

# AGENDA

**Meeting:** Chippenham and Villages Area Board  
**Place:** North Wraxall Community Hall, North/Upper Wraxall, SN14 7AF  
**Date:** Monday 13 March 2023  
**Time:** 6.30 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 Stuart Figini (Senior Democratic Services Officer), direct line 01225 718221 or email [stuart.figini@wiltshire.gov.uk](mailto:stuart.figini@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors

Cllr Ross Henning, Lowden and Rowden (Chair)  
Cllr Dr Nick Murry, Monkton (Vice-Chairman)  
Cllr Liz Alstrom, Chippenham Hardens & Central  
Cllr Nick Botterill, By Brook  
Cllr Clare Cape, Pewsham

Cllr Adrian Foster, Chippenham Sheldon  
Cllr Howard Greenman, Kington  
Cllr Peter Hutton, Cepen Park and Hunters Moon  
Cllr Kathryn Macdermid, Chippenham Hardenhuish  
Cllr Nic Puntis, Chippenham Cepen Park & Derriads

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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>Items to be considered</b>		<b>Time</b>
1	<p><b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome those present to the meeting.</p>	<b>6:30pm</b>
2	<p><b>Apologies</b></p> <p>To receive any apologies for absence.</p>	
3	<p><b>Minutes</b> (<i>Pages 1 - 18</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 16 January 2023.</p>	
4	<p><b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
5	<p><b>Chairman's Announcements</b> (<i>Pages 19 - 36</i>)</p> <p>To receive the following announcements through the Chairman:</p> <ul style="list-style-type: none"> <li>• National Apprenticeship Week 2023</li> <li>• Cost of Living Update – Feb 23</li> <li>• Ask the Leader Event</li> <li>• Fostering</li> </ul>	<b>6:40pm</b>
6	<p><b>Town, Parish and Partner Updates</b> (<i>Pages 37 - 44</i>)</p> <p>To receive updates from the following partners:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• BSW Together (Integrated Care System)</li> <li>• Healthwatch Wiltshire</li> <li>• Community First</li> <li>• Town and Parish Councils</li> <li>• Other Community Groups</li> </ul>	<b>6:45pm</b>
7	<p><b>Proposal of Emergency Contact Hubs and their purpose - Helping Resilience in the Community</b> (<i>Pages 45 - 46</i>)</p> <p>To receive a presentation on the proposal of Emergency Contact Hubs and their purpose.</p>	<b>7:00pm</b>

8	<p><b>Green Square Accord</b></p> <p>To host a discussion with David Loon (Head of Localities) regarding the services provided locally by Green Square Accord.</p>	7:20pm
9	<p><b>Chippenham Community Hospital</b></p> <p>To have a discussion about Chippenham Community Hospital with Fiona Slevin-Brown (Place Director, Wiltshire - NHS Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board (ICB)).</p>	7:45pm
10	<p><b>Area Board Funding</b> (<i>Pages 47 - 50</i>)</p> <p>To determine the following grant applications:</p> <p><b><u>Community Area Grants:</u></b></p> <ul style="list-style-type: none"> <li>- Chippenham Pride</li> <li>- Sea Cadets</li> </ul> <p><b><u>Youth Grant Applications:</u></b></p> <ul style="list-style-type: none"> <li>- Stay Safe Initiative</li> <li>- Wiltshire Outdoor Learning Team</li> </ul> <p><b><u>Older and Vulnerable Adults Funding:</u></b></p> <ul style="list-style-type: none"> <li>- Chippenham Town Council - Senior's Events at the Need</li> </ul>	8:10pm
11	<p><b>Area Board Priority and Working Group Update</b></p> <p>To receive 2 minute updates from Lead Councillors for the local Area Board priorities.</p> <ul style="list-style-type: none"> <li>• <b>Youth engagement and supporting positive mental health and wellbeing in young people</b> (Cllrs Ross Henning, Peter Hutton, Kathryn Macdermid and Adrian Foster)</li> <li>• <b>Addressing climate change</b> (Cllr Nick Murry)</li> <li>• <b>Supporting the local economy and cost of living crisis</b> (Cllrs Nick Murry and Howard Greenman)</li> <li>• <b>Reducing anti-social behaviour</b> (Cllrs Liz Alstrom and Clare Cape)</li> </ul>	8:30pm

- **Promoting wellbeing and reducing social isolation in older and vulnerable people** (Cllrs Clare Cape and Adrian Foster)

12 **Local Highways and Footway Improvement Group (LHFIG)** **8:40pm**  
*(Pages 51 - 98)*

The Area Board will be asked to consider the notes from the 24 January 2023 Chippenham Local Highway and Footway Improvement Group (LHFIG) meeting outlined in the report.

13 **Urgent Items**

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

14 **Close** **8:45pm**

The next meeting of the Chippenham Area Board will be held on 27 June 2023.



## MINUTES

**Meeting:** Chippenham and Villages Area Board  
**Place:** Wiltshire & Swindon History Centre, Chippenham, SN15 3QN  
**Date:** 16 January 2023  
**Start Time:** 7.00 pm  
**Finish Time:** 10.00 pm

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Please direct any enquiries on these minutes to: Ben Fielding, Senior Democratic Services Officer, (Tel): 01225718656 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 Ross Henning, Lowden and Rowden (Chair)  
Cllr Dr Nick Murry, Monkton (Vice-Chairman)  
Cllr Liz Alstrom, Chippenham Hardens & Central  
Cllr Adrian Foster, Chippenham Sheldon  
Cllr Peter Hutton, Cepen Park and Hunters Moon  
Cllr Kathryn Macdermid, Chippenham Hardenhuish  
Cllr Nic Puntis, Chippenham Cepen Park & Derriads

#### **Wiltshire Council Officers**

Ros Griffiths, Strategic Engagement Partnerships Manager  
Louisa Young, Area Board Delivery Officer  
Dominic Argar, Assistant Multimedia Officer  
Ben Fielding, Senior Democratic Services Officer  
Kate Blackburn, Director of Public Health  
Simon Wilson, Major Highways Project Engineer

#### **Town and Parish Councils**

Castle Combe Parish Council  
Chippenham Without Parish Council

#### **Partners**

Alison Butler, Older People's Champion  
Inspector Peter Foster, Wiltshire Police  
Group Manager Jim Weston, Dorset & Wiltshire Fire and Rescue Service

**Total in attendance: 41**

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<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Chippenham and Villages Area Board. The Chairman introduced Area Board Delivery Officer, Louisa Young to the Area Board and provided an overview of her role.</p> <p>Heather Perry from the Wiltshire &amp; Swindon History Centre provided the Area Board with a welcome to the venue and provided an overview of the History Centre and its archiving function.</p>
2	<p><u>Apologies</u></p> <p>Apologies for absence were received from Cllr Howard Greenman, Cllr Nick Botterill, Cllr Clare Cape and Cllr Adrian Andrews of Stanton St Quintin Parish Council.</p>
3	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 26 September 2022 were presented for consideration and it was;</p> <p><b><u>Resolved:</u></b></p> <p><b>To approve and sign as a true and correct record of the minutes of the meeting held on 26 September 2022.</b></p>
4	<p><u>Declarations of Interest</u></p> <p>Cllr Adrian Foster declared that in relation to Item 8, he was member of Sheldon Road Methodist church and would therefore not take part in the vote.</p> <p>Cllr Dr Nick Murry declared that in relation to Item 8, he was on the Chippenham Town Council Board for Waste Not Want Not and would therefore not take part in the vote.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements, which were contained in the agenda pack.</p> <ul style="list-style-type: none"> <li>• <b>Cost of Living Update</b></li> </ul> <p>The Chairman drew attention to a briefing note attached to the agenda pack from the Engagement and Partnerships Team from Wiltshire Council, which outlined the role of Area Boards and examples of how they can support the cost of living in Wiltshire. In addition, attention was drawn to a further Cost of Living update included within the agenda pack, which detailed how Wiltshire Council is focusing on three principal areas to meet the Cost-of-Living crisis. Namely</p>



support for Businesses, Staff and the People in Wiltshire communities. Under each of the three principal areas within the update, guidance and information was provided as well as useful contact details.

- **Voluntary Community and Social Enterprise (VCSE) Alliance (BSW Integrated Care Board) Update**

The Chairman noted that within the agenda pack was an update from the Voluntary Community and Social Enterprise (VCSE) Alliance (BSW Integrated Care Board). The updated provided an overview of the role of the VCSE leadership alliance as well as noting the progress which had been made so far within the voluntary sector over the past 18 months.

- **Wiltshire Council Climate Strategy Delivery Plans**

The Chairman noted that attached to the agenda pack was a briefing note, which set out details of the new delivery plans to support the Council's adopted Climate Strategy. It was noted that Two climate strategy delivery plans have been developed using evidence from the Pathways studies as well as input from officers across the council and councillors, in particular Cabinet and the Climate Emergency Task Group. Both plans would cover the period 2022-24. In addition, next steps were outlined in the briefing note as well as how the plans will provide a valuable framework towards the Council's seven delivery themes of climate strategy.

- **Update from Community First**

The Chairman drew reference to an update included within the agenda pack from Community First. The update covered their recent AGM and Awards celebration, which took place on 12 October 2022 as well as a volunteer recruitment campaign and current vacancies that they were looking to recruit to. The following [Enquiry Form](#) allows those interested to get in touch with Community First for more information.

- **Wiltshire Council Grants for Electric Vehicle Chargers**

The Chairman drew attention to the agenda pack which included a briefing note that acted as a follow up to the well-attended EV Charging Infrastructure for Town & Parish Councils Webinar that took place on 14 of September 2022. Included within the briefing note was links and materials which would allow interested parties to progress their intentions to have EV Chargers in their communities.

- **King Charles III Coronation – Community Celebrations**

The Chairman drew attention to the agenda pack which included a briefing note which aimed to ensure that communities wishing to celebrate the King's Coronation were signposted to the council's web page where they would find the appropriate tools, support, and guidance to apply to hold a community party. Further details could be found within the agenda pack.

- **Proposed Police Precept Increase for 2023-24**

The Chairman drew attention to the agenda pack which included a briefing note

which outlined that a survey to gauge public reaction to a proposal which could see the average police precept rise by up to £15 a year had been launched by Wiltshire's Police and Crime Commissioner. The briefing note acknowledged that an early indication of a 1% increase in the Government's grant would mean that if the police precept stayed at the current rate of £241.27 for a Band D property, Wiltshire Police would have to make £5.5m worth of savings. Further information as well as the link to access the survey was available within the agenda pack.

- **Wiltshire Families and Children's Transformation (FACT) Partnership Family Help Project Background Briefing**

The Chairman drew attention to the agenda pack which included a briefing note that explained that Wiltshire's multi-agency FACT partnership had identified how partners work together as a system to provide early intervention and prevention (Family Help) as a priority transformation activity for the next two years. These new Family Help arrangements would ensure that children, young people, and families would be able to access the right help at the right time through a co-ordinated approach to prevention and early intervention. Further information was included within the pack regarding what the project would aim to deliver across Wiltshire as well as a pilot that was set to take place in Warminster and Westbury.

- **Shared Lives and Future Area Board Items**

The Chairman updated the Area Board that the following items would likely be heard at the next meeting of the Chippenham and Villages Area Board on 13 March 2023:

- A presentation from the Wiltshire Council Shared Lives Team
- A presentation from local housing supplier, GreenSquareAccord.
- An update from a representative from Chippenham Hospital.

- **Cabinet Discussion on the HIF**

The Chairman noted that recently at the Cabinet meeting, which took place on 13 December 2022, Cllr Richard Clewer, Leader and Cabinet Member for Climate Change, MCI, Economic Development, Heritage, Arts, Tourism and Health & Wellbeing presented a report which provided an update on progress of the Future Chippenham programme since the Cabinet decision in July 2022 to pause design work subject to reaching agreement on the revised Grant Determination Agreement (GDA) with Homes England. The link to the report as well as the minutes and meeting recording could be found via the following link: [Agenda for Cabinet on Tuesday 13 December 2022, 10.00 am | Wiltshire Council](#)

- **Abbeyfield School Expansion Plans**

The Chairman outlined that Abbeyfield School recently held a drop-in session on Wednesday 11 January to enable people to view plans for a proposed three-phase expansion to the school.

