

AGENDA

Meeting: Chippenham Area Board
Place: The Neeld - Chippenham Town Council, The Town Hall, High Street, Chippenham, SN15 3ER
Date: Monday 8 October 2018
Time: 7.00 pm

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

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.

Community Safety displays and information and refreshments and networking opportunity from 6:30pm.

Please direct any enquiries on this Agenda to Lisa Pullin (Democratic Services Officer), direct line 01225 713015 or email lisa.pullin@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Ashley O'Neill, Queens and Sheldon
Cllr Baroness Scott of Bybrook OBE,
Bybrook
Cllr Bill Douglas, Hardens and England
Cllr Andy Phillips, Cepen Park and
Redlands
Cllr Nick Murry, Monkton

Cllr Ross Henning, Lowden and
Rowden
Cllr Peter Hutton, Cepen Park and
Derriards (Vice-Chairman)
Cllr Howard Greenman, Kington
(Chairman)
Cllr Melody Thompson, Hardenhuish
Cllr Clare Cape, Pewsham

RECORDING AND BROADCASTING NOTIFICATION

Wiltshire Council may record this meeting for live and/or subsequent broadcast on the Council's website at <http://www.wiltshire.public-i.tv>. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

Parking

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

Public Participation

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

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

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

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

	Time
1 Chairman's Welcome and Introductions	7:00pm
2 Community Safety (Pages 1 - 6) The Board will receive presentations from: <u>Wiltshire Police</u> Inspector Mark Luffman will make a presentation to the Board on "Demand v resourcing for North Wilts Policing." <u>Dorset and Wiltshire Fire and Rescue Service</u> Darren Nixon (Station Manager) and David Geddes (Drone Compliance Officer) will provide an update to the Board. Update report attached from Darren Nixon. <u>Purple Flag</u> Chippenham Town Council have provided a short film on the Purple Flag and we will receive a verbal update from Cllr Peter Hutton. The following will also be present to take part in discussions and to answer any questions arising: <u>Police & Crime Commissioner</u> Jerry Herbert (Deputy Police & Crime Commissioner) <u>Chippenham Street Pastors</u> Michael Weeks <u>Safe Places & Dementia Action Alliance</u> Julia Stacey <u>Turning Point</u> Alex Cattelona <u>Trading Standards</u> Emma Carroll <u>South Western Ambulance Service</u>	

3	Apologies	8.00pm
4	Minutes (<i>Pages 7 - 12</i>) To approve and sign the minutes of the meeting held on 23 July 2018 (copy attached).	
5	Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
6	Chairman's Announcements (<i>Pages 13 - 28</i>) To include: a) Update on fly tipping (verbal update from the Chairman) b) Update on Motion to 10 July Council – Lanterns and helium balloons c) Animal Licensing d) Electoral Review of Wiltshire Council- Update Consultation on New Division Boundaries e) Annual Electoral Canvas f) Localised Labour Market Intelligence (LMI) g) Council urges electronic answer to electoral roll inquiries h) NHS Wiltshire CCG i) HealthWatch Wiltshire	8.05pm
7	Local Youth Network (<i>Pages 29 - 30</i>) To note the update from Richard Williams (Locality Youth Facilitator).	8.10pm
8	Health and Wellbeing (<i>Pages 31 - 44</i>) To receive a report regarding the work of the Health and Wellbeing group and to consider the following two requests for funding. i) Chippenham Leg Club - £3,930 ii) Chippenham Older Peoples monthly events - £1,800.	8.15pm
9	Community Updates To note any written updates provided and answer any questions arising from the floor: i. Parish and Town Councils ii. PC Hazel Anderson – Police Community Co-Ordinator iii. Wiltshire Clinical Commissioning Group (CCG) iv. Health Watch Wiltshire v. Community Engagement Update vi. Other Community Groups	8.25pm

10	<p>Funding (<i>Pages 45 - 48</i>)</p> <p>To consider making the following awards:</p> <ul style="list-style-type: none"> i. 10th Chippenham Scout Group – Replacement bugles - £960 ii. Chippenham Rugby Football Club – Clubhouse refurbishment project - £4475 <p>Report is attached for consideration.</p>	8.35pm
11	<p>Community Area Transport Group (CATG) (<i>Pages 49 - 80</i>)</p> <p>To consider the report arising from the last meeting of the CATG and any recommendations within.</p>	8.45pm
12	<p>Urgent items</p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	
13	<p>Next meeting date</p> <p>The Chairman will invite any remaining questions from the floor and will welcome the submission of new Community Issues.</p> <p>The next meeting will take place on a date to be advised.</p>	



Chippenham Area Board Report – 8th October 2018

Automatic fire alarms



Responding to automatic fire alarm (AFA) activations that subsequently turn out to be unwanted fire signals has been identified as a major draw on our resources, resulting in an inappropriate use of emergency crews and equipment.

Such activations cause resources to be diverted away from other, more important, activities, making them potentially unavailable to respond to genuine emergency calls.

Unwanted fire signals have a major impact on the Service and cause concern, as they:

- Render fire crews unavailable, creating the possibility of delayed attendance to genuine emergency calls.
- Create unnecessary risk to fire crews and members of the public when fire appliances respond under emergency conditions.
- Are disruptive to planned work, particularly training and community fire safety activities.
- Can cause a false expectation amongst personnel, especially those attending high numbers of false alarms.
- Impose significant financial burdens on the Service.
- Have a negative impact on employers who release on-call firefighters working the retained duty system.
- Cause problems for the occupiers of affected premises through lost production and general disruption to business continuity.
- Cause complacency among employees, reducing the effectiveness of automatic fire alarms by delaying the initiation of emergency procedures.
- Indicate other failings may exist within the premises' fire safety management.

A properly designed and maintained automatic fire detection system provides early warning of fire. However, a badly designed or poorly maintained system can become a potential hazard due to inappropriate or unwanted activations.

Management procedures should be set in place as part of an emergency plan. Suitably trained personnel should investigate the cause of the alarm activation before calling the fire and rescue service (with the notable exception of residential care providers who should not allow these procedures to cause undue delay in calling 999).

Chinese lanterns



Chinese lanterns (also known as wish, sky or flying lanterns) have origins that go back thousands of years, and they have become increasingly popular as a way of celebrating weddings, birthdays, anniversaries or other special events.

However, there is a high risk of fire from using such lanterns, either through incorrect handling, unspent fuel cells or unexpected flight patterns.

The lanterns are generally made from paper, supported by a wire or card frame that incorporates a holder at the bottom for a solid fuel cell. The paper outer may or may not be fire retardant. Flying times suggested by manufacturers vary from 6-8 minutes and up to 20 minutes, with achievable heights claimed to be up to one mile.

Whilst lighting and launch are largely in the control of the user, the actual flight path and ultimate destination are generally not. There is also no guarantee that the fuel cell will be fully extinguished and cooled when the lantern eventually descends, and any subsequent contact with a combustible surface could result in a fire developing.

It is best to avoid using Chinese lanterns if you are near:

- Areas with standing crops.
- Buildings with thatched roofs.
- Areas of dense woodland.
- Areas of heath or bracken, especially in dry conditions.

Top tips

- Lanterns should be used by responsible adults only.
- Adults should not be under the influence of alcohol or any substance that could affect their level of responsibility.
- When launching the lanterns, make sure you have a water supply to hand in case something goes wrong.
- Keep the launch area clear of combustible materials.
- Don't try and launch damaged lanterns – and be aware that writing messages on the paper can cause damage.
- Don't smoke whilst handling lanterns.
- Ensure that there is sufficient clearance for the lanterns to avoid obstacles such as trees, power lines or buildings.

- Avoid launching lanterns near roads, especially major roads or motorways, as they can be off-putting to drivers.
- Don't try and launch lanterns if it is windy, and be sure of the wind direction as this will affect the flight path.

Fireworks



Fireworks are safe if you use them properly. If you're putting on a home display, you should follow some simple steps to make sure that everyone has a good time without getting hurt:

- Plan your firework display to make it safe and enjoyable.
- Keep fireworks in a closed box and use them one at a time.
- Read and follow the instructions on each firework, using a torch if necessary.
- Light the firework at arm's length with a taper and stand well back.
- Keep naked flames, including cigarettes, away from fireworks.
- Never return to a firework once it has been lit.
- Don't put fireworks in pockets and never throw them.
- Direct any rocket fireworks well away from spectators.
- Never use paraffin or petrol on a bonfire.
- Make sure that the fire is out and surroundings are made safe before leaving.

Download further information on [giving your own firework display](#) or for display organisers and operators [working together on a firework display](#).

Did you know?

- It is against the law to carry fireworks in public if you're under 18.
- Fireworks must not be sold to anyone who is under 18.
- It is an offence to let off fireworks during night hours (11pm to 7am), except on Bonfire Night (midnight), Diwali, New Year, and Chinese New Year (1am).
- It is an offence under the Explosives Act 1875 to tamper with or modify fireworks.
- Sparklers can reach temperatures more than 15 times as hot as boiling water!

After the event

- Never put fireworks, even those which are fully spent, on the bonfire.
- Never dispose of fireworks by burying them.
- Safely dispose of fully spent fireworks.
- Soak misfired or partly spent fireworks in a container of water in an area where they cannot be tampered with (preferably away from the display site) and contact the manufacturer or supplier for advice on disposal.

We have the following guide available to download:

- [Bonfire and firework safety](#)

Safe and Well Visits- Home safety

The Chippenham area has a dedicated Fire Service '**Safe and Well**' advisor who can visit people, within their own homes, advising on home safety and wellbeing.

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

If you have thatch property, are living alone, have a young family, are over 65 or a smoker please get in contact with us. We want to help make you safer in your own home. If you or someone you know has mobility or sight and hearing impairments, please suggest a Safe and Well visit.

Visit <http://www.dwfire.org.uk/news/new-name-new-contact-details-same-service/> to book one.



Response

Incidents

June 2018

DW FRS were called to 36 incidents in the Chippenham area.

Category	Chippenham (59P1/2)
False Alarm	9
Fire	11
Special Service	11
Total	31

July 2018

DW FRS were called to 54 incidents in the Chippenham area.

Category	Chippenham (59P1/2)
False Alarm	14
Fire	26
Special Service	11
Total	51

Availability of RDS appliance %

June 2018	Appliance	Day (06:00 - 18:00)	Night (18:00 - 06:00)	Total
% Available	KT59P2 Chippenham	63.3%	84.4%	73.9%

July 2018	Appliance	Day (06:00 - 18:00)	Night (18:00 - 06:00)	Total
% Available	KT59P2 Chippenham	76.1%	95.8%	86.0%



Recent Notable Incidents

The Service has been busy throughout this reporting period. The extended period of hot weather resulted in a large number of open space fires. These are resource intensive, take a long time to extinguish and can be extremely challenging.

Community Engagement

Dorset & Wiltshire Fire and Rescue Service provides a free service called a Safe and Well visit. We will visit a person's home by appointment and discuss any safety issues in the home. We will also have a conversation about improving an individual's health and well-being.

