

MINUTES

Meeting: Chippenham and Villages Area Board
Place: Wiltshire & Swindon History Centre, Cocklebury Road,
Chippenham, Wiltshire, SN15 3QN
Date: 10 June 2024
Start Time: 6.30 pm
Finish Time: 9.20 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Ross Henning (Chairman), Cllr Dr Nick Murry (Vice-Chairman), Cllr Liz Alstrom, Cllr Nick Botterill, Cllr Clare Cape, Cllr Adrian Foster, Cllr Peter Hutton and Cllr Kathryn Macdermid

Wiltshire Council Officers

Xx – Strategic Engagement & Partnership Manager
Xx – Area Board Delivery Officer
Xx – Democratic Services Officer
Xx – Director xx (allocated to the Area Board)

Partners

Wiltshire Police – Inspector xx
Wiltshire Fire and Rescue Service – Station Manager xx
--- Add any PC reps that give updates -----

Total in attendance:

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
82	<p><u>Election of Chairman</u></p> <p>Resolved:</p> <p>To appoint Cllr Ross Henning as Chairman of Chippenham and Villages Area Board for the forthcoming year.</p>
83	<p><u>Election of Vice-Chairman</u></p> <p>Resolved:</p> <p>To appoint Cllr Dr Nick Murry as Vice-Chairman of Chippenham and Villages Area Board for the forthcoming year.</p>
84	<p><u>Apologies</u></p> <p>Apologies were received from:</p> <ul style="list-style-type: none"> • Cllr Howard Greenman • Cllr Nic Puntis
85	<p><u>Minutes</u></p> <p><u>Decision</u></p> <p>The minutes of the meeting held on 11 March 2024 were agreed as a correct record and signed by the Chairman.</p>
86	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
87	<p><u>Chairman's Announcements</u></p> <p>The Chairman provided an update on the following matters:</p> <ul style="list-style-type: none"> • Highways Matters Q and A – The SEPM reminded the Area Board of the Highway Matters meeting held in December 2023 and referred to the many questions received prior to and during the meeting. The SEPM explained that the majority of questions had received responses and these were available to view on the Council’s website at this link to the Area Board’s meeting on 11 December 2023. The Area Board noted that Highways intended to hold member briefings on the subject matter shortly. • Consultation on the Licensing Policy – the written update was noted. • Local Nature Recovery Strategy Public Engagement – the written update was noted.

	<ul style="list-style-type: none"> • Multiply - National Numeracy Day – the written update was noted.
88	<p><u>Information Items</u></p> <p>The board noted the following information items:</p> <ul style="list-style-type: none"> • Community First • Healthwatch Wiltshire • Update from BSW Together (Integrated Care System)
89	<p><u>Partner and Community Updates</u></p> <p>To questions The Area Board received a number of updates from Partners and community organisations as detailed below:</p> <ol style="list-style-type: none"> 1. Neighbourhood policing Team <p>The Area Board received a written update and presentation from Insp Pete Foster, Wiltshire Police, which included detail about the Community Policing Team, Wiltshire Police coming out of special measures, the Police community commitment, community engagements, Chippenham town and rural areas crime and incident statistics, operational priorities and the CCTV van.</p> <p>Members commented on the upgrading of the CCTV van equipment and welcomed its continual role in the Chippenham community area and occasionally further afield, aspirations to increase the number of special constables and the ability to call on additional support when needed, the reporting of retail theft and the pro-active action taken by the police to engage with the issue and contact with retail organisations and the work of the Police Scrutiny Panels and how to sign up as a Panel member.</p> <p>The Chairman thanked Insp Pete Foster for attending the Area Board meeting, responding to questions and to continue the great work in Chippenham.</p> 2. Wiltshire Road Safety Partnership <p>The Area Board received a presentation from Perry Payne, Wiltshire Road Safety Partnership, which included detail about the members of the Partnership, the three main workstreams – engineering, education and enforcement, careless or inconsiderate driving, community speed watch – including statistical data and traffic survey information for the Chippenham area and emerging issues.</p> <p>The Partnership representative responded to a number of comments and questions as follows:</p> <ul style="list-style-type: none"> • Compliments to the good work of the Police in reducing the number of ‘car gangs’ in supermarket car parks, although it

