

AGENDA

Meeting: Pewsey Area Board
Place: Online
Date: Monday 28 June 2021
Time: 7.30 pm

Including the parishes of All Cannings, Alton, Beechingstoke, Burbage, Buttermere, Charlton, Chirton, Easton, Froxfield, Grafton, Great Bedwyn, Ham, Little Bedwyn, Manningford, Marden, Milton Lilbourne, North Newnton, Patney, Pewsey, Rushall, Shalbourne, Stanton St Bernard, Tidcombe and Fosbury, Upavon, Wilcot, Huish and Oare, Wilsford, Woodborough, Wootton Rivers.

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Alternatively, anyone who wishes to watch the meeting only, can do so [here](#)

Please direct any enquiries on this Agenda to Stuart Figini Senior Democratic Services Officer, direct line 01225 718221 or email stuart.figini@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Jerry Kunkler, Pewsey (Chairman)
Cllr Paul Oatway QPM, Pewsey Vale (Vice-Chairman)
Cllr Stuart Wheeler, Burbage and The Bedwyns

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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

	Items to be considered	Time
1	Welcome and Introductions	7:30pm
2	Apologies for Absence	
3	Minutes (<i>Pages 7 - 14</i>) To confirm the minutes of the meetings held on 8 March 2021 and 18 May 2021.	
4	Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
5	Chairman's Announcements (<i>Pages 15 - 18</i>) The Chairman will make the following announcements: <ul style="list-style-type: none"> • Area Board Operational Model 2021 Onwards • The 2023 Boundary Review 	7:35pm
6	Appointments to Outside Bodies and Working Groups (<i>Pages 19 - 34</i>) To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2021/22.	7:40pm
7	Pewsey Area Board - Agreeing Priorities for 2021-22 (<i>Pages 35 - 38</i>) To receive an update from the Community Engagement Manager and for the Area Board to agree its priorities going forward.	7:50pm
8	Partner Updates (<i>Pages 39 - 40</i>) To receive any updates from partner organisations: <ul style="list-style-type: none"> • Wiltshire Police • Dorset and Wiltshire Fire and Rescue • Healthwatch Wiltshire • NHS Wiltshire Clinical Commissioning Group • Older People's Champion and Partnership for Older People (POPP) • Pewsey Community Area Partnership • Town & Parish Councils 	8:10pm

9	<p>Community Engagement Manager - Delegated Decisions (Pages 41 - 44)</p> <p>To consider a proposal to authorise the Community Engagement Manager to agree expenditure up to £5,000 and urgent matters, in consultation with the Chair, when they arise in between Area Board meetings.</p>	8:30pm
10	<p>Community Area Grants (Pages 45 - 48)</p> <p>To determine any applications for Community Area Grants.</p>	8:35pm
11	<p>Community Area Transport Group (CATG) (Pages 49 - 70)</p> <p>To consider any recommendations arising from the Community Area Transport Group (CATG) meeting held on 16 June 2021.</p>	8:50pm
12	<p>Urgent items</p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	
13	<p>Future Meeting Dates and Close</p> <p>The next virtual meeting of the Pewsey Area Board is scheduled for 20 September 2021 starting at 7pm.</p>	

Pewsey Area Board

MINUTES OF THE PEWSEY AREA BOARD MEETING HELD ON 8 MARCH 2021 AT ONLINE.

Present:

Cllr Jerry Kunkler (Chairman), Cllr Paul Oatway QPM (Vice-Chairman) and Cllr Stuart Wheeler

Wiltshire Council Officers

Richard Rogers – Community Engagement Manager

Dom Argar – Technical Support Officer

Stuart Figini -Senior Democratic Services Officer

Town and Parish Councillors

Easton Royal Parish Council - Margaret Holden

Burbage Parish Council - Steve Colling

Rushall Parish Council/PCAP - Colin Gale

Pewsey Parish Council - Peter Deck, Curly Haskell

Wilcot and Huish Parish Council/PCAP - Dawn Wilson

Partners

Wiltshire Police – Insp Tina Osborn

Wiltshire Fire and Rescue Service - Dave Adamson

Others

PCAP - Susie Brew

Easton Royal resident – Hew Helps

HQ TNB Garrison - Lt Col Nicholas Turner

Judy Haynes

Ann Hogg

Cedric Hollingsworth

Pewsey Football Club - Craig Wall

Wiltshire Healthwatch Board - Joanna Wittels

John Brewin

Leslie Green

Steve Park

Total in attendance: 26

13 **Welcome and Introductions**

The Chairman welcomed everyone to the meeting and introduced the Area Board Members and officers present. As this was the last meeting of the Area Board before the local unitary elections, the Chairman also thanked everyone involved in previous meetings for their input.

14 **Apologies for Absence**

There were no apologies for absence.

15 **Minutes**

Decision

The minutes of the meeting held on 9 November 2020 were agreed as a correct record and would be signed by the Chairman at a future meeting.

16 **Declarations of Interest**

There were no declarations of interest.

17 **Chairman's Announcements**

The Chairman drew attention to the following written announcement included on the agenda:

Fostering in Wiltshire

The Chairman introduced the announcement. He noted that Wiltshire Council plan to recruit 100 foster carers in the next 3 years and that this could potentially be a way that people could give back to the community. Fosterers can potentially be paid around £16,000-£17,000 and can provide support for both long or short periods of time; the main requirement being that they are over 21 years of age and have a spare bedroom.

18 **Walkers Are Welcome Project**

The Area Board received a presentation from Susie Brew on behalf of the Pewsey Community Area Partnership about the 2021 projects being undertaken by the Pewsey Vale Tourism Partnership – ‘Walkers are Welcome’ and ‘Itineraries Project’.

Susie provided detailed information about the two projects and in particular commented on the following:

- Both projects were being funded by the Co-Op Community Fund
- Steering Groups for both projects commenced in January 2021
- The advantages and objectives in having Itineraries which set out information on activities available for visitors to Pewsey Vale
- What the itineraries would look like
- The ability for visitors to browse routes, accommodation, where to eat etc prior to arrival in the Pewsey Vale
- The benefits of the itineraries to visitors and local businesses and organisations
- The Walkers are Welcome scheme was launched in 2007 and the accreditation sought would be for the Pewsey Community Area.

- Details about the steps to gain accreditation

The Chairman thanked Susie for the presentation and the Area Board confirmed that they would support both projects.

19 **State of Towpaths Canal River Trust, Pewsey Community Area**

An update was provided by Dawn Wilson during the partner updates below.

20 **Partner Updates**

a) Wiltshire Police

Insp Tina Osborn provided an update from Wiltshire Police, which included detail about COVID-19 lockdowns and the relaxing of some restrictions, the structure of Devizes Community Policing Team, crime and incident data and updates on priorities for the community area. Insp Osborn responded to questions about the future operations of Speedwatch and Police vehicles with automatic number plate recognition.

b) Wiltshire Fire and Rescue

Dave Adamson, Station Manager provided an update from Dorset and Wiltshire Fire & Rescue Service, which included detail about reducing the level of risk and harm from fire, interaction between the Protection Team and Local authorities, private landlords and tenants, on call recruitment, inspirational safety education, advice for people living with dementia, road safety, winter safety and the total number of calls for Pewsey Fire station.

c) NHS Wiltshire Clinical Commissioning Group

The written update was noted,

d) Healthwatch Wiltshire

Jo Wittels, Healthwatch Wiltshire Board member introduced the update, and commented on the current COVID-19 figures, communications with the public, the Safety Citizens Assembly, Young Healthwatch and looking after your mental health project.

e) Older People's Champion and Partnership for Older People (POPP)

Cllr Wheeler reported that the next meeting of POPP was scheduled for 23 March 2021. Cllr Wheeler responded to a query about the current

consultation on the future commissioning of support to residents living in Extra Care Housing in the Pewsey area.

f) Pewsey Community Area Partnership (PCAP)

Dawn Wilson provided an update on recent communications with the Canal and River Trust and the Health & Wellbeing Group, raising the following points:

- Concern was raised about the condition of the Canal towpath in the Pewsey area and discussions were taking place with the Canal and Rivers Trust about the issues. Dawn was pleased to report that the Trust were willing to undertake some work to the towpath to bring it back to an acceptable standard. The Trust were also due to resurrect a previously incomplete audit of the towpath from Hungerford to Devizes to provide a maintenance programme for the towpath.
- The Health Forum was meeting later in March 2021
- PCCA were continuing to run a Buddy Telephone Call service to befriend those in isolation and with balance issues and compromised mobility. Additional volunteers were sought to help with this valuable service.
- PCAP were managing expectations about the outdoor wheeled sports area
- More productive and constructive relationships were continuing to be built with the Kennett and Avon Medical Partnership.

Susie Brew provided an update on the 'Walkers Are Welcome' project earlier in the Area Board meeting.

Colin Gale provided an update about transport issues, especially the following areas:

- Both Pewsey and Bedwyn Rail User Groups were keeping in contact with GWR on timetables.
- He was now linked up with the Devizes Gateway Team for the new station – it is one of a number of projects currently in performing feasibility. The station would open in 2025. The survey currently being designing will capture how people will use the station and will be analysed by Dave Philips at Wiltshire Council.
- The potential for a late night service from London to Pewsey.

g) Town and Parish Councils

There were no Town and Parish updates.