If you or someone you know need a smoke alarm, some advice or are worried about what to do in an emergency, contact us for a free Safe and Well visit;

<http://www.dwfire.org.uk/safety/safe-and-well-visits/>

Community Safety Plan

DWFRS Community Safety Plan 2018-2022 outlines our plans for the future. It explains the diverse services we provide and how we plan to improve and deliver them over the four-year period. The plan can be found on the DWFRS website <http://www.dwfire.org.uk/community-safety-plan/>

Darren Nixon
Station Manager
North Wiltshire (Chippenham, Corsham, Calne & Malmesbury)
Email: darren.nixon@dwfire.org.uk
Tel: 01722 691238
Mobile: 07860 345294

MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Goss Croft Hall, Startley Road, Upper Seagry, Chippenham
Date: 23 July 2018
Start Time: 7.00 pm
Finish Time: 8.03 pm

Please direct any enquiries on these minutes to:

Will Oulton (Democratic Services Officer), Tel: 01225 713935 or (e-mail) william.oulton@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Andy Phillips, Cllr Nick Murry, Cllr Ross Henning, Cllr Peter Hutton (Vice-Chairman), Cllr Howard Greenman (Chairman) and Cllr Clare Cape

Total in attendance: 15

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
46	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Howard Greenman, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
47	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillors Ashley O'Neil, Melody Thompson, and Baroness Jane Scott.</p>
48	<p><u>Minutes</u></p> <p>Resolved</p> <p>That the minutes of the meeting held on 4 June 2018 were agreed a correct record and signed by the Chairman with the following amendment:</p> <p>That the word copying be replaced with coping at minute 41.</p>
49	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
50	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew the meeting's attention to the announcements in the agenda pack, regarding the UK Youth Parliament and Special Schools consultation.</p> <p>The Chairman stated that concerns about the staffing of CATG meetings had been addressed for the foreseeable future.</p> <p>The Chairman announced that fly-tipping signs, funded by the Area Board, had been produced and that he would meet with officers and councillors to agree how they should be used.</p> <p>The Chairman also announced that a public consultation drop-in event regarding the proposed development at the Sadlers Mead car park SITE would take place between 1pm—7pm on 25th July 2018 in Wiltshire Council's Monkton Park offices, SN15 1ER.</p>
51	<p><u>Local Youth Network</u></p> <p>Councillor Peter Hutton and Local Youth Facilitator, Richard Williams, presented the update on the activities of the network, including the use of the Blue Bus as part of the carnival procession and other areas in the community area. The meeting was also asked to consider making an award.</p>

	<p>A short video was shown outlining the work of the Youth Adventure Trust who support disadvantaged children with a particular focus on developing good mental health</p> <p>Resolved</p> <p>To award £3,000 to the Youth Adventure Trust.</p>
52	<p><u>Waste Collection Service Changes</u></p> <p>The Area Board received a presentation from Martin Litherland, Head of Waste Management about changes in the Waste Management Service from the end of July 2018.</p> <p>Issues highlighted in the course of the presentation included: the increased range of materials, including waxed cartoons, would be recyclable from 30th July 2018; the reminders to rinse and squash waste to fit it into the receptacles; that additional bins are available on request; that recycling saved energy, costs less and frees up space in the household waste bin; the decrease in waste going to landfill; the plans, for next year, to be able to co-mingle materials, but that this would require further work; that some plastics were best to avoid as they were harder to recycle; that the changes would help to reduce the amount of waste sent to landfill and achieve recycling rates of at least 50%; that there will be no changes currently to the timing and frequency of collections; the importance of getting information out about the importance of recycling the right plastics and the need to encourage reuse.</p> <p>Councillors, Town and Parish Councils and Community Groups were encouraged to work with Waste Services to spread the message about the changes, and all people are encouraged to sign up for email updates from the service. https://services.wiltshire.gov.uk/WiltsForms/WasteRegistration</p> <p>In response to a question by Councillor Hutton, it was noted that food waste collection did not feature in the council's 10 year strategy as the benefits of introducing the collection were less than the cost of implementation in a rural county.</p> <p>In response to a question by Councillor Hutton, it was noted that metal objects such as biscuit tins would be recyclable at the kerb but that larger objects such as saucepans should be taken to household recycling centres.</p> <p>The Chair thanked the officer for the update.</p>
53	<p><u>Community Asset Transfer</u></p> <p>The Area Board considered the report which asked the meeting to agree a supplement to the decision in connection with the Area Board meeting of 13th March 2017.</p>

	<p>It was noted that the original decision of the Area Board of 13 March 2017 gave authority for the Community Asset Transfer of the Council's land, proposed by the Club for a car park, on the premise that the Club would be granted a new lease of their ground by their landlord and the term for each lease would run co-terminus in accordance with the principles of good estate management; and that a supplemental recommendation was requested as subsequent to the Area Board decision, the Club has suggested there may be an opportunity to acquire their football ground as an alternative to a new lease of the Club's ground with their landlord.</p> <p>The report informed the meeting that the Council's Legal Unit had advised that the wording of the original Area Board decision providing the authority to lease the land to the Club for a car park only covers the outcome where the Club are granted a new lease of their ground rather than buy it from the landlord; that the recommendation in the report accommodated both possible outcomes; and that all other conditions and provisions of the original Area Board decision on this matter would stand.</p> <p>Following an issue raised by Councillor Nick Murry, it was agreed that officers be asked to seek agreement with the Football Club that the car park be available to other users when not in use by the Football Club.</p> <p>Resolved</p> <ol style="list-style-type: none"> 1. That in supplement to the Area Board decision of 13th March 2017, to authorise the Solicitor of the Council to execute all documentation needed to implement the transfer of a lease to Chippenham Town Football Club of the land for car parking uses for a period of 17 years (or such other period as runs co-terminus with CTFC new lease with their landlord) and upon such terms as Wiltshire Council Estates considers reasonable. If the circumstances arise, the Solicitor of the Council may execute all documentation needed to implement to grant a lease for a similar period and upon such terms as Wiltshire Council Estates considers reasonable in the event of the Club completing the freehold or long leasehold of their ground from their landlord. 2. To note that all other provisions and conditions of the original Area Board decision of 13th March 2017 to remain.
54	<p><u>Community Updates</u></p> <p>The meeting's attention was drawn written updates included in pack. The Chairman thanked those groups who had submitted comprehensive written updates, and there were no additional issues raised.</p>

55	<p><u>Funding</u></p> <p>The meeting considered two applications for community grant funding. The meeting noted the feedback and thanks from previous recipients including the Moonrakers Gymnastics Club. The meeting had an opportunity to ask questions about the applications including information about demand for the art sessions, and the number and uses of the radio handsets.</p> <p>At the conclusion of the item, the meeting;</p> <p>Resolved</p> <p>To make the following awards:</p> <ul style="list-style-type: none"> • Rag and Bone Art CIC - Community Life Drawing Sessions -£1,273 • Radio Handsets for Town Centre Night Time Economy -£1,250
56	<p><u>Community Area Transport Group (CATG)</u></p> <p>The meeting considered the notes of the last CATG meeting and the recommendations therein. There being no questions, the meeting;</p> <p>Resolved</p> <ol style="list-style-type: none"> 1. To note the temporary appointment of Cllr Maurice Dixon as Chairman 2. To note the financial position including the current balance of £13,871.16 3. To note the updates on projects and issues 4. To prioritise the location, Zebra Crossing Wedmore Avenue and Malmesbury Road, and instruct Principal Highways Engineer to proceed with the pedestrian assessment for this scheme. 5. To elevate issue 5489 – Vehicles driving across green open space Derriads Lane, Chippenham, to Priority One and allocate £395 funding for installation of bollards, conditional upon a contribution of £100 from Chippenham Town Council 6. To elevate issue 5829 - Vehicles ignoring No Entry and No Right Turn signs, to Priority One and allocate £300 funding, conditional upon a contribution of £100 from Chippenham Town Council 7. To elevate issue 5942 – Vehicles misdirected in to The Cloisters by sat nav. causing damage and disturbance, to Priority One and allocate £140 funding, conditional upon a contribution of £62.50 from Chippenham Town Council 8. To elevate issue 948 – Vehicles misdirected by sat nav, to Priority One and allocate £375 funding, conditional upon a contribution of £125 from Langley Burrell Parish Council

	<p>9. To remove issue 5886 - Replace advisory crossing point near St Peters School with zebra crossing this from the list of Highways Improvements Requests for CATG, advise the school to address their concerns via the Taking Action on School Journeys (TAOSJ) scheme.</p>
57	<p><u>Urgent items</u></p> <p>There were no urgent items</p>
58	<p><u>Next meeting date</u></p> <p>The Chairman thanked everyone for attending the meeting. It was noted that the next meeting of the Chippenham Area Board would take place on 8 October 2018.</p>

Chairman's Announcements

Subject:	Helium Balloons and Sky Lanterns
Web contact:	<u>Click here for Council Minutes of 10 July 2018</u>

We are very pleased to report that following the tireless efforts of Alison Butler, Chippenham Cares Champion that at the full Council meeting of 10 July 2018, Cllr Peter Hutton put forward the following motion –

To delegate to the Corporate Director for Place, in consultation with the Cabinet Members for Waste and Property, to introduce a policy to prohibit the release of helium balloons or sky lanterns on land in the ownership of the Council, or under its control; and

To ask officers to contact all Town and Parish Councils in the Wiltshire Council area to make them aware of the risks to the environment, public, and animals from helium balloons and sky lanterns, and to ask them to consider taking steps to prohibit the release of balloons or sky lanterns on land in their ownership or under their control.

At the Council meeting this was supported by the Cabinet Member for Public Protection, Councillor Jerry Wickham.

Matters raised in the debate included: whether the issue should be discussed outside of the review of the core strategy; whether existing policies give sufficient support to tree planning; the community and wider benefits of increasing the number trees; whether the policy would work in an urban and rural environment; whether other land owners could be encouraged to take similar steps; the risk of fire and the harm to animals; how the area boards can draw attention to the resolution; the possible impact on businesses; how legitimate scientific or schools use can be protected; how the use of our land for events is controlled, and how this process can be amended to accommodate this.

At the end of the debate, having been put to the vote, the meeting,

Resolved:

- 1) To delegate to the Corporate Director for Place, in consultation with the Cabinet Members for Waste and Property, to introduce a policy to prohibit the release of helium balloons for recreational purposes or sky lanterns on land in the ownership of the Council, or under its control; and**
- 2) To ask officers to contact all Town and Parish Councils in the Wiltshire Council area to make them aware of the risks to the environment, public, and animals from helium balloons and sky lanterns, and to ask them to consider taking steps to prohibit the release of balloons or sky lanterns on land in their ownership or under their control.**
- 3) That a letter be sent the Secretary of State for Environment, Food and Rural Affairs be written to request that a national wide ban on the release of helium balloons & sky lanterns.**

Votes for the motion (70)

Votes against the motion (0)

Abstained (5)

Chairman's Announcements

We thank Alison once again for her tenacity and determination in relation to this matter; it is marvellous outcome and pleasing to note that Wiltshire Council will be contacting Town and Parish Councils to encourage them to take the same steps.

Chairman's Announcements

Subject:	Animal Licensing
Web contact:	http://www.wiltshire.gov.uk/licences-permits-animal

A new licensing regime for Animal licensing is taking effect from 1 October 2018, with significant implications for Wiltshire Council's Licensing Team and new and existing licence holders

Links to the new regulations and DEFRA guidance documents are available on Wiltshire Council's website

<http://www.wiltshire.gov.uk/licences-permits-animal>

Below is a brief summary of the implications of the new regulations:

The Animal Welfare (Licensing of Activities Involving Animals)(England) Regulations 2018 define the animal based activities that require licences as follows:

- Selling animals as pets (or with a view to their being later resold as pets) in the course of a business including keeping animals in the course of a business with a view to their being so sold or resold.
- Providing or arranging for the provision of accommodation for other people's cats or dogs in the course of a business on any premises where the provision of that accommodation is a purpose of the business. (This includes home boarding)
- Hiring out horses in the course of a business for either riding, instruction in riding, or both.
- Breeding three or more litters of puppies in any 12-month period; or breeding dogs and advertising a business of selling dogs.
- Keeping or training animals for exhibition in the course of a business for educational or entertainment purposes, either to any audience attending in person, or by the recording of visual images of them by any form of technology, or both.

All four existing types of licence, together with the additional activity of keeping and training animals for exhibition, will be encompassed by one new 'Animal Activity licence'. If an applicant is running more than one licensable animal related activity, each activity will be assessed separately and set out in one licence. The length of licence (previously one year in most cases) may be anything between one and three years dependent on the outcome of their inspection, and the type of licence

Local Authorities current arrangements include locally set conditions. The new provisions contain nationally set regulations for each animal based activity, which cannot be changed in any way and form the basis for conditions on the new licences going forward.

The fees are now to be split into two parts – the application fee, payable at the time of submission to cover the Council's costs in considering and determining the application, and the licence fee, which covers ongoing enforcement and compliance requirements. Ahead of the implementation date, revised fees will be set to accommodate the changes.