	<p>appeared that the issue of speeding had migrated to the A350 and there was a need for additional signage to encourage lower speeds - it was suggested that a request would need to be considered by the appropriate Parish Council prior to the LHFIG and Wiltshire Council.</p> <ul style="list-style-type: none"> • Further information about the Drive Plus Assessments for older drivers and subsidised drivers through the Pass Plus Scheme is available from Jane Deeley, Road Safety manager, Wiltshire Council. • An issue of motorcyclists using cycle lanes and ignoring signs indicating no motor vehicles – to forward details to the Partnership Representative who would pass on the information to the local Police unit in the area. • Timeframes for receiving Traffic Survey results from Speed Indicator Devices, in particular Canal Road, Chippenham – details are available from Wiltshire Council. • Appreciation for the Police and Crime Commissioner making speeding one of his priorities and the increase in road policing units in the County. <p>The Chairman thanked Perry Payne, Partnership Representative for his very informative presentation.</p> <p>3. Age UK Update The written report attached to the agenda pack was noted.</p> <p>4. Parish and Town Councils Cllr Clare Cape and Cllr Nick Murry reported that the recent referendum for the Chippenham Neighbourhood Plan was successful with 86% of residents supporting the Plan. The Plan would now be ‘made’ by Wiltshire Council and become part of the development plan, for making decisions and recommendations on planning applications in the Chippenham area.</p> <p>5. Parish Forum The Area Board received the notes of the Parish Forum meeting held on 20 March 2024. The Chairman thanked Cllr Greenman for re-establishing the Forum.</p> <p>6. Other Community Groups There were no reports from other community groups.</p>
90	<p><u>Community Asset Transfer</u></p> <p>The Area Board considered an application submitted by the Rise Trust for the transfer of control and maintenance of the Oaks, Chippenham, SN15 1DU from Wiltshire Council in order to run charity provisions including a youth service, pre-school, contact centre, mentoring service and volunteering.</p>

	<p>Lynne Evans and Danielle Blake provided detailed information about the work of the Rise Trust and explained how the transfer of the building would continue to provide early years provision and youth services for children, young people and families in one of the most disadvantaged areas of Chippenham.</p> <p>The Area Board members expressed their support for the asset transfer and commented on the continued success of The Rise Trust project would be for it to be placed in the community, awareness of available funding streams, accuracy of site plans, access to the site, potential expenses relating to maintenance issues and The Rise Trust interest in becoming trauma informed and for this to be expanded throughout Chippenham.</p> <p>Resolved: The Area Board approves the application submitted by The Rise Trust for the transfer of control and maintenance of The Oaks, Chippenham from Wiltshire Council from which they can run charity provisions including a youth service, pre-school, contact centre, mentoring service and volunteering.</p>
91	<p><u>Area Board - End of Year Report</u></p> <p>The Area Board received a presentation from Ros Griffiths – Strategic Engagement and Partnership Manager looking back at the activities over the past 12 months and looking forward to the coming 12 months. In addition, the Area Board were asked to agree their priorities for the coming 12 months and make appointments to outside bodies.</p> <p>The presentation provided information about the Chippenham and Villages Area Board community area, in particular on Area Board investment, engagements, the work of the LHFIG, Area Board local priorities – Youth engagement and positive activity opportunities, addressing climate change, supporting mental wellbeing older/vulnerable adults, supporting the local economy and reducing anti-social behaviour.</p> <p>In addition, the Area Board were provided with information summarising the Community Survey and its top priorities and the CAJSNA data. A video message was also shown from Kate Blackburn in connection with the CAJSNA data.</p> <p>The Area Board commented on a number of issues including the impact of purdah during the local elections in 2025 on grant funding applications and suggested that applicants should be encouraged to submit applications for consideration at the Area Board meeting on 10 February 2025; Area Board support for activities where a grant application had not been submitted; the difficulties being experienced by food banks in providing enough food to cater for demand and funding available from the Government through the Household Support Fund.</p>

The Area Board also received a report from Cllr Alstrom and watched a video of the activities provided during the Teen Takeover event on 11 June 2024 in Chippenham. A survey available during the event provided feedback from attendees about the most popular activities available, the activities they would like to see in Chippenham, other general information about the age and where attendees lived, how the event was advertised and feedback from parents and organisations. Cllr Alstrom thanked Louisa Young and Ros Griffiths from Wiltshire Council for their invaluable help. The Chairman thanked Cllr Alstrom for a very impressive event, and Cllr Macdermid for arranging funding from Persimmon Homes, who it was understood would be willing to contribute further if a similar event was held during 2025.

The Area Board considered and reflected on the proposed priorities for the coming year as detailed below and felt that each priority required more in-depth scrutiny in order to provide a link with the priorities highlighted by the CAJSNA:

- youth engagement and positive activity opportunities (Cllrs Macdermid, Alstrom, Foster, Hutton and Henning)
- addressing climate change (Cllrs Murry and Macdermid)
- supporting positive mental health and wellbeing and reducing social isolation (Cllr Cape)
- supporting the local economy and cost of living crisis (Cllrs Greenman and Henning)
- reducing anti-social behaviour (Cllrs Alstrom and Henning)

In considering the appointments to outside bodies, the Area Board felt that the appointments should remain the same for the forthcoming year to provide a level of continuity with the various Groups.

