionate to the benefit.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>The bus stop flag could not be wall mounted and will need a new post.</p> <p>Waiting restrictions are recommended to ensure access to the stop is kept clear to avoid future problems. Estimated costs in the region of £6500.</p> <p>RH and AF are to visit this location.</p>			
8.17	4-20-1 A429 Stanton St Quintin	<p><i>There is increased traffic on the A429 and with the proposed developments at the Barracks this will escalate even more. There is a safety issue for anyone trying to cross the road from the bus stop”</i></p> <p>Request by Stanton St Quintin PC for the refuge island on the A429 to be replaced with a formal crossing</p> <p><a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a> <b>18/02/20</b></p> <p>A formal pedestrian crossing assessment would be required. The key component of the assessment is the numbers crossing the road and it was felt that overall number of pedestrians using the current refuge island now would not be enough to justify provision of a formal crossing.</p> <p>It was agreed this issue was best considered as part of the Barracks development and look for possible Section 106 monies.</p> <p><b>17/11/2021</b> KR to investigate changes that may improve pedestrian safety at this location. <b>22/02/22</b> KR to arrange a site visit.</p>	<p><b>04/10/22</b> Report to be provided once complete.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p>A review of collision data shows that no collisions involving pedestrians are recorded in the 36months prior to June 2021.</p> <p>The changes at the garage convenience store have seen an increase in pedestrian activity.</p> <p><b>19/04/2022</b> KR has visited this location. Recommendation that a full pedestrian assessment be undertaken at a cost of £2000 to gather data and fully consider the options available.</p> <p>The group agreed to fund £1400 subject to a contribution of £600 from the PC.</p> <p><b>26/07/22</b> Pedestrian survey complete. Data received 18/07. Assessment report to be prepared and circulated.</p>			
8.18	4-22-1 London Road, from the roundabout adjacent to the Three Crowns pub to Abbeyfield School	<p>Request for clearer signing directing HGVs away from London Road. Please see enclosed redacted request form.</p> <p><b>22/02/22</b> It was agreed that the signing will be reviewed.</p> <p><b>19/04/2022</b> Review of signing underway</p>	<p><b>04/10/22</b> Signing review complete and proposal for signing changes put forward. Cost estimate £10,000.</p> <p>The group agreed that this item be put on hold and be reconsidered in the future.</p>	2.	KR
8.19	4-22-2 Roundwood View, Christian Malford	<p>Request for 4no dropped kerbs. Please see enclosed redacted request form.</p> <p><b>22/02/22</b> KR to prepare estimate and plan and find out if can be included in future substantive bid for dropped kerb works.</p> <p><b>19/04/2022</b></p>	<p><b>04/10/22</b> Awaiting construction</p>	2.	DA

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>It is feasible to provide dropped kerbs at the locations requested. Due to the possible need for 3-way traffic signals during construction, the estimated cost of construction of both sets (4no) dropped kerbs is £4000.</p> <p>It was agreed that to fund this subject to contribution from parish council. LHFFIG £2800, PC £1200 tbc</p> <p><b>26/07/22</b> Contributions have been agreed. This work is to be taken forward for construction by area highways.</p>			
8.20	4-22-4 C86 Yatton Keynell to Grittleton	<p>Concerns raised regarding safety when entering/leaving properties at Ryleys Farm. Please see enclosed redacted request form. As concealed entrance signs aren't permitted on the highway, the parish council would like to review other options.</p> <p><b>22/02/22</b> Signing options to be reviewed.</p> <p><b>19/04/2022</b> Reflective hazard marker posts may be provided at either side of each access to highlight the accesses. 2no posts per access is estimated to cost £400.</p> <p>This is to go back to PC for approval and agreement of contribution. £250 LHFFIG, £120 PC tbc</p> <p><b>26/07/22</b> Parish Council are happy to proceed. LHFFIG agreed funding - £400 (£250 LHFFIG, £150 PC)</p>	<p><b>04/10/22</b> Awaiting installation</p>	2.	DA
8.21	4-22-6 Primrose Way, Chippenham – Street nameplate	<p>Disruption of mail, parcels and food deliveries. I have lived at 37 Celandine Way since 2002, but my house is actually on Primrose Way. My postcode takes you to my garage, which is on Celandine Way (which is where I believe the problem lies)</p>	<p><b>04/10/2022</b> Awaiting confirmation of contribution from CTC.</p>	2.	TC