Chairman's Announcements

Wiltshire currently has 269 licensed animal licensed premises and most licences under the existing legislation with the majority of licences expiring on 31st December 2018.

The Licensing Team are planning to hold information seminars for new applicants and existing licence holders early in October 2018.

Please direct any questions on the new regulations to
Publicprotectionnorth@wiltshire.gov.uk / or 01249 706555

Chairman's Announcements

Subject:	Electoral Review of Wiltshire Council- Update Consultation on New Division Boundaries
Web contact:	committee@wiltshire.gov.uk / https://consultation.lgbce.org.uk/node/14518

The Local Government Boundary Commission for England has decided up on a future council size for Wiltshire Council of 98.

A consultation on a pattern of electoral divisions for that council size will run from 28 August 2019 to 5 November 2019. Any person or organisation can access the consultation portal and respond at this [link](#). If you would like to make a submission please see the link to the briefing note below to assist you.

Any proposals must align as closely as possible to an electorate size of 4291 per division (projected figures for 2024), reflect community identity, and provide convenient and effective local government.

Wiltshire Council will be making a submission on a pattern of divisions, and welcomes any representations from any person or organization to assist it in preparing that submission. Any representations should be sent to committee@wiltshire.gov.uk

For more detailed background information and next steps please see this [briefing note](#).

Chairman's Announcements

Subject:	Council urges electronic answer to electoral roll inquiries
Web contact:	http://www.wiltshire.gov.uk/elections-register-to-vote

Between August and November 2018, we will be sending out around 220,000 Household Enquiry Form (HEF) one to every residential property in Wiltshire. This form is used to collect information to ensure anyone who is eligible to register at the property is actually registered.

It is a legal requirement to provide the information requested to ensure it is still current and accurate.

It is important that you respond to this form to avoid reminders being sent.

The quick and easy way to respond to your form

Using the security codes printed at the top of your Household Enquiry Form

- Online at: www.householdresponse.com/wiltshire
- Telephone: (Freephone) 0800 197 9871
- Text: NOCHANGE to 80212

If you add anyone to the form they will still need to register individually by going on **www.gov.uk/register-to-vote**. They will need to provide their date of birth and national insurance number to complete their registration.

If you are unable to use the automated options, you can complete and return the form in the envelope provided.

For more information on electoral registration and voting, visit <http://www.wiltshire.gov.uk/elections-register-to-vote>

Electoral Services
Wiltshire Council

Chairman's Announcements

Subject:	Localised Labour Market Intelligence (LMI)
Web contact:	https://workwiltshire.co.uk/

The Employment and Skills service have produced labour market intelligence documents broken down by parliamentary constituencies which are now available to view on the [Work Wiltshire website](https://workwiltshire.co.uk/).

They have been published as easy-to-read, user-friendly documents; providing advice and tips about breaking into a range of industries. Each section has been produced as an infographic which can be used separately from the rest of the document.

The Local Market Intelligence documents offer inside knowledge on trends and facts on the job market so people can understand what types of employment opportunities are around and to help plan for the future.

They include sections on:

- Demographics - who is employed, what type of employment they have, what qualifications residents in the area have and average earnings
- Employment breakdown - industry sectors in your area
- Destinations – highlighting where Key Stage 4 and 5 pupils went after finishing their education
- Local businesses - links to interactive maps showing a selection of local businesses
- Employers in Wiltshire - how firms hire staff in the county
- Apprenticeships vacancies and opportunities
- Future jobs - employment and industry sector projections
- Definitions
- Comparison data

Also available on the website is a separate LMI series focusing in on priority industry sectors in the County, these include:

- Business and finance
- Construction
- Digital and creative
- Agriculture, environmental and animal care
- Health and life sciences
- Manufacturing and engineering

Laura Mayes, Wiltshire Council Cabinet Member for Children, Education and Skills, said: "These documents are a valuable resource, especially for newcomers to employment and training.

"They explain what industry sectors there are in your local area, what qualifications are needed to work in those industries, relevant apprenticeships,

Chairman's Announcements

how they recruit, examples of salaries, growth prospects, masses of information about Wiltshire employers, and where you can study.

"They are incredibly useful in giving young people and the wider public a better understanding of the labour market in their area."

September 2018

The right healthcare, for you, with you, near you

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

News

Free online patient education videos!



We have added an online library of [free patient education videos for Wiltshire patients on our website](#), to provide support and expert information on managing six long term health conditions.

The Sound Doctor library contains around 300 short, concise videos covering:

- Diabetes
- Heart Failure
- Chronic Obstructive Pulmonary Disease (COPD)
- Dementia
- Back Pain
- Weight Management Surgery

The video contents were co-produced with clinical experts in their field and disease specific charities, e.g. Alzheimer’s Society, British Lung Foundation, & British Heart Foundation. All of the material adheres to National Institute for Care and Excellence (NICE) guidelines.

Sound Doctor videos provide patients access to expert advice from the comfort of their own homes, or on the move via Smartphones or tablets.

Access the Sound Doctor is via the [Wiltshire CCG website](#). Users are asked to confirm their GP surgery and provide their Wiltshire postcode in order to get instant, free access to the online video library.

Sustainability and Transformation Partnership update
Click on the image to read the latest newsletter.



News archive

Read more news from Wiltshire CCG in our [news archive](#).

Have your say on contracting arrangements for Integrated Care Providers



NHS England is consulting with stakeholders and the public on the contracting arrangements for Integrated Care Providers (ICPs) and runs until 26 October 2018.

[Visit the NHS England website to find out more and have your say.](#)

The consultation provides more detail about how the proposed ICP Contract would underpin integration between services, how it differs from existing NHS contracts, and how ICPs fit into the broader commissioning system.

There is widespread support for ending the fragmented way that care has been provided to improve services for patients and the NHS has been working towards this in a number of ways. ICPs are one of these ways, and are intended to allow health and care organisations to be funded to provide services for a local population in a coordinated way.

NHS England is also running [engagement events](#) during the consultation period to provide further opportunities for stakeholders and the public to share their views.

If you have any questions or other enquiries about the consultation, you can email NHSE England at england.icpconsultation@nhs.net.

Help shape and improve the future delivery of the child immunisation service in Wiltshire



Parents and carers are invited to express their views and opinions about children's immunisations at one of three focus groups taking place across Wiltshire.

It is important children receive the best start in life. Parents are being encouraged to protect their families by ensuring their children receive the right vaccines at the right time.

This is an important opportunity to share your opinions, experiences such as the challenges you may have faced, and ideas and suggestions you may have to help shape and improve the future delivery of the child immunisation service.

Focus groups will take place:

- 26 September 2018 in Calne 10am-1pm
- 27 September 2018 in Salisbury 10am-1pm
- 4 October 2018 in Trowbridge 10am-1pm

Please note that places are limited and booking closes on 23 September 2018.

[Find out more by reading this flyer.](#)

OTC – easy as 1 2 3

Wiltshire Clinical Commissioning Group (CCG) is following new guidance set out by NHS England in March 2018, meaning that for 35 minor, short-term conditions, medicines that are available over the counter will no longer routinely be prescribed.

Medicines under the guidance include treatments for coughs, colds, dandruff, mild cystitis, nappy rash, warts and verrucae, ear wax, head lice and mild dry skin.

A full list of conditions is available www.wiltshireccg@nhs.uk/over-the-counter

This means that some patients who contact their GP Practice to make an appointment regarding any of the 35 conditions may be advised by the receptionist to seek advice from a pharmacist instead. There are certain scenarios where certain patients should continue to have their treatments prescribed.

To find out more visit www.wiltshireccg@nhs.uk/over-the-counter

OTC - easy as 1 2 3

- 1 Advice** - think 'pharmacy first'
Your local pharmacist is an expert in medicine. They can advise you about common ailments and provide over the counter medicines
- 2 Accessible**- the high street can help
You can buy a variety of affordable over the counter medicines from pharmacists, local shops and the high street
- 3 As good as prescribed!**
Many over the counter medicines are the same as those your GP can prescribe

Do you follow us?

[Back to top](#)

Keep up to date with news and information from Wiltshire CCG on social media.



NHS Wiltshire CCG



@NHSWiltshireCCG

Area Board Update

September 2018

Mental Health Priority Survey

Earlier this year we asked local people what they thought our priorities should be for the year ahead. Mental health was chosen by many people as a key area we should be focussing on.

We would now like to know what you think are the key issues within mental health so that we can focus our work.

Take part in the survey:
www.surveymonkey.co.uk/r/HealthwatchWiltshire-MentalHealthPriorities



New report!

Healthwatch Wiltshire has been gathering the views of local people on a new vision for health and care services in the county.

We spoke to 117 people about the new proposed vision statement being put forward by the Wiltshire Health and Wellbeing Board, which brings together local authorities, the NHS, public health and adult and children's services in a shared vision for the future.

The vision aims for everyone in the county to be empowered to lead happy, healthy and fulfilling lives and tackle the inequalities in health.

We found that most local people supported the vision, however almost a quarter of those interviewed didn't, and this was because they thought it was 'just words' or due to poor experience of health and care services. Most felt it was a good aspiration to lead a healthy life.

The full report can be viewed here: healthwatchwiltshire.co.uk/reports



01225 434218



info@healthwatchwiltshire.co.uk



healthwatchwiltshire.co.uk

Report to Chippenham Area Board
Date of meeting 8 October 2018
Title of report Youth Grant Funding

Purpose of the Report:

1. To note the points made in the LYN report.

2. LYN Update report

2.1 The Chippenham Area Board Youth Funding balance for 2017/18 is **£11,603**.

2.2 The LYN Management Group continues to be well supported by local partners. New representatives from the college have recently joined.

2.3 A high ropes course was run by Wiltshire Outdoor Learning Team on 27 – 28 August 2018.

2.4 A LYN Community Safeguarding forum has been set up to enable communication and co-ordination by local youth services, the Police, Schools, the Town Council, and other key partners.

2.5 In support of the community safety issues, the Kandou Arts Outreach, delivered an outreach project targeting John Coles Park over the summer holiday period.

2.6 The Youth Café at Riverbank was run by The Rise Trust throughout the summer holiday period and continues Friday evenings.

2.7 There was a LYN networking forum event at Café Spero, Wood Lane, Chippenham on 8 September which was attended by a number of partners.

3. Legal Implications

There are no specific legal implications related to this report.

4. Human Resources Implications

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

5. Equality and Inclusion Implications

Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public-Sector Equality Duty.

6. Applications for consideration

There are no applications for consideration.

7. Procurement of PAYP for consideration

There are no procurements for consideration.

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

Report Author Richard Williams, Locality Youth Facilitator
Contact: richard.williams@wiltshire.gov.uk

14 September 2018

Agenda Item 8

Report to	Chippenham Area Board
Date of meeting	8 th October 2018
Title of report	Health and Wellbeing (HWB) Funding
Purpose of the Report: To consider the funding recommendations from Chippenham Health and Wellbeing (HWB) Management Group	

Project	Amount requested	Health and Wellbeing Management Group recommendation
Chippenham Leg Club	£3,930	That Chippenham Area Board award £3,930 to purchase of a Doppler Machine, two laptops and two dongles
Chippenham Older Peoples Monthly Events	£1,800	That Chippenham Area Board allocate £1,800 towards the cost of refreshments for 12 Older Peoples Events

1. **Background**

The recommendation from the Health and Wellbeing Management Group has been made in accordance with the following guidelines:

- **Health and Wellbeing Groups Spending Guidelines**

Members of the Health and Wellbeing Group have considered this application and identified it as a priority for Area Board funding.

2. **Main Considerations**

- 2.1. Councillors will need to be satisfied that Health and Wellbeing Groups awarded in the 2018/2019 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to be assured that carers, older and/ or vulnerable people will benefit from the funding being awarded. The money must be used to invest in projects that will support adults living within a community area. While not exclusively restricted to older people, the investment should be made in such a way as to make the maximum impact on health and wellbeing within a given community area.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding older and vulnerable people.