- **Robert Whitrow – Chairman of Langley Burrell Without PC**

	<p>The Chairman and Area Board paid respects to Langley Burrell Without Parish Council Chairman, Robert Whitrow who had passed away on Saturday 7 January 2023.</p>
6	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates were received from the following partners:</p> <ul style="list-style-type: none"> <li>• <b>Wiltshire Police</b></li> </ul> <p>The Area Board received an update from Inspector Peter Foster, which covered the following points:</p> <ul style="list-style-type: none"> <li>• Inspector Foster provided an overview of the recent team changes as well as the responsibilities that he had been given since starting in his position two weeks ago.</li> <li>• An arson had recently taken place on London Road for the second time in under a month, with an investigation now taking place with the CID department. Though currently there had been no arrests, it was stated that this was not a risk to the wider public.</li> <li>• The Neighbourhood Policing Team had recently conducted some work which had recently led to two local males being given significant sentences for conspiracy to supply drugs.</li> <li>• Work has been conducted to reduce anti-social behaviour, including partial closing orders, work with homeless teams and a drugs warrant in Westcroft.</li> </ul> <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 Area Board placed on record their thanks to Sergeant James Brain and questioned how they could promote the recruitment of Specials to the Police force.</li> <li>• It was raised that in Easton Lane a road closure had been put in place to allow for pedestrian and cycle use, however this has persistently been used illegally by motorbikes and therefore visible policing would be appreciated.</li> <li>• Feedback was provided in relation to a recent talk provided by the Police and Crime Commissioner, Philip Wilkinson, where he stated there was an aim to “get back to basics” in rural areas with working together.</li> <li>• It was stated that recently a rural community had worked together to help find a rough sleeper who had almost fallen into the river.</li> <li>• Inspector Foster stated that it is harder for the police when they don’t have intelligence and that he is keen to work the PCC to ensure rural communities don’t feel left out.</li> <li>• The issue of speeding was raised, with incidents having taken place on the A350 and the A420, Bristol Road.</li> <li>• In regard to priorities, it was suggested that the police consider safety at night in Monkton Park, knife crime and anti-social behaviour in the</li> </ul>

Saddlers Mead carpark. Inspector Foster noted that 11 calls had been logged regarding Saddlers Mead since October and that this was a difficult area to resource and catch people.

- The Chairman stated that people could keep up to date with the work of the Police through their Facebook and Twitter pages.

- **Dorset & Wiltshire Fire and Rescue Service**

The Area Board received an update from Group Manager Jim Weston, which covered the following points:

- Jim Weston provided an overview of his team, that covers the Wiltshire Area and included five Station Managers.
- It was stated that a report provided by the Fire Service would be attached to the minutes and would include a range of links and information to address any safety concerns as well as issues such as flooding.
- Community Safety work has been ongoing, including prevention work such as Safe and Well visits, which include the fitting of smoke detectors for free.
- Fire Safety Protection work has been ongoing, and the service has supported authorities and private landlords with safety matters. A link for general enquiries was available within the report.
- Though Chippenham has a strong staffing level, the service is still looking for more on call firefighters in rural towns.
- A positive news story was shared regarding how firefighters in Malmesbury resuscitated and saved the life of a gentleman who had had a cardiac arrest.
- Local Deputy Chief Fire Officer, Derek James was recognised within the New Year's Honours List with the Kings Fire Service medal.
- It was stated that recently there has been an increase in demand and calls due to flooding, with the service encouraging people not to drive through flood water and to make plans for their homes should they have concerns.
- It was noted that in December there had been 3 deliberate fires, no accidental dwelling fires, 6 domestic alarm and 9 non-domestic alarm signals as well as 2 road traffic collisions.

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

- Cllr Nic Puntis thanked the Fire Service for their work with Wiltshire Council that had prevented flooding related problems. Cllr Puntis also reiterated that drivers should not attempt to drive through flood water and that with the temperature set to drop, the sitting water on roads would likely freeze and pose a danger.
- It was suggested that the Fire Service conduct a publicity push regarding wishing lanterns, which pose a danger to rural communities.
- Clarity was provided regarding manhole covers, with it stated that if they

have lifted and pose an immediate hazard the Fire Service should be called, but otherwise the My Wilts app should be used to report such issues.

- **Bath and Northeast Somerset, Swindon and Wiltshire Integrated Care Board**

The Area Board noted a written update attached to the agenda pack. In addition, Director of Public Health, Kate Blackburn updated that she had spoken to the Director of Place for the Wiltshire ICB and that they would attend a future Area Board to discuss the Chippenham Hospital.

- **Alison Butler – Older People’s Champion**

The importance of having discussions about end-of-life care with family members was discussed. It was suggested that such a discussion could be worthwhile when the ICB Director of Place would attend a future Area Board meeting.

- **Healthwatch Wiltshire**

The Area Board noted a written update attached to the agenda.

- **Town and Parish Councils**

Chairman of Castle Combe Parish Council, Fred Winup spoke to the Area Board:

- Cllr Winup stated that Castle Combe Parish Council had been grateful for the personal interest taken by the Area Board and Cllr Henning as the LHFIC Chairman; as well as how Cllr Henning had written on behalf of the Parish Council since the last meeting of the Area Board.
- Cllr Winup reiterated how the Parish Council believed that Wiltshire Council briefings had not mentioned safety issues caused by the decision to charge for the use of the Castle Combe carpark.
- It was stated that the Parish Council had enquired about the consultations that had taken place in relation to the decision, however no information was able to be provided by Wiltshire Council.
- It was also noted that though the parking charges had been introduced to encourage public transport, this would not be feasible due to there only being three buses a day, which would also not run on Bank Holidays or Sundays.
- Cllr Winup drew reference to the report included within the Agenda Supplement, which posed questions to the Wiltshire Council Executive.

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

Cllr Puntis stated that there was now a new Cabinet Member for Highways and that he would meet with her to raise the issue.

7	<u>A350 Chippenham Bypass Works Presentation</u>
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The Area Board received a presentation from Steve Wilson (Major Highways Project Engineer, Wiltshire Council), regarding the A350 Bypass Works. The presentation covered the following points:

- It was outlined that the scheme is currently at a stage of public engagement for Phases 4 and 5. This had involved a webinar with a Q+A, a static display in Chippenham Library with a questionnaire and a dedicated page including an information booklet: [A350 highway improvements, Chippenham - Wiltshire Council](#)
- The history of the A350 was outlined, with it noted that since a public inquiry in the 1990s there had been planning consent for a dual carriageway, with 3 phases already completed.
- Phases 4 and 5 of the scheme were outlined as follows:
  - Bumpers Farm Roundabout Improvements
  - Phase 4 Dualling (Chequers to Lackham)
  - Phase 5 Dualling (Bumpers Farm to Cepen Park South)
  - Lackham Roundabout Capacity Enhancements
- The benefits of the scheme were outlined to the Area Board, which could be characterised as local benefits that would translate into wider regional benefits.
- Before and After images were provided to demonstrate the work completed as part of previous dualling schemes.
- The speed limits for the proposed dualled sections were outlined, with it noted that though most of the bypass would be subject to the national speed limit, some sections would be reduced to 40/50mph where appropriate. It was also noted that there would be a formal consultation regarding traffic regulation orders.
- The improvements to the Bumpers Farm Roundabout were detailed, including traffic signals and additional lanes. The impact on traffic at the roundabout was also discussed and illustrated with proposed numeric changes to queuing.
- Facilities for pedestrians and cyclists along the A350 were outlined, including Bumpers Farm Roundabout, Chippenham Rugby Club, Drake Crescent and Saltersford Lane.
- The environmental impact of the scheme was discussed, with it noted that Atkins would produce an environmental impact assessment, which would then be used to identify potential mitigation measures.
- The next steps of the consultation and scheme were outlined, with it requested that the questionnaire on the website be completed by 3 February 2023.

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

- Positive feedback was provided regarding the use of footpaths, cycle routes and thought regarding the traffic problems around Bumpers Farm.
- It was suggested that the scheme would be a positive opportunity for

	<p>Chippenham Rugby Club to have a graded access and egress onto the A350. The Highways Officer stated that such an access would be subject to a planning application proposed by the Rugby Club followed by Officer's recommendations to balance the impacts of the proposal. The Highways officer noted that it would make sense to coordinate the delivery of the A350 dualling scheme with a potential planning application, with the example of the Southpoint Roundabout cited.</p> <ul style="list-style-type: none"> <li>• The issue of drainage was raised, with it noted that the existing carriageway on the eastern side would not be touched and that there would be no changes to existing drainage ponds. Additionally, for the western side of the carriageway there would be assessments regarding water collection, with there likely to be new drainage solutions proposed such as attenuation ponds rather than relying on existing solutions.</li> <li>• It was suggested that the proposed dualling would make current noise issues caused by the A350 worse, to which it was clarified by the Highways Officer that noise modelling and surveys had taken place in 2022 and had been future tested until 2036. It was also stated that though there had been similar noise concerns regarding the previous 3 dualling schemes, few complaints had since been received and that Atkins had suggested that noise change would be minimal and would not justify an acoustic barrier. Additionally, the surface of the road would be considered to use materials that would cause less noise production.</li> <li>• Should residents encounter problems with noise, they would be entitled to make a Part 1 claim through the Land Compensation Act 1973.</li> <li>• A member of the public proposed that the Chair and Area Board write to the Cabinet Member for Highways to request the following mitigations of acoustic fencing and a consistent 50mph speed limit throughout the scheme. The Chairman stated that he would discuss this outside of the meeting with Area Board Members.</li> <li>• Cllrs Stephen Eades and Howard Ham spoke on behalf of Chippenham Without Parish Council and stated that the potential planning proposal from Chippenham Rugby Club would be positive and would hopefully welcome more people to the Parish as well as Cepen Park. It was noted that the Parish had sought reassurance from the Rugby Club that any potential access would not lead to a back route from the existing car park into the Parish, which would set a precedent for development.</li> <li>• Cllr Eades suggested that the 70mph speed limit heading towards a roundabout might potentially pose danger, to which the Highways Officer stated that the speed limit would not be on the roundabout itself and there would be a reduction in advance of the roundabout such as a countdown, rumble strips or cross markings.</li> <li>• It was also clarified that an existing culvert that would cross under Phase 5 would be extended and developed to promote biodiversity.</li> </ul>
8	<p><u>Area Board Funding</u></p> <p>The Area Board considered the following applications for funding:</p>

**Community Area Grants:**

- St Peter's Church Chippenham - £650 towards Kitchen Equipment - St Peters Community Lunch Project.

**Resolved:**

**St Peter's Church was awarded £650 towards Kitchen Equipment - St Peters Community Lunch Project.**

- Yatton Keynell Recreation Association - £5,000 towards Zip wire upgrade.

**Resolved:**

**Yatton Keynell Recreation Association was awarded £5,000 towards Zip wire upgrade.**

**Older and Vulnerable Adults Funding:**

- Waste Not Want Not - £750 towards 2023 Publicity and Advertising Campaign of WNWNs services.

**Resolved:**

**Waste Not Want Not was awarded £750 towards 2023 Publicity and Advertising Campaign of WNWNs services.**

- Doorway Wiltshire - £5,000 towards Support Worker to enable Doorway to expand its service

**Resolved:**

**Doorway Wiltshire was awarded £5,000 towards Support Worker to enable Doorway to expand its service. The Area Board agreed to split the funding between £2,500 youth funding and £2,500 older and vulnerable adults funding. In addition, that the application would be added to the Local Youth Network agenda.**

**Youth Grants:**

- The Open Blue Trust - £3,169 towards Welly Place Youth Community Integration and Transition.

**Resolved:**

**The Open Blue Trust was awarded £3,169 towards Welly Place Youth Community Integration and Transition.**



	<ul style="list-style-type: none"> <li>Sheldon Road Methodist Church - £1,970 towards Autumn and Summer Youth Programme.</li> </ul> <p><b><u>Resolved:</u></b></p> <p><b>Sheldon Road Methodist Church was awarded £1,970 towards Autumn and Summer Youth Programme.</b></p>
9	<p><u>Chippenham Community Conference</u></p> <p>The Chairman proposed that this item be heard at the next meeting, which was seconded by Cllr Peter Hutton and then voted on in support by Members.</p>
10	<p><u>Area Board Priority and Working Group Update</u></p> <p>The Chairman proposed that this item be heard at the next meeting, which was seconded by Cllr Peter Hutton and then voted on in support by Members.</p>
11	<p><u>Local Highways and Footway Improvement Group (LHFIG)</u></p> <p>The minutes and recommendations from the LHFIG meeting held on 4 October 2022 were introduced. After which, it was;</p> <p><b><u>Resolved:</u></b></p> <p><b>The minutes of the Local Highways and Footway Improvement Group meeting held on 4 October 2022 were agreed as a correct record.</b></p>
12	<p><u>Urgent Items</u></p> <p>It was suggested that a representative from Wiltshire Council attend a future Area Board to discuss rough sleepers.</p>
13	<p><u>Close</u></p> <p>The date of the next meeting is 13 March 2023.</p>

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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 60 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

### Local man says thank you after firefighters save his life



A man whose life was saved by Malmesbury firefighters has been to the fire station to thank them.

Ray Gilson, 75, had been at the town's football club on 7 November for a skittle match when he collapsed, banging his head on a pool table as he fell.

The fire crew were on station for their weekly drill night when a member of the public came in and asked for help. A team of six immediately went to the clubhouse and found Ray to be not breathing and unresponsive.

After starting CPR and using their defibrillator to administer four shocks, the crew successfully restarted Ray's heart and, by the time South Western Ambulance Service took him to hospital, he was conscious and starting to respond to the crew.

After 10 days at Bristol Heart Institute, Ray was able to return to his home in Sutton Benger and is now making a good recovery.

On Monday (19 December), Ray visited Malmesbury fire station to give his personal thanks to Watch Manager Chris Harvey, Crew Manager Jamie Johnstone, and Firefighters Bret Gardiner, Alex Hughes, Neil Risby and Jae Wright.

Mr Gilson said: "The fire service saved my life. I know how lucky I was that they were at the station that evening doing training. I wouldn't have been here if they weren't there that night."



## **DWFRS celebrates after Deputy Chief Fire Officer is recognised in New Year Honours List**



Dorset & Wiltshire Fire and Rescue Service is celebrating with Deputy Chief Fire Officer (DCFO) Derek James today, after he was recognised with a King's Fire Service Medal (KFSM) in the 2023 New Year Honours List.

