

# AGENDA

**Meeting:** Chippenham and Villages Area Board

**Place:** Online

**Date:** Monday 13 December 2021

**Time:** 7.00 pm

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

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**The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.**

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

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

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

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## Wiltshire Councillors

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

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Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

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

	<b>Time</b>
<p>1     <b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome those present to the meeting.</p>	<b>7:00pm</b>
<p>2     <b>Apologies</b></p> <p>To receive any apologies for absence.</p>	
<p>3     <b>Minutes</b> (<i>Pages 1 - 10</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 27 September 2021.</p>	
<p>4     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5     <b>Chairman's Announcements</b> (<i>Pages 11 - 22</i>)</p> <p>To receive the following announcements through the Chair:</p> <ul style="list-style-type: none"> <li>• Changes to Wiltshire's Taxi Tariffs</li> <li>• Update on Leisure Centres Transferring to Wiltshire Council</li> <li>• Youth Council Updates</li> <li>• Community Governance Review</li> </ul>	
<p>6     <b>Partner Updates</b> (<i>Pages 23 - 42</i>)</p> <p>To note the written updates provided and answer any questions arising from the floor:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police</li> <li>• Police and Crime Commissioner for Wiltshire and Swindon</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• Parish and Town Councils</li> <li>• BaNES, Swindon and Wiltshire Clinical Commissioning Group (CCG)</li> <li>• Older People / Carers Champion</li> <li>• Other Community Groups</li> </ul>	<b>7:10pm</b>
<p>7     <b>Warm and Safe</b></p> <p>To receive a presentation from the Warm and Safe Wiltshire Service.</p>	<b>7:30pm</b>
<p>8     <b>Community Hub</b></p> <p>To receive an update regarding the Community Hub.</p>	<b>7:45pm</b>

9	<p><b>Community Area Transport Group (CATG) (Pages 43 - 78)</b></p> <p>To consider the report and recommendations arising from the last meeting of the Community Area Transport Group held on 17 November 2021.</p> <p>To note that Parish Council contribution has changed from 25% to 30%.</p>	8:00pm
10	<p><b>Area Board Funding (Pages 79 - 82)</b></p> <p>To determine the following grant applications:</p> <p><b><u>Community Area Grants:</u></b></p> <p>To consider the following applications for Community Area Grant funding:</p> <ul style="list-style-type: none"> <li>• Friends of St Peters FOSPA - £597.50 towards St Peters CofE Academy Community Defibrillator.</li> <li>• Wilts and Berks Canal Trust - £4,892 towards Stabilisation of canal towpath and bank.</li> <li>• St Marys Chippenham PTA - £920 towards St Marys EYFS Unit creative play.</li> <li>• Councillor Led Initiative - £3,956.40 towards Kids High Viz Vest, Litter Picker and Gloves</li> </ul> <p><b><u>Youth Grant Applications:</u></b></p> <p>To consider the following applications for Youth Grant funding:</p> <ul style="list-style-type: none"> <li>• CPM Sounds CIC - £4,830 towards Riverbank Studios ongoing development and post-covid delivery of youth work.</li> <li>• Mindreset - £1,500 towards Mental Health Awareness Workshops.</li> <li>• Chippenham Sports Partnership - £425 towards primary and secondary schools dance festival.</li> <li>• The Wiltshire Outdoor Learning Team CIC - £2,475 towards Chippenham River Festival 2022 high ropes event.</li> </ul> <p><b><u>Health and Wellbeing Grant Applications:</u></b></p> <p>To consider the following applications for Health and Wellbeing Grant funding:</p> <ul style="list-style-type: none"> <li>• Chippenham Day Centre - £500 towards Chippenham Day Centre further Health and Wellbeing.</li> <li>• Hathaway Medical Centre - £4,000 towards Chippenham Leg Clinic social prescribing model.</li> </ul>	8:05pm

11	<p><b>Climate/Environment and Ecological Project</b></p> <p>To discuss the potential ring fencing of £10,000 from this year's budget to go towards a Climate/Environment and Ecological project.</p>	<b>8:25pm</b>
12	<p><b>Urgent Items</b></p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	
13	<p><b>Close</b></p> <p>The next meeting of the Chippenham and Villages Area Board will be held on 14 March 2022.</p>	<b>8:30pm</b>



# 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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Please direct any enquiries on these minutes to: Ben Fielding, Democratic Services Officer, (Tel): 01225 718259 or (e-mail) [benjamin.fielding@wiltshire.gov.uk](mailto:benjamin.fielding@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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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> <p>1) Sheldon Road Methodist Church - £1,200 towards Heals of Malmesbury Summer Programme for Chippenham Youngsters.</p> <p><b>Resolved:</b>  <b>Sheldon Road Methodist Church was awarded £1,200 towards Heals of Malmesbury Summer Programme for Chippenham Youngsters.</b></p> <p>2) Access Safety - £1,250 towards Coercive Relationships Educational Short Film.</p> <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> <p>3) The Stay Safe Initiative CIC - £1,500 towards The Digital Empowerment Programme Chippenham.</p> <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>



## Taxi Tariff Changes Briefing Note

**Service :** Enforcement, Highways Operations  
**Further Enquiries to:** Tom Ince  
**Date Prepared:** 16/09/2021  
**Direct Line:** (01380 826334)

### Proposed Changes - Taxi Tariff Schedule for Hackney Carriages

#### 1.0 Purpose

- 1.1 The purpose of this briefing note is to brief Members on the latest position in relation to implementing a new schedule of tariffs and fees for hackney carriages in Wiltshire. This information was shared with the Licensing Committee at its meeting on 13 September 2021. Approval has already been provided for the business area to implement the proposal.

#### 2.0 Background

- 2.1 It was agreed at an extraordinary meeting of Wiltshire Council's Licensing Committee on 27 January 2020 to undertake a public consultation into proposals on a new fees and tariffs schedule for Hackney Carriages in Wiltshire.

The consultation commenced on 6 February 2020 and finished on 20 February 2020. The details of the proposal were published on the council's consultation portal for individuals and drivers to feed back on. As part of the consultation, all licensed hackney carriage drivers were provided with a copy of the proposals and a driver feedback form, and were asked to share their views.

- 2.2 After evaluating the feedback and level of response, the approved action was to implement Option 2, with a number of amendments. The below details the approved outcome:

- 2.3 For vehicles up to four seats:

- An additional 30p to be added to all flag rates (standing charge)
- Tariff 3 to be amended to only apply on public holidays.
- Tariff 2 to be implemented from 22:00 instead of the current 22:30 and apply every day apart from public holidays.
- Tariff 1 to end at 21:59 instead of 22:29.

For vehicles with more than four seats carrying more than four passengers:

- Tariff 5 to be amended to only apply on public holidays.
- Tariff 4 to be implemented from 22:00 instead of the current 22:30 and apply all day every day apart from public holidays.
- Tariff 2 to end at 21:59 instead of 22:29.

The impact of the changes are that it will make for cheaper late-night fares after 02.30am, addressing the issues raised in relation to the late-night economy. The change to charge tariff 2 and 4 from 22:00 will mean that travel between 22:00 and 22:29 is now slightly more expensive.

- 2.4 In January 2020 the Licensing Committee delegated implementation of the new tariffs to the Taxi Licensing Team. The advertising spend required to advertise the proposed change was unbudgeted for in 2020/21 so implementation was delayed until 2021/2022.
- 2.5 COVID-19 has impacted all industries/sectors and the taxi industry has not been immune to this, experiencing a significant reduction in business. Changes to the tariff would incur a small cost of approximately £20 to adjust every vehicle meter.
- 2.6 It was felt that given the hardship experienced by drivers and vehicle owners since March 2020, to implement this change during the peak of the pandemic would not be supportive of the industry. As the economy begins to recover and return to more normal conditions, the impact of the tariff changes on vehicle owners and drivers would be more sustainable.
- 2.7 The new tariff of fees will be implemented on 4 January 2022, subject to the normal statutory consultation processes. It is a legal requirement to advertise the proposed changes for 28 days.
- 2.8 The existing tariff of fees (which came into force on 8 May 2015) are attached as **Appendix 1** and the proposed tariff of fees which are planned to come into force on 4 January 2022 are attached as **Appendix 2**.

### 3.0 Conclusion

- 3.1 Implementation of the proposed changes to the schedule of fees and tariffs for Hackney Carriages (as set out in Appendix 2) will take place on 4 January 2022, subject to the proposals being advertised and standard consultation processes.

**Briefing note produced by Tom Ince (Principal Compliance Officer)**

Email: [tom.ince@wiltshire.gov.uk](mailto:tom.ince@wiltshire.gov.uk)

# Wiltshire Council hackney carriage, maximum table of fares (North, South, East & West Zones)

For journeys starting	Vehicles up to four seats	Vehicles with more than four seats carrying more than four passengers
6 am – 10:29 pm	Tariff 1	Tariff 2
10:30pm – 02:29 am and Sundays, Bank Holidays, Public Holidays and Easter Sunday and after 8pm Christmas Eve & New Years Eve	Tariff 2	Tariff 4
2:30 am – 5:59 am and all day on 25 December, 26 December and 1 January	Tariff 3	Tariff 5

	Tariff 1	Tariff 2	Tariff 3	Tariff 4	Tariff 5
Journeys up to 176 yards, 1/10 Mile	£3.20	£4.50	£5	£4.50	£6
Subsequent 176 yards, 1/10 Mile	20p	30p	40p	45p	60p
Waiting time per minute	20p	30p	40p	45p	60p
Minimum fouling charge	£100	£100	£100	£100	£100

**Hackney Carriages are regulated by Wiltshire Council.**

**In case of a complaint regarding this vehicle or its driver, please**

**Contact :** Fleet, Wiltshire Council, County Hall, Bythesea Road,  
Trowbridge BA14 8JN

e-mail : [fleet.licensing@wiltshire.gov.uk](mailto:fleet.licensing@wiltshire.gov.uk). Telephone No 01225 770271

8 May 2015

**04 January 2022**

**Wiltshire Council hackney carriage, maximum table of fares (North, South, East & West Zones)**

For journeys starting	Vehicles up to four seats	Vehicles with more than four seats carrying more than four passengers
7 am – 9:59 pm	Tariff 1	Tariff 2
10:00pm – 06:59 am and all day Sundays, and after 8pm Christmas Eve & New Years Eve	Tariff 2	Tariff 4
All day on 25 December, 26 December and 1 January & Public Holidays	Tariff 3	Tariff 5

	Tariff 1	Tariff 2	Tariff 3	Tariff 4	Tariff 5
Journeys up to 176 yards, 1/10 mile	£3.50	£4.80	£5.30	£4.80	£6.30
Subsequent 176 yards, 1/10 Mile	20p	30p	40p	45p	60p
Waiting time per minute	20p	30p	40p	45p	60p
Minimum fouling charge	£100	£100	£100	£100	£100

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**In case of a complaint regarding this vehicle or its driver, please contact**

Fleet, Wiltshire Council, County Hall, Bythesea Road, Trowbridge, BA14 8JN

Email: Fleet.Licensing@wiltshire.gov.uk, Telephone 01225 770271



# Chairman's Announcements

<b>Subject:</b>	<b>Update on leisure centres transferring to Wiltshire Council</b>
<b>Web/ Email contact:</b>	<b>Email queries: <a href="mailto:louise.cary@wiltshire.gov.uk">louise.cary@wiltshire.gov.uk</a></b>

This is an update regarding the leisure insourcing project, which will see the 10 leisure centres currently managed by Places Leisure move over to Wiltshire Council.

The main part of the project is reaching its conclusion, with the transfer formally due to take place on Friday 1 October. This will mean that from this date the council will manage 20 leisure centres in total.

The majority of Places Leisure staff working at the 10 centres, around 420, will become Wiltshire Council employees from this date.

Given the last 18 months or so, and the challenges this will have placed on people's physical and mental health, leisure services are needed now more than ever.

We want to provide a consistent service across the county, which will help to support and improve the physical and mental health and wellbeing of our communities. When the transfer has been completed there will be many benefits to customers in the future, including being able to offer a broader range of memberships and more concessionary rates.

We are aiming to keep the offer to Places Leisure customers as consistent as possible to what they received before, although they will notice some changes. We are in the process of writing to all current Places Leisure members to update them on their membership arrangements and ensure they are transferred over to the equivalent council scheme wherever possible. This is a complex process but good progress has been made.

We have a dedicated webpage full of useful information and detailed FAQs, so should you receive any queries from residents directly, we would appreciate you sharing the link with them as any questions they may have should be answered on there. The webpage can be found at <https://www.wiltshire.gov.uk/leisure/leisure-centre-insourcing>.