21 Community Area Grants

The Area Board considered a number of applications for Community Area Grant funding.

Resolved:

1. To award Pewsey Vale Rugby Football Club £973.10 towards ground perimeter fencing.
2. To award Pewsey Vale Tourism Partnership £992.25 towards Visitor Information Centre Equipment.
3. To award Pewsey Vale Tourism Partnership £980.00 towards printing Walking Cycling leaflets.
4. To award Bedwyn Footpaths Group £959.20 towards Great Bedwyn kissing gates.
5. To award Shalbourne Community Fund £2000.00 towards Shalbourne Connect Hearing Loop and Audio System.
6. To award Pewsey Vale Football Club £4000.00 towards Pewsey Vale Football Club external works.
7. To award Pewsey Vale Youth FC £4721.25 towards Pewsey Vale Youth FC car park works.
8. To award Pewsey Vale School Parents Teachers and Friends Association £5000.00 towards Pewsey Vale School Mental Health Triage.
9. To award Easton Royal Playground Fundraising Group £5000.00 towards Easton Royal playground.
10. To award Arts Together £2500.00 towards Arts Together Pewsey Community Group.
11. To award PCAP £2505.00 towards Activities for Older People during COVID-9 recovery 2021 from the Health & Wellbeing budget.
12. To award CATG Burbage Project £6766.87 towards highways improvements.

22 Community Area Transport Group (CATG) Update

The Area Board received the minutes of the Community Area Transport Group of their meeting held on 10 February 2021.

The Chairman paid tribute to everyone involved in the CATG meetings, in particular, he thanked Peter Deck for taking the notes of the CATG meetings.

Resolved:

1. To close the following Issues: 7005, 10-20-6, 10-20-10 and Highways response to COVID-19 – Re-allocation of road space.
2. To move the following Issues to the Priority Schemes lists: 10-21-2 and 10-21-3 (allocate £500)

23 Urgent items

There were no urgent items.

24 **Future Meeting Dates and Close**

The next meeting of the Pewsey Area Board was scheduled for Monday 24 May 2021, starting at 7pm.

The Chairman thanked everyone for attending.

(Duration of meeting: 7.00 - 8.50 pm)

The Officer who has produced these minutes is Stuart Figini of Democratic Services, direct line 01225 718221, e-mail stuart.figini@wiltshire.gov.uk

Press enquiries to Communications, direct line (01225) 713114/713115

MINUTES

Meeting: Pewsey Area Board
Place: Civic Centre, St Stephens Place, Trowbridge, BA14 8AH
Date: 18 May 2021
Start Time: 12.20 pm
Finish Time: 12.25 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Jerry Kunkler, Cllr Paul Oatway QPM and Cllr Stuart Wheeler

Wiltshire Council Officers

Kieran Elliott – Senior Democratic Services Officer

Total in attendance: 3

<u>Minute No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<u>Apologies for Absence</u> There were no apologies for absence.
2	<u>Election of Chairman</u> Resolved: To appoint Cllr Jerry Kunkler as Chairman of Pewsey Area Board for the forthcoming year.
3	<u>Election of Vice-Chairman</u> Resolved: To appoint Cllr Paul Oatway QPM as Vice-Chairman of Pewsey Area Board for the forthcoming year.

Chairman's Announcements

Subject:	Area Board model May 2021
Web /contact:	Rhys Schell, Specialist Manager - Community Engagement and Governance rhys.schell@wiltshire.gov.uk

The Area Board model was first introduced in 2009 and has delivered significant success in developing stronger communities since its inception. The overall aims of the Wiltshire Area Boards remain the same, however, an evolved framework has been created that builds on the strengths of the model and enables Area Boards to use more flexible, informal methods to engage with local residents.

Over recent years multiple Area Boards have piloted different approaches using events, workshops and surveys, with the data clearly showing that this varied approach to resident engagement reaches a wider cross section of the community. This leads to a more consultative and collaborative approach and one that promotes local intelligence gathering to inform decision making.

The new framework allows Area Boards to tailor their approach to their communities, considering what their local priorities are, the partners involved and the outcomes they wish to achieve. It will importantly offer more opportunities for our residents to engage with us on issues important to them. The model promotes each Area Board to develop its network of community led activity through business meetings, community engagements such as events, workshops and surveys and a wide range of sub-groups.

Figure 1 shows an example of how the annual Area Board cycle could look. Four Area Board business meetings, with multiple Area Board engagements taking place at other times during the year, which focus on specific local priorities. In addition, working groups of the board such as youth networks, health and wellbeing groups and community area transport groups will continue to meet and link with the Area Board.

Figure 1 - The Area Board model

Area Board Example Model

4 business meetings scheduled evenly across the year. If additional business decisions are needed then meetings can be set or delegated decisions taken.

Informal engagement activities can be flexibly built into the Area Board programme, agreed between the Community Engagement Manager and Cllrs.

- Community Area Transport Group
- Health & Wellbeing Forum
- Local Youth Network



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Chairman's Announcements

Subject:	The 2023 Boundary Review – Initial Proposals for new Parliamentary constituency boundaries
Web contact:	Email queries: information@boundarycommissionengland.gov.uk

The Boundary Commission for England has today published its initial proposals for new constituency boundaries. The proposals and maps for the nine English regions have been published on the website today. The eight-week public consultation period has commenced. This will be the first time the public will get a chance to see what their new constituencies might look like and give the Commission their views on the proposals.

For the 2023 Review, the Commission is promoting use of a specifically designed consultation website as the primary tool for displaying our proposals and receiving comments on them.

Area specific information is available at www.bcereviews.org.uk by entering a post code or region. You can use this website to:

- view current constituency and local authority boundaries;
- view our proposals for new constituency boundaries; and
- submit a response directly to us about our proposals (during a defined consultation period).

From the second consultation period onwards, you will also be able to:

- view the responses submitted by others; and
- submit a comment directly to us, supporting or contesting a response from somebody else.

Consultation is currently open until Monday 2nd August 2021 – responses received after that date will not be considered.

A [Partner Pack](#), for partners has also been published to assist in publicising the 2023 Review.

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Pewsey Area Board

24 May 2021

Appointment to Outside Bodies and Working Groups

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2021/22.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups.
- 2.3. Similarly, the Area Board is invited to appoint a named Champion to work with the Area Board and Health and Wellbeing Group for 2021/22 (if applicable).

3. Main Considerations

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C.
- 3.2. Some Area Boards have a Local Youth Network (LYN) to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C.
- 3.3. Some Area Boards have also established working groups to consider and facilitate the development of Health and Wellbeing Centre proposals. Where these have Terms of Reference it is for the Area Board to determine and amend where required.
- 3.4. From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.
- 3.5. A key role within the Health and Wellbeing Group is that of the local 'Champion' who works with the Area Board to address priorities for older people and carers, further details on this role can be obtained on request from the officer named on this report.

- 3.6. Area Boards may have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

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

6. Safeguarding Implications

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

7. Environmental Impact of the Proposals

- 7.1 None.

8. Equality and Diversity Implications

- 8.1 None.

9. Delegation

- 9.1 By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.
- 9.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

10. Recommendation

- 10.1 The Area Board is requested to:

- a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and

- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

Stuart Figini
Senior Democratic Services Officer
Phone – 01225 718221; email – stuart.figini@wiltshire.gov.uk

Appendices:

Appendix A – Councillor appointments to Outside Bodies and Working Groups
Appendix B – Working Group Membership
Appendix C – Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report

None.

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WILTSHIRE COUNCIL OUTSIDE BODIES

Outside Body Title	Appointed By	Why Rep Needed	Organisation Aims	Meeting Schedule	Voting Rights	Representative(s) Needed	Representative(s)
Partnership for Older People (POPP)	Pewsey Area Board	To improve services to older people	To work in partnership to improve services for older people across the Pewsey Community area.	4	Yes	1	Cllr Stuart Wheeler
Pewsey – The Vale Health and Wellbeing Centre	Pewsey Area Board	Area Board representative for Health and Wellbeing related issues.	N/A	4	Yes	1	Cllr Paul Oatway
Pewsey Community Area Partnership (PCAP)	Pewsey Area Board	Area Board representative on the Community Area Partnership.	Supporting those who live and work in the Pewsey Community Area by collaborating with	4	Yes	1	Cllr Paul Oatway

			parishes, Wiltshire Council and others to make changes for the better.				
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Appointments to Working Groups 2021/22
Pewsey Area Board

Community Area Transport Group:

Cllr Jerry Kunkler (Wiltshire Council)
Richard Dobson (Wiltshire Council)
Spencer Drinkwater (Wiltshire Council)
Richard Rogers (Wiltshire Council)
Mark Stansby (Wiltshire Council)
Peter Deck (Pewsey Community Area Partnership)
One representative per Parish Council

Representative for Young People Group:

Cllr Jerry Kunkler (Wiltshire Council)

Health and Wellbeing Group:

Cllr Stuart Wheeler (Wiltshire Council)

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COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

The CATG will normally be made up of not more than 10 members from the following groups:

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

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

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

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

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

Appointment of CATG Members

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

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

Media Relations

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

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided outside of the meeting by the Corporate Office Business Support unit, as per Area Boards.