DCFO James has been recognised for his outstanding leadership and commitment to serving the communities of Dorset & Wiltshire. Derek was instrumental in the formation of Dorset & Wiltshire Fire and Rescue Service and Authority in 2016. Derek's vision helped protect frontline services, while achieving savings of over £8m per year and subsequently securing high ratings from government Inspectors.

## **Driving in adverse conditions**



The best way to be safe in extremely bad weather is to avoid driving at all. However, that's not always possible. In addition, bad weather can be unpredictable and it's common to get caught out while on the road.

For further information, please visit: -

<https://www.dwfire.org.uk/education/road-safety/driving-in-adverse-conditions/>



## Flooding



Over recent years, we have seen more and more properties affected by flooding during periods of significant rain.

Flooding can be caused by rivers and watercourses overflowing; it can also be caused by drains and culverts being

unable to cope with excess surface water on the roads. Everyone whose home is at risk of flooding should have a plan of what to do if the worst happens.

Please note, the fire and rescue service may not always be able to help in the event of a flood. While your property may be flooded, there has to be a certain level of water before we can pump it away, and we have to be able to pump it somewhere without it having a detrimental effect elsewhere. This often means waiting until the rain has stopped or the river level has fallen.

As such, a fire crew will not automatically be sent; depending on the volume of calls, we may be able to send an officer to assess the situation and, if they feel that we can assist, they will call for a fire crew. The fire service can only help in certain situations, such as if there is risk to life, or water is affecting electrics, leading to a risk of fire. Please only call 999 if these risks exist.

For further information, please visit: - <https://www.dwfire.org.uk/safety/flooding/>

## Energy saving tips



There are various ways to save energy around the home, and every penny counts with the costs of gas and electricity going up as they are. There's lots of advice online about ways to

reduce your energy usage – such as [www.energysavingtrust.org.uk/energy-at-home](http://www.energysavingtrust.org.uk/energy-at-home)

Please also visit <https://www.dwfire.org.uk/safety/save-safely/energy-saving-tips/> for further information and ideas.



## Demand

Total Fire Calls for - Chippenham. Fire Station for period - December.

Category	Total Incidents
Deliberate Fires	3
Accidental Dwelling Fires	0
AFA Domestic	6
AFA Non Domestic	9
RTC	2
<b>Total</b>	<b>20</b>

## Local Incidents of Note

.....  
**Station Manager**

**Email:**.....[dwfire.org.uk](http://dwfire.org.uk)

**Tel:** .....

**Mobile:** .....



**Area Board Briefing Note –  
Post 16 Skills and Participation Offer**

<b>Service:</b>	<b>Post 16 Skills and Participation – Employment and Skills</b>
<b>Date prepared:</b>	<b>12th January 2023</b>
<b>Further enquiries to:</b>	<b>Catherine Brooks – Employment and Skills Officer</b>
<b>Direct contact:</b>	<b>Catherine.brooks@wiltshire.gov.uk</b>

The Post 16 Skills and Participation team are celebrating National Apprenticeship Week (taking place from Monday 6<sup>th</sup> February – Sunday 12<sup>th</sup> February 2023.)

An Apprenticeship is an opportunity to learn on the job, whilst working you will also have the time to study for a qualification in a relevant field to your job role.

Anybody can become an apprentice at any age and current employees can become an apprentice, - this a great way to up skill existing staff. They range from a Level 2 – up to a Masters Degree! Many young people are choosing a Degree Apprenticeship over University.

Our Work Wiltshire website holds lots of information for anybody looking for an apprenticeship and also for employers. Visit – **[workwiltshire.co.uk/home/apprenticeships](http://workwiltshire.co.uk/home/apprenticeships)**

Also follow our Social Media pages for local opportunities.

Twitter - @WorkWiltshire

Instagram - @young\_workwiltshire – for young people

Any questions or more information? Please email Catherine Brooks, Employment and Skills Officer

[Catherine.brooks@wiltshire.gov.uk](mailto:Catherine.brooks@wiltshire.gov.uk)



## Cost of Living Update – February 2023

The following briefing note summaries sources of information and support, and actions that have been taken by the Council and partners.

For a summary of the resources and recent announcements, take a look at the Council's [dedicated Cost of Living page](#). This includes links to information for sources of national and local support.

The [interactive community directory](#) which helps people to search for warm spaces and community food providers in their area, also lists the easiest bus routes to help people find help more easily.

### Free sims and mobile data from Wiltshire libraries

Wiltshire Libraries are working with the Good Things Foundation to distribute free SIMs and mobile data to people in need. The [National Databank scheme](#) is supported by UK mobile networks including Vodafone, O2 and Three.

The free SIMs and mobile data are available from Chippenham, Devizes, Salisbury, Trowbridge and Warminster libraries.

To be able to access the National Databank you must be 18+ years old and from a low-income household. One or more of the following must also be true:

- You have no or poor access to the internet at home.
- You have no or poor access to the internet away from home.
- You can't afford your existing monthly contract or top-up.

If you meet the criteria, [contact](#) Chippenham, Devizes, Salisbury, Trowbridge or Warminster libraries to find out more and to book an appointment.

### Bus fare reductions over winter

Wiltshire bus users can now travel on most routes in the county for just £2 or less for a single fare until 31 March.

The fare price reduction has been funded by the Government and is aimed at getting more people to use buses across the country during the current cost of living challenges.

As part of the promotion, many single bus fares in Wiltshire have been capped at just £2 for both adults and concessions. If the single fare was originally less than £2, it will remain at the reduced price, and many day return tickets have also been reduced.

## **Vital help with energy bills for more homes – the Energy Bills Support Scheme (EBSS) Alternative Funding scheme**

The EBSS Alternative Funding is a one-off £400 non-repayable discount to eligible households who have not received the main EBSS payment automatically to help with their energy bills between 1 October 2022 and 31 March 2023, but are still facing increased energy costs. Individuals will need to apply for the EBSS Alternative Funding via a Gov.UK portal which has yet to go live.

The Department for Energy Security and Net Zero (DESNZ) expects eligible households to include those with a commercial landlord or intermediary, such as park home residents and some housing association tenants. The EBSS Alternative Funding is expected to reach a significant number of vulnerable people, including self-funding residents in care homes. DESNZ is expecting approximately 900,000 households in Great Britain (around 3%) to be eligible for EBSS Alternative Funding. No household will be eligible for both the EBSS payment and an EBSS Alternative Funding payment.

Details of the scheme have yet to be published by the Government, and the Government portal is not yet live, but we expect it to be so in the last week of February. We will publish information on the website as soon as we know more.

## **Support for Council House Tenants and Housing Associations**

The council's tenancy sustainment team has been supporting tenants through the ongoing cost-of-living crisis by assisting them to get access to more than £600,000 in new and backdated benefits, external grants and third-party debt cleared.

In addition, following funding received from the Government's Green Homes Grant, the Council has been improving the energy efficiency of 100 properties. This work has been received well by those who have benefited from it, particularly the fact that homes are being made more energy efficient amid the ongoing cost-of-living crisis. The council is currently focussing the project on those with the greatest potential increase in energy efficiency.

The Household Support Fund has also allocated funding to the Housing Service for outreach work to rough sleepers, and to support Council House tenants to combat hardship through the allocation of vouchers. This is building on the strong engagement work of this team, who under the people they work with well to provide the most effective support.

Through partnership working, and the sharing of information, we are highlighting to housing associations how their tenants can access support. We are confident that their tenants have been able to access services as, for example, Housing Association tenants made up 42% those being supported in the Wiltshire Installs project with 16% being Wiltshire Council tenants, Owner Occupier 28% and Privately rented 14% .

## Households to get new cost-of-living payments from spring 2023

The Department for Work and Pensions (DWP) announced on the 3<sup>rd</sup> of January, more detail on the payment schedule for the next round of cost-of-living support unveiled in the Chancellor's Autumn Statement on 17 November.

The £900 payment for over eight million eligible means-tested benefits claimants (including those on Universal Credit, Pension Credit, and tax credits) starts in spring. Payments will go directly to bank accounts in three payments over the course of the financial year. There will also be a separate £150 for over six million disabled people and £300 for over eight million pensioners on top of their winter fuel payment.

Payments will be made automatically if individuals are eligible and there will be no need to apply. Claimants who are eligible for any of the cost-of-living payments and receive tax credits, and no other means-tested benefits, will receive payment from HM Revenue and Customs shortly after DWP payments are issued.

Exact payment windows will be announced closer to the time but are spread across a longer period to ensure a consistent support offering throughout the year. They will be broadly as follows:

- **£301** – First Cost of Living Payment – **during Spring 2023**
- **£150** – Disability Cost of Living Payment – **during Summer 2023**
- **£300** – Second Cost of Living Payment – **during Autumn 2023**
- **£300** – Pensioner Cost of Living Payment – **during Winter 2023/4**
- **£299** – Third Cost of Living Payment – **during Spring 2024**

Those eligible will be paid automatically, and there will be no need to apply. For more information, please visit [GOV.UK](https://www.gov.uk).

## Winter Fuel Payment videos

The DWP has also created some short videos answering key questions about Winter Fuel Payments. The videos are now also available in British Sign Language version

We would encourage you to share these videos:

[Winter Fuel Payment - British Sign Language](#) and [Winter Fuel Payment Information](#)

Most of those eligible do not have to claim their Winter Fuel Payment, as it is awarded automatically.

People who have not been paid by 13 January 2023 are encouraged to check their bank account before contacting the Department's [Winter Fuel Payment Centre](#).

## Energy support for businesses

The **Energy Bill Relief Scheme** launched in under Liz Truss and Jacob Rees-Mogg was Business and Energy Secretary for an initial period of 6 months end at the end

of March. On January 9, Government announced plans to replace the scheme, from the start of April, with a new **Energy Bill Discount Scheme (EBDS)**.

While the old scheme capped energy prices in a blanket fashion, businesses can only benefit from the new scheme when prices are at or above £107 per MWH for gas and £302 per MWh for electricity.

At this point, bills will automatically be reduced. This reduction applies to businesses, charities and public sector bodies and is less generous than previous support provided.

Higher discounts are on offer for energy-intensive businesses such as steelmakers and manufacturers. The threshold at which the discount kicks in is also lower for these firms

The EBDS will run for 12 months from 1 April 2023 to 31 March 2024

### **Warm & Safe Support**

Wiltshire Council's friendly library staff are continuing to play their part too, by working with Warm and Safe Wiltshire and The Rural Communities Energy Support Network, to assist residents seeking basic energy advice and make referrals to experienced energy advisors in all but its smallest libraries. All libraries can signpost people to community partners and agencies that can support people through the rising cost of living. Libraries are also collection points for Warm Packs, which includes a hot water bottle and blanket, for anyone who would benefit from some free essentials. In all but the smallest libraries there are at least two energy champions who are trained to offer advice and support people to access help.

There are no criteria for anyone who might need to use the library as a warm space, staff and volunteers will be friendly and welcoming so that people feel as comfortable as possible. There are also opportunities to spend more time in the library to take part in board games, colouring, jigsaws and tea and chat where these are part of a local library programme.

The council is always looking for volunteers to support library services, so if anyone has time to spare and wants to join a friendly team this winter they should email [libraryenquiries@wiltshire.gov.uk](mailto:libraryenquiries@wiltshire.gov.uk) or visit [Libraries](#).

### **Rural Communities Energy Support Network**

The Rural Communities Energy Support Network, delivered as a partnership between the Council and the Centre for Sustainable Energy, is looking to recruit people from local communities would like to be able to offer people in their community more support around staying warm and keeping the bills down

Volunteers would gain access to training and resources so they can offer energy saving advice.

If this sounds like something you would be interested in, or you know someone else who might be, please go to [www.cse.org.uk/rcesn](http://www.cse.org.uk/rcesn) or email [warmandsafe@cse.org.uk](mailto:warmandsafe@cse.org.uk)

### **Warm and Safe advice service**

The service has continued to play a prominent role in Wiltshire's cost of living support to low-income households, by providing energy, debt, bill advice, small grants, insulation advice and referrals. Since the beginning of October, the service has received **1009 enquires**, made **144 heating and insulation referrals**, **87 Priority Service Register sign ups** and provided **£26,000 in food and fuel vouchers** and distributed **£30,328 of Surviving Winter Grant** to Wiltshire households.

### **Boater Support**

Public Health working alongside Economic Development secured UK Shared Prosperity Funding (UKSPF) to support the boater community, who find themselves disproportionately affected by the cost-of-living crisis. The funding has allowed Public Health to mobilise an outreach programme with Julian House to support our boating community with emergency fuel and food vouchers, within an extremely tight timescale to ensure the boaters secured the funding at a time of great need. The project was delivered throughout the 3-week cold period in December and helped **71 Boaters and 4 Roadside Travellers** with both fuel and food vouchers. Households were identified by Julian House based on eligibility criteria: low income, health condition, single parent and children with health condition.

### **Wiltshire Installs project**

The Wiltshire Installs project is delivered by Warm and Safe Wiltshire and has been particularly busy this winter. The scheme aims to provide new boiler/repairs, Fuel and food voucher support to households that can demonstrate that they comply with the strict eligibility criteria: low income, have a health condition, their energy needs are off the mains Gas network and have a prepayment meter. The scheme has supported **209 households** since the beginning of October 2022, through a mixture of prepayment meter and food vouchers, in addition **11 new boilers** have been fitted where households have had a no heating situation.