A reminder that the leisure centres be transferring from Places Leisure to Wiltshire Council management are:

- Bradford on Avon Swimming Pool
- Castle Place Leisure Centre, Trowbridge
- Lime Kiln Leisure Centre, Royal Wootton Bassett
- Leighton Recreation Centre, Westbury
- Melksham Blue Pool
- The Activity Zone, Malmesbury
- The Olympiad, Chippenham
- Trowbridge Sports Centre
- Warminster Sports Centre
- Westbury Swimming Pool

Although the formal transfer takes place on 1 October, there will still be work ahead of us beyond that date, so we'll ensure to keep you updated on any key developments as and when required.

In the meantime, If you have any questions, please do not hesitate to get in touch by emailing the Programme Lead at [louise.cary@wiltshire.gov.uk](mailto:louise.cary@wiltshire.gov.uk).



## Briefing Note – Wiltshire Youth Council



**Service :** *Quality Outcomes, Children and Families*  
**Further Enquiries to:** *Joe Sutton, Youth Voice Lead*  
**Date Prepared:** 13/10/2021  
**Direct contact:** [childandyouthvoice@wiltshire.gov.uk](mailto:childandyouthvoice@wiltshire.gov.uk)

Young people can get involved in local decision making and have a say on funding for youth projects as part of a new democratic body being set up for Wiltshire.

The Wiltshire Youth Council will start next year, with representatives from secondary schools across the county elected to speak out on issues that are important to them.

Wiltshire Youth Councillors will have the power to:

- Meet up with Wiltshire Council leaders and have their say on local decisions.
- Work with area boards to ensure funding for youth projects has the right impact for them and their peers.
- Inspect services to ensure they represent young people's best interests.
- Easily communicate with their peers so young people's views are properly represented.
- Opportunity to shadow council leaders as a shadow youth cabinet member for a particular area of interest.

Schools are being invited to encourage 11-17 year olds to put themselves up for election, with elections due to take place between 31 January 2022 and 4 February 2022.

Youth councillors will be asked to commit one evening per month to attend a full youth council meeting, which will focus on issues important to the young people. They will also be expected to talk to their peers about the issues and represent their views. There will also be training to support them in their roles, covering topics including debating, running a youth inspection and delivering presentations.

You can watch videos of Cllr Laura Mayes and Cllr Richard Clewer, Leader of Wiltshire Council talking about why it's a good idea to be part of the Wiltshire Youth Council here

<https://youtu.be/27ikHINbLxM>.

Young people who are interested and want further information can go to [childandyouthvoice@wiltshire.gov.uk](mailto:childandyouthvoice@wiltshire.gov.uk). You can also follow the child and youth voice team on Facebook [\(6\) Wiltshire Youth Union | Facebook](#) and Instagram [Wiltshire Youth Union \(@wiltshireyouthunion\)](#) • [Instagram photos and videos](#).





## WHAT IS THE WILTSHIRE YOUTH COUNCIL?

The Youth Council is made up of **11 – 18-year-olds** who represent their schools and communities in decision making where they live.

Each school will have one **Youth Councillor** and one **Deputy Youth Councillor**.

## WHAT DO YOUTH COUNCILLORS DO?

Attend a monthly youth council meeting to focus on issues that are important to young people.

Talk to leaders and decision makers, ensuring young peoples voices are heard.

Form a Shadow Youth Cabinet that links in with the Wiltshire Council Cabinet.

Inspect places such as town centres, community centres and leisure

facilities to make sure they are youth friendly.

Work with community groups to decide how money is spent for young people.

Join monthly training sessions to support you in your role

## WHY BECOME A YOUTH COUNCILLOR?

You can share what you believe in and represent others.

You can make a difference in your school and community

You can learn new skills that will make you stand out when applying for further education and work.

Is this for you?

Scan the QR code to find out more!



**Wiltshire Youth Council**



## Community Governance Review

### Briefing Note No. 21-25

**Service:** Democratic Services  
**Further Enquiries to:** Lisa Alexander  
**Date Prepared:** 12 November 2021  
**Contact:** [CGR@wiltshire.gov.uk](mailto:CGR@wiltshire.gov.uk)

**This note sets out details of a public survey being undertaken as part of the Community Governance Review as set out in Briefing Note 21-18**

**Further details can be found on the following [webpage](#)**

#### **What are Community Governance Reviews?**

1. A Community Governance Review (CGR) is a process which provides the opportunity to review and make changes to town and parish council governance arrangements. This ensures that they continue to be reflective of the identity and interest of local communities, and are as efficient and effective in their governance as possible.

#### **What can a Community Governance Review change?**

2. A Community Governance Review can make a number of changes to parish areas and parish electoral arrangements including:
  - the alteration to, merger or grouping of, creation or abolition of parishes;
  - the naming of parishes and adoption of alternative styles for new parishes (the naming process can also be undertaken under S75 of the LGA 1972);
  - parish council size. e.g. number of councillors to be elected, and warding arrangements;
  - any other electoral arrangements.
3. A Community Governance Review is not responsible for the number of boundaries of Unitary Divisions in the Wiltshire Council area. That is a process known as an Electoral Review and is conducted by the Local Government Boundary Commission for England (LGBCE). In certain circumstances a Community Governance Review may request minor alterations to a Unitary Division as a consequence of other changes, but this must be agreed by the LGBCE.

### **Areas included in the review**

4. At its [meeting](#) on 21 September 2021, the Electoral Review Committee approved the terms of reference for a Community Governance Review to be commenced on 22 September 2021, to include the following areas:
  - Beechingstoke, Marden, Patney, Woodborough, Stanton St Bernard, North Newton, Wilsford;
  - Calne Without, Calne, Heddington, Cherhill, Compton Bassett, Hilmarton and Bremhill;
  - Malmesbury and St Paul Malmesbury Without.

### **Public Surveys**

5. As part of its information gathering process, the Electoral Review Committee is conducting an online survey on the proposals that have been received.
6. The surveys for each area can be accessed from the main webpage and the following links:
  - [Beechingstoke and surrounding parishes:](#)
  - [Malmesbury and St Paul Malmesbury Without:](#)
  - [Calne Without new parish proposal and surrounding parishes \(including Calne Town\);](#)
  - [Charlton and Wilsford.](#)
7. Due to the ongoing pandemic and local public health guidance, a number of online sessions will be held to present information on currently received proposals and to receive public feedback.
  - Beechingstoke online meeting – 23 November 2021 – 1800 – [Access link](#)
  - Calne Without online meeting – 2 December 2021 – 1800 – [Access link](#)
  - Malmesbury online meeting – 14 December 2021 – 1800 – [Access link](#)
8. Any residents or interested parties are encouraged to attend the online sessions and respond to the surveys.
9. Following consideration of any comments, and other information gathering, the Electoral Review Committee will prepare draft recommendations for each area. It will then undertake a formal consultation on those recommendations in 2022.

### **Parish Name Change**

10. There is also an ongoing survey on a proposal to change the name of Biddestone Parish Council:
  - [Biddestone survey](#)

# Chippenham CPT Area Board Update



October 2021

**WILTSHIRE POLICE**

**Proud** to serve and **protect** our communities



@wiltshirepolice

Agenda Item 6

# Your CPT - Chippenham

**Inspector:** James Brain

**Neighbourhood Sergeants:** Richard Marshall / Ho Tsang

**Neighbourhood Officers:**

PC Evie Templar / DC Kev Golledge (Chippenham)

PC Nick Kelly (Calne)

PC Les Fletcher (Corsham)

**PCSOs:**

Mark Cook / Nicole Sheppard (Calne)

Luke Rogers / Barbara Young / Julie Chard / Sian Angell / Chris Archer / Linda Staples / Alistair Duncan / Lewis Hawkins (Chippenham)

Shaun Redmond / Toni Brown (Corsham)

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# Performance – 12 months to September 2021

## Force

- Wiltshire Police has had a decrease in the volume of recorded crime by 6.0% in the 12 months to September 2021 and continues to have one of the lowest crime rates in the country.
- Wiltshire Police has seen a 17% reduction in vehicle crime and a reduction of 25% in residential burglaries in the 12 months to September 2021.
- Our service delivery remains consistently good.
- In September 2021, we received:
  - 9,895 '999' calls, (answered within 12 seconds on average);
  - 11,341 '101' calls, (answered within 15 seconds on average);
  - 12,307 'CRIB' calls, (answered within 3 minute 10 seconds on average).
- In September 2021, we also attended 1,717 emergency incidents within 10 minutes and 21 seconds on average.

Crime Type	Crime Volume	% of Crime
<b>Totals</b>	<b>38,224</b>	<b>100.0</b>
Violence without injury	6,650	17.4
Violence with injury	5,508	14.4
Criminal damage	4,889	12.8
Stalking and harassment	3,926	10.2
Public order offences	3,547	9.3
Other crime type	13,704	35.8

## Chippenham CPT

Crime Type	Crime Volume	% of Crime
<b>Totals</b>	<b>3753</b>	<b>100.0</b>
Violence without injury	664	17.7
Violence with injury	625	16.7
Criminal damage	489	13.0
Stalking and harassment	431	11.5
Public order offences	350	9.3
Other crime type	1194	31.8

### Stop and Search information for Chippenham CPT

During the 12 months leading to August 2021, 110 stop and searches were conducted in the Chippenham area of which 77.3% related to a search for controlled drugs.

During 72.7% of these searches, no object was found. In 23.6% of cases, an object was found. Of these cases 74.5% resulted in a no further action disposal; 24.5% resulted in police action being taken; 8.2% resulted in an arrest.

Of the stop and search subjects who defined their ethnicity:

- White – 89 stop and searches.
- Mixed Ethnicity – 3 stop and searches
- Black or Black British – 8 stop and searches

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# Local Priorities & Updates

Priority	Update
1	Current issues surrounding the Town centre of Chippenham and Bike thefts – Numerous crime reports of theft of Bikes in the area. Verbal update will be given in meeting
2	ASB Increase in ASB and crimes by a large group of youths in Chippenham town centre – A number of proactive arrests and Community protection notices have been issued. Verbal update will be given in meeting
3	Shop theft – Seeing a large increase in shop lifting offences across the area – Numerous activities planned from police. Verbal update will be given in meeting
4	County Lines and Local Line drug dealers- Numerous charges received. Verbal update will be given in meeting

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# Useful links

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

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

# Get Involved

Keep up to date with the latest news and alerts in your area by signing up to our **Community Messaging service** – [www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)



## Follow your CPT on social media

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



CPT Chippenham covers the areas of Chippenham, Calne and Corsham

To contact your CPT about a community-related matter, such as a school visit, then please email [ChippenhamAreaCPT@wiltshire.pnn.police.uk](mailto:ChippenhamAreaCPT@wiltshire.pnn.police.uk). Please note that this mailbox is not monitored 24/7.

You are unable to report crimes of any type via email and please do not report any situations that require an urgent response. In the case of an emergency please contact 999 and for non-urgent crimes and incidents, please call 101 or [Report a crime here](#)

You see a map of crimes in the Chippenham area [by visiting www.police.uk](#)

Find out more information on your CPT area at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk) and here [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)

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## DORSET & WILTSHIRE FIRE & RESCUE SERVICE

### WILTSHIRE AREA BOARD REPORT

#### Community Safety Plan

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

#### Prevention

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

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

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

Are you or anyone you know:-

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

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



## Protection

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

### General Enquiries

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

### Fire Safety Complaint

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

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

## On Call Recruitment

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

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

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

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

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



## Recent News & Events

### Pumpkins, Bonfires and Fireworks



Win a VIP trip to a fire station and younger children be fire safe this Halloween and Bonfire Night.

The fun of Halloween and Bonfire night will soon be here, but while having fun it is important that the whole family know how to stay safe, and what to do if there is an accident.

Help younger children understand how they can help keep themselves safe from harm by visiting our Halloween and Bonfire Night Staying Safe resource:-

<https://www.dwfire.org.uk/education/pumpkins-bonfires-and-fireworks/>

### Road Safety Roadshow Live again with Arval UK's support

'Safe Drive Stay Alive' roadshow has returned to the schools of Wiltshire to ensure its life-saving messages still reach young people.

Covid-19 meant the flagship road safety programme, which is aimed at Year 11-13 students had to be delivered digitally. Now that restrictions have lifted, schools once again have the option to view the presentation live.

Safe Drive Stay Alive held its first live Wiltshire roadshow on 30 September at the Royal Wootton Bassett Academy, and more have been held and booked for schools across the county throughout the academic year.

The relaunch of the roadshow wouldn't be possible without the help and kind support from Arval UK.