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Further along Celandine Way, there are 4 houses in a cul de sac with a road sign that says Leading to numbers XXXX Celandine Way, so I believe the precedent has been set.</p> <p>Request : A road sign added to the existing sign for Primrose Way that reads "Leading to numbers 35 &amp; 37 Celandine Way"</p> <p><b>19/04/2022</b> Cost estimate and proposal to be brought to next meeting.</p> <p><b>26/07/22</b> Sign can be added to existing name plate at Primrose Way. Estimated cost £250.</p> <p>LHFIG agreed funding subject to TC contribution.</p>			
8.22	4-22-7 Malmesbury Road, Chippenham – Crossing nr St Pauls Church	<p>The zebra crossing across Malmesbury road has become increasingly dangerous to use as a pedestrian since the traffic lights have been put in place at the top of Park Lane / Malmesbury Road / Langley Road. We regularly use this crossing to get to John Coles Park and into Town (we would rather walk than use our car for our journeys into town). On numerous occasions over the last few years we have been crossing the zebra crossing and have found that cars continue on (both due to not seeing us due to traffic and due to the fact that they are traveling at speed to get through a green light, or are obviously frustrated at having had to wait at the lights and want to get on with their journey). On one occasion I even ran to speak to a driver, who had almost hit my 3 year old son who was crossing on our way to the park. She was apologetic – but my concern is that if this is not looked into (and if I don't do anything) it will be worse than a near miss in the future. I actually send a message onto my local councillor about 2 weeks ago when I was almost half</p>	<p><b>04/10/22</b> Safety assessment has been concluded. Recommended a review of the belisha beacon positions or beacon type to increase conspicuity.</p> <p>KR to liaise with Atkins street lighting to determine feasibility and costs of bellisa beacon upgrades</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>way across the road with a car driving straight across in front of me. Anecdotally we know of quite a few other similar situations happening with other local residents.</p> <p>I would like the safety of the crossing assessed and for the powers that be to decide whether there is any change required, such as a reduction in the speed limit or conversion of the crossing to one that will be respected more by drivers (e.g. pelican crossing)</p> <p><b>19/04/2022</b> Safety assessment of zebra crossing to be undertaken. Particular attention to be paid to visibility and impact of traffic signals.</p>			
8.23	4-22-5 Station Hill, Chippenham- Parking	<p>The "improvements" to the junction of Station Hill and New Road in Chippenham meant that disabled parking provision on Station Hill has been reduced. Whereas previously blue badge holders could park safely and legally on double yellow lines on Station Hill and New Road this is now not possible due to the cycle land and No Parking at any time provisions.</p> <p>As a disabled driver I am asking for one or two of the 2 hour parking spaces on Station Hill to be designated as Disabled spaces. Likewise for the two Disabled spaces on The Bridge / New Road to be for 2 hours not one.</p> <p><b>26/07/22</b> These changes are feasible. A TRO advert is required at a cost of £2500. Implementation costs in the region of £2000.</p> <p>KR explained there are other outstanding restriction requests for Chippenham that could be combined with this. To be put on hold until other restrictions considered. KR to circulate list for consideration by TC.</p>	<p><b>04/10/22</b> To be considered as part of wider review of waiting restrictions.</p> <p>The group queried the suitability of providing disabled parking bays due to the sloping topography. KR to review.</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
8.24	4-22-8 Forest Lane Pewsham	Request for amendments to bollards at Forest Lane, Pewsham. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.	<b>04/10/22</b> KR to review		<b>KR</b>
8.25	4-22-9 Hardenhuish Lane to Stainers Way, Chippenham	Request for barrier removal. Please see redacted request form. <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.	<b>04/10/22</b> KR to review		<b>KR</b>
8.26	4-22-10 Hardenhuish Lane, Chippenham – refuge island	Request for changes to refuge island. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.	<b>04/10/22</b> KR to review		<b>KR</b>
8.27	4-22-12 Waters Edge/Pewsham Way	Request for barrier removal. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.	<b>04/10/22</b> KR to review		<b>KR</b>
8.28	4-22-13 A350 Plough Crossroads, Kington Langley	Request for pedestrian crossing facility at signal junction. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.	<b>04/10/22</b> KR is awaiting information regarding current signal timings and the accommodations made for pedestrians.  KR explained that provision of a pedestrian facility within the signals was considered as		<b>KR</b>