Terms of Reference

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

The CATG's terms of reference are set out at Appendix A:

Terms of Reference

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

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

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

(Cabinet Member Decision HT-026-11)

3. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-027-11)

4. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

(Cabinet Member Decision HT-031-11)

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HSB-007-13)

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

Community Area Health and Wellbeing Group Terms of Reference

1. Purpose

Definition of a Health and Wellbeing Group (HWG)

The Health and Wellbeing Group is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate well-being across the community area. People and organisations living and working in the community play a direct role in setting the agenda for this group.

HWGs will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for activities should be deployed.

2. Membership

The Health and Wellbeing Groups may include representatives of:

- Members of the Community Area Board,
- Older Peoples Champion,
- Carers Champion,
- People from the community,
- Town and Parish Councils,
- Health and social care commissioners,
- Community and voluntary organisations and groups,
- Community transport providers,
- Police,
- Fire and rescue services,
- GP Practices,
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people.

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of people

People living in the community must play a central role in all aspects of the Health and Wellbeing Groups including the design, development, delivery and review of the local activities.

Health and Wellbeing Groups are encouraged to use a variety of methods to ensure people participate and are involved in decision-making processes. Existing groups may provide a useful forum for involving people, although the decision to retain these groups is for local determination.

Health and Wellbeing Groups must ensure that consultation with people is representative and takes into account the views and needs of under-represented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the Health and Wellbeing Groups

All members will be required to:

Community Area Health and Wellbeing Group Terms of Reference

- Take an active part in the development of the Health and Wellbeing Group and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the Health and Wellbeing Group relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on activities for older people and ensure that this is shared with the Health and Wellbeing Group.
- Champion the voice and influence of people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the Health and Wellbeing Groups activities.
- Respect all members of the Health and Wellbeing Group and invited representatives.
- Work to improve outcomes for people and ensure high quality safeguarding practice.

3. Structure

The Health and Wellbeing Groups should come together on a quarterly basis, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the Health and Wellbeing Groups activities. The Chair of the group will be decided locally and could be any member of the Group. The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of:

- The Chairperson
- Older Persons Champion/ Carers Champion
- Community Engagement Manager
- Commissioning representative (Community Commissioner)

The appointment of Councillors (excluding officers) to Health and Wellbeing Groups will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required, the Chairperson and Community Engagement Manager may appoint additional people to the management group if it is felt their involvement would be important for the function of the group.

Alternative people can represent people at the management group, however, it is preferred that the same representative attends if possible to ensure consistency of membership.

4. Responsibilities of the Health and Wellbeing Groups

Key responsibilities for the Health and Wellbeing Groups include:

Community Area Health and Wellbeing Group Terms of Reference

- Recommending grants that support the priorities identified in the local Joint Strategic Needs Assessment (JSNA).
- Ensuring that any grants and activities take into account any applicable safeguarding implications.
- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants)
- Monitoring and reporting on the quality and effectiveness of local activities and grants.

- Based on the JSNAs, local intelligence and Area Board priorities coordinating joint working to deliver these objectives.
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

5. Funding

Area Boards will have an annual revenue budget allocated to them. The Health and Wellbeing group will advise the Area Board on how these funds should be allocated. Health and Wellbeing Groups will be able to bid, apply for funding from other sources and would also be expected to feedback to commissioners on priorities for the Countywide contracts.

6. Media Relations

Members of the Health and Wellbeing Groups may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the Health and Wellbeing Groups should be agreed with between the Health and Wellbeing Groups and Chairperson of the Community Area Board.

7. Review

These terms of reference are subject to change and should be reviewed by the Cabinet Member for Adult Care and Health on an annual basis.

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Pewsey Area Board

28th June 2021

Agreeing initial priorities for Pewsey Community Area Board

1. Purpose of the Report

- I. To agree which priorities the Pewsey Area Board will focus its time and resources upon during 2021/22
- II. To allocate Area Board councillors as champions for the agreed priorities.
- III. To communicate some of the initial actions proposed to tackle these issues if agreed.

2. Background

Every 3 to 4 years, Wiltshire Council's public health department working with key partners and organisations, undertakes a thorough analysis of the data available to provide a summary of the current and future needs of people in Wiltshire. This information which is called the "Community Area Joint Strategic Needs Assessment" (JSNA) is broken down to and presented around Wiltshire's 20 community areas in order to help local communities in their prioritisation and decision making.

As a result of the pandemic and associated lockdown measures, it was agreed that each community area board would lead on the creation of a short "Community Area Status report" to capture and reflect what the main messages are from the local data and the community discussions. The intention was to also reflect some of the impact of the pandemic upon our community. This was brought to the Area Board in January 2021 and accepted.

The next step was to use this information to help inform and select priorities that the Area Board would focus its resources upon. It was agreed that this would take place at the first meeting following the elections in May 2021

3. Process

All local organisations, groups, clubs and individuals have a joint responsibility to address locally identified issues. This paper demonstrates where the area board can best use what time, influence and resources it has in order to help make a difference.

Area Boards in Wiltshire are being asked to initially agree between 3 and 5 priorities to focus upon and then take some actions that will help address them. These priorities can be changed at any time if required. The criteria used in this report to select them includes:

- I. Is there evidence to suggest that this is a local issue that needs to be addressed?
- II. Is the Area Board best placed to take one or more actions that will help?
- III. Is there support for this from the wider community?
- IV. Are there associated actions which can deliver desired outcomes within the next 18 months?

A draft rolling work plan will record what actions are being proposed, their status and other information. This will be used to report back to the Area Board at its meeting. This plan can be changed as and when the board thinks it appropriate and when new issues arise

Each Area Board councillor is also being asked to champion one or more of the area board's chosen priorities.

4. What priorities are being proposed?

Having looked at the evidence to select the most important issues arising and considered them against the criteria, the following priorities are being proposed. As Pewsey is a small area board, it is suggested that no more than 3 or 4 priorities are selected to work on at any one time.

Priority	Suggested possible actions and engagements include	Proposed Champion
Positive Activities for Young People	<ul style="list-style-type: none"> • Set up Network (LYN) of support to work together including other youth providers and PC's • Undertake Youth Survey • Run climbing wall and wheeled sports events • Establish Rural Youth Project • Re-establish Blue Bus in Burbage and Upavon 	Cllr Kunkler
Climate Change	<ul style="list-style-type: none"> • Work with partners to run climate change event or workshop • Establish a network for climate change building upon that already running • Establish local initiative to help address carbon emission 	Cllr Kunkler
Transport & Access with strong links to loneliness and isolation	<ul style="list-style-type: none"> • Take part as a pilot for rural areas in relation to additional funding received to improve transport links 	Cllr Oatway

	<ul style="list-style-type: none"> • Offer support to establish where possible broadband to all community buildings in the area as well as to those looking for employment and specialist help. • Support campaign for more link drivers • Establish ICT club in library 	
Mental Health (Community approach)	<ul style="list-style-type: none"> • Look at possibility of establishing a men's shed • Support clubs and organisations with advice and funding • Work with new library manager to maximise the library usage • Attend fetes and events to engage with Residents especially in the smaller villages and offer support 	Cllr Wheeler

The status report identified some other issues of concern. Some of the key ones are highlighted below with the Community Engagement Managers comments.

THEME	ISSUE	POSSIBLE WAY FORWARD
Children & Young people	Average 8 attainment score is low	To ask school to comment
	Some young people suffering from poor mental health	Mental health triage put in place at Pewsey Vale School
Housing		
	Lack of affordable housing and community involvement in development	Can be addressed through local plan. Also being looked at by Community Land trust
Health and wellbeing / older people	Cancer mortality rates high for over 75	Ask the local surgery for their view
	Partnership working and communication with Kennet and Avon Medical Partnership and local surgeries needs to be improved	This has been addressed and the situation improved
Community Safety	ASB in some parts of the community area were high before COVID-19	Need to monitor this as restrictions lifted. Police to take a lead and activities for young people being planned will also help
	Increase in rural theft of agricultural equipment	Parish Councils and Police leading on this

	Increase in hare coursing	Parish Councils and police leading on this
Economy	Support and manage tourism in the area	Pewsey Vale Tourism Partnership taking the lead. Offer support where required
	Increase in people with issues around personal debt and financial challenges	The Area Board is working with agencies such as the foodbank, CAB, etc.
	Promote and support for local businesses affected by COVID	Pewsey PC looking at possible business promotion event, Wiltshire Council continues to provide support. Area Board to contribute where it can
Community Resilience	Limited outreach to travellers	Continue close communication with Julian Trust and WC traveller officer to help if required
Transport / Access		
	High level of road collisions and some roads in poor repair	Lead locally through CATG
	Freight traffic on narrow roads	Lead locally through CATG and Freight strategy

5. Recommendations

- (1) That the Area Board approves and adopts the 4 initial priorities identified in section 4
- (2) That the Area Board agrees the proposed councillor champions in section 4.
- (3) That the Area Board will prioritise its resources including funding upon the agreed priorities.