Our firefighters are holding a number of car washes this weekend (30-31 October) in aid of the [Fire Fighters Charity](#).

## Firefighters save house in Melksham amid plea for new recruits

Assistant Chief Fire Officer Andy Cole said: "Firefighters did a great job of saving the house involved in this incident. This fire occurred about 150m from Melksham Fire Station but unfortunately, due to lack of available firefighters, Melksham was not available to attend.

He added: "We have and continue to try to recruit on-call firefighters across Dorset and Wiltshire, this type of incident shows exactly why we need these new recruits. Whilst we will always make sure a fire engine responds to an incident when it is needed, in this case it took firefighters from Trowbridge 11 minutes from the call to arrive, if Melksham had been available, this response time could have been cut dramatically."

On-call firefighters are **paid members of staff** who respond to their local station when they are required to attend incidents and help their local community. They receive the same levels of training and support as their full time colleagues. We are particularly interested in hearing from females or those from underrepresented groups. If you are interested in becoming an on-call firefighter, please find out more on our website <https://www.dwfire.org.uk/working-for-us/on-call-firefighters/>

HM Government **NHS**

**Let's keep life moving.**

FRESH AIR TESTING FACE COVERINGS APP HANDWASHING

[gov.uk/coronavirus](https://www.gov.uk/coronavirus)



## First SPECTRA course held

Previously known as Salamander in the North and SPARC in the South, our personal development courses are now being delivered under the banner of SPECTRA.

The first course was held in Swindon and culminated with a passout parade on 6 October where Deputy Lieutenants of Wiltshire, Shirley Ludford and Claire Garret, and the High Sheriff of Wiltshire, Sir Charles Hobhouse Bt, helped to celebrate the learners' achievements.

SPECTRA courses can be delivered for young people and adults, and can be tailored to meet a certain cohort or commissioner's needs. For more information, please visit [www.dwfire.org.uk/SPECTRA](http://www.dwfire.org.uk/SPECTRA)





## Demand

Total Fire Calls for Chippenham Fire Station for period October/November 2021:-

Category	Total Incidents
No. of False Alarms	24
No. of Fires	24
No. of Road Traffic Collisions and other Emergencies	21
<b>Total</b>	<b>69</b>

### Local Incidents of Note:

Regular small fire incidents within the Monkton Park and Saddlers Mead car park area – This is being addressed in collaboration with partner agencies

**Station Manager Tim Elliott**  
**District Commander North Wiltshire**  
**Email: [tim.elliottdwfire.org.uk](mailto:tim.elliottdwfire.org.uk)**  
**Mobile: 07860815045**



## Update for Wiltshire Area Boards

November 2021

### BSW Integrated Care Board chief executive appointed

Sue Harriman, CEO of Solent NHS Community and Mental Health Trust in Hampshire, has been appointed designate Chief Executive of the NHS Bath and North East Somerset, Swindon and Wiltshire (BSW) Integrated Care Board which is due to be established in April 2022.

The BSW Integrated Care Board will be the new statutory NHS organisation responsible for planning and delivering health and care services and is being set up as part of the government's new health and care reforms.

Sue has been Chief Executive of Solent NHS Trust since 2014 and in February this year completed a six-month secondment as Chief Operating Officer for the national Covid-19 vaccination deployment programme.

With more than 16 years of clinical experience gained from working as a nurse in the Royal Navy, Sue joined the NHS in 2002 as a nurse consultant in infection prevention.

In more recent years, Sue has held various executive roles within NHS, including as a Director of Nursing and Allied Health Professions, Chief Operating Officer and Managing Director before becoming Chief Executive at Solent NHS Trust.

Sue Harriman will join the BSW Partnership in February 2022.

For more information about BSW Partnership visit [www.bswpartnership.nhs.uk](http://www.bswpartnership.nhs.uk).

### Shaping a Healthier Future – reminder

During 2021, BSW has worked closely with all of the leaders in health and care services, service users and those who deliver care from the NHS, local authority and third sector to determine how services that are more sustainable, accessible and more coordinated can meet the needs of local people.

A health and care model has been produced which describes what health and care can look like for people for the next 10 years and provide a framework to ensure that a

coordinated approach is taken when planning and designing services across partner organisations.

We have launched an [online survey](#) for people to share their views on how to make health and care better in our area. The survey closes on 14 December 2021 and we encourage you to go online and let us know what is important to you.

## **Covid-19 vaccinations**

### **Some vaccination venues set to close in December**

Bath and North East Somerset, Swindon and Wiltshire's network of Covid-19 vaccine sites will change from next month, with some venues set to close.

Discussions are ongoing but it is expected around 10 venues in Wiltshire will withdraw from the vaccination programme during December.

The planned change will enable vaccination centre staff to offer additional support to their frontline primary care colleagues ahead of what is expected to be a busy winter period.

Appointments for first and second doses of the Covid-19 vaccine, as well as booster jabs, will continue to be available from a wide range of locations, including community pharmacies, large vaccination centres and some GP-led venues.

The region's large vaccine centres at Bath Racecourse and Salisbury City Hall, as well as the Steam Museum in Swindon, will continue to participate in the vaccination programme.

All vaccination sites across Bath and North East Somerset, Swindon and Wiltshire, including community pharmacies, are listed on National Booking Service, which is available online at [www.nhs.uk](http://www.nhs.uk) or over the phone by calling 119.

### **Update on cohorts eligible for booster jabs**

Booster vaccines for people over the age of 40, as well as second primary doses for teenagers aged either 16 or 17-years-old, are now available to book on the National Booking System online at [www.nhs.uk](http://www.nhs.uk) or over the phone by calling 119.

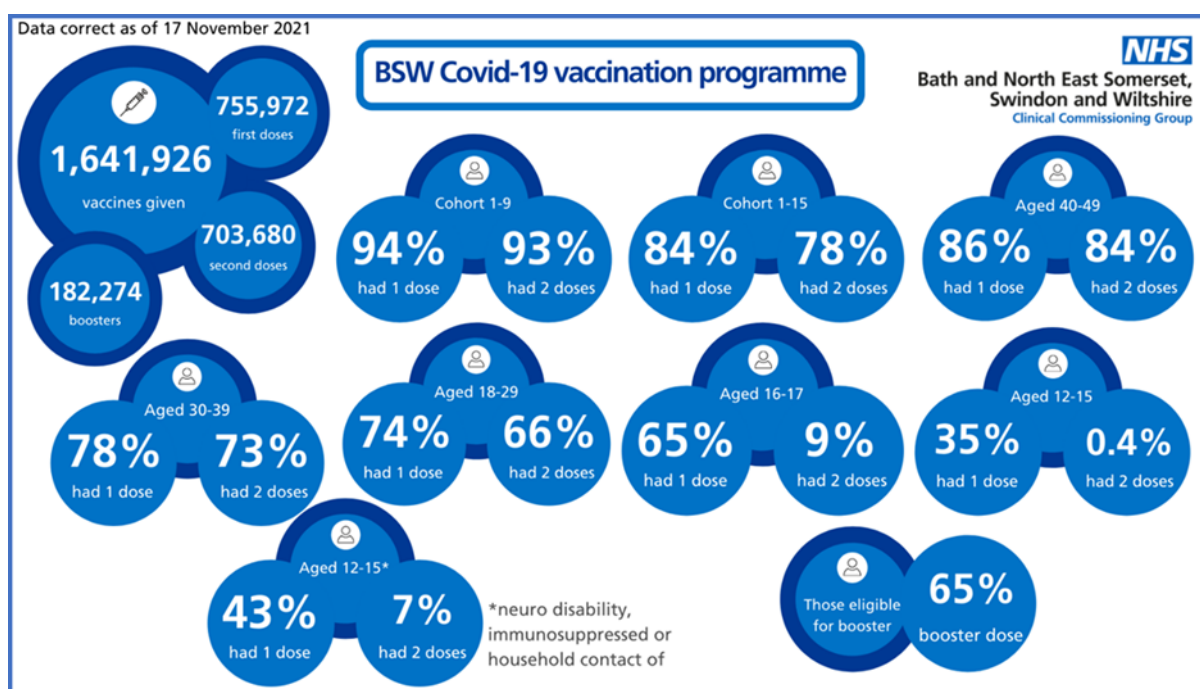
Appointments for Covid-19 booster vaccines can now be booked as soon as an eligible person has waited five months since the date of their second vaccination.

### **Children aged 12 to 17 years who have or have had Covid-19**

Children aged between 12 and 17-years-old now need to wait a minimum of 12 weeks after having Covid-19 before getting the coronavirus vaccine. This means some parents will need to cancel their child's booked appointment at Salisbury City Hall or the Steam Museum in Swindon.

Parents of children who have recently tested positive for Covid-19 and were intending to receive the vaccine at their place of education, will need to contact Virgin Care directly at [vcl.immunisations@nhs.net](mailto:vcl.immunisations@nhs.net) to withdraw their child's consent.

When contacting Virgin Care, parents are asked to provide the reference number given when the original digital consent form was completed, and to use the words withdrawn consent in the email subject box.



## Upcoming meetings

We have had our last **Governing Body** meeting for 2021 – the next meeting will be held on Thursday, 20 January 2022 at 9:30am

Visit our [website](#) for more information on the Governing Body and future meetings.

The next **BSW Partnership meeting** will be held 28 January 2022.

Visit the [website](#) for more information on the BSW Partnership.





## Covid-19 vaccination: Briefing for stakeholders

Covid-19 booster vaccines will soon be available to all adults over the age of 18, as part of what the Prime Minister has called another great British vaccination effort.

Under the new plans, which have been announced in response to the new Omicron variant of coronavirus, the waiting period between a person's second primary dose and their booster jab will also be reduced from six months to 12 weeks.

These new plans from the government reinforce the messaging that we have been giving for some time, which is that having the booster vaccine is the best way to stay protected against Covid-19.

For now, while we await further detail, we continue to prioritise boosters for people over the age of 40, and kindly ask that adults aged between 18 and 39-years-old wait to be contacted by the NHS before attempting to book a jab or visiting a vaccination site.

More than 1.7 million vaccines have been given out in our region over the last 12 months, and we will continue to ensure that no person who wishes to receive a vaccine will be left behind.

**Gill May,**  
Director of Nursing and Quality

### Updates



#### Mums-to-be invited to take part in Covid-19 vaccination webinar

Pregnant women will have the chance to put their questions about the Covid-19 vaccine to a panel of the region's top maternity experts at an upcoming online event.

Taking place at 7.30pm on Wednesday 8 December, the virtual Opening Doors discussion forum is an opportunity for mums-to-be, as well as their partners, other family members and friends, to seek reassurance about having the coronavirus vaccine while pregnant.

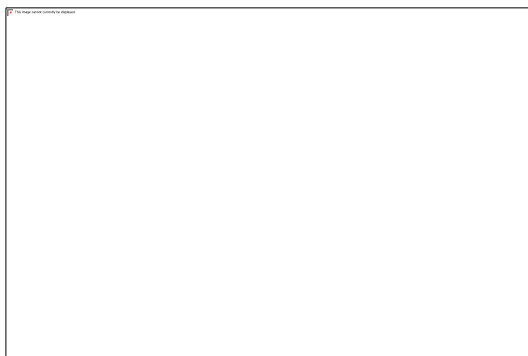
Any person wishing to attend can secure a place by sending an email to [bswccg.engagement@nhs.net](mailto:bswccg.engagement@nhs.net).

## Clinicians and health leaders to host winter wellness Facebook Q&A

A panel of clinicians and health leaders will be answering questions from the public on how to stay well this winter during a special Facebook Q&A session taking place next week.

GP Dr Bryn Bird, Becky Reynolds, BaNES Director of Public Health, and Cara Charles-Barks, Chief Executive at the Royal United Hospital in Bath, will provide expert advice on local services, share updates on the vaccination programme and answer questions from the public.

Watch the Q&A by heading to the CCG's Facebook page at 6pm on Monday 6 December, and submit questions by sending an email to [bswccg.communiciations@nhs.net](mailto:bswccg.communiciations@nhs.net).



## Reaching out to housebound patients across BSW

We continue to pull out all the stops to take the Covid-19 booster vaccine to housebound patients across Bath and North East Somerset, Swindon and Wiltshire.

As well as making individual visits to patients' homes, we are also arranging private transportation to vaccine sites for those people whose mobility is less restricted.

Protecting our most vulnerable residents remains a priority, and we hope to have completed this important piece of work by the end of January.