Decision:

- 1) That the end of year report be noted.
- 2) That the priority themes for 2024/25 remain the same, with actions to address the CAJSNA to be agreed at the next co-ordinating meeting and Addressing Climate Change to be updated to Addressing Climate Change and Nature Recovery.
- 3) That the appointments to outside bodies, detailed below be agreed for 2024/25

Outside Body	Councillor Representative
Chippenham multi-Agency Forum	Cllr Kathryn MacDermid and Cllr Ross Henning

	<table border="1"> <tr> <td>Chippenham Town Team</td> <td>Cllr Liz Alstrom</td> </tr> <tr> <td>Chippenham Arts Team</td> <td>Cllr Ross Henning and Cllr Liz Alstrom</td> </tr> <tr> <td>Chippenham Pride</td> <td>Cllr Liz Alstrom</td> </tr> <tr> <td>Chippenham Climate Forum</td> <td>Cllr Nick Murry</td> </tr> <tr> <td>Chippenham Parish Forum</td> <td>Cllr Howard Greenman</td> </tr> <tr> <td>Community Safety Forum</td> <td>Cllr Ross Henning</td> </tr> </table> <table border="1"> <thead> <tr> <th>Priority Working Group</th> <th>Councillor Representative</th> </tr> </thead> <tbody> <tr> <td>Local Youth Network</td> <td>Cllr Adrian Foster, Cllr Peter Hutton, Cllr Kathryn MacDermid, Cllr Liz Alstrom and Cllr Ross Henning</td> </tr> <tr> <td>Health and Wellbeing</td> <td>Cllr Clare Cape</td> </tr> <tr> <td>Climate and Ecological Emergency Forum</td> <td>Cllr Nick Murry and Cllr Kathryn MacDermid</td> </tr> </tbody> </table> <table border="1"> <tr> <td>LHFIG Councillor Representative</td> <td>Cllr Nic Puntis, Cllr Ross Henning, Cllr Nick Botterill and Cllr Adrian Foster</td> </tr> </table>	Chippenham Town Team	Cllr Liz Alstrom	Chippenham Arts Team	Cllr Ross Henning and Cllr Liz Alstrom	Chippenham Pride	Cllr Liz Alstrom	Chippenham Climate Forum	Cllr Nick Murry	Chippenham Parish Forum	Cllr Howard Greenman	Community Safety Forum	Cllr Ross Henning	Priority Working Group	Councillor Representative	Local Youth Network	Cllr Adrian Foster, Cllr Peter Hutton, Cllr Kathryn MacDermid, Cllr Liz Alstrom and Cllr Ross Henning	Health and Wellbeing	Cllr Clare Cape	Climate and Ecological Emergency Forum	Cllr Nick Murry and Cllr Kathryn MacDermid	LHFIG Councillor Representative	Cllr Nic Puntis, Cllr Ross Henning, Cllr Nick Botterill and Cllr Adrian Foster
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92	<p><u>Local Highways and Footpath Improvement Group (LHFIG)</u></p> <p>The Area Board received the notes of the LHFIG meeting held on 30 April 2024 and considered the recommendations arising from those meetings.</p> <p>The Area Board discussed Community Infrastructure Levy (CIL) funding and noted that a review is currently underway with Cabinet receiving a report later in the year. Following the discussion, it was suggested that the Chairman contact the appropriate Cabinet Members for an update on the allocation of CIL funding for schemes and projects in the Chippenham community area. The Chairman informed the Area Board that he had requested an officer to attend the next Area Board meeting to provide further information about the differences between CIL and Section 106 funding.</p> <p>Resolved:</p>																						

	<ol style="list-style-type: none"> 1. To receive the notes of the meeting held on 30 April 2024. 2. To approve the following funding allocations: <ul style="list-style-type: none"> • 4-23-4 Marshfield Road, Chippenham - £12000 (£6000 LHFIG, £6000 CTC (to be confirmed)) for substantive bid. • 4-24-06 The Green Biddestone - £500 (£350 LHFIG, £150 Biddestone PC (to be confirmed)) for road markings. 3. That the Chairman discuss the progress of Community Infrastructure Levy funding for schemes and projects in the Chippenham community area with the appropriate Cabinet members and report back to the Area Board members.
93	<p><u>Area Board Funding</u></p> <p>The Area Board considered a number of applications for Community Area Grants, Older and Vulnerable Grants and Young People Grants and heard from the applicants.</p> <p>Resolved:</p> <ol style="list-style-type: none"> 1. Community Area Grants: <ul style="list-style-type: none"> • Chippenham Corsham and Box Primary Care Network – to award £500 towards Health prevention scheme in the community setting using social prescribes 2. Older and Vulnerable Grants <ul style="list-style-type: none"> • Chippenham Day Centre – to award £550 towards the activities programme <p>(The Area Board raised a concern about a portion of the grant covering the increased wage costs of the activities organiser. The SEPM explained that the Older and Vulnerable grants covered revenue expenses and the wage element was an accepted revenue cost).</p> 3. Young People Grants: <ul style="list-style-type: none"> • Wiltshire Council – £1,000 awarded to the Storytelling Pilot Project (Approved in March 2024 under delegated authority) • Youth Adventure Trust – to award £4,000 towards supporting

	<p>disadvantaged young people in Chippenham.</p> <ul style="list-style-type: none"> • The RISE trust Youth – to award £5,000 towards Chippenham RISE youth work.
94	<p><u>Urgent Items</u></p> <p>There were no urgent items.</p>
95	<p><u>Future Meeting Dates and Close</u></p> <p>The Area Board noted that the next meeting would be held on 2 September 2024 between 6.30pm and 8.30pm, venue to be confirmed.</p>