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, and since the start of the Covid-19 pandemic we've seen an increasing number of visitors to our website to get the information they need from a trusted source.

Our advice and information pages help people to stay up to date with the latest changes in health and social care, as well as what's happening with Covid testing, vaccinations and the lifting of lockdown restrictions.

The range of information provided on the pandemic includes:

- [Where you can go](#) for a Covid test – and where you can collect lateral flow test kits.
- [What you need to know about the Covid vaccine](#) – a Q&A about the vaccination programme.
- The [roadmap out of lockdown](#) – detailing

the Government's four-step plan.

- Where you can [get support in your community](#) – particularly for those who are struggling and don't know where to get help.

There is also a wide range of help and advice on other issues including:

- [Downloadable guides](#) to mental health resources in Wiltshire for both children and adults – created by our young volunteers and members of our [mental health forum](#).
- How to use the [NHS 111 First service](#).
- Getting the most out of [virtual appointments](#).
- 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

Advice and information

[View all](#)



Which Covid-19 test is right for you?

Not all Covid tests are the same so it's important to get the right one. Find out where to go to get tested,...

21 April 2021



What you need to know about the Covid-19 vaccine

Take a look at what you need to know about the Covid-19 vaccination programme including how you will know...

21 April 2021



Where to get mental health support in Wiltshire

Download our guides to help you find support for your mental health and wellbeing.

14 April 2021



The roadmap out of lockdown

The Government has announced an easing of lockdown restrictions from 8 March, including a four step plan to...

1 March 2021

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Wiltshire Council

28 June 2021

Delegation to Community Engagement Manager

Summary

Wiltshire Area Boards have previously delegated authority to officers to grant funding from their delegated community, youth, health and wellbeing budgets in respect of urgent matters that may arise between meetings of the Area Board. It is proposed this delegation is updated for the new council term and extended to cover Community Area Transport Group recommendations.

In light of the Covid-19 pandemic, and due to Area Board engagements increasingly taking place outside of formal meetings, it is recognized that Area Boards now conduct their businesses with increased flexibility and according to community need. The proposed delegation will allow essential decision-making business to continue under such circumstances.

Under the proposed delegation, consultation will take place with the Chairman of the Area Board (or in their absence, the Vice-Chairman) by the Community Engagement Manager to determine urgent matters. It is recognized in urgent situations all members may not be contactable in the timescales required (for instance due to time off or sickness), however, where possible the views of all members should be sought.

Proposal

To consider passing the following resolution:

In order to expedite the work of the Area Board and to deal with urgent matters that may arise between meetings, the Community Engagement Manager, following consultation with the Chairman (or in their absence, the Vice-Chairman) of the Area Board, may authorise expenditure to support community projects (including youth, health and wellbeing and community area transport) from the delegated budget of up to £5,000 per application between meetings of the Area Board. Where possible, the views of all members should be sought by the Chairman prior to the expenditure being agreed.

Decisions taken between meetings will be reported in the funding report to the next meeting of the Area Board explaining why the matter was considered urgent or necessary to expedite the work of the Board. Where a significant number of urgent matters arise between meetings, a special meeting may be called, following consultation with the Chairman to determine such matters.

Reason for Proposal

In order to expedite the work of the Area Board and to deal with urgent matters that may arise between meetings.

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Report To	Pewsey Area Board
Date of Meeting	Monday, 28 June 2021
Title of Report	Pewsey Area Grant Report

Purpose of the Report

- To provide detail of the grant applications made to the Pewsey 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
Opening Balance For <u>year</u>	<u>33,487</u>	<u>14,135</u>	<u>7,700</u>
Awarded To Date	<u>300</u>	<u>0</u>	<u>0</u>
Current Balance	<u>33,187</u>	<u>14,135</u>	<u>7,700</u>
Balance if all grants are agreed based on recommendations	<u>7,971.88</u>	<u>13,135</u>	<u>7,700</u>

Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG17	Youth Grant	Upavon Allotment Society	Extension of water supply to teenager plots on Upavon Allotments	£1000.00	£1000.00
<p>Project Summary: Upavon village has playparks, but no recreation facilities in the village for teenagers. Upavon Allotment Society is encouraging the youth to take up gardening and vegetable production and have created five plots dedicated solely for the use by the youth up to the age of 18 years. The interest in this has been high, and we wish to make it sustainable. We require support to extend the provision of the water supply to these plots, and for the purchase of tools and equipment for the youth to use.</p>					
ABG27	Community Area Grant	Stanton St Bernard Village Hall Registered Charity no 1012687	Stanton St Bernard Essential Village Hall Maintenance	£994.12	£994.12
<p>Project Summary: Essential maintenance of the hall exterior - replacement of 4 rotten fascia boards and painting of all fascia boards to ensure the longevity of this historic building</p>					
ABG3	Community Area Grant	Hilcott Village Hall	Hilcott Village Hall next stages New Build	£9930.00	£4965.00

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p>Project Summary: This application is for Stages 4 , 5 and 6 RIBA professional requirements of the next stages of work as we move forward with rebuilding our village hall as it is going to be demolished in May 2021. Planning permission has been granted by WC. Stages 4, 5 and 6 include developing the Technical Design to enable tenders to be obtained, preparing a specification and schedule of works, advice on an appropriate form of Building contract, advising on potential contractors for the work, providing the contractor with information required for construction, visiting of site to see that the work is progressing in line with Building Contract, certifying payments, agreeing final accounts, and undertaking duties as Project Manager.</p>					
ABG5	Community Area Grant	Wilcot Cricket Club	Wilcot cricket club pavilion extension for changing rooms	£86437.87	£5000.00
<p>Project Summary: We have an existing 4 year old cricket pavilion which we would like to extend to have a male and female changing room with toilets and showers and with a disabled toilet - we are a very busy active cricket club in the heart of the village, and the players and spectators come from the village and surrounding villages. We have a senior Saturday league side and a Sunday side and also an ever growing junior section for under 13 years, under 11 years and under 9 years. At present we are using a very old changing room with one toilet and one shower in the car park area of the village hall.</p>					
ABG13	Community Area Grant	All Cannings School PTFA	All Cannings School Playground Project	£53410.05	£5000.00
<p>Project Summary: All Cannings Primary School is situated on the edge of the Pewsey Vale village of All Cannings and provides education for boys and girls from 4-11. The school's outstanding reputation and welcoming family atmosphere attracts many pupils from surrounding villages and Devizes. We would like to extend and replace the play area and equipment in the playground at school with different areas to suit different age groups and to include a small, enclosed, multi-use games area (MUGA), which would be available for use by the local community, including the village pre-school. The importance of outdoor play for both children's physical and mental health has become an issue following the events of the last 12 months. As children have returned to school we can see the social, emotional and physical impact of extended periods of lockdown, which has only increased the need. The current equipment, installed over 20 years ago, has come to the end of its natural life span - it has suffered from wear and tear over the years, is now in a poor state and will potentially become unsafe. Our aims for the project are to: • Replace the old Key Stage 1 playground equipment • Extend the space available for playtime and outdoor PE, therefore extending the range of activities possible • Resurface part of the safety matting under an area of the existing Key Stage 2 play equipment</p>					
ABG25	Community Area Grant	Rushall and Charlton St Peter Village Hall	Rushall and Charlton Village Hall Fence	£5512.00	£2756.00
<p>Project Summary: The fence around the perimeter of the hall is in very bad repair. It is currently a concrete post and chain link fencing. We would like to replace it with a post and rail fence with stock fencing on the lower half of the fence. This would be in keeping with the fencing in the field next to the hall.</p>					
ABG71	Community Area Grant	Pewsey Vale Tourism Partnership	Waymarking for the Pewsey Vale Circular Way	£5000.00	£2500.00
<p>Project Summary: As part of the Itineraries project, we have created a new walking and cycling route around the edge of the Pewsey Community Area (the other 2 routes take people across the centre of the Pewsey Community Area - Mid Wilts Way and K&A Canal). The route has been mapped and tested but in order to launch it, we need to waymark the route. This will involve design of the waymarkers, manufacture of the waymarkers and then installation of the waymarkers. We have been working with Parish Councils, Wiltshire Council and landowners in the preparation of the route. The aim is to encourage people to staycation rather than holiday abroad especially those locally with little disposable income. This new route will be comparable with Hadrian's Wall and offers a new route in a less well known area. It is also all about exploring where you live as much as offering destination visitors something new.</p>					

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG87	Community Area Grant	Pewsey Vale Bowls Club	Replacement of roof structure	£29844.00	£4000.00

Project Summary:

The clubhouse of Pewsey Vale Bowls Club has an area which is an uninsulated tin roof some 40+ years old which is in poor state and is allowing water ingress which has damaged the roof struts and ceiling of the clubhouse. We have architect drawings to replace this section of roof with a steel composite roof panel which are insulated to high modern standards. The work will include any replacement timbers, electrics and plumbing.