### **Support for households that rely on life saving equipment.**

Warm and Safe Wiltshire has worked in partnership with both Integrated Care Board and Adult commissioning to identify households that rely on life saving equipment, who are disproportionately affected by the high energy prices. Through November families have been offered support through the provision of food and prepayment meter vouchers, to date **13 families** have been supported.

## Community Case Worker

This winter we have increased the ability to support Council, Primary Care, NHS and Voluntary and Charitable organisations with outreach work through the Community Case Worker project (Warm and Safe), which has allowed us to deliver 24 events, outlining the Warm and Safe service and the referral routes available to organisations to allow households ease of access into the service. In addition, this role has allowed us to provide 1 to 1 support and advocacy to people in crisis.

## Wiltshire's Wellbeing Hub is available to help advise people through the cost-of-living crisis

As well as specific and general telephone contacts, the Council is making their Wellbeing Hub phone line available for people who may be worried about the cost-of-living crisis and needing some information and advice.

The hub was originally set-up at the start of the pandemic to provide information and advice. Anyone can access the hub and it can provide confidential advice, information, and signposting from the council's friendly team in relation to the current high cost of living.

People can call the hub Monday to Thursday 9am to 5pm and Friday from 9am to 4pm on 0300 003 4576 or email [wellbeinghub@wiltshire.gov.uk](mailto:wellbeinghub@wiltshire.gov.uk). The opening hours will continue to be regularly reviewed depending on what the demand is for the service.

## Promoting Fundraising Campaigns

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

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

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

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



# Overview of children in care

- 12 million children living in England
- 400,000 (3%) involved with children's social care
- 80,000 (0.03%) are Children Looked After (CLA) in England
- 467 are Children Looked After (CLA) in Wiltshire



# Overview of children in care

- 264 children living with 168 Wiltshire Council foster carers
- 105 children living with foster carers via independent agencies
- Experiences – trauma, separation & loss
- Trauma impacts on all aspects of a child's life and view of the world



# Chippenham- latest update

- 33 children in care, still short of 16 local fostering family
- In Chippenham we're looking for more foster carers to step in and provide homes for children from Chippenham and also those from the surrounding areas
- The situation across Wiltshire is near crisis point as we now have few alternatives available with independent fostering agencies (IFA) carers, but we need to look after and care for all of our children, irrespective of resources
- Main focus is to find safe homes for our Children in Care
- Across Wiltshire we are still in need of at least an additional 30 foster carers



# Who makes a good foster carer

- Anyone aged 21 & over, with a spare bedroom can foster
- Have a good sense of humour, plenty of tolerance & understanding.
- Enthusiasm to make a difference to young people's lives
- Commitment to find a way through difficult times



# The impact of fostering on Natasha's life



- 1 minute & 21 seconds – please watch/listen, as it's really powerful

# Could you help?

- Promote fostering to your local community
- Listen to Natasha – then think, if every councillor recruited just one fostering family, what a life changing difference that would make to so many children
- Let us know places/events where we can successfully promote fostering in your area
- Share and 'love' our messages on social media  
Follow Facebook "Fostering in Wiltshire"  
Follow Twitter @ FosterWilts



# Contact us

## **For more information from our fostering service:**

Contact: Fostering Recruitment Duty

Call: 01225 716510

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

## **For those interested in becoming a foster carer:**

Call: 0800 169 6321

Text: 'Foster' to 60002

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

Website: [www.fosteringwiltshire.uk](http://www.fosteringwiltshire.uk)



# Follow us:

Find us on 

@ fostering in Wiltshire

Follow us on 

@ fosterwilts





GIVE THEM  
*the* TIME TO  
BLOOM

FOSTERING  
*with*  
Wiltshire Council

EVERY DAY MATTERS IN  
THE LIFE OF A FOSTER CARER.





## Update for Wiltshire Area Boards

February 2023

### Neighbourhood Collaboratives

Work continues with the Neighbourhood Collaboratives programme, the Steering Group is now established, and our second Steering Group workshop was held on the 1<sup>st</sup> of Feb 2023. Partners with a broad scope of expertise from organisations within our locality, including representatives from the Area Boards, met to discuss some of the key issues required to roll out the model across the Neighbourhoods. This included reaching an agreement on the Readiness Review, a baseline assessment that will support Neighbourhoods to determine their readiness to create this new approach to working. The programme's launch events will be reviewed and agreed by the Steering Group at our next meeting on 8<sup>th</sup> March 2023.

The workshop on the 1<sup>st</sup> of February offered an opportunity to respond to some of the points raised in our initial meeting in December 2022. The Steering Group was provided with examples of successful projects within Wiltshire that helped inform the Neighbourhood Collaborative model. The event was also used to share the work starting at our pathfinder site in Bradford on Avon & Melksham. The pathfinder will be the pilot from which to learn and share how a Neighbourhood Collaborative will function. Partners were asked to review a version of the Readiness Review, completed by the site, and discuss how their organisations could contribute ideas and expertise to this collaborative approach. Early interrogation of the data by the pathfinder suggests that falls and falls risk factors will be central to the plan that develops from this partnership.

Feedback following the workshop was very positive and the information provided on the day is currently being shared with Bradford on Avon & Melksham. We intend to bring all those offering support to the pathfinder together at the beginning of March 2023 to review the data and define the cohort within the community that will benefit the most from this Neighbourhood Collaborative project.

### Covid-19

After Sunday 12 February, any person aged between 16 and 49-years-old and not in a clinical risk group will be unable to get the initial Covid-19 booster, which for most people would have been their third vaccination for coronavirus.

This date is also the last opportunity for people over the age of 50 to come forward for the autumn booster vaccine, which was rolled out to older people, as well as those who are considered vulnerable, at the end of 2022.

The Joint Committee on Vaccination and Immunisation, which acts as an independent adviser to the Department of Health and Social, has indicated that the

offer of having the two primary Covid-19 vaccines at any time will also change during 2023, with the overall vaccination campaign being refocused to target those most vulnerable.

A number of Covid-19 vaccination centres across Bath and North East Somerset, Swindon and Wiltshire have closed in recent weeks. The vaccination centre at Bath Racecourse closed in December 2022, and was followed in January by Salisbury City Hall and the Steam Museum in Swindon.

## Patients' feedback sparks overhaul of hospital complaints process

Feedback from patients who made a complaint about their care at Salisbury District Hospital is being used to overhaul its complaints handling process.

Healthwatch Wiltshire's latest report highlights the findings of a survey which heard the views of people who had been through the hospital's complaints handling process between April and June 2022.

Patients and their families told us of feeling lost in the system, that they weren't listened to and had little confidence that changes would be made following the issues they had raised. These experiences have led to a review of the way the hospital handles complaints by Salisbury NHS Foundation Trust, which manages it.

### What did people tell us?

Our report reveals that people found it difficult to find information on how to make a complaint and didn't fully understand the role of the Patient Advice and Liaison Service (PALS) at Salisbury District Hospital.

We also found:

- People didn't feel they were kept properly informed of where they were in the complaints process, timelines were not always adhered to, and updates not always provided.
- There was a lack of signposting to additional support, such as advocacy services.
- Staff sometimes seemed reluctant to take ownership of a complaint.
- People felt disempowered and that they could not challenge decisions made by the hospital Trust.
- People thought that points or questions

they raised were not properly addressed.

- Apologies did not feel meaningful or sincere.
- People were not confident that the outcome of their complaint would help to drive improvements.



### What's next?

The findings of our report will form the basis of a new Complaints Handling Policy, which is due to be launched by Salisbury NHS Foundation Trust in April 2023.

**Victoria Aldridge**, Head of Patient Experience at Salisbury NHS Foundation Trust, said: "We have welcomed the opportunity to work with Healthwatch Wiltshire.

"The Trust acknowledges and accepts the findings from this project and strongly supports the identified areas for improvement... with the findings shaping both our new Complaints Policy and improving the processes associated with this."

**Guy Patterson**, Projects Lead at Healthwatch Wiltshire, said: "We're delighted to see how patient feedback is shaping the improvements the Trust are intending to make. We're also very pleased to see how committed they are to ensuring the patient voice is heard. We will revisit this project later in the year to see what progress has been made with the introduction of the new policy."

[Read the report](#) on our website.



## Chippenham Lions – Auction of Promises

The Chippenham Lions Club Auction of Promises will take place on Saturday 15th April 2023 (7.30pm) at Sutton Benger Village Hall.

Event attendees can bid for a range of fantastic items which can be found in the online catalogue on the Chippenham Lions website (see link below) from 13th March. This includes carriage driving, a gypsy caravan experience, golf and much more. Money raised through the event will be donated to support fun days for young carers in the Chippenham area (through our Wiltshire Young Carers Service) as well as Julia's House Children's Hospice and other Lions charities.

The event organisers are looking for items to include in the catalogue e.g. quirky items, experience days, services, pub meals, crafts, artwork and similar items. If you are able to donate an item, or know a person or organisation who can, please email: [jeff@chippenhamlions.org.uk](mailto:jeff@chippenhamlions.org.uk) (Auction Organiser)

For more information visit: <https://chippenhamlions.com/>

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## New Activities Offered Through Get Out Get Active (GOGA) Programme

Community First is a delivery partner for the Get Out Get Active (GOGA) Programme in Wiltshire, led by Wiltshire and Swindon Sport. We have been working with sector partners and colleagues to support the delivery of new activities and programmes to help people become more active, with a number of new activities launching in Spring 2023.

### Community Gardening at Arundells (Salisbury)

A new, free community gardening project will soon be launching at Arundells in Salisbury. This includes fully accessible gardening activities for people of all abilities. For more information, please contact Helen Akiyama ([hakiyama@communityfirst.org.uk](mailto:hakiyama@communityfirst.org.uk)).

### Multi-Sports & Fun Activities (Calne)

Free, weekly multi-sports sessions will begin from Monday 27<sup>th</sup> February 2023 (11am-12.15pm) at Calne Leisure Centre. All ages and abilities are welcome. For more information or to register your place, email [sportsdevelopment@wiltshire.gov.uk](mailto:sportsdevelopment@wiltshire.gov.uk).

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## Youth Action Wiltshire Minibus Appeal

Youth Action Wiltshire is currently fundraising for a new minibus to support delivery of the service in 2023 and beyond. The 'Destination Adventure' appeal has currently raised £2,586, with an additional £1,600 in pledged donations for a total of £4,186.

We are still a little way off our target of £30,000 and we would be very grateful for any support which local businesses and organisations can offer to help us reach our goal.

For more information and how to donate visit: <https://www.justgiving.com/campaign/yaw-minibus> or email [fundraising@youthactionwiltshire.org.uk](mailto:fundraising@youthactionwiltshire.org.uk)

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### Briefing prepared by:

Ellie Ewing - Marketing and Communications Manager (Community First)

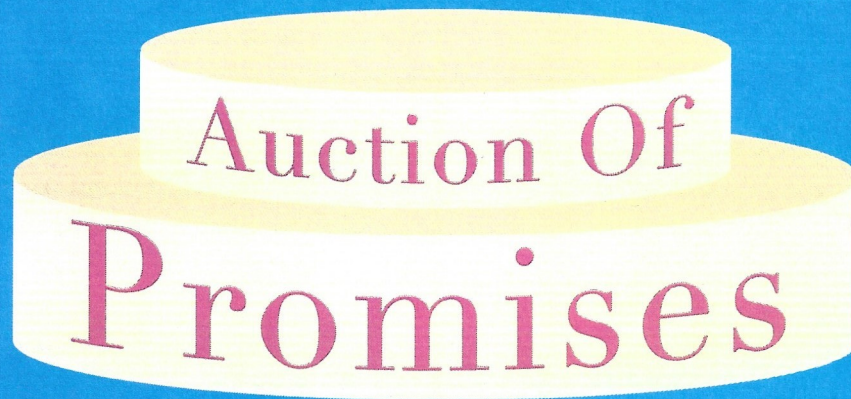
21<sup>st</sup> February 2023





# Chippenham Lions

Saturday 15 April  
From 7:30 pm  
Sutton Benger  
Village Hall  
SN15 4RP



Join us to bid for a range of fantastic items in our Auction of Promises

or

See <https://chippenhamlions.com> for the Online Catalogue & Commission Bidding

Promises to Include: Carriage Driving, Gypsy Caravan Experience, Golf & much, much more



All money raised will go towards Julia's House Children's Hospice, fun days for Young Carers and our own Charities



## **Emergency Contact Hubs**

### **What are they:**

In a disaster/emergency widespread damage to utilities, buildings, trees and roads is likely to cause issues across the county. Our emergency services will be dealing with the most urgent concerns, so your local community will be the most immediate source of support and help.

An Emergency Contact Hub is your communities place to go and help one another in an emergency. They are fitted around whatever your community wants them to be, but primarily they are designed so that community members can help themselves, but also have a linkage into the emergency services in your local area.

### **What's the Purpose:**

In an emergency the responding agencies will be heavily stretched, where they must prioritise urgent calls. Many of the minor issues can actually be resolved by the community themselves, often with just a little organisation or information required. The Emergency Contact hub is to build on and enhance what is already in place in the community. It is not designed, nor does it intend to remove any levels of responsibility that already exist that support our society.