3. Environmental & Community Implications

Health and Wellbeing 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

Financial provision had been made to cover this expenditure

4.1. Chippenham Area Board was allocated **£6,700** in 2018/19.

4.2. All decisions must fall within the Health and Wellbeing Funding budget allocated to Chippenham Area Board.

4.3. If funding is awarded in line with the Health and Wellbeing recommendations outlined in this report, the balance of funding will be **£970**.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resource Implications

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

7. Equality and Inclusion Implications

Ensuring that Community Area Boards and Health and Wellbeing Groups fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

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.

9. Project details

9.1 Project Proposal	Requested
Chippenham Leg Club	£3,930
<p>Leg clubs are a research based initiative which provide community-based treatment, health promotion, education and ongoing care for people of all age groups who are experiencing leg related problems. The leg club nursing teams are employed by the GP practice/NHS local providers and incorporate the leg club in to their everyday practice working in a unique partnership with patients (members) and the local community.</p> <p>Working to best practice guidelines they provide a high standard of care in a local, social and friendly setting that promotes understanding, peer support and informed choice. No appointments are required and members can drop in to chat over a cup of tea or coffee while awaiting treatment.</p>	

Leg clubs are characterised by four binding principles

1. A non-medical setting – sports clubs/village halls etc.
2. Informal – open access, no appointment required. This encourages opportunistic attendance for information and advice, providing greatly increased opportunities for early diagnosis and leg ulcer prevention and helps isolated older people reintegrate in to their community and help reduce and prevent avoidable admissions to acute settings.
3. Collective treatment – people can share their experience, gaining peer support and encouraging them to take ownership of their treatment
4. Integrated “well leg” regime – supporting maintenance of healthy legs, positive health beliefs and health promotion
- 5.

See full application at Appendix One

The project demonstrates a link to priorities as follows:

- The Wiltshire Council Business Plan 2017-27:
 - Joined up Health & Care (Integration)
 - Reduce Social Isolation and Loneliness
 - Agencies working together to Safeguard
 - Healthier population
- Local priorities identified in the Joint Strategic Assessment for Chippenham Community Area:
 - Safeguarding the vulnerable
 - Positive activities for older people
 - Avoiding emergency admissions
 - Independent Living
- Local priorities selected at the Chippenham Our Community Matters event 6-Feb-17:
 - Healthy Lifestyles
 - Social Isolation and Loneliness

The Health & Wellbeing Group understand that a Doppler Machine will greatly assist the staff and patients by significantly reducing the time needed for assessments. The laptops and dongles will enable the staff to record attendance and other information and access patient records, again improving both efficiency and the patient experience.

Recommendation of the Health and Wellbeing (HWB) Management Group:8

That the application meets the grant criteria 2018/19 demonstrates a link to both corporate and local priorities and is granted a funding allocation of £3,930.

9.2 Project Proposal	Requested
Chippenham Older Peoples Monthly Events	£1,800
<p>Chippenham Older Peoples Forum in collaboration with Chippenham Town Council would like to host monthly social events and meetings for older people at The Neeld Community & Arts Centre commencing December 2018. The events will include a variety of activities including:</p> <ul style="list-style-type: none"> ▪ Refreshments ▪ Entertainment ▪ Activities ▪ Workshops ▪ Arts & Crafts ▪ Singing ▪ Dancing ▪ Displays ▪ Slipper Exchange ▪ Older Peoples Forum Meetings ▪ In the foyer – additional interest information – local groups, clubs and organisations, offers relevant to older people <p>An initial event took place in June 2018 and was well attended. The next event is planned for 17th December and will include Christmas entertainment, seasonal refreshments (mince pies and sausage rolls) crackers and a songbook for those who might like to join in with singing.</p> <p>The purpose of the events is:</p> <ol style="list-style-type: none"> i. Promoting the involvement, empowerment and improvement of quality of life of older residents in Chippenham and surrounding villages ii. Providing a regular open forum for older residents, to encourage them to have their say on issues that concern them and have those concerns considered by the forum for possible further action iii. Working in partnership with other relevant organisations iv. Encouraging social contact v. Welcoming participation of all members regardless of their disability, ethnicity, gender or sexuality vi. Increase the membership of the Older Peoples Forum vii. Provide a networking opportunity for local partners, community groups, clubs and organisations, thereby strengthening the network to support older people in the Chippenham Community Area (similar to the Local Youth Network (LYN) for young people) viii. Provide an opportunity for older people to discover more about the Older Peoples Forum, the local opportunities available in the Chippenham Community Area and other information to support them to enjoy a sense of wellbeing, good quality of life and fulfilling retirement 	

Attendees will be charged a nominal fee of £1 during the first 12 months whilst the events become established. The charge for attendance will be reviewed when the events are evaluated in August 2019.

- This project demonstrates a link to:
 - The Wiltshire Council Business Plan 2017-27:
 - Joined up Health & Care (Integration)
 - Reduce Social Isolation and Loneliness
 - Agencies working together to Safeguard
 - Healthier population
 - Local priorities identified in the Joint Strategic Assessment for Chippenham Community Area:
 - Safeguarding the vulnerable
 - Positive activities for older people
 - Avoiding emergency admissions
 - Independent Living
 - Local priorities selected at the Chippenham Our Community Matters event 6-Feb-17:
 - Healthy Lifestyles
 - Dementia
 - Mental Health
 - Social Isolation and Loneliness

Recommendation of the Health and Wellbeing (HWB) Management Group:

That the application meets the grant criteria 2019/18, demonstrates a link to both corporate and local priorities and is granted a funding allocation of £1,800budget

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

**Report Author on
behalf of the HWB
Management Group**

Victoria Welsh, Chippenham Community Engagement Manager
E-mail: victoria.welsh@wiltshire.gov.uk

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Chippenham Leg Club
Organisation	On behalf of the Chippenham Practices
Address	Hathaway Medical Centre, Rowden Surgery
Phone number	
Email address	

2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	£3,930
Over £5000 (please note – our grants will not normally exceed £5000)	

3. Are you applying on behalf of a Parish Council?

Yes	
No	X

4. If yes, please state why this project cannot be funded from the Parish Precept?

5. Project title?

Chippenham Leg Club

6. Project summary: (100 words maximum)

Leg clubs are a research based initiative which provide community-based treatment, health promotion, education and ongoing care for people of all age groups who are experiencing leg related problems. The leg club nursing teams are employed by the GP practice/NHS local providers and incorporate the leg club in to their everyday practice working in a unique partnership with patients (members) and the local community.

Working to best practice guidelines they provide a high standard of care in a local, social and friendly setting that promotes understanding, peer support and informed choice. No appointments are required and members can drop in to chat over a cup of tea or coffee while awaiting treatment.

Leg clubs are characterised by four binding principles

- A non-medical setting – sports clubs/village halls etc
- Informal – open access, no appointment required. This encourages opportunistic attendance for information and advice, providing greatly increased opportunities for early diagnosis and leg ulcer prevention and helps isolated older people reintegrate in to their community and help reduce and prevent avoidable admissions to acute settings.

- Collective treatment – people can share their experience, gaining peer support and encouraging them to take ownership of their treatment
- Integrated “well leg” regime – supporting maintenance of healthy legs, positive health beliefs and health promotion

7. Which Area Board are you applying to?

Chippenham

8. What is the Post Code of the place where your project is taking place?

SN15 1NH Chippenham Sports Club

9. Please tell us which themes best describe your project:

<input type="checkbox"/> Intergenerational projects <input checked="" type="checkbox"/> Older People Support/Activities <input type="checkbox"/> Carers Support/Activities <input checked="" type="checkbox"/> Promoting physical and mental wellbeing <input checked="" type="checkbox"/> Combating social isolation <input type="checkbox"/> Promoting cohesive/resilient communities <input checked="" type="checkbox"/> Arts, crafts and culture <input type="checkbox"/> Safer communities	<input type="checkbox"/> Heritage, history and architecture <input checked="" type="checkbox"/> Inclusion, diversity and community spirit <input type="checkbox"/> Environment, recycling and green initiatives <input type="checkbox"/> Sport, play and recreation <input type="checkbox"/> Transport <input type="checkbox"/> Technology & Digital literacy <input type="checkbox"/> Other
--	--

If Other (please specify)

10. About your project

Please tell us about your project (a strong application will address all of the following):

How does your project support local needs and priorities?

Following the successful implementation of the Chippenham Leg Club in November 2017 we are seeking finances to help improve the resources and experience for the patient.

How many older people/carers to do you expect to benefit from your project?

Chippenham, practices currently treat around 80 patients with leg ulcers with additional patients on top of this requiring skin and leg checks and doppler assessments.

We have a volunteer group who help with arts and crafts, chatting and assist with refreshments and social activities.

We are also forging a close working relationship with a care agency who has expressed an interest of working more closely

We have a variety of visitors who attend the club which include

Swan Advocacy, Adult Education, Fitness and Friendship, FABS - Use it or loose it, Learn Direct, Parish nurse

How will you encourage volunteering and community involvement?

The practice and community teams work with local volunteers to help support the club.

We are also currently working with AGE UK with our Living Well worker and our care coordinator will have involvement in the club. Both of these staff members have access to a wide range of groups and voluntary agencies. We also have a close link working with Carers Wiltshire.

The practices will also help to engage their Patient Participation Group members to be involved.

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

By engaging with as many voluntary services and community workers as we can
Community Nurses, Physio, OT, Dietician, Lymphoedema nurse, Tissue Viability nurses, Local Fire officer, Bobby Van, Dementia Advisor, Parish Nurse, Health trainer

How will you work with other community partners?

By engaging with all the above and inviting them along to the leg club on a regular basis to perform assessments and help engage with the members

11. Safeguarding

Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

All practice staff have undergone safeguarding training ranging from level 1-3 depending on their job role. All surgeries have a safeguarding lead GP and a deputy and all staff undertake regular updates. We have clear pathways for referring in to the safeguarding team, MASH (Multi agency safeguarding hub) and staff and volunteers who have been risk assessed and require a DBS check have undergone one.

12. Monitoring your project.

How will you know if your project has been successful? *required field

In most countries around the world the average lifetime of a leg ulcer is 12 months with a recurrence rate of 70%. The Lindsay leg club network has over 10,500 members in 30 clubs in the UK alone, and has been amassing data measuring healing outcomes and recurrence rates since its inception. At the end of 2013 these rates were calculated for all UK based leg clubs, with healing reported after 24,48, 72 and 96 weeks of treatment, while recurrence was calculated at 24 and 48 weeks.

"Recurrence rates in leg clubs were markedly lower than reported in non-leg club settings" concluded Professor Michael Clark who performed the analysis. In fact at 12.5%-15.8%, recurrence levels were just half the national average of 26-33% (with good concordance to treatment) and 56% (poor concordance to preventive care) as reported by Voden and Vowden (2006)

There are various papers and references available for the effectiveness and cost savings on nursing time

13. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Following the set up of the club which has been going for almost a year now, the club is largely self run and financed through the surgeries and volunteer team. We are still seeking to set up a fundraising committee who can apply for national funding and organise local fundraising events. The funding application request is for 2 pieces of equipment that will help with the running of the club and ensure the patients journey is so much smoother and more efficient with less waiting time.

14. If this application forms part of a larger project (eg a community navigation project), please state what this project is and approximately how much the overall project will cost

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

Why can't you fund this project from your reserves:

We are a small community group and do not have annual accounts or it is our first year:

15b. Project Finance:

Total Project cost £

Total required from Area Board £

Expenditure £ Income £ Tick if income confirmed

NB. If your organisation reclaims VAT you should exclude VAT from the expenditure (Planned Income [help](#))
 (Planned project costs [help](#))

Doppler Machine	£2,500			<input type="checkbox"/>
Laptops x 2	£1,180			<input type="checkbox"/>
Dongles x 2	£250			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
Total	£3,930	Total		

16. Have you or do you intend to apply for a grant for this project from another area board within this financial year? *required field

- Yes
 No

17. Please list which area boards you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

Quotes:

- I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:

- For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

- I will make available on request the organisation's **latest accounts**

Constitution:

- I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

- I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

- I will make available on request evidence of ownership of buildings/land
- I will make available on request the relevant planning permission for the project.
- I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

- I confirm that the information on this form is correct, any award received will be spent on the activities specified.