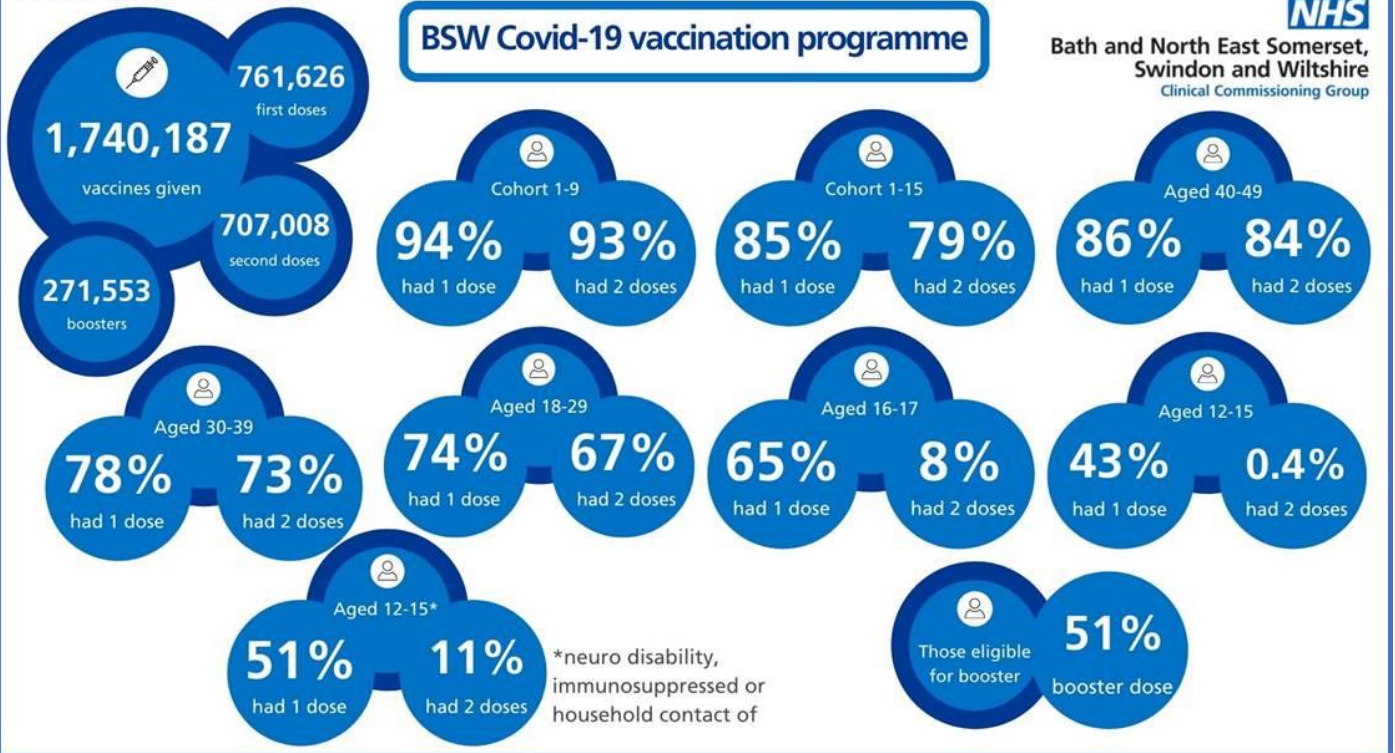
## Vaccination progress to date

Data correct as of 1 December 2021

## BSW Covid-19 vaccination programme



Bath and North East Somerset,  
Swindon and Wiltshire  
Clinical Commissioning Group



The BSW Covid-19 vaccination programme is being led by BSW CCG with support from partner organisations including voluntary community and social enterprises.







17<sup>th</sup> Nov 2021 – Meeting Tracker - FINAL

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
1.	<b>Attendees, Apologies &amp; Introductions</b>				
	<b>Present</b>	Ross Henning (WC) Nick Botterill (WC) Nic Puntis (WC) Kathryn MacDermid (WC) Liz Alstrom (WC) Kirsty Rose (WC – Officer) Neil Hutton (Seagry PC) Robert Whitrow (Langley Burrell PC) Anthea Kelsall (Biddestone PC) Alex Hall (Kington St Michael PC) Fiona Twisse (Kington St Michael PC) Christopher Meier (Nettleton PC) Jessica Mantell (CTC) Laurence Cable (Chippenham Cycling Development Group) Graham Worsnop (North Wraxall PC) Lesley Palmer (Grittleton PC)			
	<b>Apologies</b>	Adrian Foster, Claire Cape, Howard Greenman, David Arnup, Adrian Andrews			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
2.	<b>Notes of the last meeting (14<sup>th</sup> Sept 2021)</b>				
		<p>The minutes and recommendations of the previous meeting held on the 14<sup>th</sup> Sept 2021 were to be considered at the Chippenham Area Board scheduled for the 27<sup>th</sup> Sept 2021.</p> <p><b>Please Note:</b> All priority 1 CATG issues requiring design / investigation were suspended on the 1st March and recommenced on the 1st September 2020</p>			
3.	<b>Finance</b>				
		<p><u>Financial position at 17<sup>th</sup> Nov 2021</u></p> <p>(a) 2021-22 allocation = £17,403  (b) 2020-21 underspend = £20,436.99  (c) 2021-22 3<sup>rd</sup> party Contributions = £52,817  (d) Total Budget for 2021-22 = £90,659.99 (a+b+c)  (e) Existing commitments (incl. carry over schemes from 2020-21) = £71,790</p> <p>(f) Current Balance = <b>£18,866.99</b> (d-e)</p>			
4.	<b>Annual Dropped Kerbs Exercise</b>				
		<p>Suggestions for dropped kerb sites for 21/22 to be put forward for consideration at next CATG meeting.</p> <p><b>14/09/2021</b>  <u>New Requests</u></p>	<p><b>17/11/2021</b></p> <p>Chippenham TC are collating dropped kerb requests to form a substantive bid.</p>		<b>All</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Queen's Crescent (Cepen Park &amp; Derriads)</p> <ul style="list-style-type: none"> <li>• Pathway from Carnarvon Close behind the cooperative</li> <li>• Windsor Close Junction</li> <li>• Clover Dean Junction</li> <li>• Farleigh Close Junction</li> </ul> <p>There are a number of sites that are likely to be put forward as requests ahead of the next CATG meeting.</p> <p>Cllr Foster raised concerns that dropped kerbs are an important requirement to assist with accessibility and will be writing to Cllr McClelland to request additional funding. Also CATG may wish to consider a hierarchy of priorities for schemes based on safety and accessibility needs.</p> <p>CATG agreed a £6,000 allocation with a 25% contribution requested from Chippenham Town Council</p>	<p>The parish councils are encouraged to put forward any dropped kerbs in their area for CATG consideration</p> <p>The dropped requests in the Queens Crescent area will be progressed with Ringway.</p>		
<b>5.</b>	<b>Freight Assessment and Priority Mechanism (FAPM) exercise</b>				
	<b>Standing item for update</b>	<p><b>25/06/19</b> SD explained that all freight requests are on hold pending publication of new freight strategy as part of LTP in 2020. CATG's can still support requests but must fund investigatory work and implementation costs.</p>	<p><b>17/11/2021</b> No update to report.</p>		
<b>6.</b>	<b>Major Maintenance in 2021-22</b>				
		<p><b>01/06/2021</b> Major maintenance list for 2021/22 was included via email, but can also be found here: <a href="#">Highways Asset Management - Wiltshire Council</a></p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
<b>7.</b>	<b>Priority One Schemes</b>				
	CATG agreed that once work orders have been placed for Priority One schemes a full entry is not required on Action Tracker: <ul style="list-style-type: none"> <li>• A summary will be retained</li> <li>• The entry will be “greyed out” to indicate scheme in progress and no further discussion is required at the CATG meeting unless otherwise indicated.</li> <li>• MR will provide updates</li> <li>• The item will be removed once the scheme has been implemented</li> <li>• A <u>maximum</u> of 5 LIVE priority 1 schemes to be progressed at any one time.</li> </ul>				
7.1	<b>5827</b> – Installation of four sets of White Gates and associated improvements, Biddestone	<b>01/09/20</b> Design work to recommence early September. Target deadline of 31 <sup>st</sup> March 21 for Gateways, signs and resurfacing works. Imprinted concrete will be delayed until 2021/22. <b>17/11/20</b> Updated design and costing presented to Biddestone PC. (£47k) Road closures for surfacing works booked 8/9th February 2021.  Note: Footway area adjacent to turnpike cottage to be included in ‘Texprint’ surface areas  <b>01/06/21</b> Surfacing works undertaken in May ahead of Texprint surfacing installation w/c 14 <sup>th</sup> June.  Gateway and signing to follow later in financial year – to be agreed with PC prior to works order being raised.  <b>14/09/2021</b> Texprint works complete. Some issues relating to traffic management, weather and conflicting works resulting in increased costs.	<b>17/11/2021</b> Liaison with PC regarding outstanding signing work ongoing.	<b>1</b>	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>The group agreed to provide a £5,000 contribution to assist with completing the signing works as the Parish Council providing the remaining funding.</p> <p>KR to liaise with PC and progress signing and gate installation.</p>			
7.2	<b>6846</b> - Road Safety at The Street B4039 Nettleton Road and Church Hill junction Burton	<p><b>18/02/20</b> Group agreed to promote proposed Nettleton Road warning sign and SLOW marking to Priority 1. Cost £400 PC to contribute 25%</p> <p>20mph limit on hold pending publication of 20mph update report, expected in spring/ summer 2020</p> <p><b>30/04/20</b> Order issued for warning sign and 'SLOW' on Nettleton Road. Awaiting implementation.</p> <p><b>01/09/20</b> Sign and SLOW marking complete. 20mph issue on hold pending publication of report. To be greyed out. If 20mph limit does not go ahead the PC have requested the existing 30mph limit be extended.</p> <p><b>17/11/20</b> Publication of 20mph assessment report remains on hold. To be considered further following publication of report.</p> <p><b>14/09/2021</b> KR to raise the completion of the assessment report with Senior Officers and find out if there is a proposed deadline for publication.</p>	<p><b>17/11/2021</b> KR explained that the report had been raised with senior officers however there is no available resource at present and no completion date can be provided.</p> <p>RH to contact Gareth Rogers to raise this.</p> <p>Further decision regarding progression of 20mph assessments to be discussed at next CATG meeting.</p>	1.	KR
7.3	<b>4-20-10</b> Parliament St / Chippenham	Laurence Cable made a presentation to members and is seeking changes at the existing footway link between	<p><b>17/11/2021</b> KR presented plan showing proposed interim solution with</p>	1.	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Parliament Street and Little Down to create a shared access for cyclists and pedestrians.</p> <p><b>01/09/20</b> Members agree to proceed and move to Priority 1. Further investigative work required. No monetary allocation to be made at this stage</p> <p><b>17/11/20</b> MR has visited site. Significant work required. Waiting restrictions in little down will be required. NOTE - Topo survey required prior to design work taking place. Estimate £1,500.</p> <p>Agreed – Allocate £1500 for a topo survey prior to design work taking place</p> <p><b>02/02/21</b> Topo survey ordered. Await completion to allow design work to commence.</p> <p><b>01/06/2021</b> Topo survey received. An engineer has been allocated to progress the design when workload allows.</p> <p>KR to arrange site meeting with Laurence Cable and Adrian Foster</p> <p><b>14/09/2021</b> Site meeting held with Sarah Dearden, Laurence Cable, Adrian Foster, Ross Henning and Kirsty Rose.</p> <p>Design work to be undertaken to create route for cyclists. Short term the barrier restricting pushchairs, mobility scooters etc is to be removed.</p>	<p>dropped kerbs and barrier removal. Estimate £4200 (with reduced footway change).</p> <p>Agreed - to allocate funding subject to CTC contribution £3150 CATG, £1050 CTC.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		A first phase of work may be to provide a dropped kerb and bollard with the more substantive works to follow.			
7.4	4-20-2 Draycott Cerne	<p>PC request a formal review of the speed limit on B4122 from J17 of M4 to the junction with B4069 leading to a reduction from the national speed limit (60mph) to 40mph. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> Members supported this request and felt a review of the current speed limit was justified. However as the changes identified on the B4122 were largely due to development works, funding for any speed limit re-assessment should be found from another source i.e. Section 106 monies. MR to speak to Development Control and report back to group</p> <p><b>17/11/20</b> Contact made with development control. No provision within Section 106 agreement to permit speed limit assessment work. Funding would be required from the CATG. Current estimate from Atkins £2500</p> <p><b>Agreed</b> – Move to Priority 1 and allocate £2500 for speed limit assessment on B4122. 25% contribution from PC £750.00</p> <p><b>14/09/2021</b> Speed limit assessment to undertaken by Atkins.</p>	<p><b>17/11/2021</b> Awaiting outcome of speed limit assessment by Atkins.</p>	1.	KR
7.5	4-20-8 Various sites Chippenham	<p><b>Chippenham Town Council</b> - We would like to fund and produce new 'Welcome to Chippenham' signs at the 6 main entry points to the town. We would like all existing Welcome to Chippenham signs to be removed</p> <p><b>17/11/20</b></p> <p><b>Agreed</b> – Move to Priority 1 Note: Fully funded by Chippenham TC</p>	<p><b>14/09/2021</b> Signing works with Mark Stansby. Ongoing discussions with TC to agree sign proofs to allow estimate to be produced.</p>	1.	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
7.6	4-19-5 Hill Rise / Barrow green	<p><i>Request for 20mph limit and speed humps on Hill Rise / Barrow Green.</i></p> <p><b>18/02/19</b> Group appreciated the level of feeling and concern relating to this request. The length covering Hill Rise and Barrow Green is approx. 1km and would require extensive traffic calming which would have a significant impact on road side parking. The cost is also likely to be high. The group felt it was essential that proposals must be evidence led and it was important to garner speed data before deciding what action, if any, to take. Sites for Metro-counts to be agreed.</p> <p><b>01/09/20</b> Metro-count sites agreed. Counts remain outstanding due to Covid-19. Counts to restart once schools return. MR to report findings to next meeting.</p> <p><b>02/02/21</b> Traffic survey results circulated with note tracker. KR to review options for improvements other than speed humps with the aim of raising awareness of pedestrians.</p> <p><b>01/06/2021</b> KR to arrange a site meeting with Kathryn MacDermid and Ross Henning</p> <p><b>14/09/2021</b> Site meeting held. KR recommends 20mph assessment be taken forward with lighter touch measures rather than traditional physical calming features.</p> <p>CATG to await outcome of discussions regarding 20mph assessment report before making decision. If the publication is likely to be significantly further delayed, CATG will discuss how to proceed with 20mph speed limit requests at its next meeting</p>	<p><b>17/11/2021</b> Agreed - to proceed with 20mph speed limit assessment for the wider area around Hill Rise/Barrow Green. Potential template/test for future assessments.</p> <p>Total - £2500 - £1875 CATG, £625 CTC (tbc)</p>	1.	KR



