

# MINUTES

**Meeting:** Chippenham and Villages Area Board

**Place:** Online

**Date:** 27 September 2021

**Start Time:** 7.00 pm

**Finish Time:** 9.17 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Liz Alstrom

Cllr Nick Botterill

Cllr Clare Cape

Cllr Adrian Foster

Cllr Howard Greenman

Cllr Ross Henning (Chairman)

Cllr Peter Hutton

Cllr Kathryn Macdermid

Cllr Dr Nick Murry (Vice-Chairman)

Cllr Nic Puntis

Cllr Richard Clewer, Leader of the Council

### **Wiltshire Council Officers**

Dom Argar, Technical Support Officer

Ben Fielding, Democratic Services Officer

Diane Ware, Highways Principal Technical Officer

Simon Hendey, Director of Housing and Commercial

### **Partners**

Philip Wilkinson, Police and Crime Commissioner for Wiltshire and Swindon

Alison Butler, Chippenham Carers Champion

**Total in attendance: 28**

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<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
16	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Ross Henning, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
17	<p><u>Apologies</u></p> <p>The minutes of the meeting held on 14 June 2021 were presented for consideration.</p> <p><b>Resolved:</b> <b>To approve the minutes as a correct record.</b></p>
18	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 14 June 2021 were presented for consideration.</p> <p><b>Resolved:</b> <b>To approve the minutes as a correct record.</b></p>
19	<p><u>Declarations of Interest</u></p> <p>Councillor Dr Nick Murry declared a non-pecuniary interest due to being a trustee of Avon Needs Trees and therefore would not be partaking in the vote for this respective grant item.</p>
20	<p><u>Chairman's Announcements</u></p> <p>The chairman gave the following updates:</p> <ul style="list-style-type: none"> <li>• <b>The 2023 Boundary Review</b> Last month the Boundary Commission for England published its initial proposals for new constituency boundaries, with the proposals and maps for the nine English regions published on their website. Though the consultation window has now closed, area specific information can be found on the linked website within the agenda pack by entering a post code or region. This can be used to view the current constituency and local authority boundaries as well as the proposals for the new constituency boundaries.</li> <li>• <b>Covid-19 Booking Vaccines</b> The Chairman reminded those in attendance not to forget to book their Covid-19 vaccine. Those looking to book an appointment should use the National Booking Service, which is available online or for those who do not have internet access, appointments can be booked by calling 119. The web link for booking an appointment can be found within the agenda pack.</li> </ul>

	<p>Councillor Nic Puntis also drew attention to Influenza vaccinations that are currently taking place and are free for those over 50.</p> <ul style="list-style-type: none"> <li>• <b>Youth Survey</b> Community Engagement Manager, Ollie Phipps, noted that a Youth Survey has been launched in order to help Wiltshire Council know more about the lives of young people living in Wiltshire. The survey is for age ranges 11-25 and can be found via the following link: <a href="http://wiltshire.gov.uk/youth-survey-autumn-2021">Youth Survey Autumn 2021 (wiltshire.gov.uk)</a></li> <li>• <b>Foster Carers and Foster Children</b> Community Engagement Manager, Ollie Phipps, updated that the Foster Carer service had an ambition to sign up 100 people this year and so far, has reached 50% of this target. Anyone who knows of someone who would be suitable as a foster carer should get in touch with Ollie or use the following link: <a href="#">Fostering - Wiltshire Council</a></li> <li>• <b>Ash Dieback</b> The announcement was introduced by Community Engagement Manager, Ollie Phipps, who noted that a link to an ash dieback video can be found in the agenda pack as part of the attached ash dieback report.</li> </ul>
21	<p><u>Partner and Community 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 attached to the agenda. In Inspector James Brain's absence, the following questions and points were identified: <ul style="list-style-type: none"> <li>• How can Chippenham promote the use of Special Constables and recruit more for this role supporting the police?</li> <li>• It was acknowledged that there is currently a significant problem with reckless driving around Chippenham with noisy cars speeding.</li> </ul> </li> <li>• <b>Parish and Town Councils</b> Alison Butler updated that there is a need to revisit the local situation regarding defibrillators. Currently ambulance response times aren't what they were previously, therefore there is a need for people to be familiar with where their local defibrillator is located. Additionally, there is a stigma regarding CPR, however for those running meetings it could be constructive to show videos on how to do CPR and use defibrillators as it could save lives. The Chairman noted that such training is worthwhile, and he has an app on his phone, "Staying Alive", which shows where to find local defibrillators in the area.</li> <li>• <b>BaNES, Swindon &amp; Wiltshire Clinical Commissioning Group (BSW CCG)</b> The Area Board noted a written update attached to the agenda.</li> <li>• <b>Healthwatch Wiltshire</b></li> </ul>