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
			part the recent refurbishment however the cost of provision far outweighed the available funding.		
8.29	4-22-14 Minster Way Chippenham	Request for amendments to shared use path. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.	<b>04/10/22</b> KR to review		<b>KR</b>
8.30	4-22-15 Hungerdown Lane, Chippenham	Request for amendments to access to shared use path. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.	<b>04/10/22</b> KR to review		<b>KR</b>
8.31	4-21-28 C164 Giddeahall to Upper Caste Combe & C179 West Yatton Lane from Yatton Keynell	The C164 is being used by vehicles which are ignoring the weight limit and current advisory signs. This results in vehicles becoming stuck between two walls in West Yatton and damage to private property.  The current signage is inconsistent being different at either end of the C164 & on C179.  Photos attached  <b>17/11/2021</b> KR to prepare signing plan and estimate.  <b>22/02/22</b> Signing proposal provided to parish council for consideration. Cost estimate £2800.  <b>19/04/2022</b>	<b>04/10/22</b> Item added back to list and to be progressed through LHFIG.	<b>2</b>	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		Since this was raised, it has been determined that a review of signing strategy relating to Castle Combe is to be undertaken. This request will now be included within that overall review.			
8.32	4-22-11 Malmesbury Road Roundabout - Crossings	Request for crossing provision at Malmesbury Road roundabout. Please see redacted request form.	It was suggested that the crossing provision and issues with developer installations be brought up at full council.		<b>KR</b>
<b>9</b>	<b>New Requests submitted since the last meeting</b>				
9.1	4-22-16 Grittleton Rd – Yatton Keynell – Dropped Kerbs	Parish Council request that a pair of dropped kerbs are installed at entrance to John Aubrey Close to allow residents from Phillips Grove to safely access village facilities.  Previously the pavement on Grittleton Road beyond John Aubrey Close was infrequently used, Phillips Garage has closed and housing development has been completed local residents now use the pavement to access the village.	<b>04/10/22</b> The group agreed that this could be investigated.		
<b>10</b>	<b>AOB –</b>				
10.1					
	<b>Agreement of Priority One issues</b>				
11.	<p><b>Agreement of Priority 1 schemes (Funding Allocations)</b> Note: Issue which are 'Greyed out' indicate schemes where orders have been issued / about to be issued but await implementation.</p> <p><b>Any issues highlighted in Yellow are awaiting agreement from the Area board</b></p> <p>1. 5827 – Village Gateways, Biddestone. £5000 contribution to complete signing due to cost increases.</p>				

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>2. 4-20-10 Parliament Street – New Shared use Cycle / pedestrian link Topo Survey (CATG £1125.00, TC £375.00) Interim changes £4200 (CATG £3150, TC £1050): Phase 2 changes - £8,000 LHFIFG contribution</p> <p>3. Hillside, Burton – Speed Limit Review - £1875 CATG and £625 PC</p> <p>4. Chippenham – Barrier Removals (various) - £2500 (£1875 CATG, £625 TC)</p> <p>5. Lowden Verges marker posts - £1000 (£750 CATG, £250 TC)</p> <p>6. A420 Speed Limit Review (Atkins) - £2500 (£1250 CATG, £625 NWPC, £625 CWPC)</p> <p>7. Nettleton – 20mph Speed Limit Assessment - £2500 (£1875 CATG and £625 PC (tbc))</p> <p>8. A4/Timber Street Car Park – No Entry Road Markings - £300 (£225 CATG and £75 CTC)</p> <p>9. Seagry – 20mph Speed Limit Assessment £2500 (£1875 CATG and £625 PC)</p> <p>10. Saxon Street – Street Name Plate - £250 (£187.50 CATG and £62.50 CTC (tbc)) – ON HOLD</p> <p>11. Dropped Kerbs – Substantive Bid Contribution £12,058.</p> <p>12. Westmead Lane Chippenham - £2500 (£1750 LHFIFG and £750 TC)</p> <p>13. Christian Malford Dropped Kerbs - £4000 (£2800 LHFIFG and £1200 PC).</p> <p>14. Kington St Michael Informal Crossing Improvement - £5350 (£3750 LHFIFG and £1600 PC)</p> <p>15. Abbeyfield School, Chippenham – School Warning Signs £800 (£560 LHFIFG and £240 TC (tbc)) Pedestrian Crossing Assessment £2000 (£1400 LHFIFG and £600 CTC (tbc))</p> <p>16. C86 Yatton Keynell to Grittleton – Marker Posts - £400 (£250 LHFIFG and £150 Grittleton PC)</p> <p>17. Primrose Way, Chippenham – Street Nameplate - £250 (£175 LHFIFG and £75 CTC (tbc))</p> <p><b>18. Hill Rise/Barrow Green area – 20mph Traffic Regulation Order advertisement - £2500 (£1875 LHFIFG and £625 CTC (tbc))</b></p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
	<b>19. Various chicane removal/cycle improvement items - £3975 – itemised allocation to be considered at next meeting.</b>				
12.	<b>Date of Next Meeting - January 24<sup>th</sup> 2023 – 10am – venue tbc.</b>				