The fundamental purpose of the Emergency Contact Hubs is that the community can come together to help one another, but also enabling the emergency responders and community groups to feed information to one another. For example;

- Police, Community Support Officer's (PCSO's) can visit the site with key updates and can then take back any urgent issues and feed them up the chain.
- Warmth and welfare can be provided within the hub to anyone that's needs it.
- Food and water can be dropped off at the site for residents/community in need.
- Activities to help in the incident can be coordinated at the hub.
- Community can come together with people in a similar position to themselves.

### **How is the Hub run?**

In general, the hub is run by the community for the community. It uses the community venues themselves and is predominantly staffed by community volunteers. It's essentially a place for the community to come and help each other. Each hub will have an emergency pack which will give some suggestions on roles e.g., supervisor and welfare, but these do not need to be stuck too and can be altered to whatever suits the group. There is also no requirement to predefine people to roles, the system works so that you can open up and get started from there.

## Examples

### Widescale Power Outage

- Community decides to open the hub.
- Information brought down to community via the hub from local responders (e.g., PCSO's).
- Community information fed back up to responders via hubs (e.g., via PCSOs).
- Community comes together to identify vulnerable who might need some help.
- Food dropped at hub for distribution.
- Community shares out torches and lighting facilities to those in need.
- Information on safe processes available at hub (e.g., how to keep food cool without a fridge).
- Focus point to report medical emergencies if 999 is not operational.

### Flooding Event

- Community decides to open the hub.
- Community collates any issues that they are aware of.
- Communication fed into Local Authority/Environment Agency (via phone call/email or visit).
- Information and assistance passed down to hub.
- Resources passed into hub.

### For more information on the scheme please contact:

Wiltshire and Swindon Prepared: [wiltshireandswindonprepared@wiltshire.gov.uk](mailto:wiltshireandswindonprepared@wiltshire.gov.uk)

<b>Report To</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>Monday, 13 March 2023</b>
<b>Title of Report</b>	<b>Chippenham Area Grant Report</b>

## Purpose of the Report

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

## Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
<b>Opening Balance For</b> <u>2022-23</u>	£ 33,527.00	£ 30,500.00	£ 7,700.00
<b>Awarded To Date</b>	£ 13,177.42	£ 20,639.00	£ 5,336.00
<b>Current Balance</b>	£ 20,349.58	£ 9,861.00	£ 2,364.00
<b>Balance if all grants are agreed based on recommendations</b>	£ 13,949.58	£ 4,986.00	£ 858.00

## Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG955</a>	Community Area Grant	Chippenham Pride CIC	Chippenham Pride CIC	£17800.00	£1400.00

### Project Summary:

The main purpose and mission statement of our event is to reach out to the small villages surrounding our town to let people of all ages, genders, races & sexualities know that they are not alone. To do this we need to advertise. This will come in the form of door-to-door flyers, radio and newspaper adverts, street banners and posters. All of this comes at cost even with the providing companies giving us discounted rates. This is the main purpose of our funding application. We are set up to provide Chippenham and the 18 surrounding villages with not only a pride event that brings the fun and vibrancy into the town centre but to also celebrate, support, educate and represent all members of the LGBTQIA+ community. Pride events welcome anyone who feels like their sexual identity falls outside the mainstream -- although many straight people join in, too. LGBTQ is an acronym meaning lesbian, gay, bisexual, transgender and queer. The term sometimes is extended to LGBTQIA, to include intersex and asexual groups. Queer is an umbrella term for non-straight people; intersex refers to those whose sex is not clearly defined because of genetic, hormonal or biological differences; and asexual describes those who don't experience sexual attraction. These terms may also include gender-fluid people, or those whose gender identity shifts over time or depending on the situation.

<a href="#">ABG1097</a>	Community Area Grant	Chippenham Sea Cadets	Tigers Den Appeal	£62562.00	£5000.00
<p><b>Project Summary:</b>  <b>We are needing to replace a very old wooden building with a new set of modular classrooms. The existing building dates from the 1950s and is no longer watertight and therefore cannot be used. This means we cannot offer our young adults a full range of life skills that will help them to become well rounded members of their local community and help them to find work when they enter the workplace.</b></p>					
<a href="#">ABG1013</a>	Older and Vulnerable Adults Funding	Chippenham Town Council	Over 60s events at the Neeld	£3012.00	£1506.00
<p><b>Project Summary:</b>  <b>We would like to continue to provide an opportunity for older people to experience arts and culture. We provide varying forms of entertainment, along with refreshments (often an afternoon tea) and an activity. The afternoons give people the opportunity to socialise, combatting loneliness. The events are for 40-50 people per session, and we aim to have 4 sessions per year.</b></p>					

<a href="#">ABG941</a>	Youth Grant	The Stay Safe Initiative CIC	The 2023 Digital Empowerment Programme	£4350.00	£2175.00
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**Project Summary:**

To help address the ever-growing issue of online harm / abuse and the impact social media is having on young people, for Example.. 1: Online grooming cases in the UK have risen by 80% since the pandemic (NSPCC). 2: The impact social media is having on young people's mental health by being exposed to content promoting self-harm and suicide is increasing every day. Highlighted by the death of Molly Russell 2022. 3: 68% of local young people have told us they know someone who has been a victim of online hate, bullying or sexual harassment. 4: Almost half (48%) of young people we have worked with over the last year have told us that social media and online interactions can have a negative impact on their mental health. Today more than ever, young people and their families need as much direction, advice and support as possible. The Digital Empowerment Programme has been designed to be delivered in secondary schools to enable us to reach hundreds of our communities young people and families and will not only help them to stay safer online, but will also allow them to have a bright and positive digital future. This project has four main elements: ELEMENT 1 - Preparation Prior to us working with anyone all young people are given a voice! Allowing young people to share their own personal thoughts on living in the Digital World and giving them the opportunity to be heard is what shapes all of our work. It's for this reason that before we visit a school, we invite all pupils to take part in an anonymous online student digital life survey. This not only gives us a great insight into our audience, but also allows us to reference lots of the group's thoughts and concerns during our live face-2-face sessions. ELEMENT 2 – Working with the whole family Parenting in the Digital Word 'Virtual sessions' Before we work with young people, we want to bring parents and carers up to speed, to allow them to have a greater understanding of their young people's digital lives. Exploring what they are doing online, understanding the risks, and providing straightforward help and advice to keep everyone at home safer. Knowing that many feel overwhelmed trying to keep up with the constant evolution of games, app's and social media platforms, they are quite understandably worried about online bullying, grooming and what their children are sharing online. This session will allow them to be well informed and NOT scared ELEMENT 3 – 'In school' sessions for young people. These sessions are 100% about them. We will work with every Yr7 and Yr9 student in school. Yr7's 'Keeping up with my growing digital life' Yr9's 'Building a positive digital future' It's by reaching these audiences individually, that we are able to provide age-appropriate advice, direction and support throughout their secondary school journey. All of these sessions are delivered in a professional, relaxed and engaging way and involve audience participation / involvement throughout. It's important to us that our audiences always have the opportunity to be heard and are able share their thoughts and ideas. This allows for open and honest discussions to help promote critical thinking in young people when considering future online activity and behaviour. We don't want to talk AT THEM but instead WITH THEM. We address and discuss issues such as... Social Media Pro's and Con's Online Hate (bullying and hate speech) Online Sexual Harassment (child on child abuse) Online Grooming and interacting with strangers Sexting (sharing indecent images online) Digital Resilience Self-Image and Identity Digital tattoo / footprint (my online future) Getting help and support and more... ELEMENT 4 – Follow on support and evaluation Ongoing Support: Due all live sessions we highlight and signpost a wide range of places both young people and parents can get instant, free, and non judgemental (and in some cases anonymous) advice and support after our visits. To back this up, every student and family at school will be provided this an extensive resource pack with lots of additional information, help and support they can use moving forward. This pack will sign post them to a wide range of charities and support networks should they need them in the future. Evaluation: Following all sessions students and parents will be invited to evaluate what they have learnt and have the opportunity to feedback how useful they found the project. To enable this to be as transparent as possible this follow on evaluation survey will be 100% anonymous to everyone wishing to share their open and honest views. This will allow us to continue to evolve both content and delivery of this project moving forward.

<a href="#">ABG1088</a>	Youth Grant	The Wiltshire Outdoor Learning Team CIC	Chippenham Tree climb and zip wire and stand-up paddle board event 23'	£5450.00	£2700.00
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**Project Summary:**

Three days of tree climbing, zip wires and stand-up paddle boarding for young people on the River Island area in Chippenham.

## 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 person's 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 subgroups 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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24<sup>th</sup> January 2023 – Meeting Tracker - FINAL

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

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
2.	<b>Notes of the last meeting (4<sup>th</sup> October 2022)</b>				
		The minutes and recommendations of the previous meeting held on the 4 <sup>th</sup> October 2022 were to be considered at the Chippenham Area Board scheduled for the 16 <sup>th</sup> January 2023			
3.	<b>Finance</b>				
		<u>Financial position at 24<sup>th</sup> January 2023:</u>  (a) 2022-23 allocation = £36,174 (b) 2021-22 underspend = £30,407.49 (c) 2022-23 3 <sup>rd</sup> party Contributions = £14,852.50 (d) Total Budget for 2022-23 = £81,433.99 (a+b+c) (e) Existing commitments (incl. carry over schemes from 2021-22) = £81,433.99  (f) Current Balance = <b>£0.00</b> (d-e)			
4.	<b>Annual Dropped Kerbs Exercise</b>				
		Suggestions for dropped kerb sites for 21/22 to be put forward for consideration at next CATG meeting.  <b>14/09/2021</b> <u>New Requests</u> Queen's Crescent (Cepen Park & Hunters Moon)	<b>24/01/2023</b> Awaiting outcome of substantive bid.		<b>All</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<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><b>17/11/2021</b> Chippenham TC are collating dropped kerb requests to form a substantive bid. The parish councils are encouraged to put forward any dropped kerbs in their area for CATG consideration</p> <p>The dropped requests in the Queens Crescent area will be progressed with Ringway</p> <p><b>22/02/2022</b> CTC are compiling a list of dropped kerb requests in the town. Currently 42 locations.</p> <p>KR to seek guidance as to whether dropped kerbs in villages can be combined with town for substantive bid.</p> <p><b>19/04/2022</b></p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Allocation made to substantive bid for dropped kerb provision in Chippenham of £12,058.</p> <p>KR to review locations provided to assess feasibility</p> <p><b>26/07/2022</b> The group agreed to make a substantive bid as proposed but if unsuccessful, the contribution will be used to take a phased approach to delivery.</p> <p>List of dropped kerbs provided by CTC to be discussed at their meeting.</p> <p>Future dropped kerb priorities will be those in the villages</p> <p><b>04/10/2022</b> Substantive bid to proceed excluding dropped kerbs that have been provided already.</p>			
<b>5.</b>	<b>Freight Assessment and Priority Mechanism (FAPM) exercise</b>				
	<b>Standing item for update</b>	<p><b>25/06/19</b> SD explained that all freight requests are on hold pending publication of new freight strategy as part of LTP in 2020. CATG's can still support requests but must fund investigatory work and implementation costs.</p>	<b>24/01/23</b> No update to report.		
<b>6.</b>	<b>Major Maintenance</b>				
		<p><b>01/06/2021</b> Major maintenance list for 2021/22 was included via email, but can also be found here: <a href="#">Highways Asset Management - Wiltshire Council</a></p>	<p><b>04/10/22</b> Highway maintenance programme 2021-2025 can be found here <a href="#">Highways Asset Management - Wiltshire Council</a></p>		

	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>				
<b>7.1</b>	<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>	<b>24/01/23</b> Order issued to Ringway for outstanding works. Awaiting completion.	<b>1</b>	<b>To note</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Texprint works complete. Some issues relating to traffic management, weather and conflicting works resulting in increased costs.</p> <p>The group agreed to provide a £5,000 contribution to assist with completing the signing works as the Parish Council providing the remaining funding.</p> <p>KR to liaise with PC and progress signing and gate installation.</p> <p><b>17/11/2021</b> Liaison with PC regarding outstanding signing work ongoing.</p> <p><b>19/04/22</b> Order has been issued to Ringway for signing works. Expected completion May 2022.</p> <p><b>26/07/22</b> Works 90% complete however issue with one village gate. Relocation and additional sign required and missing village sign to be installed. KR to progress.</p> <p>KR to arrange post-implementation monitoring once works complete.</p> <p><b>04/10/22</b> Order issued to Ringway for outstanding works. Awaiting completion. This includes revised village gate position on The Green.</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>24/10/23</b> 20mph speed limit report has been issued to Parish Council for consideration. The report recommends the introduction</p>	1.	PC