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

Richard Rogers, Community Engagement Manager, Richard.Rogers@wiltshire.gov.uk

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	Item	Update	Actions and recommendations	Who
	Pewsey CATG – Notes of virtual meeting held on Wednesday 16th June 2021			
1.	Attendees and apologies			
Page 47	Attendees:	Stephen Colling, Mac Mclean, Dianah Shaw, Doug Tilley, Andrew Flack, Phil Rushmere, Cllr Paul Oatway, John Brewin, Paul Mills, Gordon Ball, John Ford, Richard Dobson, Colin Gale, Vanya Body, Dawn Wilson, Cllr Jerry Kunkler (Chair), Lisa Brindley and Mark Stansby	Area Board to note	Cllr Kunkler
	Apologies:	Richard Netherclift, Cedric Hollingsworth and Ed Nelson.		
2.	Notes of last meeting			
		The notes of the previous CATG meeting held on 10 th February 2021 were agreed at the Pewsey Area Board meeting on 8 th March 2021, passing all recommendations.	CATG to note.	Cllr Kunkler

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3.	Financial Position			
Page 48		<p>The current balance for 2020/21 stands at £17,566.38 (see Appendix 1).</p> <p>The recent changes to the Community Area boundaries has resulted in a review of annual funding for each CATG. The full CATG budget allocation is £250,000 and this has been divided using a formula based on a combination of a fixed sum of £5,000 per group, plus percentages based on land area and population.</p> <p>The allocation for Pewsey has accordingly risen, from £12,377 to £13,356.</p> <p>The current balance for 2021/22, less previous commitments, stands at £24,547.38 (see Appendix 2). This includes an Area Board Grant of £8,625 which is ring-fenced for the project being developed at Burbage High Street.</p> <p>It is anticipated that bids for funding for Substantial Highways Schemes will take place towards the end of July / August.</p>	Area Board to note	Cllr Kunkler
	4.	Top 5 Priority Schemes		
a)	<p>Issue 91</p> <p>Rushall Elm Row – new footway from Church Lane to Bus Stop</p>	<p>Site work commenced on 14th June, for a duration of up to 30 days under a road closure.</p> <p>The design drawing is included for information as Appendix 3.</p>	Area Board to note	Cllr Kunkler

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b)	<p>Issue 5567</p> <p>Chirton A342 – request for footway outside of former public house Wiltshire Yeomen</p>	<p>The start date for construction has been brought forward to the 9th August for a duration of up to 10 working days.</p>	<p>Area Board to note</p>	<p>Cllr Kunkler</p>
c)	<p>Issue 6915</p> <p>North Newnton – request for Phase 2 of Footway project – a length of approximately 130m to link phase 1 to a point opposite to the former garage</p>	<p>Issue submitted 02/01/19</p> <p>BT and Tata have produced estimates for diversionary works to their infrastructure which amounts to a combined total in excess of £160,000. Regrettably this makes continuation of the footpath on the northwest side unviable.</p> <p>Plan B is to consider a footpath on the opposite side of the road where there are no underground services. There are challenges such as drainage and a level drop towards the adjacent field. Some co-operation from the owners of Sundale residence will also need to be pursued.</p> <p>The Parish are content to explore Plan B and will lead the consultation with the owners of “Sundale”.</p>	<p>Highways to prepare an indicative plan showing the tie-in between the proposed footway and the private driveway at Sundale to assist the Parish with their consultation.</p>	<p>Highways</p> <p>Parish Council</p>
d)	<p>Issue 10-20-3</p> <p>Rushall Elm Row Phase 2 – Bus Shelter to Manor Cottage continuation of footway.</p>	<p>Issue submitted by Rushall Parish Council on 30/01/20</p> <p>Preliminary design work ongoing to enable a bid for Substantive Funds.</p> <p>Parish council has offered a £5,000 contribution and the CATG has provisionally agreed to match this. The Estimate is yet to be determined.</p>	<p>To recommend to the Area Board a provisional contribution of £5,000.</p> <p>Highways to prepare a costed design.</p>	<p>Cllr Kunkler</p> <p>Highways</p>

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e)	<p>Issue 10-20-7</p> <p>Burbage Service Station – request to consider parking controls and a signal controlled crossing point</p>	<p>Issue submitted by Burbage Parish Council on 14/10/20</p> <p>Highways to consider establishment of a crossing point to a new footway and measures to encourage responsible parking.</p> <p>Parish have provisionally set aside £2,000 for this project and an Area Board grant of £8,625 has been awarded and ring-fenced to this project.</p> <p>A draft design has been completed (see Appendix 4) and the estimate stands at £14,000. This includes for temporary traffic management and also a 20% contingency.</p> <p>The Parish has requested the addition of a Bus Stop Clearway bay on the east side of the High Street, on the north side of the junction into Bourne Way.</p> <p>The CATG has provisionally offered a £2,000 contribution.</p> <p>Highways have provisionally booked the contractor to construct this scheme, week commencing 6th September.</p>	<p>To recommend to the Area Board a provisional contribution of £2,000.</p> <p>Highways to amend the drawing and issue to the Parish Council for consideration.</p> <p>Parish Council to consider the proposal at their next meeting and report back to Highways.</p>	<p>Cllr Kunkler</p> <p>Highways</p> <p>Parish Council</p>
5.	Other Priority schemes			
a)	<p>Issues 5998 & 10-20-4</p> <p>C351 Rushall Pewsey Road – request to consider traffic calming measures</p>	<p>Issues submitted on 11/01/18 and 07/07/20</p> <p>Project on hold in anticipation of new Freight Management Policy anticipated during 2021/22.</p>	<p>Cllrs Kunkler and Oatway to discuss progress of the Freight Strategy with the new Cabinet Member for Highways, Mark McClelland.</p>	<p>Cllrs Kunkler & Oatway.</p>

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b)	Issue 10-19-3 A338 Shalbourne - safety concerns at junctions of Burr Lane (Carvers Hill) and Mill Lane	Issue submitted by Shalbourne PC on 10/08/19 Site work has been completed at a cost of £991.52, an underspend of £53.48. The Parish had agreed to fund 15% and will pay £150.	To recommend to the Area Board that this Issue is closed Highways to arrange invoice to Parish Council	Cllr Kunkler Highways
c)	Issue 10-19-4 Stanton St Bernard – Request for “Passing Places” signs.	Issue submitted by Stanton St Bernard PC on 01/08/19 Site work has been completed at a cost of £166.57.	To recommend to the Area Board that this Issue is closed	Cllr Kunkler
d)	Issue 10-20-9 Chirton – request for 20 mph speed limit assessment	Issue submitted by Chirton Parish Council on 24/11/20 Area of concern excludes A342. Speed Limit assessments are charged at £2,500 and would include all side roads within the village.	PC to request traffic survey (metro count) to establish current speeds.	Parish Council
e)	Issue 10-21-2 Woodborough C261 (West End of village) – request to extend kerbing and / or footway	Issue submitted by Woodborough PC on 20/01/21 Erosion and damage to the verge has made this area unusable for parents and children walking to school forcing pedestrians into the road An engineer has recently been assigned to this project and preliminary design work will commence soon.	Engineers to meet with Parish representative on Friday 18 th June.	Highways and Parish Council
f)	Issue 10-21-3 Manningford C52 – request for signs to direct HGVs to Pure	Issue submitted by Manningford Parish Council on 27/01/21 Highways have considered signing options at the junctions of Cross Hayes and Little Abbots (Seven Wells) and recommend	Highways to prepare a costed design for approval by the Parish Council.	Highways

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	Pastures, to avoid Manningford village centre	a third sign is installed at the junction by Frith Copse. This could take the estimate to around £900 to £1,000. The Parish are content to meet this potential higher cost.		
6.	Other Requests / Issues			
a) Page 52	Issue 5999 C351 Rushall Pewsey Road – request for study into volume of traffic using this route.	Issue submitted on 11/01/18 Issue on hold in anticipation of new Freight Management Policy.	Area Board to note	Cllr Kunkler
b)	Issue 6374 & 6541 Upavon – repositioning of No Entry Signs	Issues submitted on 08/06/18 & 31/07/18 A site meeting was held on 4 th February following completion of the development work adjacent to the highway.	Parish Council to consider proposals and inform Highways for costing.	Parish Council
c)	Issue 10-20-1 Oxenwood and road to Fosbury – request for speed limit review	Issue submitted by Shalbourne Parish Council on 06/01/20 An informal study has been made and it is unlikely that either village would qualify for a 30 mph limit due to limited frontage development. A review might recommend 40 mph limits but this is unlikely to impact greatly on current speeds.	Parish Council to discuss with Fosbury representatives and report back at the next CATG meeting	Parish Council
d)	Issue 10-20-2 Pewsey – request for SLOW marking at Junction of Old Hospital Road	Issue submitted by Pewsey Parish Council on 01/01/20 Development work continues adjacent to this site.	A site meeting is to be held to take this issue forward.	Cllr Kunkler, Parish and Area Highway Engineer.