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
7.7	4-21-2 Park Farm bends, C86	<p>Request for installation of an effective signage and warning system at the location. It must be effective in reducing vehicle speed and hence the occurrence of incidents. This could take the form of chevrons, painted rumble-strips, speed-activated illuminated signs or other means.</p> <p>The Parish Boundary Yatton Keynell – Grittleton bisects the double bend, Yatton Keynell Parish Council discussed 7th December 2020 &amp; Grittleton Parish Council 18th January 2021. It's agreed to share the Parish Council contribution between the two Parish Councils. GPC request that any proposal is discussed with the property owner at the site. PC's would be agreeable to M Rose's proposal of adding "Reduced Speed Now" signs to the double bend signs and to repaint the "SLOW" in both direction along with addition of yellow bars.</p> <p><b>02/02/21</b> CATG agreed to support this request. GPC and YKPC agreed to joint fund 30% contribution. KR to prepare plan and estimate.</p> <p>To be moved to priority 1.</p> <p><b>01/06/21</b> Proposal for signing and road markings circulated with tracker. Estimated cost is £1890. Road markings to be delivered through ad-hoc lining programme therefore reducing overall cost.</p> <p>Funding agreed. Order to be raised.</p> <p><b>14/09/21</b> Signs installed. Road markings to be undertaken in next batch of ad-hoc lining works.</p>	<p><b>17/11/2021</b> Awaiting completion of road markings (due imminently)</p> <p>PC contribution to be reduced from 30% to 25%.</p>	1.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
7.8	4-20-15 C151 Ford	<p>C151 in village of Ford, from junction with A420 to limit of village, particularly from White Hart Inn to the gateway by the River bridge and access to Bybrook Valley on the Macmillan Way, opposite the entrance to the property - Doncombe Mill.</p> <p>Request for:</p> <ol style="list-style-type: none"> <li>1. Demarcation of a pathway, the suggestion is for a different colour tarmac/paint to be used to highlight the ideal place for walkers to walk and as a visual identifier to vehicles that there may be pedestrians</li> <li>2. Warning triangle signs – warning of pedestrians</li> <li>3. More speed signs to make drivers fully aware of the speed limit, current signs while spaced correctly are not ideally placed for bends and visibility.</li> <li>4. Possible introduction of a 20mph</li> </ol> <p>Increased policing of speed by Wiltshire constabulary <b>17/11/20.</b></p> <p>Speed survey has been requested. Engineer to look at site with Parish council once Covid-19 restrictions are lifted to discuss options before agreeing way forward. On-carriageway flow chart to be provided to members.</p> <p><b>02/02/21</b> KR and MR to discuss outcome of site meeting and proposals. Plans to be prepared for parish council consideration when scheme becomes priority 1.</p> <p><b>01/06/21</b> To be moved to priority 1. KR to prepare plans for consideration by PC.</p> <p><b>14/09/21</b> KR met with Graham Worsnop to discuss potential improvements. KR to investigate feasibility of promoting alternative route for pedestrians, with informal crossing on</p>	<p><b>17/11/2021</b> KR to prepare plans however some investigation into land ownership is needed.</p> <p>Negotiations with land owner may be required in due course.</p> <p>Concerns raised regarding ongoing drainage issues and road camber.</p>	1	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		A420, and the provision of a marked pedestrian route on the C151.			
	<b>4-20-4</b> B4039 Hillside Burton	<p><i>"It is well known to residents of Burton as being very dangerous for walkers due to the narrow width combined with the slow bend in the road on Hillside".</i></p> <p>An investigation of options to reduce the speed of traffic and thus make the road safer for pedestrians including a reduction in speed limit and traffic calming measures.  <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> MR to arrange site meeting with David Kerr.</p> <p><b>01/06/2021</b> Engineer to arrange site meeting with parish representative.</p> <p><b>14/09/2021</b> Site meeting has taken place. PC wish to pursue speed limit assessment to determine if extending the 30mph speed limit is feasible. Group agreed to fund. £2500 total with £1875 from CATG and £625 from PC.</p> <p>KR to produce plan for signing improvements alongside this.</p>	<p><b>17/11/2021</b> Await outcome of speed limit assessment from Atkins.</p>	<b>1.</b>	<b>KR</b>
<b>8.</b>	<b>Priority Two / Pending Schemes</b>				
<b>8.1</b>	<b>5753</b> - Replace informal crossing points with zebra crossings Queens Crescent, Chippenham	<p><b>25/06/19</b> Issue to remain on hold pending future resurfacing works on Queens Crescent</p> <p><b>18/02/19</b> Cllr O'Neil to work with Queens Crescent school on update travel plan.</p> <p><b>17/11/20</b></p>	<p><b>17/11/2021</b> KR to check if resurfacing is complete and report back.</p>	<b>2</b>	<b>RH/PH</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>No update to report <b>01/06/2021</b> No update to report. Ross Henning to speak with Peter Hutton re school and travel plan. <b>14/09/21</b> Update as per last meeting</p>			
8.2	<b>6144</b> – Speed reduction to 20mph for High Street in Chippenham	<p><b>16/09/19</b> Standalone 20mph covering High Street in isolation not possible due to length &lt; 300m. MJR attended PET meeting 16/05/19 to discuss 20mph limits. Agreed to place issue on hold pending formation of working group to look at viability of wider 20mph limit exercise in Chippenham. Report back to future meeting.</p> <p><b>17/11/20</b> Publication of 20mph assessment report on hold . Chippenham TC would like some temporary advisory signs for the High street to be erected on Market day. Engineer to agree sign and order.</p> <p><b>02/02/21</b> MR to provide sign detail to KR. Sign to be agreed and ordered.</p> <p><b>01/06/2021</b> KR to discuss with TC and order sign if required.</p>	<p><b>14/09/21</b> To be placed on hold pending further investigation of retaining current temporary closure.</p>	2	KR
8.3	4-19-1 Yatton Keynell	<p><b>25/06/19.</b> Response received from YKPC. They would like the speed limit to be extended but if this isn't possible they would ask the gateway surfacing to go down at the current terminal point. Estimated cost £4000</p> <p><b>16/09/19.</b> Members suggested this issue is considered later once development of the Phillips Bodywork site has taken place. To remain on hold.</p> <p><b>01/09/20</b> Issue remains on hold pending possible section 106 monies</p>	<p><b>14/09/21</b> To remain on hold at request of YKPC</p>	2.	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>02/02/21</b> YKPC are in contact with Debbie Evans at WC with regard to available CIL monies from this development. YKPC to update CATG in due course</p> <p><b>01/06/2021</b> To remain on hold at request of YKPC. Update on CIL monies to be provided by YKPC with regard to decision to fund gateway surfacing</p>			
8.4	4-20-3 Hardenhuish Avenue Chippenham	<p>Concerns relating to speeding vehicles and rat running traffic. Request for traffic calming to slow down traffic. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> Metro counts to take place to establish speed and volumetric data on Hardenhuish Avenue / Yewstock Crescent. MR to report results to next meeting.</p> <p><b>17/11/20</b> Monitoring sites to be agreed. Note delay to all MC request of approx. 3-6 months due to large backlog across county. SDR(s) may be required due to parked cars</p> <p><b>02/02/21</b> No further update. All traffic surveys on hold due to lockdown restrictions.</p> <p><b>14/09/2021</b> Awaiting traffic survey</p>	<p><b>17/11/2021</b> Awaiting traffic survey data.</p>	2.	
8.5	4-20-7 Bristol Road, Chippenham	<p><i>Request for formal crossing (Puffin / Zebra) by the entrance to Lidl Store. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></i></p> <p><b>02/02/21</b> Issue on hold pending outcome of Tranche 2 cycle scheme</p> <p><b>01/06/2021</b></p>	<p><b>17/11/2021</b> Pedestrian survey complete. Peak hour monitoring of pedestrians crossing Hungerdown Lane to be undertaken. Report to be</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>The proposal for Bristol Road as part of the Tranche 2 bid is not being progressed.</p> <p>It was agreed that a pedestrian crossing assessment should be undertaken between Bumpers Roundabout and the junction with Hungerdown Lane. Funding for survey agreed at £1000. Contribution from CTC to be confirmed.</p> <p><b>14/09/2021</b> Pedestrian survey ordered. To take place in September after which a pedestrian assessment report will be prepared.</p> <p>The study area will include the area around Hathaway Surgery. KR to check if crossing movements across Hungerdown Lane can also be included. If not part of survey, may be possible to have survey undertaken as part of apprentice training.</p>	prepared and circulated for discussion.		
8.6	4-20-11 Fairfoot Close to Gascelyn Close	<p>Request for new cycle link. Including path widening to 3m, realigning to avoid need to move trees or lamp column, and converting to shared use. Appropriate signage and path markings to indicate shared use. Dropped kerb + 'keep clear' markings at Fairfoot Close (to prevent parked cars from blocking entrance/exit to path). Works to smooth out trench at Gascelyn Close end of path. Overall length approx. 45m</p> <p><a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>17/11/20</b> Group expressed support for proposal. Shared use will require conversion under the Cycle tracks Act 1984. Objections would require Secretary of state approval and possible public enquiry. Engineer to examine issue further and report back to group</p> <p><b>02/02/21</b> Engineer to examine issue further in relation to LTN1/20 and report back to group</p>	<p><b>17/11/21</b> KR has passed this to Laura Gosling (Sustainable Transport) to determine how this and the other cycle requests fit into the network and to determine the way forward regarding land negotiations etc.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>01/06/2021</b> The link in question is not part of the adopted highway or an existing Right of Way. The land is partially under Wiltshire Council ownership but not in its entirety.</p> <p>Initial review indicates that there may be scope to introduce a cycle track alongside the footpath, however this would need a land dedication from the current landowner.</p> <p>KR to determine ownership</p> <p><b>14/09/21</b> Land owned by Wiltshire Council and Westlea Housing. Land dedication/purchase would be required, and planning permission sought for any changes to create a shared use path.</p> <p>Information has been provided to Cycling Development Group and KR to liaise with LC and RH regarding next steps.</p>			
8.7	4-20-12 Baydons Lane to Long Close	<p>Request for widening of footpath between Baydons Lane and Long close to create traffic-free cycle route between the town centre, eastern suburbs (north of London Road) and Abbeyfield School. Overall length approx. 210m. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>17/11/20</b> Engineer to arrange site meeting to look in more detail before next meeting.</p> <p><b>02/02/21</b> Site meeting to be arranged in due course and request reviewed in relation to LTN1/20</p> <p><b>01/06/2021</b> Location is part of existing right of way network and is not adopted highway or within WC ownership. Permission from</p>	<p><b>17/11/2021</b> KR has passed this to Laura Gosling (Sustainable Transport) to determine how this and the other cycle requests fit into the network and to determine the way forward regarding land negotiations etc.</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>the landowner and RoW would be required before any legal changes could be made. Dedication of land may be necessary and widening the route may also require additional land.</p> <p>KR to determine ownership <b>14/09/21</b></p> <p>A large proportion of the land on which the RoW sits and adjacent to it is not registered with land registry. A section of the route over which the RoW runs near 78a is in private ownership.</p> <p>Information has been provided to Cycling Development Group and KR to liaise with LC regarding next steps.</p>			
8.8	4-20-13. Various locations Chippenham	<p>Chicanes in shared-use paths create obstacles for cyclists and completely exclude certain users. New Government guidelines in Cycle Infrastructure Design (LTN 1/20) strongly advocate against the use of chicane barriers. Request for removal at the following sites:</p> <ol style="list-style-type: none"> <li>1.On path linking Methuen Park to Pheasant roundabout (to the side of MRG garage)</li> <li>2.Monks Way: barrier at end of shared-use path leading to Pewsham Park – not highway but RoW</li> <li>3.Path linking Evans Close to Langley Road</li> <li>4.Drake Crescent, where shared-use path crosses road (2x chicanes) One side adopted highway/one side RoW</li> <li>5.Path linking Hardenhuish Lane to Old Hardenhuish Lane (2x chicanes) (partially adopted highway)</li> <li>6.Bristol Road, south of football club car park</li> <li>7.Easton Lane at Haystack Avenue (2x chicanes newly installed by Hunters Moon developers)</li> </ol> <p><b>17/11/20</b></p> <p>Engineer to arrange meeting to look in more detail at sites before next meeting. <b>02/02/21</b></p>	<p><b>17/11/2021</b></p> <p>KR, LC and RH to meet at Old Hardenhuish Lane to consider solutions.</p> <p>It was agreed the following will be taken forward: Evans Close – removal and replace with bollard Bristol Road – removal and replace with bollard Avebury Road – removal Drake Crescent (south) – removal and replace with bollard</p> <p>£2500 total - £1875 CATG, £625 CTC (tbc)</p>	2.	KR