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<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>22/02/22</b> CATG agreed to fund 20mph speed limit assessment subject to 25% contribution from Parish Council.  £2500 total (£1875 CATG, £625 PC tbc)  KR to contact PC regarding extents.</p> <p><b>19/04/22</b> PC have confirmed contribution, extents and desire to proceed.  KR to proceed with assessment process.</p> <p><b>26/07/22</b> Awaiting data collection results. Report to be prepared once results received.</p>	of a 20mph speed limit on Nettleton Road.		
7.3	4-20-10 Parliament St / Chippenham	<p>Laurence Cable made a presentation to members and is seeking changes at the existing footway link between Parliament Street and Little Down to create a shared access for cyclists and pedestrians.</p> <p>(notes shortened)</p> <p><b>19/04/2022</b></p>	<p><b>24/01/23</b> Works pack being prepared. Construction programmed for May 2023.</p>	1.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Phase 1 works to take place w/c 30<sup>th</sup> May 2022. Barrier removal to be included.</p> <p>Proposals, including a cost estimate, for the substantive works will be made available ahead of the next meeting (July).</p> <p>The estimate for the substantive works is in the region of £24,000. It was determined that a 3-way split to fund between CTC, LHFIG and funds secured by CNDG would be appropriate.</p> <p><b>26/07/22</b> Phase 1 works complete. There has been a positive response to these changes.</p> <p>Outline proposal for substantive bid provided with note tracker. This is subject to some changes discussed with Laurence Cable and CNDG. Estimated cost £21,500.</p> <p>Cycle Chippenham asked PET to consider 30% contribution. KR to highlight to Alex Cooper to ensure raised at PET meeting for decision.</p> <p>Funding proposal is LHFIG £8000 (previously agreed), CC £4600 and TC £6450. Funding to be confirmed at next meeting in Oct.</p> <p><b>04/10/22</b> Proposal for phase 2 circulated with note tracker.</p> <p>It was agreed that accompanying waiting restrictions would be added to the overall list of restrictions to be advertised as a batch.</p>			



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Design changes to be made taking into account comments received.</p> <p>Funding approved by LHFIG, TC and Cycle Chippenham therefore scheme can proceed.</p>			
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>19/04/2022</b> Speed limit assessment recommendations received from Atkins and circulated. No changes to speed limit recommended.</p>	<p><b>04/10/22</b> Please see enclosed email response to PC regarding speed limit review.</p> <p>It was highlighted that a TRO is currently being promoted as part of development changes for a 40mph speed limit around the Modwen Park development.</p>	1.	To note

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>The parish council are to challenge the recommendations of the speed limit assessment. The parish council are to prepare the evidence for the challenge and provide to LHFIFG.</p> <p><b>26/07/2022</b> KR to circulate speed limit review information from Atkins.</p> <p>Graham Trickey to nudge PC for challenge to recommendations.</p>			
7.5	4-19-5 Hill Rise / Barrow green	<p><i>Request for 20mph limit and speed humps on Hill Rise / Barrow Green.</i></p> <p><b>18/02/19</b> Group appreciated the level of feeling and concern relating to this request. The length covering Hill Rise and Barrow Green is approx. 1km and would require extensive traffic calming which would have a significant impact on roadside parking. The cost is also likely to be high. The group felt it was essential that proposals must be evidence led and it was important to garner speed data before 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></p>	<p><b>24/01/23</b> Awaiting TRO consultation.</p>	1.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>KR to arrange a site meeting with Kathryn MacDermid and Ross Henning</p> <p><b>14/09/2021</b> Site meeting held. KR recommends 20mph assessment be taken forward with lighter touch measures rather than traditional physical calming features.</p> <p>CATG to await outcome of discussions regarding 20mph assessment report before making decision. If the publication is likely to be significantly further delayed, CATG will discuss how to proceed with 20mph speed limit requests at its next meeting</p> <p><b>17/11/2021</b> Agreed - to proceed with 20mph speed limit assessment for the wider area around Hill Rise/Barrow Green. Potential template/test for future assessments.</p> <p>Total - £2500 - £1875 CATG, £625 CTC (tbc)</p> <p><b>22/02/22</b> Assessment to be progressed when resource becomes available.</p> <p><b>19/04/2022</b> Traffic surveys ordered to form basis of assessment. Report will be prepared upon receipt of data.</p> <p><b>26/07/22</b> Traffic survey data received. Report to be prepared and issued.</p> <p><b>04/10/22</b> Report circulated with note tracker and previously issued to Councillors and Town Council.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Recommendation for 20mph sign only speed limit with estimated implementation cost of £17,500.</p> <p>The group supported the implementation. Funding was agreed (subject to TC contribution) for the TRO advert at £2500.</p>			
7.6	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>24/01/23</b> KR to arrange further site meeting with GW and NB to discuss PC preferred options.</p>	1	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>01/06/21</b> To be moved to priority 1. KR to prepare plans for consideration by PC.</p> <p><b>14/09/21</b> KR met with Graham Worsnop to discuss potential improvements. KR to investigate feasibility of promoting alternative route for pedestrians, with informal crossing on A420, and the provision of a marked pedestrian route on the C151.</p> <p><b>22/02/22</b> Proposal provided to Parish Council for consideration.</p> <p>Informal crossings on A420 estimated in region of £8000.</p> <p>Pedestrian improvements on C151 estimated at £40,000 but land negotiations and topo survey required. Topo survey cost estimate is £2000.</p> <p>It was agreed to fund the topographical survey to allow further design work to take place. This is to include the C151 to the kissing gate to the west of The Dene.</p> <p><b>17/11/2021</b> KR to prepare plans however some investigation into land ownership is needed.</p> <p>Negotiations with landowner may be required in due course.</p> <p>Concerns raised regarding ongoing drainage issues and road camber.</p> <p><b>19/04/22</b> Awaiting quote for topo survey. Survey required to progress design.</p> <p><b>26/07/22</b></p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Topo survey received 18/07/22. KR to progress design and share in advance of October meeting.</p> <p><b>04/10/22</b> KR developing design for pedestrian improvements.</p> <p>Drainage improvements are due to take place on C151 in October to deal with surface water drainage issues.</p> <p>Site meeting to be arranged with Graham Worsnop and Nick Botterill to discuss scheme options and constraints.</p>			
7.7	4-20-4 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. <b>14/09/2021</b> Site meeting has taken place. PC wish to pursue speed limit assessment to determine if extending the 30mph speed limit is feasible. Group agreed to fund. £2500 total with £1875 from CATG and £625 from PC.</p> <p>KR to produce plan for signing improvements alongside this. <b>22/02/22</b></p>	<p><b>24/01/23</b> Assessment report from Atkins being reviewed by KR and advice sought on recommendations from Wiltshire Police. Report to be circulated once review complete.</p>	1.	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Await outcome of speed limit assessment from Atkins. This will be undertaken in 22/23 financial year.</p> <p><b>26/07/22</b> Atkins to undertake speed limit assessment. Likely to be complete in October.</p> <p>KR has provided additional background information to Atkins regarding parish council concerns to feed into review process.</p> <p>A discussion was had regarding speed limit reviews and the circumstances under which the group should consider approval of speed limit reviews as many recent reviews have identified no changes to be made. Group to consider if in future, reviews are supported only where substantive changes have been made since reviews in previous years.</p> <p><b>04/10/22</b> Awaiting assessment report from Atkins.</p>			
7.8	4-21-11 & 13 Upper Seagry	<p>Request for a 20mph speed limit assessment. Speed limit reduction to improve safety for pedestrians and reduce speed of vehicles, including calming measures.</p> <p><b>14/09/21</b> CATG to await outcome of discussions regarding 20mph assessment report before making decision. If the publication is likely to be significantly further delayed, CATG will discuss how to proceed with 20mph speed</p> <p><b>17/11/2021</b> Decision on hold pending further discussion of approach to 20mph assessments overall.</p> <p><b>22/02/22</b></p>	<p><b>24/01/23</b> Seagry Primary School have submitted a TAOSJ application. The advisory 20mph speed limit is to be taken forward under this.</p> <p>A road safety visit was carried out to observe school drop off. Report to be circulated.</p>	1.	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>It was agreed to progress this request and undertake the 20mp assessment. Agreed funding £2500 with 25% contribution from PC.</p> <p>Concerns were also raised regarding heavy goods vehicle use, particularly from a haulage company in Startley.</p> <p>To be moved to priority 1.</p> <p><b>19/04/2022</b> Traffic surveys ordered to form basis of assessment. Report will be prepared upon receipt of data.</p> <p><b>26/07/22</b> Traffic survey data received. Report to be prepared and issued in September</p> <p><b>04/10/22</b> Draft report provided to Parish Council for consideration. Report recommends advisory 20mph speed limit on approaches to school alongside signing changes.</p> <p>A discussion was had around Wiltshire Council 20mph policy. KR is to provide a response to the parish council email query.</p> <p>It was agreed that KR will prepare plans and estimate for the advisory speed limit and signing changes.</p>			
<b>7.9</b>	<b>4-21-18</b> A350 to A420 Bumpers Farm roundabout to B4039 Yatton Keynell slip road turning	<p>Excessive speeds creating significant highway safety issues. Attached letter refers</p> <p>Reduction in speed limit from the western approach to the slip road on the A420 to slow traffic and to reduce speeds at Allington crossroads and onwards to Bumpers Farm roundabout. Attached letter refers.</p>	<p><b>24/01/23</b> Atkins assessment circulated and parish council comments received. KR to review before final report is issued.</p>	<b>1</b>	<b>Atkins</b>



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>14/09/21</b> Group agreed a speed limit assessment would be appropriate and would like to see this extend further along the A420 to the boundary. North Wraxall and Chippenham Without Parish Councils to be approached to consider a 25% contribution (£625) of the £2500 assessment cost.</p> <p><b>17/11/2021</b> PC contributions agreed. KR to order speed limit assessment with Atkins. £2500 total - £625 NWPC, £625 CWPC, £1250 CATG.</p> <p><b>22/02/22</b> Assessment to be undertake in 2022/23 financial year.</p> <p>To be moved to priority 1.</p> <p><b>26/07/22</b> Atkins to undertake speed limit assessment.</p> <p>KR has provided additional background information to Atkins regarding parish council concerns to feed into review process.</p> <p>PC would like to see Atkins assessment before it is finalised to allow feedback into the process.</p> <p><b>04/10/22</b> Awaiting completion of Atkins assessment.</p>			
<b>7.10</b>	Kington St Michael – Advisory Crossing	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)	<b>24/01/23</b> Works pack being prepared. Construction in 2023/24 financial year.	<b>1.</b>	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>and vehicles alike. Some drivers give way to waiting pedestrians – others don't, even overtaking on the crossing point despite a pedestrian presence. Pre-existing safety risk compounded by COVID-19 as more parents/ guardian's park and use the crossing to walk children to school (to prevent congregating on school grounds - but this shifts issue to the crossing).</p> <p>Upgrade advisory crossing point to Pelican or Zebra crossing. Ensure that vehicle drivers must give way to pedestrians, eliminating confusion for vehicle drivers and pedestrians alike.</p> <p>Reintroduce and improve school warning sign on southbound approach, improve or move the school warning sign on northbound approach (which is often obscured by vegetation).</p> <p><b>14/09/21</b></p> <p>KR to undertake site visit at school drop off/pick up times. Shift changes at Leigh Delamere also coincide with this.</p> <p><b>17/11/2021</b></p> <p>KR to undertake site observations 23/11.</p> <p><b>22/02/22</b></p> <p>Site observations undertaken. Improvements to the visibility to and of the crossing are required, with changes to layout needed. KR to prepare proposal and estimate. Item to be moved to priority 1.</p> <p><b>19/04/2022</b></p> <p>Proposal plan included with note tracker. Improvements aim to increase conspicuity of crossing and visibility of pedestrians waiting to cross.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Cost estimate, including waiting restrictions and coloured surfacing, is £7350.</p> <p><b>26/07/22</b> The proposal plan is to be considered by the parish council. The group suggested 'no loading' be included with waiting restrictions to prevent loading/unloading.</p> <p>Suggestions also to use person shaped bollards to further highlight crossing and possible build-out.</p> <p><b>04/10/22</b> Parish Council have considered the proposal and would like to see the following:</p> <ul style="list-style-type: none"> <li>• provision of a build-out if feasible</li> <li>• no waiting restrictions to be introduced</li> <li>• bollards as shown in proposal plan</li> </ul> <p>Group discussed above. KR estimates £20,000 for build-out provision.</p> <p>It was agreed to proceed with original option, excluding waiting restrictions, at a cost of £5350 (£3750 LHFIFG, £1600 from PC).</p>			
<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>24/01/23</b> School currently updating travel plan. School travel plan advisor details have been provided to the school for assistance.</p>	<b>2</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> <p><b>22/02/22</b> Resurfacing work is due to take place in 23/24 financial year.</p> <p><b>04/10/22</b> School currently updating travel plan. School travel plan advisor details have been provided to the school for assistance.</p>			
8.2	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>22/02/22</b> New survey request issued.</p> <p><b>19/04/2022</b></p>	<p><b>24/01/23</b> Site meeting held. Cllrs to letter drop residents to identify issues and concerns.</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Awaiting survey results <b>26/07/22</b> Survey results received and included with tracker.</p> <p>KR to arrange site meeting with Kathryn MacDermid and Ross Henning</p> <p><b>04/10/22</b> Site visit to be arranged.</p>			
8.3	4-20-7 Bristol Road, Chippenham	<p><i>Request for formal crossing (Puffin / Zebra) by the entrance to Lidl Store. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></i></p> <p><b>02/02/21</b> Issue on hold pending outcome of Tranche 2 cycle scheme</p> <p><b>01/06/2021</b> The proposal for Bristol Road as part of the Tranche 2 bid is not being progressed.</p> <p>It was agreed that a pedestrian crossing assessment should be undertaken between Bumpers Roundabout and the junction with Hungerdown Lane. Funding for survey agreed at £1000. Contribution from CTC to be confirmed.</p> <p><b>14/09/2021</b> Pedestrian survey ordered. To take place in September after which a pedestrian assessment report will be prepared.</p> <p>The study area will include the area around Hathaway Surgery. KR to check if crossing movements across Hungerdown Lane can also be included. If not part of survey, may be possible to have survey undertaken as part of apprentice training.</p>	<p><b>24/01/23</b> KR explained that having reviewed the pedestrian assessment further, a formal crossing near Lidl can be recommended. The likely cost being in the region of £80,000. This would be a substantive bid.</p> <p>The group asked that consideration continue to be given to a reduction in speed limit to 30mph. Discussion also took place around the provision of a crossing at Hathaway medical centre. It was agreed to investigate improvements to the refuge island.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>22/02/22</b> Pedestrian survey complete. Peak hour monitoring of pedestrians crossing Hungerdown Lane to be undertaken. Report to be prepared and circulated for discussion.</p> <p><b>19/04/2022</b> An issue has been found with the pedestrian count data and as such the pedestrian survey is being retaken. Report to follow as soon as updated data is received.</p> <p><b>26/07/22</b> Schools are updating their travel plans. There are proposals to continue to educate parents through newsletter with regard to parking etc.</p> <p>KR to circulate pedestrian crossing assessment report when complete.</p> <p><b>04/10/22</b> Report circulated with note tracker and previously provided to local member and town council. The report does not recommend any change to the current provision.</p> <p>It was agreed that provision of a 30mph speed limit will be investigated, as well as the feasibility of widening the refuge island near the doctor's surgery.</p> <p>Appendix 1 to be checked for errors.</p>			
8.4	4-20-11 Fairfoot Close to Gascelyn Close	<p>Land negotiations required. Being led by Sustainable Transport. May return to this group for design work/delivery.</p> <p><b>19/04/2022</b> KR provided required width information for land to Laura Gosling</p> <p><b>26/07/22</b></p>	<p><b>24/01/23</b> Land purchase is progressing. Design work to take place once resource is available.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Initial discussions with Greensquare re: land are encouraging. KR to continue discussions with legal team. <b>04/10/22</b></p> <p>Greensquare are in favour of selling land to WC for this scheme at a small cost. It has been agreed that the cost of this, and legal fees, will be covered centrally at no cost to LHFIFG.</p> <p>Design work can now progress. Site meeting to be set up.</p>			
8.5	4-20-12 Baydons Lane to Long Close	<p>Land negotiations required. Being led by Sustainable Transport. May return to this group for design work/delivery. <b>04/10/22</b></p> <p>No update</p>	<p><b>24/01/23</b> No update</p>	2.	
8.6	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>Site meeting to be arranged in due course</p>	<p><b>24/01/23</b> Works complete however some remedials to take place. Costs for RoW element have been sent to LC. Invoices to be issued in due course.</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>01/06/21</b> WC in -house safety auditor is to review the locations. Laurence Cable to be included in site visits if possible.</p> <p><b>14/09/21</b> The 'Barrier removal' document circulated with the note tracker sets out the potential for removal at each location.</p> <p>KR to liaise with LC regarding next steps.</p> <p><b>17/11/2021</b> KR, LC and RH to meet at Old Hardenhuish Lane to consider solutions.</p> <p>It was agreed the following will be taken forward: Evans Close – removal and replace with bollard Bristol Road – removal and replace with bollard Avebury Road – removal Drake Crescent (south) – removal and replace with bollard</p> <p>£2500 total - £1875 CATG, £625 CTC (tbc)</p> <p><b>22/02/22</b></p> <p>Order for agreed barrier removals will be raised when resource allows.</p> <p>Site meeting held at Old Hardenhuish Lane. KR to prepare proposal for removal of barrier and replacement with bollards. Hazard paving and signing amendments may also be needed.</p> <p>KR to speak to RoW re Monks Way and Drakes Crescent.</p> <p>LC explained funding may be available via area board climate change fund.</p>			