	<p>The Area Board noted a written update attached to the agenda.</p> <ul style="list-style-type: none"> <li>• <b>Older People / Carers Champion</b> Alison Butler, Carers Champion, provided the following verbal update: <ul style="list-style-type: none"> <li>• There have been concerns for the older population and isolation. A group has been formed to look at what is available for those older in towns and villages.</li> <li>• It was also acknowledged that younger people are currently experiencing challenges with there being a 50% rise in mental health referrals. The importance of support groups was stressed in caring for this generation. It was stressed that it is also important to be aware of drugs and alcohol use, and to put an arm out to those who might need support.</li> </ul> </li> <li>• <b>Police and Crime Commissioner</b> The newly elected Police and Crime commissioner for Wiltshire and Swindon, Philip Wilkinson was in attendance for the start of the meeting and was welcomed by the Chairman, who looks forward to working with him.</li> </ul>
22	<p><u>Highways 5-year Work Plan</u></p> <p>The Area Board received a presentation regarding the Highways 5-year Work Plan from Highways Principal Technical Officer, Diane Ware. The presentation covered the following points:</p> <ul style="list-style-type: none"> <li>• Diane provided her email address (<a href="mailto:diane.ware@wiltshire.gov.uk">diane.ware@wiltshire.gov.uk</a>) for if any attendees wanted to get in touch with her regarding the current proposed plan. It was stated that this is the first revision and pre-plan to inform what the Council is thinking of doing over the next 5 years. The plan will be authorised in April.</li> <li>• Previously funds had been allocated based upon the length of the roads in question, however there was a discrepancy with this with traffic flows and geology not being the same for all. Therefore, over the next 5 years funding will be allocating to roads dependent on condition as with the need to be Carbon neutral by 2023, roads cannot be left to need a full reconstruction.</li> <li>• Diane Ware outlined some of the preventative treatments that are used on roads, in order to make carbon savings and ultimately prevent road surfaces from needing major intervention work.</li> <li>• Last year the whole road network was covered by a laser machine, which means that each road has a score which can be looked up and prioritised to be worked on.</li> <li>• A graph was provided to show that currently on average 31.90% of Wiltshire's A,B,C roads need work; Chippenham's roads were scored 30.22%.</li> <li>• It was also acknowledged that the budget for this work has been cut by million pounds, therefore cuts have been made.</li> <li>• The proposed spend level for Chippenham was outlined as being 4.46 million pounds over a 5-year period, with the average spend for other</li> </ul>