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e)	Issue 10-20-5 Pewsey A345 – pedestrian safety at Rail Bridge due to speeding vehicles	Issue submitted by Pewsey Parish Council on 24/08/20 Parish are awaiting results of a Traffic Survey.	Highways to refresh SLOW markings.	Area Highway Engineer
f)	Issue 10-20-8 Milton Lilbourne The Street junction with Old Severalls Lane – request for directional signs.	Issue submitted by Cllr Oatway & Milton Lilbourne PC on 24/11/20. Accute bend causing access issues for emergency services and delivery drivers. Parish Council no longer wish to pursue this issue.	To recommend to the Area Board that this Issue is closed	Cllr Kunkler

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<p>g)</p> <p>Page 54</p>	<p>Issue 10-21-1</p> <p>Little Bedwyn School Lane junction with Railway Road – request for restraining barrier</p>	<p>Issue submitted by Little Bedwyn & Chisbury PC on 19/01/21</p> <p>Black Ice often forms and concerns have been raised about vehicles potentially leaving the carriageway and falling into a field.</p> <p>A structural engineer has visited the site and given the following report:</p> <p>“Roadside barriers are used to protect the public / vehicle occupants from roadside hazards in the event that a driver loses control of their vehicle, they are used where there are specific roadside features which if impacted would likely result in significant injury to persons. Barriers are not without risk themselves, they work by redirecting errant vehicles along the line of the road which in some circumstances especially on normal single carriageway roads can lead to vehicles being deflected into the path of oncoming traffic. Barriers and the like work best where traffic is generally heading in the same direction, eg dual carriageways and motorways, for them to be used on single carriageway roads they need to be fairly wide to reduce the aforementioned risk. Barriers are also not designed for ‘head on’ impact.</p> <p>We have to look at the risks to occupants or the public involved if a vehicle were to leave the road and ending up in the field against what may happen if the vehicle were redirected or indeed stopped abruptly / head on with a barrier. With no significant hazards in the field other than a steepish slope which isn’t in itself of too much concern I think not providing a barrier would likely lead to lesser injury”.</p>	<p>Highways to meet with the Parish representative on site to consider options to be reported back at the next CATG meeting.</p>	<p>Highways & Parish Council</p>
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[Type here]

		<p>The engineer has suggested that we review the warning signs and consider visual reinforcement of the fence line as an alternative measure, such as a chevron board.</p> <p>The merits of safety barriers and the risks encountered at this location were discussed in detail, although no firm decision on a way forward was made.</p>		
h) Page 55	<p>Issue 10-21-4</p> <p>B3087 Easton Royal – speeding through 30 mph limit – request for village gates</p>	<p>New Issue submitted by Easton Royal Parish Council on 10/03/21</p> <p>A ball park estimate to install 2 pairs of gates is £4,200.</p> <p>With the Parish representative unable to attend, the item will be carried forward to the next meeting.</p>	Area Board to note	Cllr Kunkler
i)	<p>Issue 10-21-5</p> <p>All Cannings – Safety concerns at exit of village hall car park – request for SLOW markings and Stop Line</p>	<p>New Issue submitted by All Cannings Parish Council on 07/05/21</p> <p>Parish and Highways met on site ahead of this meeting to discuss possible measures. Options are limited but highways recommend the provision of SLOW markings on each approach and a Stop line at the exit of the car park.</p> <p>The ball park figure is £600 with the Parish willing to make a contribution.</p>	To recommend to the Area Board that this issue is added to the Priority List and to allocate £500 towards the cost.	Cllr Kunkler

[Type here]

j)	<p>Issue 10-21-6</p> <p>North Newnton Park Road junction with Rushall Road – sight line issue</p>	<p>New Issue submitted by North Newnton Parish Council on 25/05/21</p> <p>Following a discussion it was agreed to await completion of the former garage site prior to assessment.</p>	Area Board to note	Cllr Kunkler
k) Page 56	<p>Issue 10-21-7</p> <p>Hilcott – speeding concerns – request for white gates or alternative speed management measures</p>	<p>New Issue submitted by North Newnton Parish Council on 25/05/21</p> <p>Following a discussion it was agreed that Highways would meet with the Parish representative on site to discuss options available.</p>	Highways to arrange site meeting	Highways
l)	<p>Issue 10-21-8</p> <p>Froxfield Church Lane – parking issues</p>	<p>New Issue submitted by Froxfield Parish Council on 27/05/21</p> <p>There are limited parking opportunities for residents living by the village green. Some over-run damage to the grass has occurred and vehicles have also been damaged due to agricultural traffic struggling to gain access. The Green is not designated as public highway and so the CATG is unable to assist in creating formal parking areas here.</p> <p>There is potential to mark some parking bays on a wider section of the access road and Highways will meet with the Parish representative to consider options.</p>	Highways to arrange site meeting	Highways

[Type here]

7.	Other items	Remedial measures are to be completed at Rushall and there is an ongoing issue at Burbage which is still to be resolved.	Cllr Kunkler will discuss these issues with the Area Highway Engineer.	Cllr Kunkler
Page 57 b)	Submitting Requests and Issues to the CATG	<p>Information on submitting requests and issues to the CATG is given on the Area Boards page of the Wiltshire Council Website.</p> <p>From the homepage select “Council, Democracy and Elections” and then select “Area Boards”.</p> <p>This process must not be used to report Highway Defects (see Item 7d below).</p> <p>Forms should be submitted to our dedicated mailbox: catgrequests@wiltshire.gov.uk.</p>	To note	All
c)	Deadline for submitting CATG Requests.	<p>All requests are to be submitted two weeks prior to a meeting taking place. Requests received after the deadline will be held until the following meeting.</p> <p>The deadline for our next meeting is therefore 25th August 2021.</p>	To note	All

[Type here]

d)	Reporting Highway Defects	Highway Defects should be reported using the “MyWilts” on line reporting system. Details can be found within the featured links at the top of the Wiltshire Council Website homepage.	To note	All
e) Page 58	Requesting Traffic Surveys formerly known as metro counts	Information on submitting requests for Traffic Surveys is given on the Area Boards page of the Wiltshire Council Website. Forms should be submitted to our dedicated mailbox: trafficsurveys@wiltshire.gov.uk	To note	All
Date of next meetings: 8th September 2021, <u>17th November 2021</u> and 9th February 2022, all commencing at 14:00 hrs.				

Pewsey Community Area Transport Group

Highways Officer – Mark Stansby

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 Pewsey Area Board.

[Type here]

If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Pewsey Area Board will have a remaining Highways funding balance of **£7,040.63**

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

7. Recommendations to Pewsey Area Board:-

7.1 To close the following Issues: 10-19-13, 10-19-14 and 10-20-8

7.2 To move the following Issues (with funding) to the Priority Schemes lists: 10-21-5 (£500)

7.3 To allocate funding to schemes already on the Priority Schemes lists: 10-20-3 (£5,000) and 10-20-7 (£2,000).

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Pewsey CATG expenditure 2020 / 21 as of 02/06/2021

Budget £12,377 + £10,416.19 c/fwd = £22,793.19

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
The Warren Traffic Management Measures	£6,554.93	£nil	£6181.57 Final	£6,181.57
A345 Manningford – Pedestrian warning signs	£400.00	£300.00	£391.19 Final	£391.19
A338 East Grafton – Village gates	£4000.00	£3,200.00	£4,103.36 Final	£4,103.36
Rushall – bollards by school	£2,900.00	£1,000.00	£2,334.28 Final	£2,334.28
Shalbourne – Warning signs and markings	£1045.00	£888.25	£991.52 Final	£991.52
Stanton St Bernard – Passing Place Sign	£170.00	£170.00	£166.57 Final	£166.57
Totals	£15,069.93	£5,558.25	£14,168.49	£14,168.49

Budget £22,793.19

Projected Spend £14,168.49

Balance £8,624.70

Contributions (details below) £8,941.68

Overall Balance £17,566.38

Contributions		
The Warren Traffic Management	£4,939.37	Burbage Parish Council – invoice issued
The Warren Traffic Management	£1,242.20	Residents / Stakeholders – invoice issued
A345 Manningford	£100.00	Manningford Parish Council – invoice issued
A338 East Grafton	£903.36	Grafton parish Council – invoice issued
Rushall bollards	£1,600.00	Rushall Parish Council – invoice issued
Shalbourne warning signs	£156.75	Shalbourne Parish Council – final contribution to be agreed by CATG
Total	£8,941.68	

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Pewsey CATG expenditure 2021 / 22 as of 02/06/2021

Budget £13,356 + £17,566.38 c/fwd (provisional) = £30,922.38

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Rushall Elm Row	£55,000.00	£5,000.00	£6,690.16 interim	£55,000.00
Chirton Footpath	£23,500.00	£4,500.00	£1,700.00 interim	£23,500.00
North Newnton Footway Phase 2	£to be determined	£5,000.00	£2,500.00 interim	£10,000.00 TBD
Manningford – HGV Direction Signs	£750.00 (ball park)	£500.00	£0,000.00	£750.00
Burbage High St / Services - Pedestrian access	£to be determined	£TBD	£0,000.00	£TBD
Totals	£79,250.00	£15,000.00	£10,890.16	£89,250.00