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>19/04/2022</b> Barrier removals/replacements works package being prepared. This will include those on the RoW to be funded by CNDG Area Board grant.</p> <p>KR to provide plans to Laurence Cable ahead of works order being issued</p> <p><b>04/10/22</b> Works due to take place w/c 26<sup>th</sup> September.</p> <p>Costs to be given to LC as soon as possible.</p> <p>It was agreed that a standing item would be put onto future note trackers for chicane / barrier removals.</p>			
8.7	4-21-1 Shared Use Path – Island Park	Laura Gosling is looking into feasibility of some widening and signing in this area already. To be progressed by Sustainable Transport for further discussion.	<b>24/01/23</b> No update	2	
8.8	4-21-5 Westmead Lane, Chippenham	<p>Request for widening of footway on Westmead Lane to improve pedestrian access to/from Bowles Court. Pedestrians currently walking in carriageway due to insufficient width when using rollators etc. Potential conflict with HGVs accessing Wessex Water site.</p> <p><b>01/06/21</b> KR to review planning details for skate park to determine if any improvements to access. Footway widening to be investigated.</p> <p><b>14/09/21</b> KR still to review feasibility. There may be changes as rumoured that Wessex Water will be vacating site.</p> <p><b>17/11/2021</b></p>	<b>24/01/23</b> Works complete. To be removed from note tracker	2	<i>To note</i>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>KR and RH to meet on site.</p> <p><b>22/02/22</b> Site meeting took place with resident, KR, RH and LA. KR to develop options for pedestrian improvements.</p> <p><b>19/04/2022</b> KR has reviewed feasibility of widening the existing footway on the western side of Westmead Lane.</p> <p>There is unfortunately insufficient width to do so, even if consideration given to reducing the width of the eastern footway.</p> <p>Pedestrians should be encouraged to cross to use the existing footway network. They cannot do this at present due to a lack of dropped kerb access. The provision of a dropped kerb as shown on the plan provided is recommended. The estimated cost is £2500 (a road closure may be required due to widths).</p> <p>The group agreed to allocate £1750 subject to a contribution of £750 from CTC</p> <p><b>26/07/22</b> Contributions agreed. Construction to be progressed by Area Highways.</p>			
8.9	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.</p>	<p><b>24/01/23</b> Signing ordered and awaiting installation.</p> <p>Pedestrian crossing data received. KR to complete and circulate assessment.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>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.</p> <p><b>14/09/21</b> KR to undertake observations</p> <p><b>22/02/22</b> KR to undertake site observations during term time (school pick up). KR to find out timescale for proposed school expansion.</p> <p><b>19/04/2022</b> Site observations scheduled for 4<sup>th</sup> May.</p> <p><b>26/07/22</b> KR suggests school warning signs be provided (approx. £800) along with removal of dropped kerb at junction as requested (£1500). Total estimate £2300.</p> <p>In addition, pedestrian crossing assessment to determine appropriate crossing facility including relocation of speed limit terminal, recommended for September. Cost of £2000 for this.</p> <p>Potential for funding toward crossing implementation, should criteria be met, from school expansion.</p> <p>The group discussed this and felt that it would be appropriate to provide signing at this stage, with a pedestrian survey in the new term. The dropped kerb changes were not supported at this time.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Funding agreed - £800 for signing and £2000 for pedestrian crossing assessment subject to town council contribution.</p> <p><b>04/10/22</b> School warning signs order to be issued.</p> <p>Pedestrian survey ordered for assessment. Awaiting results.</p>			
8.10	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> <p><b>22/02/22</b> Signing to be reviewed when resource available.</p> <p>Music festival not taking place in 2022.</p> <p><b>19/04/2022</b> Review underway.</p> <p><b>26/07/22</b> Review underway.</p> <p>LP reported that cyclists using the route are experiencing numerous issues. Verge/edge degradation is a particular issue.</p> <p><b>04/10/22</b> A review has been undertaken with signing changes proposed. The briefing note is enclosed with the note tracker. Estimated cost of £3500.</p>	<p><b>24/01/23</b> Further review undertaken of extended area. In addition to the previous recommendations, it is recommended to install 2 x Double bend / For ½ mile signs, 2 x Chevrons and paint 2 x SLOWs on the carriageway. The total for all works, including traffic management, is £6000.</p> <p>PC to consider and confirm contribution.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		Review to be revisited with extended area to cover nearby bends.			
8.11	4-21-14 Lowden Grass Verges	<p>Lorries and Vans park on the grass verge edge and on many occasions large lorries have carved up the grass and soil on the corner of the grassed area, making large indentations, causing mud all over the road. The grass has only just come back, due to action I took with large stones being placed inset from the curb, painted bright white. I also have continually mowed this area, as to not cause an issue with the Council mowing team.</p> <p>These stones have been removed by the Council. A lot of the neighbours have appreciated the neat and tidy verge that had become of what I have done.</p> <p>We would like to apply for small verge marker posts to safeguard the nice grassy verge that we had come to appreciate. A deterrent is needed to stop the drivers (who do not live in this area) driving their lorries and vans on the Council grass area which is appreciated by neighbours and walkers alike. We would like the small verge marker posts purchased and installed by the Council please.</p> <p><b>14/09/21</b></p> <p>KR to review.</p> <p><b>17/11/2021</b></p> <p>Agreed - £1000 for white verge protection/marker posts. £750 CATG, £250 CTC (tbc).</p> <p><b>22/02/22</b></p> <p>Order to be raised for works</p>	<p><b>24/01/23</b></p> <p>Awaiting installation.</p>	2	DA

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>KR to provide examples of verge marker post to RH</p> <p><b>19/04/2022</b> Example of verge markers sent to RH. Awaiting approval to raise order.</p> <p>Approval given to proceed. Works order to be issued.</p> <p><b>26/07/22</b> Works to be progressed by Area Highways (David Arnup)</p> <p><b>04/10/22</b> Awaiting installation</p>			
8.12	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</p>	<p><b>24/01/23</b> To be reviewed in Summer 2023 once new patterns are established following road opening.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>widened part and a path added on the opposite side to allow pedestrians to be able to cross the road safely.</p> <p><b>22/02/22</b> This is to be reviewed when new road is open. This is expected to be Easter 2022</p> <p><b>19/04/2022</b> Road likely to be opened in July. On hold until then.</p> <p>DA informed the group that there are a number of remedial works to be undertaken by the developer and these must be completed prior to the road being open to the public. The developer are experiencing resource issues and this is further delaying these works.</p> <p><b>04/10/22</b> DA reported that the new road opening is imminent.</p>			
8.13	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</p>	<p><b>24/01/23</b> Awaiting confirmation of street nameplate requirement from TC.</p> <p>Waiting restrictions to be included as part of batch of restrictions to be advertised.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>with postal deliveries and service people trying to find our properties due to our road being cut in two. They don't realise that we are one street and end up driving around the block several times.</p> <p><b>17/11/2021</b> KR to look at on site.</p> <p><b>22/02/22</b></p> <p>KR reviewed lining on site. It would not be appropriate to relocate give-way markings</p> <p>Delivery related concerns may be mitigated by providing an additional street nameplate including property numbers. The cost of this would be in the region of £250. It was agreed to fund this with a 25% contribution from CTC.</p> <p>AF is liaising with Redland School regarding their travel plan.</p> <p><b>19/04/2022</b> Works pack to be prepared and order issued.</p> <p><b>26/07/22</b> Works on hold and update required from Town Council as contribution not agreed.</p> <p>NP explained that the town council do not support the provision of a nameplate as it is felt that this does not resolve the original concern.</p> <p>KR has been asked to prepare a report for PET explaining the reasoning why the give-way lining can not be changed. NP asked KR to look at the information provided by a judge regarding an incident with a motorcyclist on Saxon Street.</p>			



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		<p><b>04/10/22</b> Please see enclosed email response.</p> <p>Confirmation from TC required regarding street nameplate and whether or not to proceed.</p>			
8.14	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></p> <p><b>18/02/20</b> A formal pedestrian crossing assessment would be required. The key component of the assessment is the numbers crossing the road and it was felt that overall number of pedestrians using the current refuge island now would not be enough to justify provision of a formal crossing.</p> <p>It was agreed this issue was best considered as part of the Barracks development and look for possible Section 106 monies.</p> <p><b>17/11/2021</b> KR to investigate changes that may improve pedestrian safety at this location.</p> <p><b>22/02/22</b> KR to arrange a site visit.</p> <p>A review of collision data shows that no collisions involving pedestrians are recorded in the 36months prior to June 2021.</p>	<p><b>24/01/23</b> KR to circulate report once complete.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>The changes at the garage convenience store have seen an increase in pedestrian activity.</p> <p><b>19/04/2022</b> KR has visited this location. Recommendation that a full pedestrian assessment be undertaken at a cost of £2000 to gather data and fully consider the options available.</p> <p>The group agreed to fund £1400 subject to a contribution of £600 from the PC.</p> <p><b>26/07/22</b> Pedestrian survey complete. Data received 18/07. Assessment report to be prepared and circulated.</p> <p><b>04/10/22</b> Report to be provided once complete.</p>			
8.15	4-22-1 London Road, from the roundabout adjacent to the Three Crowns pub to Abbeyfield School	<p>Request for clearer signing directing HGVs away from London Road. Please see enclosed redacted request form.</p> <p><b>22/02/22</b> It was agreed that the signing will be reviewed.</p> <p><b>19/04/2022</b> Review of signing underway</p>	<p><b>04/10/22</b> Signing review complete and proposal for signing changes put forward. Cost estimate £10,000.</p> <p>The group agreed that this item be put on hold and be reconsidered in the future.</p>	2.	KR
8.16	4-22-2 Roundwood View, Christian Malford	<p>Request for 4no dropped kerbs. Please see enclosed redacted request form.</p> <p><b>22/02/22</b> KR to prepare estimate and plan and find out if can be included in future substantive bid for dropped kerb works.</p> <p><b>19/04/2022</b> It is feasible to provide dropped kerbs at the locations requested. Due to the possible need for 3-way traffic signals</p>	<p><b>24/01/23</b> Installation to take place in 2023/24 financial year as contractor is fully programmed until end of March.</p>	2.	DA