	<p>community areas being 3.3 million pounds.</p> <p>Following the presentation there was time for the following questions and points to be raised:</p> <ul style="list-style-type: none"> <li>• The link up between the Highways department and other utility services was questioned, with roads being dug up to lay new pipes, often with lettering on roads not fully repainted. Diane stated that the Network Management team has inspectors for such work and additionally, she is able to place a Section 58 protection on recently worked on roads top protect them from utility work. It was however acknowledged that utilities can work on these roads in an emergency situation.</li> <li>• Regarding utility services, it was clarified that they have a responsibility of working to a reinstate specification and if roads sink following their work then this should be raised through the Highways app, so that the network management team can check with the utility company.</li> <li>• The prioritisation of repair work to pavements was questioned, to which Diane clarified that local highway engineers have been allocated a budget for pavements in order to directly deal with repairs.</li> <li>• It was questioned what the guidance is for potholes and how to increase bike awareness. Diane noted that anyone who sees a pothole should raise this as an app so that these can be identified before they get worse.</li> <li>• It was questioned whether polishing the surface of roads reduces the skid resistance. Diane clarified that the aggregate used is designed to re-roughen once it has been reduced to the layer below due to micro-crystals.</li> </ul> <p><b>Resolved:</b>  <b>The Area Board agreed to note the contents of the presentation and the report provided by Highways. Additionally it was agreed that the report included in the agenda pack would be taken to the Chippenham and Villages Community Area Transport Group (CATG) for further comment before returning back to the Area Board next year for approval.</b></p>
23	<p><u>Community Engagement Manager Update</u></p> <p>Ollie Phipps, Community Engagement Manager, noted that there was a written updated attached to the agenda pack, which covered activities ran and groups worked with over the summer period.</p>
24	<p><u>Wiltshire Council Draft Climate Strategy Consultation</u></p> <p>Cabinet Member for Climate Change, Councillor Nick Botterill provided the Area Board with a presentation regarding the Wiltshire Draft Climate Strategy and the Green &amp; Blue Infrastructure Strategy for Wiltshire. The presentation covered the following points:</p> <ul style="list-style-type: none"> <li>• A background for the strategies was provided, including that Wiltshire</li> </ul>

Council first acknowledged the Climate Emergency in 2019 and then committed to be Carbon Neutral as an organisation by 2030. Since 2015, Wiltshire Council has reduced its Carbon Footprint by 80%, however it is acknowledged that the remaining 20% will be a greater challenge to eliminate. The purpose of the strategy is to set out objectives and areas of focus whilst also remaining flexible.

- The 7 key delivery themes of the Climate Strategy were listed as follows:
  - 1) Transport – the largest proportion of emissions in the county
  - 2) Homes and the Built Environment – new build and retrofit
  - 3) Natural Environment, Food and Farming – including GBI strategy
  - 4) Energy – reduce usage and move to sustainable sources
  - 5) Green Economy – create jobs and skills opportunities
  - 6) Waste – prevent waste and encourage reuse
  - 7) Carbon Neutral Council – by 2030
- The key themes of the Green & Blue Infrastructure Strategy were listed as follows:
  - 1) Flooding and Water Management
  - 2) Sustainable Farming & Land Management
  - 3) Nature Recovery & Landscape Management
  - 4) Woodland and Trees
  - 5) Healthy Living
  - 6) Economic Recovery and Valuing Natural Capital
- It was stressed that the two strategies are complimentary to supporting each other, with climate change having the potential to impact adversely on local green and blue infrastructure.
- Both strategies are currently undergoing a consultation period with engagement opportunities available for the public such as webinars and library drop-in sessions.
- More information and the online survey can be found via the following link: [www.wiltshire.gov.uk/climate](http://www.wiltshire.gov.uk/climate)

Following the presentation there was time for the following questions and points to be raised:

- It was questioned whether the choice of locations and times for the drop-in sessions was democratic. Councillor Botterill stated that it is difficult to balance, however the Council is trying to get as many responses as possible to the consultations.
- It was suggested that it would be positive to produce a pack that could be provided to residents regarding the installation of electric charging points as transport is currently one of the key contributors to carbon emissions.
- A point was raised that water authorities are swapping water between different areas of Britain in order to maintain water flow, for example Wessex Water is currently pumping water from local aquifers to feed the Malmesbury Stream. This is therefore having an impact locally with areas