## Highways Officer – Kirsty Rose

### 1. Environmental & Community Implications

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

### 2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Chippenham Area Board.  
 2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of **£0.00**

### 3. Legal Implications

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

### 4. HR Implications

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

### 5. Equality and Inclusion Implications

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

### 6. Safeguarding implications – none

## APPENDIX 1

Chippenham LHFIG		As at July 2022
Budget 2022-23		
<b>A</b>	£36,174.00	LHFIG allocation 22-23
<b>B</b>	£30,407.49	2021-22 underspend
<b>3rd Party Contributions</b>		
	£1,500.00	Chippenham TC for Dropped Kerbs 21/22
	£625.00	Burton PC for Hillside Speed Limit Review
	£1,050.00	Chippenham TC for Parliament Street
	£625.00	Chippenham TC for Barrow Green/Hill Rise
	£625.00	Chippenham TC for Barrier removal
	£250.00	Chippenham TC for Lowden
	£625.00	NWBPC for A420 speed limit assessment
	£625.00	NCWBPC for A420 speed limit assessment
	£500.00	PC for C151 Ford
	£625.00	Burton PC for 20mph Speed Limit Assessment
	£75.00	CTC for A4/Timber Street
	£625.00	Seagry PC for 20mph assessment
	£62.50	CTC for Saxon Street (not confirmed)
	£1,200.00	YKPC for Gateway Treatment
	£750.00	CTC Westmead Lane Chippenham DK
	£600.00	SSQ PC for Ped Crossing Assessment
	£1,200.00	CM PC for Christian Malford Dropped Kerbs
	£1,600.00	KSM PC for Informal Crossing Improvements
	£240.00	CTC for Abbeyfield School Warning signs
	£600.00	CTC for Abbeyfield School - Pedestrian Crossing Survey
	£150.00	YKPC - Hazard Marker Posts
	£75.00	CTC - Primrose Way
<b>Total contributions C</b>	<b>£14,227.50</b>	
<b>Total Budget 22/23 D</b>	<b>£80,808.99</b>	<b>(A+ B+C)</b>
<b>Scheme Commitments from 2021-22</b>		
Biddestone - Gateway Signing	5,000.00	
Annual Dropped Kerbs (Queens Crescent)	6,000.00	
Hillside, Burton - Speed Limit Assessment	£2,500.00	
Parliament Street, Chippenham- Interim Ped Improvements	£4,050.00	
Hill Rise/Barrow Green Chippenham - 20mph Assessment	£2,500.00	
Barrier Replacement/Removal, Various, Chippenham	£2,500.00	
Lowden verge marker posts	£1,000.00	
A420 Speed Limit Assessment	£2,500.00	
C151 Ford Topo Survey	£2,000.00	
Nettleton Road Burton 20mph Speed Limit Assessment	£2,500.00	
A4/Timber Street Car Park Road Markings	£300.00	
Seagry 20mph Speed Limit Assessment	£2,500.00	
Saxon Street , Chippenham Street Nameplate	£250.00	
<b>New Schemes 2022-23</b>		
Parliament Street Phase 2 Changes	8,000.00	Contribution to total scheme cost of £21500
Dropped Kerbs – Substantive Bid Contribution	12,058.00	
Yatton Keynell Village Gateway treatment	4,000.00	
Westmead Lane Chippenham	2,500.00	
Stanton ST Quinton Pedestrian Assessment	£2,000.00	
Christian Malford Dropped Kerbs	£4,000.00	
Kington St Michael - Informal Crossing Improvements	£5,350.00	
Abbeyfield School - School Warning Signs	£800.00	
Abbeyfield School - Pedestrian Crossing Survey	£2,000.00	
Yatton Keynell - Hazard Marker Posts	£400.00	
Primrose Way Chippenham - Street nameplate	£250.00	
<b>Current Commitment - E</b>	<b>£74,958.00</b>	
<b>Remaining Budget F</b>	<b>£5,850.99</b>	<b>(D-E)</b>