Report to	Chippenham Area Board
Date of Meeting	8 th October 2018
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: 10th Chippenham Scout Group Project Title: 10th Chippenham Scout Group Bugles View full application 3019	£960
Applicant: Chippenham Rugby Football club Project Title: Chippenham RFC Clubhouse Refurbishment Project View full application 2870	£4475

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2018/2019 year is made to projects that can realistically proceed within a year of it being awarded.

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

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

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

4.1 Financial provision had been made to cover this expenditure.

4.2 Applications will be considered at each Area Board meeting of the year while funding remains.

4.3 For 2018/19 Chippenham Area Board was allocated a budget of **£67,043** capital funding.

4.4 Following the awards made on 23rd July 2018, the balance of funding is **£31,045**.

4.5 If Councillors approve the applications contained in this report, the balance of Community Area Grant funding will be **£25,610**.

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.

9. Applications for consideration

9.1			
Application ID	Applicant	Project Proposal	Requested
3019	10th Chippenham Scout Group	10th Chippenham Scout Group Bugles	£960
Project Description: 10th Chippenham Scout Group have to borrow a number of bugles to help support the local community in their Remembrance Day and other Remembrance activities. We would like to invest in new bugles that all look the same, with the same tone, to enable continued support and training of new buglers.			
9.1.1 This application meets the 2018/19 funding criteria			
9.1.2 This application demonstrates a link to the Wiltshire Council Business Plan <ul style="list-style-type: none">o Strong Communities - Improved leisure provision			

- 9.1.3 This application demonstrates a link to priorities selected at the Chippenham Our Community Matters event on 6th February 2017:
- Participation in Arts, Crafts and Culture
 - Community Events and Activities
 - Positive Leisure Time Activities
- 9.1.4 This project supports the applicants aim to increase the number of young people who can learn to play bugle who do not currently have that chance
- 9.1.5 Officers are advised the principle reason for the Scout Group playing bugle is to support the Chippenham Branch of the Royal British Legion (RBL). The Air Scout Troop of the Scout Group are affiliated members of the RBL and are involved with RBL activities.
- 9.1.6 Officers are of the opinion that this project will provide a valuable asset for the scout group and will be of enjoyed by the community at ceremonial events.

Proposal

That the Area Board determines the application.

9.2

Application ID	Applicant	Project Proposal	Requested
2870	Chippenham Rugby Football Club (RFC)	Chippenham RFC Clubhouse Refurbishment Project	£4475

Project Description:

To replace windows within the existing clubhouse.

This application meets the 2018/19 funding criteria

9.2.1 This application demonstrates a link to the Wiltshire Council Business Plan

- Strong Communities - Improved leisure provision

9.2.2 This application demonstrates a link to priorities selected at the Chippenham Our Community Matters event on 6th February 2017:

- Positive Leisure Time Activities
- Healthy Lifestyles
- Community Events and Activities

9.2.3 This project supports the applicants aim to increase the use of the clubhouse both by existing regular users and to new users.

9.2.4 This project embraces the Change for Life initiative by providing a facility to be regularly active.

- 9.2.5 The applicant has secured a financial contribution of £1,500 from Chippenham Town Council
- 9.2.6 Officers understand that Chippenham RFC Clubhouse is used by over 1200 current members, but is also regularly used by other groups and for community activities. Users include:
- Sheldon and Hardenhuish Secondary Schools
 - Tag rugby festival for local Primary Schools
 - Annual Royal Logistic Corp festival of rugby, chosen venue for the Williamson trophy which is a one day tournament involving all of the Royal Logistic Corp units across the Country
 - Chippenham Redbacks AFL
 - Bath Rugby League
 - Chippenham Town FC
 - Westinghouse Cricket Club
 - Wessex Motorcycle Club
 - Hardenhuish WI
- 9.2.7 Officers are of the opinion that Chippenham RFC Clubhouse provides a valuable facility for the community area and that the refurbishments will be of benefit to members and all users.
- 9.2.8 If the board makes an award to this project, the award is conditional upon the balance of funding being in place and that any and all necessary permissions are secured.

Proposal

That the Area Board determines the application.

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

Report Author:

Victoria Welsh

Community Engagement Manager

01249 706 446

Victoria.Welsh@wiltshire.gov.uk

Chippenham CATG

August 30th 2018

Budget 2018 -19

£18,087.00 CATG Allocation 2018-19
 £7,626.16 2017 -18 underspend

Contributions

£0.00 Chipp without PC Fowlswick xroads (invoice issued for £498 in 17/18.) Final
 £554.25 Hullavington PC - London House
 £500.00 Kington Langley PC - Erosion Upper Common
 £375.00 Chippenham TC - Malmesbury Road Ped survey
 £1,800.00 Dropped kerbs Phase 3 (individual TC/ PC contributions TBA)
 £100.00 Chippenham TC - St marys Street nameplate
 £63.64 Chippenham TC - Wessex Close Street nameplate
 £98.75 Chippenham TC bollards Derriads Lane
 £200.00 Chippenham TC Queens Cresecent Ped count

Total Budget 2018-19

£29,404.79

Scheme Commitments carried forward from 17/18

Blackthorn Mews - Pedestrian improvements £2,200.00 Contribution to Substantive scheme £2800 of contribution spent in 2017/18
 Kington Langley The Common - Kerbing / Drainage works £517.00 Contribution to Sustantive scheme
 London House Hullavington - Kerbing and signs £2,217.00 Reduced cost from £2950.00
 Erosion Upper Common East End Kington Langley £2,000.00 To be undertaken as part of the substantive scheme in KL
 Malmesbury Road pedestrian Survey £1,500.00 Cost increase from £800 to £1500
 St Mary's Street Street Nameplate £400.00 Estimate works outstanding

New Schemes 18/19

Dropped Kerbs Phase 4 £4,500.00 40% 3rd party contribution now required
 Chippenham Ad hoc road markings £500.00 issues, 5329,5524, 5655,
 Wessex Road (leading to Wessex CL & Saxon St) Street nameplates £254.54 Single nameplate outstanding
 Bollards End of Derriads Lane £395.00 Cost £395.00 Bollards from existing stock TBA
 Ped count Queens Cresecent £800.00

Current Commitment 2018-19 £15,283.54

Remaining Budget 2018 -19 £14,121.25

Completed schemes

CHIPPENHAM COMMUNITY AREA TRANSPORT GROUP ACTION TRACKER/ NOTES LOG

18th September 2018

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
1.	Appointment of Chairman				
		Maurice Dixson was proposed and seconded as Chairman.	CATG recommendation – Chippenham Area Board to note		
2.	Attendees, Apologies & Introductions				
	Present	Councillor Maurice Dixson (MD) (CATG Chairman) Councillor Nick Murry (NM) Councillor John Scragg (JS) Councillor Angela Williams (AW) Martin Rose (MR) Chris Clark (CC) Diane Ware (DW) Victoria Welsh (VW)			
	Apologies	Councillor Ross Henning (RH) Councillor Ashley O’Neill Adrian Jones (AJ) Councillor Lesley Palmer (LP) Spencer Drinkwater (SD)			
	Observers	Alistair Parker (AP) Yatton Keynell David Kerr (DK) North Wraxall			

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
3.	Notes of the last meeting (25th June 2018)				
		The recommendations contained in the Note Tracker from the Chippenham CATG meeting held on 25-Jun-18 were agreed at the Chippenham Area Board meeting on 23-Jul-18.			
4.	Finance				
		<p>Financial position at 15th August 2018</p> <p>2018-19 allocation = £18,087.00</p> <p>2017-18 underspend = £7,626.16</p> <p>2018 -19 3rd party Contributions £3,691.64</p> <p>Total Budget for 2018-19 = £29,404.79</p> <p>Existing commitments = £15,283.54</p> <p>Current Balance = £14,121.25</p> <p><i>See Appendix 1</i></p>	CATG recommendation – Chippenham Area Board to note the financial position		MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
5.	Annual Dropped Kerbs Exercise				
		<ul style="list-style-type: none"> • Dropped kerbs requests are considered once a year in June to maximise the budget • Dropped Kerb requests must demonstrate benefit to community, requests from individuals will not be considered • Town/Parish Councils to contribute 40% of the cost in their area. Indication of costs: A Guide to the Cost of Highways Works • CATG feel that new developments should include dropped kerbs to avoid remedial work at a later date • CATG agreed: <ul style="list-style-type: none"> ○ Proposed budget of £4,500 for dropped kerbs in 2018/19 ○ Level of contribution from Town/Parish to increase to 40% • 18-Sep-18 CATG selected dropped kerbs that are a priority for the community area. See item 8.8 	See item 8.8 for recommendation		

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
6.	Freight Assessment and Priority Mechanism (FAPM) exercise				
	Standing item for update	<p>Sites agreed by Chippenham Area Board 13th March 2017</p> <ul style="list-style-type: none"> • Malmesbury Road, Chippenham • Hill Corner Road, Chippenham • SD advised that neither of the sites submitted by Chippenham would be taken forward as there were other higher priorities within the county. • 19-Mar-18 Chippenham Area Board noted the update • SD advised 100 requests on the list across the county and Wiltshire Council has a budget to address two per year. Criteria include characteristics of road, volume of traffic, proximity roads services, accidents related to HGVs • Hill Corner Road traffic situation due to development is a separate issue. • SD advised that 2018/19 FAPM exercise will take place in autumn ready for next year. • Chippenham CATG will need to agree top two submissions for 2018/19 at the next CATG meeting • 23-Jul-18 Chippenham Area Board noted update • 18-Sep-18 SD not available to attend. This item postponed until next CATG meeting. 	<p>CATG recommendation – Chippenham Area Board to note the update</p> <p>SD to provide Chippenham CATG with information in advance of next CATG meeting</p>		SD

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
7.	Major Maintenance in 2018/19				
		<p>Sites agreed by Chippenham Area Board 13th March 2017</p> <ul style="list-style-type: none"> • Ford to Slaughterford • Leigh Deli South • Ladyfield Rd • Foghamshire • C173 Nettleton • Derby Close • Grittleton Dead Hill - completed • Ham Lane Biddestone • Cuttle Lane to Giddea Hall • Ashes Lane, Kington Langley • Days Lane A350 • Brook St • Thornhill Lane, Langley Burrell • Charter Road, Chippenham <ul style="list-style-type: none"> • DW confirmed that: • The March 2017 list (above) was on a reserve list with the consultant Atkins and is currently being assessed into a priority order. • The list will be a 5-year programme, I am moving away from the allocated spend per year for each area as some works required are in excess of those budgets, therefore it may be that the spend in each board will vary depending on need. • All surface dressing jobs planned for 2018/19 have been completed • Major maintenance costing approximately £700,000 is likely commence in 2019 the list of proposed sites includes: <ul style="list-style-type: none"> ○ A4 Bath Road ○ Sadlers Mead Chippenham ○ High Street Chippenham 	<p>CATG recommendation – Chippenham Area Board to note the update</p> <p>DW to provide list in November</p>		DW

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<ul style="list-style-type: none"> • The schedule for major maintenance is based on: <ul style="list-style-type: none"> ○ Technical surveys/condition assessment ○ Usage ○ My Wiltshire reports of potholes etc from members of the public ○ Prioritised by CATG and Area Board • A list of the final sites verified and costed by the consultants Atkins will be sent to CATGs in November 2018. • Chippenham CATG to consider list from DW and identify top 10 priorities at next CATG meeting 			