	<p>previously having ran dry.</p> <ul style="list-style-type: none"> <li>• It was questioned how seriously the Council is dealing with the climate emergency when compared to other emergencies such as Novichok and Covid-19. Councillor Botterill reassured that the climate emergency is being taken very seriously and this is demonstrated by the strategy.</li> <li>• The impact of hesitancy was questioned, with there potentially being challenges ahead to retrofit buildings if planning permissions don't initially insist on including charging points. Councillor Botterill noted that this can't be insisted on unless there is backup from building regulations.</li> <li>• It was questioned when the realignment of local plans would take place. Councillor Botterill updated that the local plan is currently under review and all aspects of Carbon reduction are considered within, however the local plan cannot be reviewed outside of the process for doing so, which has a date of 2023 set by central government.</li> <li>• A point was raised regarding the Carbon produced by building houses, Councillor Botterill acknowledged that a way must be found to build homes with the lowest possible Carbon production. Additionally, to not build homes would also not be sustainable.</li> </ul> <p>Following the questions raised, Councillor Dr Nick Murry made the following proposal to the members of the Chippenham Area Board, that:</p> <p>That Chippenham and Villages Area Board sets up a Climate &amp; Ecological Emergency Forum to promote collaboration between Area Board, town and parish councils and local community groups working on this agenda.</p> <p>The objectives would be to:</p> <ul style="list-style-type: none"> <li>➤ Share information and knowledge on plans, projects and initiatives in our area;</li> <li>➤ Enable opportunities for joint working or mutual support.</li> </ul> <p>The Forum would meet as and when appropriate. It would not undertake projects in its own right but could refer opportunities back to Area Board.</p> <p><b>Resolved:</b></p> <p><b>That Chippenham and Villages Area Board sets up a Climate &amp; Ecological Emergency Forum to promote collaboration between Area Board, town and parish councils and local community groups working on this agenda.</b></p>
25	<p><u>Future Chippenham</u></p> <p>The Area Board received an update on Future Chippenham from Leader of the Council, Councillor Richard Clewer and Simon Hendey, Director of Housing and Commercial. The update covered the following points:</p> <ul style="list-style-type: none"> <li>• The Future Chippenham scheme would allow for a master-planned and infrastructure led approach, with housing and communities built around infrastructure.</li> <li>• It was acknowledged that though many people want no more housing in</li> </ul>

Chippenham, currently the waiting list for housing is over 600 families.

- Since the last Area Board the Cabinet and Administration have produced a revised proposal to mitigate concerns raised from the Local Plan and Future Chippenham consultations. The Cabinet has agreed to promote a scheme in the southern section up to the A4.
- Detailed discussions with Homes England have taken place and have been positive with progress made on revising the Grant determination agreement (GDA).
- The programme of works remain dependent on the site being allocated as part of the Local Plan Review process and successful outcomes from discussions with Homes England and agreeing revisions to the GDA so that development can be infrastructure led.
- The Council is in the process of establishing a Chippenham Place partnership to oversee and coordinate the regeneration of Chippenham Town Centre, compromised by key stakeholders within the town and chaired by Michelle Donellan MP.
- Next steps are for councillor updates to be provided every two months and for discussions with Homes England to take place, seeking to reach agreement by mid-November 2021. Additionally, subject to the outcomes of Homes England discussion and agreement to revisions within the GDA, consultation on the framework master plan will commence towards the end of January 2022, followed by a further consultation in the summer.