Provisional Budget £30,922.38

Projected Spend £89,250.00

Balance -£58,327.62

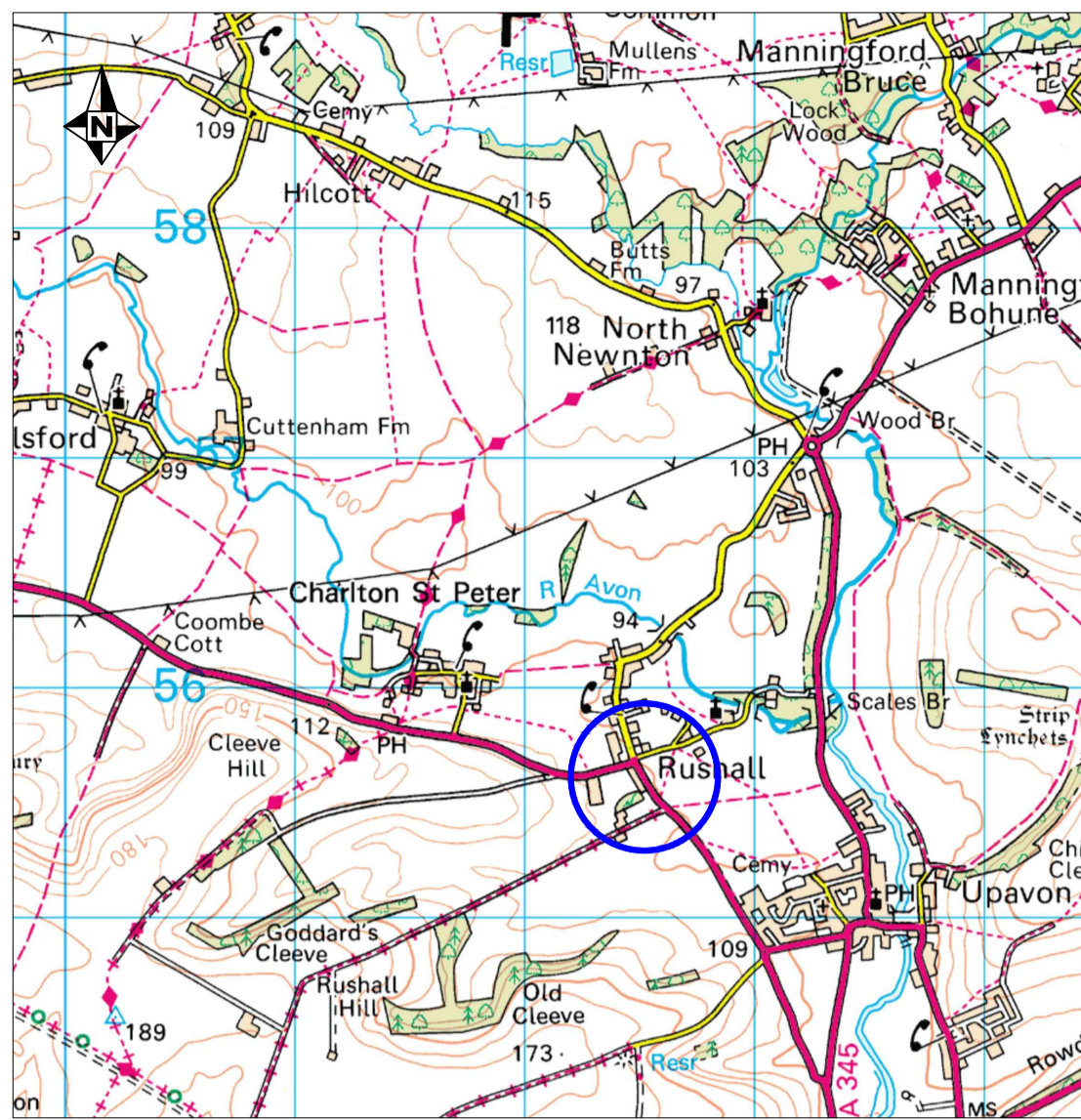
Contributions (details below) £82,875.00

Overall Balance £24,547.38

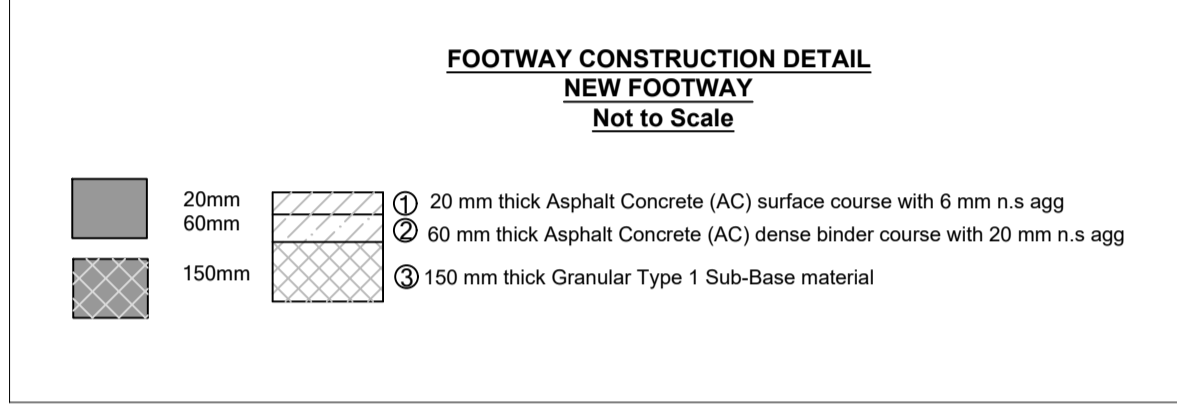
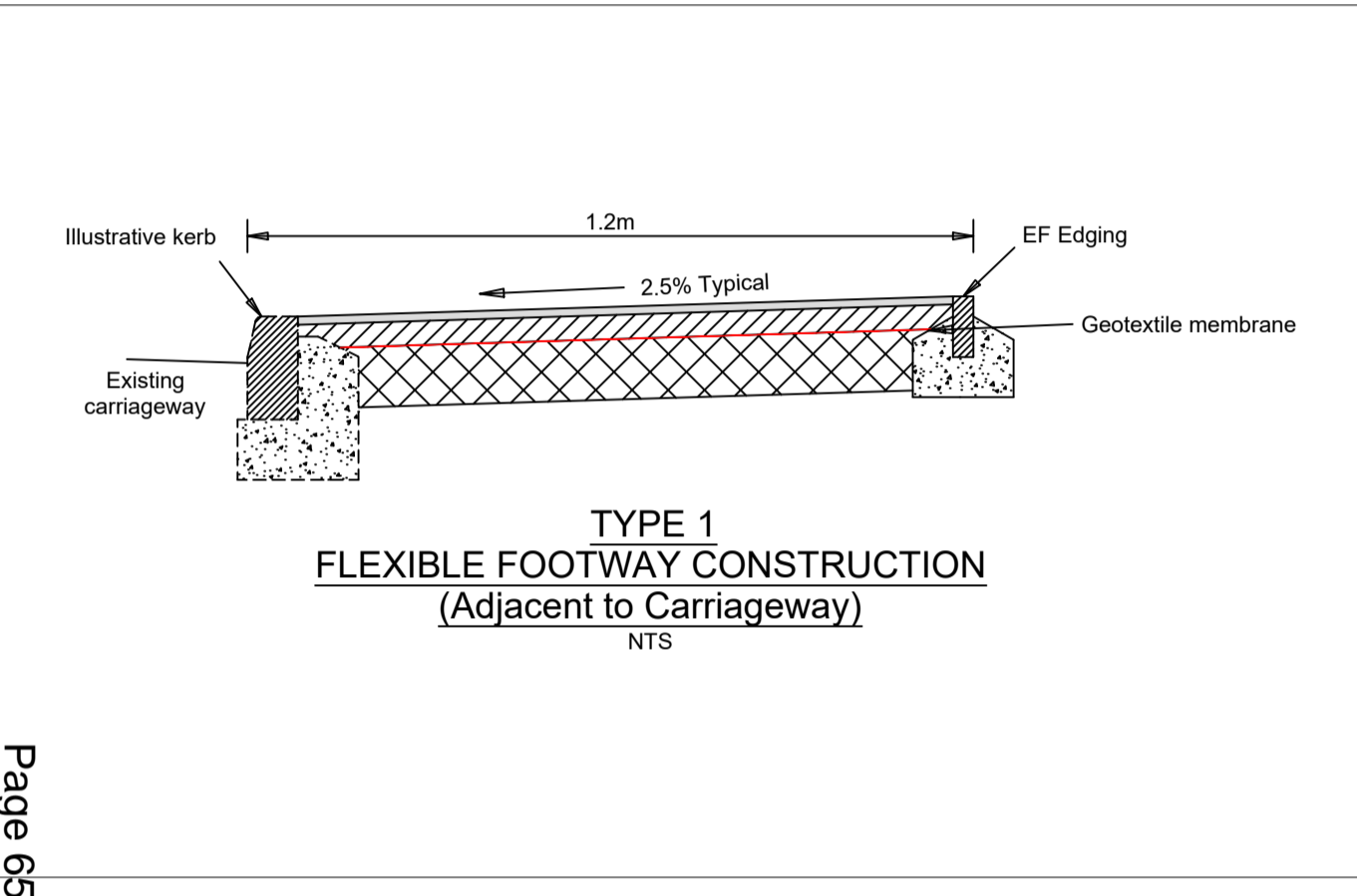
Contributions