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
8.	Priority One Schemes				
	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"> • A brief summary will be retained • The entry will be “greyed out” to indicate that it is in progress and no further discussion is required at the CATG meeting • MR will provide updates • The item will be removed once the scheme has been implemented 				
	Completed Priority One Schemes	5311 – St Mary Street No Through Road Sign 5329 – H Bar marking Allington Way 5524 – H Bar Marking Ladyfield Road 5655 – SLOW marking to address speed of traffic A420 Prestgrove North Wraxall 5845 - Improved street name signage Wessex Road			
8.1	3885 Plough Lane, Kington Langley Extend kerbing Request to extend the kerbing that starts at the school and finishes at the Chapel - extend to the entrance of the Stables in Plough Lane, Kington Langley	<ul style="list-style-type: none"> • 13th March 2017, Chippenham Area Board agreed recommendations: <ul style="list-style-type: none"> ○ Indicative costs £17,000 noted ○ To allocate £5,000 from CATG funds, conditional upon the contribution of £2,500 from Kington Langley Parish Council • Bid to Substantive Scheme successful. • Programmed for 12th November 2018 for 10 days. Possible temporary road closure. Kerbing type agreed with PC by email dated 15-May-18. (See 5348) • 23-Jul-18 Chippenham Area Board noted update. 	CATG recommendation – Chippenham Area Board to note the update	1	MR
8.2	4704 - Pedestrian Crossing Malmesbury Road	<ul style="list-style-type: none"> • Request: <i>Zebra crossings required for access to John Coles park and schools as currently lethal on Wedmore Avenue and Malmesbury Road. These access points are used by secondary school children to access school during rush hour when cars are rushing. Also used by people accessing the park both are on blind</i> 	CATG recommendation – Chippenham Area Board to note the update	1	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<p><i>bends and are lethal it is too dangerous making the park sometimes inaccessible I often see parents crossing the road one child at a time this is a lovely facility needing to be more accessible by foot.</i></p> <ul style="list-style-type: none"> • Town Council considered on 3-Aug-17: Recommend that a pedestrian survey is carried out and agrees a contribution of £200 (25% of the cost advised) • 2-Oct-17 Telecon with requestor to establish which crossing was felt to be the highest priority. Requestor stated that both were important and she would like both surveyed. • CATG considered requestors comments. It was agreed that one pedestrian survey should take place on Malmesbury Road; the CATG agreed that less pedestrians cross Wedmore Avenue • 6-Nov-17 Chippenham Area Board agreed recommendation to designate as Priority One and funding allocation of £600, for a pedestrian survey assessment to be carried out on Malmesbury Road, conditional upon a contribution of £200 from Town Council. • MR advises that formal quotes have come back with the cheapest at £1500. • This issue is subject to an online petition https://www.change.org/p/wiltshire-council-add-safety-measures-to-dangerous-chippenham-crossing • 19-Mar-18 Chippenham Area Board agreed recommendation and allocated an increased contribution of £1,125 towards the pedestrian survey conditional upon an increased contribution of £375 from Chippenham Town Council. • 19-Apr-18 Chippenham Town Council agreed to contribute an additional £175 towards this project (total contribution £375). • Survey results: <ul style="list-style-type: none"> ○ Average speed 36 mph both directions ○ Zone C 367 per day at crossing point 			

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<ul style="list-style-type: none"> CATG was asked to consider issues 4704 and 5753 at the same time as the requests are similar. MR advised the group that his workload would only allow him to produce one scheme/design of this type in 2018/19. CATG noted the survey results for both issues, acknowledged the concerns for each and concluded that 4704 Malmesbury Road should be prioritised due to a higher number of movements at that location. Issue 5753 will remain on the list of requests and will be reconsidered in 2019/20. 23-Jul-18 Chippenham Area Board agreed CATG recommendation to prioritise this location and instruct Principal Highways Engineer to proceed with the pedestrian assessment for this scheme. MR advised that full pedestrian assessment will take place in early 2019. If the recommendation is for a formal crossing, this would need to be submitted to Substantive Scheme for funding as estimated cost is approximately £70,000. 			
8.3	5348 - Erosion Upper Common east end Parkers Lane Kington Langley	<ul style="list-style-type: none"> Parish Council requests installation of new kerbing to follow the eroded line rather than a reinstatement of the old line 6-Nov-17 Chippenham Area Board agreed recommendation to designate as a Priority One scheme for the Chippenham Community Area. £2000 allocated dependent on 25% contribution of £500 from Kington Langley PC MR confirms works to be implemented at the same time as issue 3885. Programmed for 25-Oct-18 for 10 days. Possible temporary road closure. Kerbing type agreed with PC by email dated 15-May-18 23-Jul-18 Chippenham Area Board noted update 	CATG recommendation – Chippenham Area Board to note the update	1	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
8.4	5489 – Vehicles driving across green open space Derriads Lane, Chippenham	<p>Request: <i>There is one bollard in situ at the moment it needs 2 more to stop the vans bumping up the kerb to access the open space or a galvanised railing to stop vehicles.</i></p> <ul style="list-style-type: none"> MR suggests some post and rail fencing would be a quick and easy way to resolve this issue rather than another bollard. However, we'd have to be mindful of the need to maintain access for grass cutting Considered by Chippenham Town Council 3-Aug-17: Support 2 additional bollards. MR & PB advise that options are low level fencing (£500) or installation of two additional bollards (£875). Alternatively, there may be two bollards available in store though they are unlikely to match. CATG agreed that the installation of two recycled bollards should be investigated. 4 replacement bollards sourced from existing stock. Installation cost £395. CATG agreed recommendation to Area Board to elevate to Priority One and allocate funding of £395, conditional upon contribution of £100 from Town Council 23-Jul-18 Chippenham Area Board agreed the CATG recommendation 15-Aug-18 MR confirms works order issued. 	CATG recommendation – Chippenham Area Board to note the update	1	MR
8.5	5829 - Vehicles ignoring No Entry and No Right Turn signs	<p>Correspondent requests: <i>Police to take action against drivers breaking law. Install an island at the entrance of Rowden Lane to discourage right turn</i></p> <ul style="list-style-type: none"> 22-Mar-18 Town Council PET Committee asked to reconsider with the following recommendation provided by MR: <ul style="list-style-type: none"> A straight arrow road marking “AHEAD ONLY” may discourage traffic from turning into the “No Entry” 	CATG recommendation – Chippenham Area Board to note the update	1	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<ul style="list-style-type: none"> ○ Remove the existing give way triangle and replace with “NO ENTRY” road marking ○ Cost approx. £400 assuming the work is undertaken as part of the “ad-hoc” lining works to avoid the £861 standing charge. ● Chippenham Town Council reconsidered this issue on 19-Apr-18 and the following was agreed: Issue 5829 - Vehicles ignoring No Entry and No Right Turn signs and using Rowden Lane as a short cut. - The Town Council supports this request and agrees a contribution of £100 towards the cost. ● CATG agreed to recommend that this request is elevated to Priority One, allocate £300 funding conditional upon a contribution of £100 from Town Council. ● 23-Jul-18 Chippenham Area Board agreed the CATG recommendation. ● 15-Aug-18 MR to prepare plan and add to next ad-hoc road markings order estimated for November 			
8.6	5942 - Vehicles misdirected in to The Cloisters by sat nav. causing damage and disturbance	<p>Request: <i>“Some form of sign to prevent drivers getting into the position where they cannot continue.”</i></p> <ul style="list-style-type: none"> ● Highways advise there are two options: <ul style="list-style-type: none"> 1. No through road sign – cost £200 approx ● 14-Mar-18 Chippenham Town Council confirms support for this request and is happy for the Highway Officer to decide which of the two options suggested would be best. It agreed to a contribution of £62.50 towards the cost. ● Chippenham Area Board agreed the recommendation to elevate to Priority One and allocate £140 conditional upon a contribution of £62.50 from Chippenham Town Council. ● MR to prepare plan and issue works order. <p>https://www.google.co.uk/maps/Cloisters</p>	CATG recommendation – Chippenham Area Board to note the update	1	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
8.7	5948 - Vehicles misdirected by sat nav.	<p>Request from Langley Burrell Parish Council: <i>“For street name signs to be erected on the junction of The Common and the B4069”</i></p> <ul style="list-style-type: none"> MR advised cost approximately £250 per sign Advice required from Land charges re. road name. Records show ‘Maud Heaths Causeway’ but residential addresses indicate ‘The Common’ 2 street nameplates required. Approx. £500 total 23-Jul-18 Chippenham Area Board agreed CATG recommendation to elevate to Priority One and allocate £375 funding, conditional upon a contribution of £125 from Langley Burrell Parish Council Langley Burrell Parish Council to consider 20-Sep-18 https://www.google.co.uk/maps/Langley Burrell 	CATG recommendation – Chippenham Area Board to note the update	1	MR
8.8	<p>Dropped kerbs:</p> <p>6597 Dropped kerb request Phillips Close junction with Chamberlain Road Chippenham</p> <p>6625 Ivy Road and Ivy Lane/Bridge Centre roundabout Chippenham</p> <p>6608 Dropped Kerb request Avonmead junction with Downham Mead, Chippenham</p>	<ul style="list-style-type: none"> 19-Mar-18 Chippenham Area Board agreed the recommendation to allocate £4,500 towards dropped kerbs and increase the level of contribution required from Town/Parish Councils to 40% CATG noted 6 requests received. MR confirmed that all are feasible. CATG recommend proceeding with the following dropped kerbs: <ul style="list-style-type: none"> 6597 6625 6608 (one side only) if budget allows <p>conditional upon a 40% contribution from Chippenham Town Council</p>	<p>CATG recommendation – Chippenham Area Board to proceed with the following dropped kerbs:</p> <ul style="list-style-type: none"> 6597 6625 6608 (one side only) if budget allows <p>conditional upon a 40% contribution from Chippenham Town Council</p>	1	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
8.9	5734 - Emergency vehicles unable to park at front of Croft Court Residential Care Home	<p>Request: <i>Yellow hatch lines to at least half of the layby</i></p> <ul style="list-style-type: none"> • 3-Feb-18 referred to Chippenham Town Council for comment. • MR advises approx. costs: <ul style="list-style-type: none"> • Legal Order required £2,500 • Hatch markings £500 • Costs can be reduced considerably by considering this request and issue number 6063 at the same time and if supported, the legal order could cover both schemes • 8-Mar-18 this request was considered by Chippenham Town Council. The Town Council <u>does not support</u> this request as Councillors were of the opinion that it was not a priority for the area. • AO asked MD to brief CATG in his absence. AO intends to request Chippenham Town Council PET Committee reviews this issue. The Manager at Croft Court has reported that ambulances are regularly called to the home to attend the older residents; the majority of the time the emergency vehicles are obliged to park some way down the street because the layby is occupied by vehicles belonging to visitors or local residents from nearby properties. • Clearly this impacts upon paramedic's response times and it is not uncommon for the patients to be wheeled some distance down the pavement to the ambulance; this is not only uncomfortable (sometimes cold and/or wet) it can be unnecessarily distressing and does little to preserve the dignity of the older person. • Reasons for review: <ol style="list-style-type: none"> 1. A similar request from a nursery school for a drop off zone to accommodate parents dropping off young children at a nursery school (6063) has been supported 2. Supporting the request from Croft Court would afford older people the same consideration as the parents and children, at what is a most distressing time, 	<p>CATG recommendation Chippenham Area Board elevate 5734 & 6063 to Priority One and taken together to achieve best value. Funding allocation is £2,625 conditional upon a contribution of £875 from Chippenham Town Council.</p>	1	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<p>when they have either been taken ill or sustained an injury and need to get to hospital</p> <p>3. The cost to implement the nursery drop off is £3,000</p> <p>4. The cost to implement both schemes is £3,500 - just £500 additional cost</p> <ul style="list-style-type: none"> 9-Aug-18 Reconsidered by Chippenham Town Council. Town Councillors agreed to support it and contribute £125 (25% of £500 cost) CATG recommend that 5734 & 6063 are elevated to Priority One and taken together to achieve best value. Funding allocation is £ 2,625 conditional upon a contribution of £875 from Chippenham Town Council. <p>https://www.google.co.uk/maps/Croft court</p>			
8.10	6063 – Need for safe drop off zone outside of Little Pips Nursery, Lowden Avenue, Chippenham	<p>Request: <i>A restricted parking zone or drop off zone outside the nursery along Lowden Avenue and Goldney Avenue to enable our parents to drop off safely and easily.</i></p> <p>3-Feb-18 Referred to Chippenham Town Council for comment</p> <ul style="list-style-type: none"> MR advises approx. costs: <ul style="list-style-type: none"> Legal Order required £2,500 Restricted/time limited bays £500 Costs can be reduced considerably by considering this request and issue number 5734 at the same time if supported, the legal order could cover both schemes 14-Mar-18 Chippenham Town Council confirms support for the Highway Officers recommendation for a time limited bay to be installed and agree a contribution of £750 towards the cost. However, there were some concerns raised regarding future enforcement. Councillors suggested this request could possibly be combined with a future request to reduce the cost. 	<p>CATG recommendation Chippenham Area Board elevate 5734 & 6063 to Priority One and taken together to achieve best value. Funding allocation is £2,625 conditional upon a contribution of £875 from Chippenham Town Council.</p>	1	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<ul style="list-style-type: none"> CATG noted the Town Council comments regarding combining with another scheme to reduce costs. The cost to implement the nursery drop off is £3,000. The cost to implement together with issue 5734 is £3,500 - just £500 additional cost 9-Aug-18 Town Council confirmed support for 5734 Croft Court CATG recommend that 5734 & 6063 are elevated to Priority One and taken together to achieve best value. Funding allocation is £ 2,625 conditional upon a contribution of £875 from Chippenham Town Council. <p>https://www.google.co.uk/maps/Little Pips Nursery</p>			
8.11	5825 – Lack of footway Turnpike Cottage to corner of Cuttle Lane Biddestone	<p>Parish Council requests: <i>Road surface prepared to slow vehicles down and a marked pavement/footway from Turnpike Cottage to the end of Cuttle Lane introduced.</i> Further details available in a document prepared by the Parish Council.</p> <ul style="list-style-type: none"> Site meeting held 10th April 2018. Cost estimate £8,000 - £10,000 AW advised that Parish Council is willing to contribute more than the normal 25% AW to confirm with Parish Council: <ul style="list-style-type: none"> Which request is the highest priority 5825 or 5826? <i>Or</i> Does the Parish Council wish for 5825 & 5826 to be “batched together”? Level of contribution the Parish Council is prepared to commit 23-Jul-18 Chippenham Area Board noted the update Biddestone Parish Council confirm 5825 is the top priority CATG recommendation is to elevate to Priority One, allocate £1,050 for topographical survey conditional upon contribution of £350 from Parish Council <p>https://www.google.co.uk/maps/Biddestone</p>	CATG recommendation Chippenham Area Board elevate to Priority One and allocate £1,050 for a topographical survey conditional upon a contribution of £350 from Biddestone Parish Council	1	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
8.12	5937 Reduce speed limit on B4039 Kents Bottom near Yatton Keynell	<p>Request from Yatton Keynell Parish Council: <i>“Reduction in speed limit on B4039”</i></p> <ul style="list-style-type: none"> MR has carried out site visit. Site does not meet the requirements of circular 01/13 to extend existing 30mph limit at Yatton Keynell to cover Kents Bottom due to lack of frontage development. Single recorded collision (slight) in 5 years (Driver fell asleep). 40mph criteria also not strictly met but may be possible, providing min length can be achieved. Local signing improvements may be better option. CATG requested MR discuss options with Parish Council MR confirmed that a site meeting took place 17-Sep-18 with Parish Chairman: <ul style="list-style-type: none"> Currently 50mph Doesn't meet criteria for 30mph Potential for signing and lining Not dissimilar to Tiddleywink at the other end of the village therefore 40mph seems reasonable Installation of Hamlet name plate would assist Cost estimate for surveys £2,500 Installation if scheme proceeds cost estimate a further £3,500 CATG recommendation Priority One, allocate £1,875 conditional upon contribution of £625 Parish Council <p>https://www.google.co.uk/maps/Yatton Keynell</p>	CATG recommendation Chippenham Area Board elevate to Priority One and allocate £1,875 conditional upon a contribution of £625 from Yatton Keynell Parish Council	1MR	
8.13	6559 - Risk to pedestrians on B4039 in Burton narrow road without footway	<p>Request from Parish Council: <i>“Provision of signs on the roadside to warn drivers Pedestrians in Road.”</i></p> <ul style="list-style-type: none"> 18-Sep-18 MR advised CATG standard pedestrian in road sign is sensible in these circumstances. Cost approx £500 for sign. CATG agreed recommendation to elevate to Priority One and allocate £375 conditional upon a contribution of £125 from North Wraxall Parish Council <p>Google image</p>	CATG recommendation Chippenham Area Board elevate to Priority One and allocate £375 conditional upon a contribution of £125 from North Wraxall Parish Council	1	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
9.	Priority Two/Pending Schemes				
9.1	5660 - Review of traffic management measures Market Cross Castle Combe	<p>Requested by Castle Combe Parish Council: <i>Review of possible traffic engineering measures in the location of the Market Cross to examine potential to reduce risk of collisions. Prior discussions have been held with Highways Bill Parks who has recommended that CATG would be the appropriate initial avenue.</i></p> <ul style="list-style-type: none"> CATG agreed site visit and liaison with the Parish Council required. Parish Council confirms on hold any further action due to budget constraints 25-Jun-18 - remains on hold 23-Jul-18 Chippenham Area Board noted update 18-Sep-18 – remains on hold 	CATG recommendation – Chippenham Area Board to note the update	2	MR
9.2	5753 - Replace informal crossing points with zebra crossings Queens Crescent	<p>Division Councillor requests: <i>I would like to see a study performed to see whether 2 x Zebra crossing would be appropriate for Queens Crescent. Can we perform the study during peak school time children crossing?</i></p> <ul style="list-style-type: none"> Considered by Town Council 25-Jan-18 - Town Council supports this request for an up to date survey and agrees to contribute £250 towards the cost (25%). If possible, the survey should also monitor speeds. CATG noted petition had been received. CATG noted that Queens Crescent School has updated its travel plan but did not mention any problems with crossings 19-Mar-18 Chippenham Area Board allocated £600 from CATG funds conditional upon a contribution of £200 from Town Council. The 2018 survey focused on the existing demarcated crossing points, whereas the 2011 feasibility study count covered a much wider area with a larger number of zones. To provide a worthwhile comparison between the counts I've only 	CATG recommendation – Chippenham Area Board to note the update	2	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<p>extracted the relevant zone data from the 2011 study and the results are shown below.</p> <ul style="list-style-type: none"> The 2018 data in red 2011 data in green <p>SITE 1 Queens Crescent (adjacent to Carnarvon Close)</p> <p>306 (322) 1000 vehicles per day approx</p> <p>SITE 2 Queens Crescent (Adjacent to Minster Way)</p> <ul style="list-style-type: none"> (254) 3000 vehicles per day approx CATG also noted that a 20mph limit has been installed as part of the travel plan and agreed that the impact of this should be monitored AO asked MD to brief CATG in his absence. The main concern is the ambiguity/potential confusion for pedestrian and drivers about the appropriate way to use the advisory crossings. MR confirmed that in his professional opinion, the advisory crossing on the Minster Way side of Queens Crescent should be considered a higher priority than the advisory crossing on the Carnarvon Close side of Queens Crescent. CATG was asked to consider issues 4704 and 5753 at the same time as the requests are similar. MR advised the group that his workload would only allow him to produce one scheme/design of this type in 2018/19. CATG noted the survey results for both issues, acknowledged the concerns for each and concluded that 4704 Malmesbury Road should be prioritised due to a higher number of movements at that location. Issue 5753 will remain on the list of requests and will be reconsidered in 2019/20. 23-Jul-18 Chippenham Area Board noted update DW advised that Queens Crescent will be resurfaced (date to be confirmed) at which point consideration could be given to removing the informal crossing at no additional cost. <p>https://www.google.co.uk/maps/Queens Crescent</p>			