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Site meeting to be arranged in due course <b>01/06/21</b> WC in -house safety auditor is to review the locations. Laurence Cable to be included in site visits if possible.</p> <p><b>14/09/21</b> The 'Barrier removal' document circulated with the note tracker sets out the potential for removal at each location.</p> <p>KR to liaise with LC regarding next steps.</p>			
8.9	4-20-14 Lowden Hill, Chippenham	<p><i>"The traffic speed coming up Lowden Hill from Sheldon Road end is too fast. The give way markings (installed 7/8 years ago) are not properly observed and many drivers seem unaware that traffic potentially joins from both sides and that the road changes to two-way from this point. They are unprepared for merging or on-coming traffic nor for any obstacle in the road as they come over the brow of the hill (tragically a man was fatally run over here in 2018). Vehicles are regularly observed coming from the A4 end to take their chance going the wrong way up the one-way section of the road".</i></p> <p><i>"The give way road markings have badly worn and need re-doing to highlight the junction. I would also suggest that if bollards with a reflective panel were placed either side of the road, it would increase the likelihood of traffic slowing down at this point. Painting 'one-way' on the road at the point the vehicles pull in (just after Turnpike Cottage) might discourage All in all these measures would make it a safer junction".</i> <a href="https://www.google.co.uk/maps">https://www.google.co.uk/maps</a></p> <p><b>17/11/20</b> Lowden Hill forms part of the EATF Tranche 2 bid to the DfT which would see the length in question closed to through traffic. Suggest waiting for outcome of Tranche 2 bid before agreeing any further action.</p>	<p><b>17/11/21</b></p> <p>RH reported a recent collision involving a young cyclist.</p> <p>KR and RH to meet on site.</p> <p>LC would like to put forward suggestions with CNDG for ways in which traffic may be deterred from cutting through this area.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>01/06/21</b> The proposal put forward in the Tranche 2 bid will not be progressed.</p> <p>Road markings to be reported for refreshing as part of maintenance programme.</p> <p>Item to be remain on tracker for further consideration.</p> <p><b>14/09/21</b></p> <p>KR to raise with Area Office that the lining refresh did not include the SLOW markings and the signs require cleaning.</p> <p>KR to visit to identify any improvements that could be made, particularly in the turning to Lowden Manor.</p>			
8.10	4-21-1 Shared Use Path – Island Park	<p><b>02/02/21</b> Widen all paths in Island Park to at least 3.0m, in line with the Government’s new Cycle Infrastructure Design Guidance LTN 1/20, section 6.5.7. Install wayfinding signage at both ends of the High Street, as well as key points in park, to make cyclists aware of the Island Park path as a ‘High Street bypass’ route, and to provide information about other destinations that can be reached via this path.</p> <p>Chippenham Cycling Development Group to be invited to provide CATG with additional information regarding overall cycle strategy and aims in order to allow a greater overview and insight into these individual schemes. This may be in the form of an additional CATG meeting.</p>	<p><b>17/11/2021</b></p> <p>Laura Gosling is looking into feasibility of some widening and signing in this area already. To be progressed by Sustainable Transport for further discussion.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>This scheme request is to be on hold until the above information sharing has taken place.</p> <p><b>01/06/21</b> The paths in Island Park are not adopted highway nor part of the RoW network.</p> <p>KR to determine ownership</p> <p><b>14/09/21</b> The land in Island Park is partly owned by Wiltshire Council and partly by Wilko.</p> <p>Land dedication or purchase and planning permission are required to alter the existing paths.</p> <p>Information has been provided to Cycling Development Group and KR to liaise with LC regarding next steps.</p>			
8.11	4-21-3 Car park, Timber Street/A4 War Memorial	<p>Cars entering the car park by the war memorial against the flow of traffic. The no entry sign cannot be seen by cars coming from Timber Street causing cars to enter the car park from the war memorial end. The one sign that is there is currently not angled in to be seen from motorists entering from A4/London Road. There have been several instances of road rage as cars meet head on. It is a one way system entering from the Rose &amp; Crown end.</p> <p>Request</p> <ol style="list-style-type: none"> <li>1. Reposition the existing no entry sign so it can be clearly seen by motorists entering from A4/London Road.</li> <li>2. A second no entry sign positioned to be seen by motorists entering from Timber Street.</li> <li>3. Ideally a painted no entry sign on the road.</li> </ol> <p><b>01/06/21</b></p>	<p><b>17/11/2021</b> KR and RH to look at on site</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		Signing to be reviewed. <b>14/09/21</b> KR to check if existing sign can be altered to be more visible.			
8.12	4-21-4 Langley Road Chippenham	Request for traffic calming on Langley Road, subject to results of traffic survey (requested by CTC)  <b>01/06/21</b> KR to further liaise with Highways DC. Possible installation of double mini roundabout proposed which will have a traffic calming request.  Traffic survey requested by CTC to be undertaken when all restrictions are lifted. <b>14/09/21</b> Plan circulated with note tracker showing layout of double mini roundabout.	<b>17/11/2021</b> LC raised concerns regarding the proposed layout. KR to pass detail of concerns back to Highways DC engineer.	2	KR
8.13	4-21-5 Westmead Lane, Chippenham	Request for widening of footway on Westmead Lane to improve pedestrian access to/from Bowles Court. Pedestrians currently walking in carriageway due to insufficient width when using rollators etc. Potential conflict with HGVs accessing Wessex Water site.  <b>01/06/21</b> KR to review planning details for skate park to determine if any improvements to access. Footway widening to be investigated.  <b>14/09/21</b> KR still to review feasibility. There may be changes as rumoured that Wessex Water will be vacating site.	<b>17/11/2021</b> KR and RH to meet on site.	2	KR
8.14	4-21-6 Malmesbury Road, Chippenham near John Coles Park	Installation of a controlled crossing to reduce the risk of serious accident. A pedestrian crossing assessment was undertaken in 2019 which highlighted both speeds in excess of 35mph (85th percentile) and limited forward visibility. Whilst these factors	<b>17/11/2021</b> 'SLOW road markings to be considered.	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>clearly increase the risk to pedestrians they also meant a crossing was not recommended due to the risk of rear end shunts. I would like other options to be considered to reduce the risk to pedestrians:</p> <ul style="list-style-type: none"> <li>- Alternative crossing locations away from the corners</li> <li>- Physical speed control</li> <li>- More active signage</li> <li>- Speed camera</li> </ul> <p><b>01/06/21</b> KR to circulate previous pedestrian assessment with notes for review.</p> <p><b>14/09/21</b> Report circulated.</p> <p>KR to review signing on approach to crossing near John Coles Park.</p>			
8.15	4-21-8 Brunel Court, Rowden Hill	<p>Parking is limited and the area on the left as you enter the court was previously available for visitors, tradesmen etc for parking. I believe this is mostly Council owned land but it is now being rented as private parking, designated by chains, precluding it's free use by residents. There is also a large container owned by no 3 which is at odds with the residential appearance of the Court. together with the parking chains is detrimental to the look of the Court.and is a considerable detriment to those living in the Court</p> <p>Request – investigation in ownership and return to available parking if possible</p> <p><b>01/06/21</b> Land ownership to be checked. <b>14/09/2021</b></p>	<p><b>17/11/2021</b> Awaiting response from enforcement team.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>The land behind the layby area is within private ownership. The adopted highway extends to the rear of the layby area but does not cover the area to the rear being used for parking/container storage.</p> <p>KR has asked for advice from Enforcement team regarding next steps.</p>			
8.16	4-21-9 Abbeyfield School	<p>Install appropriate signage along Stanley lane informing road users of the school.</p> <p>Relocating national speed limit signage further away from the entrance to the school and sufficiently away from Stanley Park sports ground also.</p> <p>Installation of either a pelican crossing or a pedestrian crossing to enable a safe crossing point for Stanley lane. This will benefit students and users of the Stanley Park sports facility by illustrating a safe crossing point.</p> <p>Removal of drop kerb within the junction of the school and installation of barriers to restrict crossing at this point.</p> <p><b>01/06/21</b> Site observations to be undertaken to determine next steps. <b>14/09/21</b> KR to undertake observations</p>	<p><b>17/11/2021</b> KR to undertake site observations during term time (school pick up).</p>	2	KR
8.17	4-21-10 West Dunley Fosseway/C86, Grittleton	<p>Request for signing on bend at West Dunley where Fosse Way by-way meets C86</p> <p><b>14/09/21</b> Options for signing to be reviewed.</p>	<p><b>17/11/2021</b> Signing to be reviewed. LP raised concerns about the road camber. Also to note – musical festival planned for 2022 that will impact this location.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
8.18	4-21-11 & 13 Upper Seagry	Request for a 20mph speed limit assessment. Speed limit reduction to improve safety for pedestrians and reduce speed of vehicles, including calming measures. <b>14/09/21</b> CATG to await outcome of discussions regarding 20mph assessment report before making decision. If the publication is likely to be significantly further delayed, CATG will discuss how to proceed with 20mph speed	<b>17/11/2021</b> Decision on hold pending further discussion of approach to 20mph assessments overall.	2.	KR
8.19	4-21-14 Lowden Grass Verges	Lorries and Vans park on the grass verge edge and on many occasions large lorries have carved up the grass and soil on the corner of the grassed area, making large indentations, causing mud all over the road. The grass has only just come back, due to action I took with large stones being placed inset from the curb, painted bright white. I also have continually mowed this area, as to not cause an issue with the Council mowing team.  These stones have been removed by the Council. A lot of the neighbours have appreciated the neat and tidy verge that had become of what I have done.  We would like to apply for small verge marker posts to safeguard the nice grassy verge that we had come to appreciate. A deterrent is needed to stop the drivers (who do not live in this area) driving their lorries and vans on the Council grass area which is appreciated by neighbours and walkers alike. We would like the small verge marker posts purchased and installed by the Council please.  <b>14/09/21</b>  KR to review.	<b>17/11/2021</b> Agreed - £1000 for white verge protection/marker posts. £750 CATG, £250 CTC (tbc).	2	KR
8.20	4-21-15 Westmead Field, Chippenham	Chippenham Borough Lands Charity are building an Activity Centre on Westmead field, at the end of Westmead Lane, Chippenham. The facility is designed for residents of	<b>17/11/2021</b> To be progressed by Mark Stansby	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Chippenham but will attract visitors from much further afield to use the state-of-the-art climbing facilities, and skate park. We are encouraging visitors to travel by public transport, and for local residents to travel by foot/cycle. We are not seeking 'brown signs' as we understand this applies only to rural facilities. We wish to use directional signage within the town both for pedestrians arriving by bus/train/foot and also signage to the nearest car parks. We don't want car users to drive down Westmead Lane only to find they have to turn round again for a car park (disabled only car parking is available on site), and we don't want them driving round Chippenham searching for the site.</p> <p>We are seeking Council support to put up signage within Chippenham town both for vehicles and pedestrians wishing to use the Westmead Activity Centre. We are happy to discuss the precise location and design of these.</p> <p>The Town Council supports this request in principle with the offer of £5000 funding from Chippenham Borough Lands Charity. This would support the new facility in the Town and help people to find it, it was suggested that signs could be added to the existing finger posts within the town. However, this 'in principle' acceptance is made subject to a formal recommendation being made by Wiltshire Council and a fully costed report being submitted and is subject to further debate and decision at a future PET Committee meeting (PET Meeting 05/08/21 Minute 39 refers).</p> <p><b>14/09/21</b> Signing plan and estimate to be prepared.</p>			
8.21	4-21-16 Hill Corner Road, Chippenham	There is poor visibility for drivers looking at oncoming traffic from the right hand side at the junction when turning from Hill Corner Rd onto the B4069. The overall visibility to the right	17/11/2021	2.	KR