Following the presentation there was time for the following questions and points to be raised:

- It was acknowledged that most people recognise that Chippenham needs to grow, however it needs to be sustainable and well-managed.
- It was raised that youth engagement is important and the whole of the community should be involved in discussions as currently the bulk of responses have been from the older generation. It was also identified that this would be a good opportunity to involve the Chippenham Youth Council.
- It was questioned what percentage of the proposal will be affordable housing? – Councillor Clewer stated that the aim is for the local plan is to deliver 40% affordable housing across the county.
- It was acknowledged that because Wiltshire Council owns the majority of the land set to be built on, this would allow for a greater force behind making developers provided a higher percentage of affordable homes.
- 80% of people when originally consulted on the initial three plans said no to them all, how did this fourth plan come about? – Councillor Clewer stressed that this is a balancing act between the need to meet government housing targets whilst dealing with people unhappy when consulted. This was the best compromise.
- It was noted that the plan will look at open space requirements and will aim to build communities, potentially through the use of terraced housing



	or green spaces to the front of properties.
26	<p><u>River Festival Working Group</u></p> <p>Ollie Phipps, Community Engagement Manager, updated that there are plans to run a River Festival in Chippenham that would take place next August Bank Holiday Monday. This would potentially include such activities as wild swimming, kayaking and tree climbing. Anyone interested in helping to help run, support or deliver the festival was encouraged to get in touch with Ollie as per below:</p> <p>Email: <a href="mailto:Ollie.phipps@wiltshire.gov.uk">Ollie.phipps@wiltshire.gov.uk</a> Telephone: 01249 709404</p>
27	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Chairman introduced the minutes and recommendations from the CATG meeting held on 14 September 2021.</p> <p><b>Resolved:</b> <b>The minutes and recommendations of the Community Area Transport Group meeting held on 14 September 2021 were agreed as a correct record.</b></p>
28	<p><u>Area Board Funding</u></p> <p>The Area Board considered the following as detailed in the reports attached to the agenda.</p> <p><b><u>Community Area Grants</u></b></p> <p>1) Kington St Michael QE2 Field Group - £2,294.34 towards Kickball Area Extension.</p> <p><b>Resolved:</b> <b>Kington St Michael QE2 Field Group was awarded £2,294.34 towards Kickball Area Extension</b></p> <p>2) Refashion My Town CIC - £4,250 towards Refashion My Town Workshop Equipment.</p> <p><b>Resolved:</b> <b>Refashion My Town CIC was awarded £4,250 towards Refashion My Town Workshop Equipment.</b></p> <p>3) Avon Needs Trees - £5,000 towards New Forest on Stanley Lane.</p> <p><b>Resolved:</b> <b>Avon Needs Trees was awarded £5,000 towards New Forest on Stanley Lane.</b></p>

	<p><b><u>Youth Grants</u></b></p> <p>The Area Board noted that the following Youth Grant have now been approved by the Chippenham and Villages councillors under delegated authority:</p> <ol style="list-style-type: none"> <li>1) Sheldon Road Methodist Church - £1,200 towards Heals of Malmesbury Summer Programme for Chippenham Youngsters.</li> </ol> <p><b>Resolved:</b>  <b>Sheldon Road Methodist Church was awarded £1,200 towards Heals of Malmesbury Summer Programme for Chippenham Youngsters.</b></p> <ol style="list-style-type: none"> <li>2) Access Safety - £1,250 towards Coercive Relationships Educational Short Film.</li> </ol> <p>Ollie Phipps, Community Engagement Manager, updated that the Local Youth Network had recently met and updated that Chippenham Borough Lands had previously awarded funding to Access Safety, meaning that they would only be requesting £237 from the Area Board.</p> <p><b>Resolved:</b>  <b>Access Safety was awarded £237 towards Coercive Relationships Educational Short Film.</b></p> <ol style="list-style-type: none"> <li>3) The Stay Safe Initiative CIC - £1,500 towards The Digital Empowerment Programme Chippenham.</li> </ol> <p><b>Resolved:</b>  <b>The Stay Safe Initiative CIC was awarded £1,500 towards The Digital Empowerment Programme Chippenham.</b></p>
29	<p><b><u>Urgent Items</u></b></p> <p>There were no urgent items.</p>
30	<p><b><u>Close</u></b></p> <p><b>The date of the next meeting is Tuesday 13 December at 7.00pm.</b></p>