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
9.3	5826 - Lack of footway Biddestone Arms to the Village Green	<p>Parish Council requests: <i>Installation of a marked footway</i></p> <p>Further details available in a document prepared by the Parish Council</p> <ul style="list-style-type: none"> • Site meeting held 1^{0th} April 2018. • MR advised that we could consider batching 5825 & 5826 and submitting to substantive bid in 2019/20. • Cost Estimate £30,000. NB a topographical survey will be required and combining the two requests would mean that implementation will take considerably longer. • AW to confirm with Parish Council: <ul style="list-style-type: none"> ○ Which request is the highest priority 5825 or 5826? <i>Or</i> ○ Does the Parish Council wish for 5825 & 5826 to be “batched together”? ○ Level of contribution the Parish Council is prepared to commit • 23-Jul-18 Chippenham Area Board noted the update • 18-Sep-18 Biddestone Parish Council confirm 5825 is the top priority – 5826 on hold <p>https://www.google.co.uk/maps/Biddestone Arms</p>	CATG recommendation – Chippenham Area Board to note the update	2	AW
9.4	5827 – Installation of four sets of White Gates	<p>Parish Council requests: <i>Installation of white gates:</i></p> <ul style="list-style-type: none"> • 1 pair from A420 into village • 1 pair from Corsham into village • 1 pair Hartham into village • 1 pair from Giddea Hall into village <p><i>To slow down traffic.</i> Further details available in a document prepared by the Parish Council</p> <ul style="list-style-type: none"> • Cost of gate approx. £1000 each installed. 	CATG recommendation – Chippenham Area Board to note the update	2	AW

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<ul style="list-style-type: none"> Site meeting held 10th April 2018. On hold pending completion of other identified priorities. 23-Jul-18 Chippenham Area Board noted update 18-Sep-18 Biddestone Parish Council confirm 5825 is the top priority – 5826 on hold 			
9.5	6058 – Reduction of speed limit to 20mph throughout Castle Combe village	<p>Request from Castle Combe Parish Council:</p> <p><i>“Formal investigation into the feasibility and costs of implementing a revised speed limit together with requisite signage”</i></p> <ul style="list-style-type: none"> MR has arranged for Metro Counts to be carried out in the village. 23-Jul-18 Chippenham Area Board noted update 18-Sep-18 MR advises we are awaiting results of Metro Count 	CATG recommendation – Chippenham Area Board to note the update	2	MR
9.6	6119 - Speed of vehicles on Sadlers Mead Chippenham	<ul style="list-style-type: none"> Request is from Chippenham Town Councillor for traffic calming measures 6-Mar-18 Following discussions with Highways Officer when the Town Councillor was briefed about previous requests relating to the parking arrangements in this location, the Town Councillor has indicated that he may withdraw this request and instead pursue a review of the waiting restrictions on Sadlers Mead. 1-Jun-18 Correspondent confirms that following consultation with residents in Sadlers Mead, he wishes to proceed with this request for traffic calming. 28-Jun-18 Town Council considered this request and provided the following comments: <i>Councillor Nick Murry described how he’d had extensive conversations with Wiltshire Council Highways officers on the issue, as well as writing to the police,</i> 	<p>MR to establish whether the posters are available</p> <p>CATG recommendation – Chippenham Area Board to note the update</p>	2	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<p><i>but the speed recordings didn't qualify for community speed watch or for consideration by CATG.</i></p> <ul style="list-style-type: none"> • <i>Councillor Murry will look at how traffic measures resulting from planned developments near the Olympiad might help improve the situation and also proposed that the Committee write to the Principal Traffic Engineer at Wiltshire Council to enquire about any possible signage that could help.</i> • <i>The Committee was also asked for its advice on dealing with similar situations in other areas</i> • 18-Sep-18 MR suggested that informal posters requesting vehicles slow down (previously used for a road safety campaign in Wood Lane) could be temporarily displayed for a short period. 			
9.7	6140 – Request to reduce speed limit to 30mph in Upper Wraxall	<p>Request from North Wraxall Parish Council:</p> <p><i>Reduce speed limit to 30mph - Speeding cars through Upper Wraxall village from A420. The road through the village has no walkways and pedestrians are at risk from cars leaving the 50mph A420 onto a non-restricted speed road.</i></p> <ul style="list-style-type: none"> • The CATG asked the Highways Engineer to contact the Parish Council to discuss the matter in more detail, visit the site if necessary and update the next CATG meeting. • 23-Jul-18 Chippenham Area Board noted update • 18-Sep-18 MR advised that he is awaiting a response from Parish Council 	CATG recommendation – Chippenham Area Board to note the update	2	MR
9.8	6144 – Speed reduction to 20mph for High Street in Chippenham	<p>Request made by Chippenham Town Council:</p> <ul style="list-style-type: none"> • Following safety concerns regarding market traders setting up and backing into moving vehicles and pedestrians presuming that as the market is being set up the High Street is closed to traffic Chippenham Town Councils Planning Environment Transport Committee agreed to apply to Wiltshire Council for a temporary road closure of the High Street to all vehicle traffic 	CATG recommendation – Chippenham Area Board to note the update	2	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<p>This application was approved but revoked by the Town Council at week 7 of the 12-week closure following a review of the overall position and feedback from residents and businesses.</p> <ul style="list-style-type: none"> • The High Street currently closes to traffic in accordance with Traffic Orders between 9.30am and 7.30pm Monday to Sunday with the exception of a Saturday i.e. to coincide with the setting-up of the market when it closes from 6.30am. • Due to these safety concerns affecting all High Street visitors market traders and pedestrians a temporary trial closure of the High Street on a Friday from 6.30am was pursued thereby aligning the closure time to that of the Saturday market. • Residents and businesses expressed a number of concerns regarding the temporary road closure offering suggestions on how the safety of all High Street users might be ensured and how the area might best be managed. • Due to the problems associated with the temporary closure of the High Street the Town Council revoked the temporary road closure and a High Street Working Party was set up to look at alternative ways to ensure the High Street is a safe place to visit whilst it is open to traffic. These included re-aligning the market moving it away from the High Street installing traffic calming measures as well as the introduction of a 20mph speed limit as introduced in other high-risk areas such as Redlands. The Town Council would like to apply for the High Street speed limit to be reduced to 20mph for the reasons given above. • Highways Officer advises that if considered a priority for the area by the CATG: <ul style="list-style-type: none"> ○ An assessment will be required cost approx. £2,500. ○ If the outcome recommends the introduction of the lower limit the typical cost is £3500 - £5000 depending on the size. This includes legal costs. If electrical works required, cost may rise to £8000 • MR to arrange for SDR to establish statistics • 18-Sep-18 MR confirms he will provide data/results from SDR at the next CATG meeting and will also recommend where the 20mph limit might be installed 			