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>(towards the town centre) for traffic exiting Hill Corner Road can be challenging due as drivers aren't able to see very far down the road. Additionally, cars can travel at fast speeds, increasing the risk of pulling out.</p> <p>The view is compromised by the large conifer hedge on the nearside, however, trimming the hedge back could raise some aesthetic issues and could be disputed by local residents. I have applied for a parabolic mirror to increase visibility but this application was denied and I've since been advised on the range of possible issues in installing parabolic mirrors.</p> <p>I've been in contact with Head of Services employee of Wiltshire council for advice on how best to increase road safety at the junction. Martin was kind enough to provide these suggestions and he estimated the total cost of the improvement would be approximately £1000.</p> <p>The road width on the B4069 at its junction with Hill Corner Road is approximately 7.6m. Adjustment to the warning lines in the centre of the road would allow the give way markings to be moved forward from their current position by approximately 300-400m, which would improve visibility to approaching traffic by as much 25 - 30m.</p> <p>Edge line markings on the main road (nearside) would help position northbound traffic on the B4069, away from the nearside and closer to the centre of the road to avoid the potential for collisions with waiting side road traffic.</p> <p>When Martin went to the site to investigate, he observed some of the drivers on the main road leaving Chippenham are unaware of the presence of the Hill Corner Road junction and were looking towards the 50mph limit and the new roundabout, rather than observing the presence of side road traffic.</p>	<p>KR unsure proposed changes are feasible. Requires further review.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Therefore, I propose in conjunction with the changes to the give way markings, is the provision of a new junction warning sign with a 'reduce speed now' supplementary plate, and a 'SLOW' road marking could also be used for added impact.</p> <p><b>14/09/21</b> KR to review suggested changes and prepare plan and estimate</p>			
8.22	4-21-18 A350 to A420 Bumpers Farm roundabout to B4039 Yatton Keynell slip road turning	<p>Excessive speeds creating significant highway safety issues. Attached letter refers</p> <p>Reduction in speed limit from the western approach to the slip road on the A420 to slow traffic and to reduce speeds at Allington crossroads and onwards to Bumpers Farm roundabout. Attached letter refers.</p> <p><b>14/09/21</b> Group agreed a speed limit assessment would be appropriate and would like to see this extend further along the A420 to the boundary. North Wraxall and Chippenham Without Parish Councils to be approached to consider a 25% contribution (£625) of the £2500 assessment cost.</p>	<p><b>17/11/2021</b> PC contributions agreed. KR to order speed limit assessment with Atkins. £2500 total - £625 NWPC, £625 CWPC, £1250 CATG.</p>	2	KR
8.23	Kington St Michael – Advisory Crossing	<p>Advisory pedestrian crossing point is in poor condition, not maintained since installation in 2007. School warning sign on the southbound approach has gone missing. Advisory crossing confuses pedestrians (particularly school children) and vehicles alike. Some drivers give way to waiting pedestrians – others don't, even overtaking on the crossing point despite a pedestrian presence. Pre-existing safety risk compounded by COVID-19 as more parents/ guardian's park and use the crossing to walk children to school (to prevent congregating on school grounds - but this shifts issue to the crossing).</p>	<p><b>17/11/2021</b> KR to undertake site observations 23/11.</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Upgrade advisory crossing point to Pelican or Zebra crossing. Ensure that vehicle drivers must give way to pedestrians, eliminating confusion for vehicle drivers and pedestrians alike.</p> <p>Reintroduce and improve school warning sign on southbound approach, improve or move the school warning sign on northbound approach (which is often obscured by vegetation).</p> <p><b>14/09/21</b></p> <p>KR to undertake site visit at school drop off/pick up times. Shift changes at Leigh Delamere also coincide with this.</p>			
<b>9</b>	<b>New Requests submitted since the last meeting</b>				
<b>9.1</b>	4-21-21 Hill Corner Road, Chippenham	<p>The junction of Hill Corner Road (HCR) has become increasingly dangerous, not only for the fellow driver but for the pedestrians and the local wildlife too! Since the Birds Marsh development has sprung up there has been a huge uptake in traffic, plus cars heading down the steep hill towards the HCR junction are usually traveling far too fast which has resulted in several cars crashing through the Tale of Spice car park and demolishing the fence and telecoms units. It won't be long before a serious accident will happen which may result in an injury or worse, death.</p> <p>HCR/Malmesbury Road junction should be 'widened' to allow vehicles that are turning into HCR from the steep hill side of Malmesbury Road to turn safely without hitting other vehicles that are stood waiting to get out. If a 'small' roundabout was added at this junction, then this would help to make drivers 'slow down' to this point and help to reduce the issues with pedestrians crossing over the road by moving the current traffic island in the centre of the new widened part and a path added on the opposite side to allow pedestrians to be able to cross the road safely.</p>	<p><b>17/11/2021</b></p> <p>This is to be reviewed when new road is open.</p>	<b>2</b>	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
9.2	4-21-22 Saxon Street, Chippenham	<p>Sometime ago a neighbour had a serious accident on their motorbike due to a speeding parent leaving Redland school whilst driving through Wessex Road on a sharp bend and colliding with the bike. My neighbour broke her wrist and damaged her bike. In court the judge said that the Wessex Road junction needed dotted lines across it, but the highways dept., put lines across Saxon Street instead and this has made it extremely dangerous. We want Saxon Street to be reunited as one street, not divided into two halves. Speeding cars now use this road - someone will get hurt or killed very soon.</p> <p>By painting hatch marks on the corner of Wessex Road to 'square-off' the junction, then paint the dotted white lines across Wessex Road. Remove the white dotted lines that currently sit across Saxon Street. Then a 'Give Way' sign needs to be put up, or maybe painted on the road to save money? This will then make people slow down and use the Wessex Road junction 'properly'. Also, we have had issues with postal deliveries and service people trying to find our properties due to our road being cut in two. They don't realise that we are one street and end up driving around the block several times.</p>	<p><b>17/11/2021</b> KR to look at on site.</p>	2	
9.3	4-21-23 Brook Street, Chippenham	<p>The bus route that uses Brook Street is a very dangerous junction and needs addressing a.s.a.p. At present, all buses have to navigate the junction by getting the wheels up onto the kerb stones and using the grass bank to 'swing' the bus around to enter Hungerdown Lane. When the bus 'swings' around to turn left on Hungerdown Lane, it travels onto the wrong side of the road which means that the bus has to 'wait' until there are NO cars close to the junction BEFORE they make that dangerous manoeuvre... this means that a traffic jam can form due to the bus having to wait until its safe to continue.</p> <p>By replacing the Station Hill lights with a roundabout (as before), and then using those traffic lights at the Brook Street</p>	<p><b>17/11/2021</b> The traffic signals cannot be relocated but this location is to be reviewed to determine any changes required.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		junction will allow the buses to exit that junction in a safe and timely manner and allow the buses to use this bus route without danger and delays. It will also stop the degrading of the landscaping due to the current buses chewing up the grass verges due to the way the junction has been constructed.			
9.4	4-21-24 Brook Street/Woodlands Road, Chippenham – bus stop	<p>Since a disabled bay has been painted outside of No.9 Brook Street it has made it very awkward and dangerous for the bus to pull into the bus stop. I have witnessed cars trying to navigate between the bus and the parked cars that line the street and the bus driver trying really hard to 'position' the bus as best as they can due to the disabled car space getting in the way. The bus really needs to be able to park parallel to the raised kerb, but it can't, which makes it very awkward for the passengers to get on and off the vehicle.</p> <p>All that needs to be done is to move the bus stop to the right hand side by about 8 - 12 metres and re-use the kerb stones on both sides so to reduce costings. Once the bus furniture has been moved and a notice board attached to the wall 'discreetly' placed so that it doesn't spoil the surroundings then this should allow the bus to be able to pull in parallel to the path and passengers to entre and exit the bus 'safely'.</p>	<p><b>17/11/2021</b> KR to review feasibility.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
9.5	4-21-25 Old Hardenhuish Lane, Chippenham	<p>In 2021, residents of Old Hardenhuish Lane have witnessed a substantial increase in vehicles breaking the Highway Code when driving contra flow along the lane and ignoring the existing road signage placed 1) at the entrance to Old Hardenhuish Lane from Hardenhuish lane notifying motorists that there is no access to the A420 2) the No Entry sign placed in close proximity to the junction of the lane with the Bristol road, adjacent to Turnpike Cottage. This activity is more pronounced when traffic backs up from the Folly Roundabout up Hardenhuish Lane, which makes Old Hardenhuish Lane a 'rat run'. Unless some action is taken, it is only a matter of time before someone is seriously injured or worse killed. There have been fatalities in Hardenhuish Lane in recent years.</p> <p>1) A much larger sign(s) to indicate that there is no permitted vehicular access to the A420 plus 2 No Exit Signs (one replacement &amp; another resited) further back up the lane from the Folly roundabout so that motorists get plenty of notice in order that they have the opportunity to turn round 2) A permanent mandatory speed limit of 20mph which will bring Old Hardenhuish Lane into line with the periodic speed restrictions that are already in place in Hardenhuish Lane 3) A proactive set of ongoing maintenance of vegetation and foliage along the roadside to improve sight lines for drivers using the lane to avoid blind spots. This should include areas where pedestrian footpaths cross the lane and woodland areas which border onto the lane.</p>	<p><b>17/11/2021</b> KR to review signing. Unlikely to meet minimum length requirements for a 20mph speed limit.</p>	2	
9.6	4-21-26 Footway – Pewsham Way adjoining Daniell Drive	<p>The pavement running along Pewshaw Way from the new Lidl to Daniel Drive has been widened to accommodate the increase in pedestrians and cyclists that will journey to the new shop and back. Sadly no safety rail has been included in these works to protect pedestrians joining the pavement from fast flowing traffic. There are other places in Chippenham where safety barriers has been installed to protect pedestrians from traffic.</p>	<p><b>17/11/2021</b> KR to look at this on site. DfT guidance states barrier as last resort as it causes additional issues.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Given the 50mph speed limit on Pewsham Way, I think it would be in the best interests for a safety barrier to be erected in this location.</p> <p>A safety barrier to be erected on Pewsham Way where the footpath from Daniels Drive joins newly widened pavement. This should be extended a few meters to help protect pedestrians joining the pavement and walking alongside the busy road.</p>			
9.7	4-21-27 Pewsham Way, Chippenham – Pedestrian Crossings	<p>Lack of Pedestrian Crossing on Pewsham Way opposite Westmead Open Space: I am concerned about the difficulty crossing the road on Pewsham Way, due to the speed and number of vehicles using this road. With the opening of Westmead Open Space, many people now use the paths provided to walk, sometimes with dogs, to access the path to the canal or the town centre. When the new Activity Centre on Westmead opens, I anticipate this will increase usage, particularly by children to access this new facility</p> <p>Consideration of installation of one or more, pedestrian crossings along Pewsham Way, which would enable crossing the road to be a much safer action.</p> <p>Also monitoring of the speed of traffic and possible traffic calming measures if speeds prove to be in excess of speed limit.</p> <p>I would add, I have contacted Wiltshire Councillor Dr Mark McClelland and MP Michelle Donelan regarding this issue.</p>	<p><b>17/11/2021</b></p> <p>To be referred to highways development control for consideration should there be any future development in this area.</p>	2	
9.8	4-21-28 C164 Giddeahall to Upper Caste Combe &	<p>The C164 is being used by vehicles which are ignoring the weight limit and current advisory signs. This results in vehicles</p>	<p><b>17/11/2021</b></p> <p>KR to prepare signing plan and estimate.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
	C179 West Yatton Lane from Yatton Keynell	<p>becoming stuck between two walls in West Yatton and damage to private property.</p> <p>The current signage is inconsistent being different at either end of the C164 &amp; on C179.</p> <p>Photos attached</p>			
9.9	4-20-1 A429 Stanton St Quintin	<p><i>There is increased traffic on the A429 and with the proposed developments at the Barracks this will escalate even more. There is a safety issue for anyone trying to cross the road from the bus stop”</i></p> <p>Request by Stanton St Quintin PC for the refuge island on the A429 to be replaced with a formal crossing</p> <p><a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a> <b>18/02/20</b></p> <p>A formal pedestrian crossing assessment would be required. The key component of the assessment is the numbers crossing the road and it was felt that overall number of pedestrians using the current refuge island now would not be enough to justify provision of a formal crossing.</p> <p>It was agreed this issue was best considered as part of the Barracks development and look for possible Section 106 monies.</p>	<p><b>17/11/2021</b></p> <p>KR to investigate changes that may improve pedestrian safety at this location.</p>	2	
10	AOB –				
10.1					
Agreement of Priority One issues					