Rushall Elm Row	£5,000.00	Rushall Parish Council – to be invoiced upon completion
Rushall Elm Row	£45,000.00	Substantive Highways Fund
Chirton Footpath	£4,500.00	Chirton Parish Council – to be invoiced upon completion
Chirton Footpath	£14,500.00	Substantive Highways Fund
North Newnton Footway Phase 2	£5,000.00	North Newnton Parish Council – to be invoiced upon completion
Manningford HGV signs	£250.00 (prov)	Manningford Parish Council – to be invoiced upon completion
Burbage High St / Service station	£8,625.00	Pewsey Area Board Grant
Total	£82,875.00	

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FOOTWAY / CYCLEWAY - FLEXIBLE CONSTRUCTION TABLE SELECTOR			
	FOOTWAY / CYCLEWAY TYPE 1 / 1A	CROSSOVER TYPE 1 (STANDARD)	CROSSOVER TYPE 2 (INDUSTRIAL)
SUB-BASE			
Type 1 / Type 2 (Clause 803)	150 (See Note 5)	225	270
BASE			
32mm Dense Asphalt Concrete Base 40/60 PEN	-	-	100
BINDER COURSE			
20mm AC Dense Bin 40/60 (or 160/220 see note 8)	60	60	60
SURFACE COURSE			
Heavy Traffic Option: HRA 30/10 F Surf 40/60	-	25	25
HRA 45/6 Surf 160/220	-	-	-
AC6 Dense Surf 100/150 (or 160/220 see note 8)	20	20	-
10mm Close Graded Asphalt Concrete Surface Course 100/150	-	-	30



- NOTES:**
- New 50x150mm EF edging
 - New HB2 pre-cast concrete kerbs - 200mm upstand
 - New 125x255-pre-cast DDR/DL concrete kerbs
 - New 125x150 BN kerbs max upstand 6mm
 - Full footway construction consisting of: AC 6 dense surf 100/150 (20mm thick), AC 20 dense bin 100/150 (60/80mm thick) to BS bin 13108--2006, 150mm thick granular Type 1 sub-base.
 - Geotextile membrane 100-150 g/m2
 - Timber post and 4 rail fence 1.3m high with metal mesh infill-03.020.010
 - New young trees to be planted in new embankment -type and details to follow

- NOTES**
- Do not scale from this drawing.
 - Refer to drawings WCD-1100-D001-0 for Approved Kerb Type Selection.
 - Prior to the commencement of laying the formation shall be treated with an approved residual weedkiller.
 - The engineer may request inclusion of a non-woven separation membrane to mitigate weed/root intrusion.
 - The Engineer may increase the Sub-base to a depth of 225mm or include a geotextile membrane or geo-grid on formation where dictated by existing ground conditions.
 - None of the details on this drawing are suitable where 'no-dig' construction is required.
 - Where a footpath is proposed between walls, private land or other features then positive drainage will be necessary in order to prevent run off of highway surface water.
 - For AC 6 Dense Surf & AC 20 Dense bin, 160/220 may be used if hand laying in winter.
 - The work shown on this drawing could affect statutory undertakers apparatus and they are required to verify the location and depth prior to the commencement of work and take all precautions necessary when working in the vicinity of such apparatus. Utility Information is produced from a digital source and no guarantee can be given regarding its accuracy. It is the recipient's responsibility to check the accuracy of measurements given. Should discrepancy occur please contact the issuing authority to seek clarification.
 - The use of this drawing does not absolve the client of their responsibilities under Health & Safety, The Construction (Design & Management) Regulations 2015
 - All road markings to be installed in accordance with DFT publication The Traffic Signs Regulations and General Directions 2016 & Chapter 5 of the Traffic Signs Manual (2003)
 - All traffic signs to be installed in accordance with DFT publication The Traffic Signs Regulations and General Directions 2016.

PLEASE CONTACT WC ENGINEER SARAH DEARDEN (07787 407229) PRIOR TO WORKS START TO MARK OUT SCHEME.

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D					
C					
B					
A					
O	4/21	SLD	KR	KR ORIGINAL	
REV	DATE	DRAWN	CHECK	APPRV	DESCRIPTION

DRAWING PURPOSE:
ISSUE

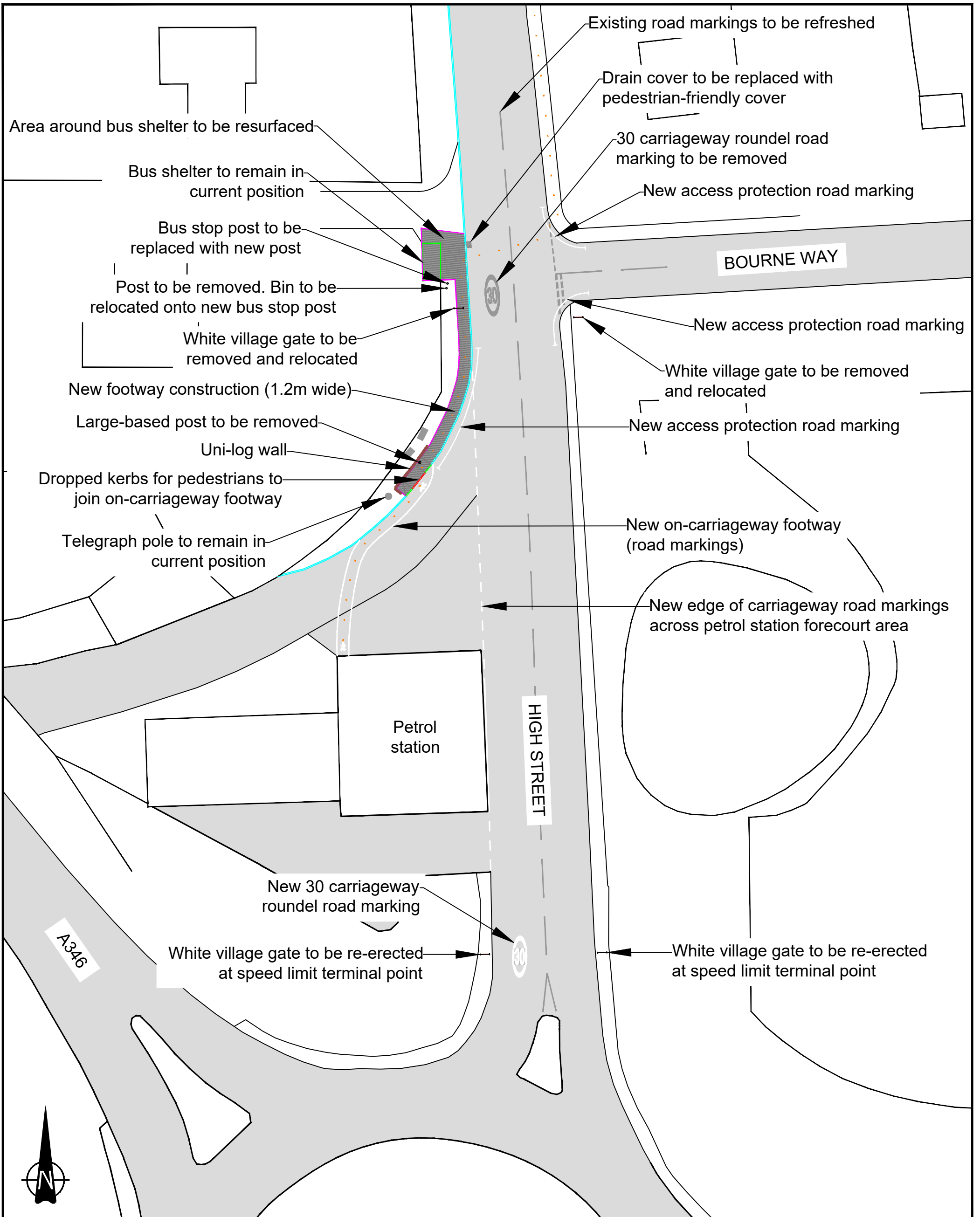
Wiltshire Council
Traffic & Network Management
County Hall, Bythesea Road, Trowbridge
Wiltshire, BA14 8JD
Tel: 0300 4560100
Website: www.wiltshire.gov.uk

PROJECT:
Rushall Elm Row Footway Substantive CATG

DRAWING TITLE:
Detailed Design

SCALES:	As Shown	SHEET SIZE:	A1
DRAWING No:	2016-203/SLD/RUSHHELM/D010	REVISION:	0
FILE REF:	L/TET/AB/PEWSEY/2016		

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NOTES:

..... Suggested route for pedestrians



Traffic & Network Management
 County Hall, Bythesea Road, Trowbridge
 Wiltshire, BA14 8JD
 Tel: 0300 4560100
 Website: www.wiltshire.gov.uk

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 Wiltshire Council (100049050) 2021

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O	10/05/21	P.R	S.D	S.D	ORIGINAL
REV	DATE	DRAWN	CHECK	APPRV	DESCRIPTION

DRAWING PURPOSE:

DRAFT

PROJECT:

HIGH STREET, BURBAGE
 FOOTWAY AND DROPPED KERBS

DRAWING TITLE:

PRELIMINARY DESIGN

SCALES:

NOT TO SCALE

SHEET SIZE:

A3

DRAWING No.

2021-018/BURB/PTR/D001

REVISION:

O

FILE REF:

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