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
9.9	6287 – Speed of vehicles Sutton Lane	<ul style="list-style-type: none"> • Metro Count Requested by Community Speedwatch Coordinator to evidence the need to extend the Community Speedwatch Scheme in the village. • Completed Metro Count request form forwarded to Road Safety Unit 16-May-18 • 23-Jul-18 Chippenham Area Board noted update • 18-Sep-18 MR advised metro-count results are awaited 	CATG recommendation – Chippenham Area Board to note the update	2	MR
9.10	6288 – Speed of vehicles on Marshfield Road, Chippenham	<ul style="list-style-type: none"> • Completed Metro Count request form forwarded to Road Safety Unit 1-Jun-18 • 23-Jul-18 Chippenham Area Board noted update • 18-Sep-18 MR advised metro count results are awaited 	CATG recommendation – Chippenham Area Board to note the update	2	MR
9.11	6324 - Lack of passing places on Long Dean Lane near Yatton Keynell	<ul style="list-style-type: none"> • Referred to Yatton Keynell Parish Council for comment 1-Jun-18 • Parish Council considered 5-Jun-18 <i>“Unanimously agreed to support a local resident’s request to investigate whether it is possible to add more passing points.”</i> • MR to visit site to assess and contact Parish Council to discuss options • 23-Jul-18 Chippenham Area Board noted update • 18-Sep-18 MR confirms he carried out site visit on 12th September. There are some “informal passing bays” along the lane • CATG would like clear indication of optimum location and number of bays required. • MR asked to coordinate a site meeting and advise next CATG meeting. Google Image 	MR to coordinate a site meeting with correspondent and Parish Council representative CATG recommendation – Chippenham Area Board to note the update	2	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
9.12	6350 – Speed of vehicles Stanton St Quintin	<ul style="list-style-type: none"> Correspondent requests “Speed curbing is installed” Metro Count Request form issued for completion 1-Jun-18. This issue will be referred to the Parish Council once the Metro Count results are available 	CATG recommendation – Chippenham Area Board to note the update	2	
9.13	6431 – HGV traffic ignoring signs & increased traffic through Kington Langley	<p>Request from Kington Langley Parish Council:</p> <ul style="list-style-type: none"> <i>Incorporate a 7.5t weight limit sign in the vicinity of the A350.</i> <i>Equestrian warning signs covering a 2-mile distance”</i> <ul style="list-style-type: none"> Request for weight limit referred to Sustainable Transport Team for guidance. Highways Engineer advises: There is a stud farm on Ashes Lane and equestrian activity on nearby Days Lane so warning signs may be considered. The following should be taken into consideration: <ul style="list-style-type: none"> Local authorities have been directed by central government to reduce the amount of sign clutter on our roads This is even more important in rural locations where too many signs can detract from the character of the area Should drivers expect to see riders on horseback on a rural single-track road? Will signs make a difference? Wiltshire Council policy is to ask the Requestor to pay the full cost for any non-essential signage. MR to consider proposals and obtain cost estimates for consideration at next CATG MD confirmed Parish Council will pay for the horse signs <p>Google Image</p>	CATG recommendation – Chippenham Area Board to note the update	2	MR

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
9.14	6433 - Lack of signs for Jacksoms Lane	<p>Request from resident:</p> <p><i>“A sign erected part way down the A350 between the Kington Langley traffic lights and Jacksoms Lane indicating that there is a turning there. Also, a reflective sign at the entrance to the lane.”</i></p> <ul style="list-style-type: none"> • 16-Jul-18 - Referred to Kington Langley Parish Council • 13-Aug-18 considered by Kington Langley Parish Council. Parish Council confirm support providing Langley Burrell is also approached for support and consequently will share the Parish Council costs as part of Jacksoms Lane is in Langley Burrell • 14-Aug-18 – referred to Langley Burrell Parish Council • Langley Burrell Parish Council to consider on 20-Sep-18 <p>Google Image</p>	CATG recommendation – Chippenham Area Board to note the update	2	
9.15	6483 - Width or weight restriction needed on Biddestone Lane	<p>Request from Yatton Keynell Parish Council:</p> <p><i>“Width Weight restriction placed on Biddestone Lane”</i></p> <p>12-Jul-18 Referred to Sustainable Transport Team (SD) for guidance</p>	CATG recommendation – Chippenham Area Board to note the update		
9.16	6495 - Speed of vehicles on Eastern Avenue Chippenham	<p>Request from Division Councillor:</p> <p><i>“Check the speed here e.g. using a metro count device. Put in place appropriate measures to deter speeders e.g. look at current parking restrictions signage etc.”</i></p> <ul style="list-style-type: none"> • 16-Jul-18 Metro Count Request Form issued for completion and return • 18-Sep-18 Second Metro Count Request form issued for completion and return 	CATG recommendation – Chippenham Area Board to note the update		

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
9.17	6509 - Lack of signage Tor Hill Crossroads	<p>Request from resident: <i>“Signage to draw attention to the danger of traveling at 50 mph toward this junction is not appropriate”</i></p> <ul style="list-style-type: none"> • 20-Jul-17 Referred to Kington Langley Parish Council for comment. • 27-Jul-17 Referred to Kington St Michael (KSM) Parish Council for comment • 17-Sep-18 KSM Parish Clerk confirms Parish Council support this request but have the following comments: <ul style="list-style-type: none"> a. <i>“Wiltshire Council should have done this years ago and now just want money on what they should be doing anyway if it’s a highway danger”</i> b. <i>“How about asking the adjacent PCs who should also assist, being Chippenham Without and Kington Langley?”</i> • 18-Sep-18 MR advised that this location is not on the cluster site list, but there have been some collisions. • CATG agreed: <ul style="list-style-type: none"> ○ KSM Parish Council should approach Chippenham Without Parish Council and Kington Langley Parish Council with a proposal to address the concerns of the member of the public ○ CATG will be pleased to receive feedback from KSM at the next CATG meeting 	<p>Kington St Michael Parish Council to contact other Parishes and submit a proposal to CATG</p> <p>CATG recommendation – Chippenham Area Board to note the update</p>		VV

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
10	New Requests				
10.1	6407 - Signs required Stanton St Quintin - The old A429 No Through road behind the BP Garage on the A429 Lower Stanton St Quintin SN14 6BN	<p>Request from Stanton St Quintin Parish Council:</p> <p><i>"We would like the No Through Road sign to be reinstated but more importantly we need a prominent sign pointing to the right saying All Traffic This Way to ensure traffic returns to the main road the correct way."</i></p> <p>18-Sep-18 CC confirmed that local Highways Team already has this in hand.</p> <p>Request to be closed. No action for CATG on this occasion.</p> <p>Google Image</p>	CATG recommendation – Chippenham Area Board to note the update	N/A	
10.2	6552 – Access to private driveway frequently obstructed by parked vehicles	<p>Request from resident, Long Close, Chippenham:</p> <p><i>"A solid white line painted at the entrance to drive"</i></p> <ul style="list-style-type: none"> • CATG noted that a nominal charge is now made by the Highways Team for "H Bar" markings across driveways. • CATG agreed that with immediate effect, all lining requests must demonstrate benefit to community, requests from individuals will not be considered. • Request to be closed. No action for CATG on this occasion. • Future requests should be submitted via My Wiltshire 	CATG recommendation – Chippenham Area Board determine that requests for lining must demonstrate benefit to community, requests from individuals will not be considered		

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
10.3	6564 – Speed limit in Yatton Keynell	<p>Request from Parish Council: <i>A resident attended Yatton Keynell Parish Council on 6th August 2018 with the statement below which was unanimously endorsed by Councillors.</i></p> <ul style="list-style-type: none"> <i>“A week or so ago the Mayor of London announced that a 20mph speed limit will be introduced on all roads within the congestion charge area of Central London. The new regulations will come into effect within two years. Plans are already underway to extend the ruling to roads outside the congestion charge zone. The Mayor made it clear that the reason the sole reason for the decision was the safety of pedestrians. He quoted the statistic that a pedestrian hit by a car travelling at 20mph has a 90 chance of survival. That percentage falls to 40 when the car is travelling at 30mph. The new limit is considered essential for public safety in a city where most if not all roads have reasonably wide and well-maintained pavements. This being the case must there not be an even more pressing need for a 20mph speed limit to be introduced on all roads through into and out of Yatton Keynell where footpaths are so narrow that passing is difficult in some areas particularly when pushchairs are involved and there are long sections of road in the built-up area where there are no footpaths at all. I therefore ask the Parish Council to urge the appropriate authority to introduce a 20mph speed limit throughout the Yatton Keynell area without delay and certainly within the 2-year time frame set for London. What is so important for public safety in London is just as important in our village if not more so.”</i> Wiltshire council’s current policy on 20mph limits does not permit the rural 20mph limits on strategic routes namely A & B class roads or where the primary function of the road is that of through vehicle movement. This is in keeping with the DfT circular 01/13 ‘Setting local speed limits’ (para 132). <p>Request to be closed. No action for CATG on this occasion.</p>			
11	AOB				
11.1	Metro Counts	MR advised that in future there will be a charge of £150 per count. Counts requested by Town/Parish Council will be charged in full to the Town Parish Council.	CATG recommendation – Chippenham Area Board to note the update		

	Item	Update	Actions & Recommendations	Priority 1 – High 2 - Low	Who
11.2	Safety	JS raised safety issue at pedestrian crossing on Avenue La Fleche junction with Gladstone Bridge conflict between cars coming across bridge and pedestrians CC will refer on to traffic signals team to adjust the hood on traffic lights to deter this	CC to contact Traffic Signals Team		CC
<p>Date of next meeting 15th January 2019 10:00 – 12:00 Committee Rooms B & C, Monkton Park Offices, Chippenham</p>					

Highways Officer – Martin Rose

1. Environmental & Community Implications

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

2. Financial Implications

- 2.1. All decisions must fall within the Highways funding allocated to Chippenham Area Board.
2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of £7,658.75

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