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>during construction, the estimated cost of construction of both sets (4no) dropped kerbs is £4000.</p> <p>It was agreed that to fund this subject to contribution from parish council. LHFIG £2800, PC £1200 tbc</p> <p><b>26/07/22</b> Contributions have been agreed. This work is to be taken forward for construction by area highways.</p> <p><b>04/10/22</b> Awaiting construction</p>			
8.17	4-22-4 C86 Yatton Keynell to Grittleton	<p>Concerns raised regarding safety when entering/leaving properties at Ryleys Farm. Please see enclosed redacted request form. As concealed entrance signs aren't permitted on the highway, the parish council would like to review other options.</p> <p><b>22/02/22</b> Signing options to be reviewed.</p> <p><b>19/04/2022</b> Reflective hazard marker posts may be provided at either side of each access to highlight the accesses. 2no posts per access is estimated to cost £400.</p> <p>This is to go back to PC for approval and agreement of contribution. £250 LHFIG, £120 PC tbc</p> <p><b>26/07/22</b> Parish Council are happy to proceed. LHFIG agreed funding - £400 (£250 LHFIG, £150 PC)</p> <p><b>04/10/22</b> Awaiting installation</p>	<p><b>24/01/23</b> Awaiting installation.</p>	2.	DA

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
8.18	4-22-6 Primrose Way, Chippenham – Street nameplate	<p>Disruption of mail, parcels and food deliveries. I have lived at 37 Celandine Way since 2002, but my house is actually on Primrose Way. My postcode takes you to my garage, which is on Celandine Way (which is where I believe the problem lies) Further along Celandine Way, there are 4 houses in a cul de sac with a road sign that says Leading to numbers XXXX Celandine Way, so I believe the precedent has been set.</p> <p>Request : A road sign added to the existing sign for Primrose Way that reads "Leading to numbers 35 &amp; 37 Celandine Way"</p> <p><b>19/04/2022</b> Cost estimate and proposal to be brought to next meeting.</p> <p><b>26/07/22</b> Sign can be added to existing name plate at Primrose Way. Estimated cost £250.</p> <p>LHFIG agreed funding subject to TC contribution.</p> <p><b>04/10/2022</b> Awaiting confirmation of contribution from CTC.</p>	<p><b>24/01/23</b> Funding from TC confirmed. Street nameplate to be ordered for installation next financial year.</p>	2.	TC
8.19	4-22-7 Malmesbury Road, Chippenham – Crossing nr St Pauls Church	<p>The zebra crossing across Malmesbury road has become increasingly dangerous to use as a pedestrian since the traffic lights have been put in place at the top of Park Lane / Malmesbury Road / Langley Road. We regularly use this crossing to get to John Coles Park and into Town (we would rather walk than use our car for our journeys into town). On numerous occasions over the last few years we have been crossing the zebra crossing and have found that cars continue on (both due to not seeing us due to traffic and due to the fact that they are traveling at speed to get through a green light, or are obviously frustrated at having had to wait</p>	<p><b>24/01/23</b> Changes to belisha beacon to increase visibility are estimated to be in the region of £3000. To be considered for funding.</p> <p>Road markings to be put on list for refreshing.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>at the lights and want to get on with their journey). On one occasion I even ran to speak to a driver, who had almost hit my 3 year old son who was crossing on our way to the park. She was apologetic – but my concern is that if this is not looked into (and if I don't do anything) it will be worse than a near miss in the future. I actually send a message onto my local councillor about 2 weeks ago when I was almost half way across the road with a car driving straight across in front of me. Anecdotally we know of quite a few other similar situations happening with other local residents.</p> <p>I would like the safety of the crossing assessed and for the powers that be to decide whether there is any change required, such as a reduction in the speed limit or conversion of the crossing to one that will be respected more by drivers (e.g. pelican crossing)</p> <p><b>19/04/2022</b> Safety assessment of zebra crossing to be undertaken. Particular attention to be paid to visibility and impact of traffic signals.</p> <p><b>04/10/22</b> Safety assessment has been concluded. Recommended a review of the belisha beacon positions or beacon type to increase conspicuity.</p> <p>KR to liaise with Atkins street lighting to determine feasibility and costs of bellisa beacon upgrades</p>			
8.20	4-22-5 Station Hill, Chippenham- Parking	The "improvements" to the junction of Station Hill and New Road in Chippenham meant that disabled parking provision on Station Hill has been reduced. Whereas previously blue badge holders could park safely and legally on double yellow lines on Station Hill and New Road this is now not possible due to the cycle land and No Parking at any time provisions.	<b>24/01/23</b> DfT Inclusive Mobility states that where there is reserved blue badge parking, the gradient of the street should	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>As a disabled driver I am asking for one or two of the 2 hour parking spaces on Station Hill to be designated as Disabled spaces. Likewise for the two Disabled spaces on The Bridge / New Road to be for 2 hours not one.</p> <p><b>26/07/22</b> These changes are feasible. A TRO advert is required at a cost of £2500. Implementation costs in the region of £2000.</p> <p>KR explained there are other outstanding restriction requests for Chippenham that could be combined with this. To be put on hold until other restrictions considered. KR to circulate list for consideration by TC.</p> <p><b>04/10/22</b> To be considered as part of wider review of waiting restrictions.</p> <p>The group queried the suitability of providing disabled parking bays due to the sloping topography. KR to review.</p>	<p>not exceed 1 in 50. This precludes Station Hill.</p> <p>The change to increase the parking duration on the bays on The Bridge/New Road will be included in the batch of parking restrictions to be advertised.</p>		
8.21	4-22-8 Forest Lane Pewsham	<p>Request for amendments to bollards at Forest Lane, Pewsham. Please see redacted request form.</p> <p><b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.</p> <p><b>04/10/22</b> KR to review</p>	<p><b>24/01/23</b> Removal and replacement of bollards is appropriate. Needs approval from RoW team. Cost estimate £1000.</p> <p>Confirmation of contribution from the TC is required.</p>	2.	CTC
8.22	4-22-9 Hardenhuish Lane to Stainers Way, Chippenham	<p>Request for barrier removal. Please see redacted request form.</p> <p><b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.</p>	<p><b>24/01/23</b> Removal of barrier and replacement with bollard appropriate. Cost estimate £750. Confirmation of</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<b>04/10/22</b> KR to review	contribution from the TC is required.		
<b>8.23</b>	<b>4-22-10</b> Hardenhuish Lane, Chippenham – refuge island	Request for changes to refuge island. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.  <b>04/10/22</b> KR to review	<b>24/01/23</b> Ongoing	<b>2.</b>	<b>KR</b>
<b>8.24</b>	<b>4-22-12</b> Waters Edge/Pewsham Way	Request for barrier removal. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.  <b>04/10/22</b> KR to review	<b>24/01/23</b> Recommendation is to increase distance between barriers rather than removal or replacement. Cost estimate £500  Confirmation of contribution from TC is required.	<b>2.</b>	<b>KR</b>
<b>8.25</b>	<b>4-22-13</b> A350 Plough Crossroads, Kington Langley	Request for pedestrian crossing facility at signal junction. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.  <b>04/10/22</b> KR is awaiting information regarding current signal timings and the accommodations made for pedestrians.  KR explained that provision of a pedestrian facility within the signals was considered as part the recent refurbishment	<b>24/01/23</b> Atkins traffic signals do not recommend changes to intergreen timings to facilitate crossing as due to the technology used, this could increase conflict between pedestrians and vehicles.  Atkins are to investigate the feasibility of providing a dedicated crossing although it is acknowledged that this will	<b>2.</b>	<b>Atkins</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		however the cost of provision far outweighed the available funding.	not be compliant with recommended standards.  Awaiting outcome of Atkins review.		
8.26	4-22-14 Minster Way Chippenham	Request for amendments to shared use path. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.  <b>04/10/22</b> KR to review	<b>24/01/23</b> Tarmac area of verge and replace sign as requested. Cost estimate £2000.  Contribution from TC to be confirmed.	2.	KR
8.27	4-22-15 Hungerdown Lane, Chippenham	Request for amendments to access to shared use path. Please see redacted request form.  <b>26/07/2022</b> The LHFIG supported this request. KR to look at and report back to group.  <b>04/10/22</b> KR to review	<b>24/01/23</b> Ongoing	2.	KR
8.28	4-21-28 C164 Giddeahall to Upper Caste Combe & C179 West Yatton Lane from Yatton Keynell	The C164 is being used by vehicles which are ignoring the weight limit and current advisory signs. This results in vehicles becoming stuck between two walls in West Yatton and damage to private property.  The current signage is inconsistent being different at either end of the C164 & on C179.  Photos attached  <b>17/11/2021</b>	<b>24/01/23</b> Awaiting confirmation of contribution from Parish Councils. LHFIG to consider funding at next meeting if parish contributions confirmed.	2	KR



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>KR to prepare signing plan and estimate.</p> <p><b>22/02/22</b> Signing proposal provided to parish council for consideration. Cost estimate £2800.</p> <p><b>19/04/2022</b> Since this was raised, it has been determined that a review of signing strategy relating to Castle Combe is to be undertaken. This request will now be included within that overall review.</p> <p><b>04/10/22</b> Item added back to list and to be progressed through LHFIG.</p>			
<b>8.29</b>	<b>4-22-11</b> Malmesbury Road Roundabout - Crossings	<p>Request for crossing provision at Malmesbury Road roundabout. Please see redacted request form.</p> <p>It was suggested that the crossing provision and issues with developer installations be brought up at full council.</p>	<p><b>24/01/23</b> KR to review.</p>	<b>2.</b>	<b>KR</b>
<b>8.30</b>	4-22-16 Grittleton Rd – Yatton Keynell – Dropped Kerbs	<p>Parish Council request that a pair of dropped kerbs are installed at entrance to John Aubrey Close to allow residents from Phillips Grove to safely access village facilities.</p> <p>Previously the pavement on Grittleton Road beyond John Aubrey Close was infrequently used, Phillips Garage has closed and housing development has been completed local residents now use the pavement to access the village.</p> <p><b>04/10/22</b> The group agreed that this could be investigated.</p>	<p><b>24/01/23</b> Dropped kerbs are feasible. Cost estimate £2000. Parish Council to consider contribution.</p>	<b>2.</b>	<b>KR</b>
<b>9</b>	<b>New Requests submitted since the last meeting</b>				

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
9.1	4-22-17 Railings replacement, Slaughterford	Please see enclosed request form.	LHFIG are minded to provide funding however a formal quote is to be provided by the Parish Council for the works. Parish Council contribution is also required.	2.	<b>BPC</b>
9.2	4-22-18 Seagry Road, Sutton Benger	Please see enclosed request form	LHFIG support investigation of traffic calming on Seagry Road. KR to review.	2.	<b>KR</b>
9.3	4-22-19 Pewsham Estate	Please see enclosed request form	LHFIG support request. KR to review request and contact resident for more information regarding locations	2.	<b>KR</b>
9.4	4-23-1 A420 Bristol Road, Chippenham	Request for waiting restrictions outside football club car park either side of crossing	To be considered as part of the waiting restriction review.	2.	<b>KR</b>
9.5	4-23-2 Pew Hill Chippenham	Request for waiting restrictions on Pew Hill outside property known as Lincombe to ease access/egress from driveway	To be considered as part of the waiting restriction review.	2.	<b>KR</b>
10	<b>AOB –</b>				
10.1					
	<b>Agreement of Priority One issues</b>				
11.	<p><b>Agreement of Priority 1 schemes (Funding Allocations)</b> Note: Issue which are 'Greyed out' indicate schemes where orders have been issued / about to be issued but await implementation.</p> <p><b>Any issues highlighted in Yellow are awaiting agreement from the Area board</b></p> <p>1. 5827 – Village Gateways, Biddestone. £5000 contribution to complete signing due to cost increases.</p>				

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

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
	<p>19. Various chicane removal/cycle improvement items - £3975 – itemised allocation to be considered at next meeting.</p> <p>19.a) Forest Lane Pewsham – Barrier removal and replacement with bollards - £1000 (£700 LHFIG and £300 CTC (tbc))</p> <p>19.b) Hardenhuish Lane to Stainers Way, Chippenham – Removal of barrier and replacement with bollard appropriate. £750 (£525 LHFIG / £225 CTC (tbc))</p> <p>19.c) Waters Edge/Pewsham Way – Alteration to barrier. £500 (£350 LHFIG / £150 CTC (tbc))</p> <p>19.d) Minster Way Chippenham – Tarmac area of verge and replace sign. £2000 (£1400 LHFIG and £600 CTC (tbc))</p>				
12.	Date of Next Meeting - TBC				

## Highways Officer – Kirsty Rose

### 1. Environmental & Community Implications

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

### 2. Financial Implications

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

### 3. Legal Implications

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

### 4. HR Implications

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

### 5. Equality and Inclusion Implications

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

### 6. Safeguarding implications – none

## APPENDIX 1