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
11.	<p><b>Agreement of Priority 1 schemes (Max 5 to be progressed at any one time)</b> Note: Issue which are 'Greyed out' indicate schemes where orders have been issued / about to be issued but await implementation.</p> <p><b>Any issues highlighted in Yellow are awaiting agreement from the Area board</b></p> <ol style="list-style-type: none"> <li>1. 5827 – Village Gateways, Biddestone. £5000 contribution to complete signing due to cost increases.</li> <li>2. 4-20-10 Parliament Street – New Shared use Cycle / pedestrian link Topo Survey (CATG £1125.00, TC £375.00) Interim changes £4200 (CATG £3150, TC £1050)</li> <li>3. 4-20-8 Various sites Chippenham – Welcome to Chippenham Signs (Fully funded by Chippenham TC)</li> <li>4. 4-19-5 Hill Rise/Barrow Green, Chippenham – 20mph speed limit assessment £2500 (CATG £1875, TC £625)</li> <li>5. C151 Ford – design time only at this stage</li> <li>6. Bristol Road, Chippenham – Pedestrian Crossing Assessment (CATG £700, TC £300 )</li> <li>7. Annual Dropped Kerbs Programme – £6000 CATG, £1500 CTC</li> <li>8. Hillside, Burton – Speed Limit Review - £1875 CATG and £625 PC</li> <li>9. Chippenham – Barrier Removals (various) - £2500 (£1875 CATG, £625 TC)</li> <li>10. Lowden Verges marker posts - £1000 (£750 CATG, £250 TC)</li> <li>11. A420 Speed Limit Review (Atkins) - £2500 (£1250 CATG, £625 NWPC, £625 CWPC)</li> </ol>				
12.	<p><b>Date of Next Meeting - 22<sup>nd</sup> February 2022</b></p>				

Highways Officer – Kirsty Rose

1. Environmental & Community Implications

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

**2. Financial Implications**

2.1. All decisions must fall within the Highways funding allocated to Chippenham Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of **£9966.99**

**3. Legal Implications**

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

**4. HR Implications**

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

**5. Equality and Inclusion Implications**

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

**6. Safeguarding implications – none**

# APPENDIX 1

Chippenham CATG		As at 17th Nov 2021
<b>Budget 2021-22</b>		
<b>A</b>	£17,403.00	CATG Allocation 2020-21
<b>B</b>	£20,436.99	2020-21 underspend
<b>3rd Party Contributions</b>		
	£375.00	Kington Langley Weight limit signs (£375 20/21)
	£47,000.00	Biddestone Gateways & Texprint surface
	£1,600.00	Chipp town council dropped kerbs (20/21) (40%)
	£750.00	Sutton Bengier - Draycott Cerne SL assessment (30%)
	£0.00	Chippenham TC gateway signs
	£100.00	Chippenham TC for St Pauls Primary School (25%)
	£283.50	GPC Contribution to C86
	£283.50	YKPC contribution to C86
	£300.00	Chippenham TC for Bristol Road Ped Assessment
	£1,500.00	Chippenham TC for Dropped Kerbs 21/22
	£625.00	Burton PC for Hillside Speed Limit Review
<b>Total contributions C</b>	<b>£52,817.00</b>	
<b>Total Budget 21/22 D</b>	<b>£90,656.99</b>	<b>(A+ B+C)</b>
<b>Scheme Commitments from 2020-21</b>		
Weight Limit Signs Days Lane Kington Langley	£1,500.00	£375 contribution to be confirmed. Slip to 2021 for A350 lane closure
Biddestone Gateways & texprint surface	£47,000.00	Full cost (£47k) to be covered by PC. Includes Area by Turnpike cottage
Phase 6 - Dropped kerb sites	£4,000.00	TBC (Conway way / Queens Cres) (Conway Rd / Arundel Cl)
B4122 Draycott Cerne - Speed Limit review	£2,500.00	
Welcome to Chippenham Gateway signs	£0.00	To be funded in full by Chippenham TC (Mark Stansby)
St Pauls Primary School - signs	£400.00	£300 CATG £100 TC
<b>New Schemes 2021-22</b>		
C86 Park Farm Bends Signing and Road Markings	1,890.00	£283.50 each from YKPC and GPC
Bristol Road Chippenham Pedestrian Crossing Assessment	1,000.00	£300 contribution from CTC
Biddestone - Gateway Signing	5,000.00	
Annual Dropped Kerbs (Queens Crescent)	6,000.00	
Hillside, Burton - Speed Limit Assessment	£2,500.00	
<b>Current Commitment - E</b>	<b>£71,790.00</b>	
<b>Remaining Budget F</b>	<b>£18,866.99</b>	<b>(D-E)</b>
<b>Completed schemes</b>		



Report To	Chippenham Area Board
Date of Meeting	Monday, 13 December 2021
Title of Report	Chippenham Area Grant Report

## Purpose of the Report

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

## Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
Opening Balance For <u>2021/22</u>	£ 67055.00	£ 30500.00	£ 7700.00
Awarded To Date	£ 35432.48	£ 21791.00	£ 2000.00
Current Balance	£ 31622.52	£ 8709.00	£ 5700.00
Balance if all grants are agreed based on recommendations	£ 25213.02	£ 9.00	£ 1200.00

## Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG224</a>	Community Area Grant	Friends of St Peters FOSPA	St Peters CofE Academy Community Defibrillator	£1195.00	£597.50
<p><b>Project Summary:</b> The Friends of St Peters CofE (FOSPA - PTA) Group are looking to support the school to purchase a defibrillator that would be accessible to the local community. This life saving piece of equipment we believe is hugely important and wish for the local community to be able to benefit from this as well as our staff and students. However, making the decision to house the defibrillator outdoors so it is accessible to the local community comes with additional costs due to storage, signage and electricity links. Hence why we are applying to the local Area Board for support to ensure we can make this available to the local community.</p>					
<a href="#">ABG248</a>	Community Area Grant	Wilts and Berks Canal Trust	Stabilisation of canal towpath and bank	£18642.00	£4892.00
<p><b>Project Summary:</b> Volunteers have already done substantial work to raise the towpath to the south of Pewsham. Work is now required to repair the final 55 m of towpath and stabilise the canal bank, to allow clear passage for pedestrians, cyclists, families and buggy users. This section is now used more than ever by members of the public and local families, connecting with local footpaths, so it is important that we can get this work done and help the environment for both people and local wildlife.</p>					

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG294</a>	Community Area Grant	St Marys Chippenham PTA	St Marys EYFS Unit creative play	£1840.00	£920.00
<p><b>Project Summary:</b>            We are applying for 50% match funding to source wooden block set to enhance the creative curriculum learning of the EYFS at St's Mary Catholic School. Studies have shown that cognitive development involves thought process, problem solving and interaction with others. Children learn these skills by doing and play is the most effective way to develop cognitive skills. Creative play helps build children's brains and helps them to understand letters and numbers better.</p>					
<a href="#">ABG247</a>	Health and Wellbeing Grant	Chippenham Day Centre	Chippenham Day Centre further Health and Wellbeing	£500.00	£500.00
<p><b>Project Summary:</b>            As the Day centre has become even more important since Covid, we are now welcoming new members but with rising costs we are now finding that our Council grant is not reaching most of our costs to help us run the Day Centre. The transport and rent have gone up in particular</p>					
<a href="#">ABG249</a>	Health and Wellbeing Grant	Hathaway Medical Centre	Chippenham Leg Clinic social prescribing model	£10000.00	£4000.00
<p><b>Project Summary:</b>            This is a social prescribing initiative for Chippenham patients who have leg ulcers to attend a leg club which has been set up in a social setting by 2 practices taking the model out of a clinical setting and holding it in a local hall. The Club provides research based holistic leg ulcer management by addressing both the social and medical aspects The staff from Rowden and Hathaway surgery are attending to dress legs in a social setting which involves volunteers and social events, reading, crafts, gentle movements, refreshments etc to help with social isolation and improve healing rates. The club runs once a week  <b>AIMS OF THE LEG CLUB:</b> • Deliver research-based wound management care in a friendly, non-threatening, social environment. • Provide an environment for staff development and a teaching resource for research-based wound management. • Provide continuity of care and a co-ordinated approach to its delivery. • Adopt a simple flexible 'drop in' approach that encourages attendance for information and advice, facilitating early diagnosis and education. • Minimise recurrence by systematic post-monitoring and 'well leg' checks. • Achieve compliance to treatment through informed beliefs and modified behaviour. <b>OBJECTIVES:</b> • Empower individuals to become stakeholders in their own treatment, promoting sense of ownership and involvement. • Meet the social needs of isolated individuals by providing a mechanism for social interaction, empathy and peer support. • Rebuild individual's self-esteem and self-respect by de-stigmatising their condition. • Facilitate an informal support network. • Provide an informal forum for health promotion and education.</p>					
<a href="#">ABG209</a>	Youth Grant	CPM Sounds CIC	Riverbank Studios ongoing development and post covid delivery of youth work	£12500.00	£4830.00

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p><b>Project Summary:</b>  Riverbank Studios is run by CPM Sounds CIC as a non-profit, community organisation working with young people in Chippenham and surrounding towns and villages to deliver music projects and youth activities. We started in 2014 after the dissolution of the Wiltshire Council Youth Service to continue delivery of an expressed need by young people in Chippenham for a music space. The organisation aims to make music accessible to all young people by removing barriers of cost, rural isolation, and access to equipment, and support young musicians at every step on their musical journey. Projects (although affected by covid in 2020) include free or very reduced rates on music rehearsal and recording studios, instrument tuition, group tuition, music industry events, a popular annual battle of the bands (Take The Stage), other live performance opportunities, and a youth cafe.</p>					
<a href="#">ABG246</a>	Youth Grant	Mindreset	Mental Health Awareness Workshops	£3000.00	£1500.00
<p><b>Project Summary:</b>  Mental Health Awareness workshops for grassroots volunteer sports coaches. Through five awareness workshops approx. 80 coaches will be equipped to ensure the mental wellbeing of the players and club members.</p>					
<a href="#">ABG281</a>	Youth Grant	Chippenham Sports Partnership	primary and secondary schools dance festival	£850.48	£425.00
<p><b>Project Summary:</b>  This will be our fifth annual dance festival at the Neeld. It brings together the Chippenham primary and secondary schools for two evening performances on February 7/8th February 2022.</p>					
<a href="#">ABG323</a>	Youth Grant	The Wiltshire Outdoor Learning Team CIC	Chippenham River Festival 2022 high ropes event	£5750.00	£2475.00
<p><b>Project Summary:</b>  3 days of tree climbing, climbing wall and high ropes events for young people on the River Island area just off the high street</p>					

## 1. Background

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

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

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

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

## 2. Main Considerations

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

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

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

## 3. Environmental & Community Implications

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

## 4. Financial Implications

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

## 5. Legal Implications

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

## 6. Human Resources Implications

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

## 7. Equality and Inclusion Implications

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

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

## 8. Safeguarding Implications

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

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

## Report Author

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