

# MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Council Chamber - Wiltshire Council Offices, Monkton Park,  
Chippenham SN15 1ER  
**Date:** 4 February 2019  
**Start Time:** 7.00 pm  
**Finish Time:** 8.50 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Ashley O'Neill, Cllr Bill Douglas, Cllr Andy Phillips, Cllr Ross Henning, Cllr Peter Hutton (Vice-Chairman), Cllr Howard Greenman (Chairman) and Cllr Melody Thompson

### **Wiltshire Council Officers**

Vicky Welsh (Community Engagement Manager), Ollie Phipps (Chippenham Community Engagement Manager), Jim Brewster (Democratic Services).

### **Town and Parish Councillors**

Biddestone Parish Council – Di Webb  
Chippenham Town Council - Teresa Hutton, Ruth Lloyd, Nina Phillips  
Chippenham Without Parish Council – Howard Ham  
Kington Langley Parish Council – Maurice Dixon  
Langley Burrell Parish Council – Julie Hoskins  
Sutton Benger Parish Council - Nicola Hayward

**Partners**

Chippenham Street Pastors - Michael Weeks

OPCC - Jerry Herbert OPCC

Chippenham Carers Champion – Alison Butler

Chippenham Older People's Champion – Julia Stacey

**Total in attendance: 27**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting; members of the public, speakers, officers, representatives and councillors from Parishes, Town and County.</p>
2	<p><u>Apologies</u></p> <p>Apologies for absence were received from Cllr Baroness Scott of Bybrook OBE, Cllr Clare Cape and Cllr Nick Murry.</p>
3	<p><u>Minutes</u></p> <p><b>Resolved:</b></p> <p><b>The minutes of the meeting held on 8 October were agreed as a correct record and signed by the Chairman.</b></p>
4	<p><u>Declarations of Interest</u></p> <p>Cllr Peter Hutton and Cllr Ross Henning declared interests in Agenda Item 6, The Office of the Police and Crime Commissioner Precept Consultation, as they are both members of The Police Panel. They would listen to the debate, but not take part in it.</p>
5	<p><u>Chairman's Announcements</u></p> <p><b>Chippenham Town Council's Commemorative Tapestry</b></p> <p>Thanks to Mel Barnett from Chippenham Museum and to Chippenham Town Council for displaying the tapestry which was the product of an imaginative project involving the community and schools in a World War I commemoration.</p> <p>Peter Hutton thanked the Area Board for its support in the project and urged anyone interested in the project or displaying the tapestry to contact him or Chippenham's Community Engagement Manager, Ollie Phipps.</p> <p><b>Polling District and Polling Place Review</b></p> <p>There will be a consultation on access and suitability of Polling Places up to May 2019, followed by a formal consultation on Polling Places and Polling Districts running through June-September 2019.</p>

	<p><b>Fly-tipping</b></p> <p>The Chair asked Parishes and other interested parties to contact him directly with their recommendations for fly-tipping hotspots where newly acquired signs warning of CCTV surveillance could be placed.</p> <p><b>Vicky Welsh</b></p> <p>The Chair made a special announcement extending the Board's gratitude to Vicky Welsh for the work, commitment and enthusiasm that she has brought to the Board and the community as Community Engagement Manager. On behalf of the Board, he wished Vicky the very best for the future.</p>
6	<p><u>The Office of the Police and Crime Commissioner Precept Consultation</u></p> <p>A video was shown that set out the OPCC's case for raising the precept from £15.19 per month to £17.19. The consultation closed on 31 January 2019, but Jerry Herbert, Deputy Police and Crime Commissioner held a questions and answer session.</p> <p>Cllr Bill Douglas enquired as to the extent of the publicity campaign used to raise public awareness of the consultation, whilst Cllr Ashley O'Neill asked about the extent of efficiency savings alongside rises in the precept. The Chair asked how an increase of £2 per month could generate the additional capacity cited in the video.</p> <p>Jerry Herbert, Deputy Police and Crime Commissioner agreed that communications can always be improved, and that advice about how to communicate with the public is always welcome. The communications used to promote the consultation covered community message boards, social media, print, radio and television. The consultation had enjoyed twice as many respondents than the previous one.</p> <p>The Deputy Police and Crime Commissioner outlined how police budgets had fallen year-on-year for 8 years and that, consequently, reserves had been diminished. In terms of sufficient finance to add capacity, two key financial factors were outlined; a rise in central government grant and the increase in the precept.</p> <p>The Chair cited examples where rural policing intelligence can be joined up by engaging with rural communities and expressed concern about staffing levels afforded to rural policing.</p> <p>The Deputy Police and Crime Commissioner stated that although the attendance of uniform officers to Town and Parish meetings was high, the aim was for complete coverage. The national lead on rural policing, North Yorkshire, had been consulted on rural policing policy.</p>

7	<p><u>National Armed Forces Day</u></p> <p>Chippenham Community Engagement Manager, Ollie Phipps, gave a presentation on National Armed Forces Day celebrations running over the weekend of June 28 – 30. The three strands of the project being developed to enable community involvement were – social media content, human poppy and a commemorative tapestry. The main event was being paid for through sponsorship, whilst community events and activities are being funded by Area Boards. £1000 is being requested from each Area Board.</p> <p>Cllr Melody Thompson highlighted the importance of this project to Wiltshire communities in integrating military and civilian communities, and went on to ask about the sponsorships in place. Cllr Peter Hutton highlighted the value of engaging in the Local Youth Network to bolster community engagement. Cllr Ross Henning sought clarification regarding local expenditure on a county project.</p> <p>The Chippenham Community Engagement Manager stated that Visit Wiltshire were managing sponsorship and that the detail those sponsorship arrangements was not yet in the public domain. The opportunity to explore how the LYN could get involved was welcomed and the recruitment of a lead artist to raise the quality and develop the engagement in community activity was highlighted. The events were being funded by Area Boards as a means of driving up community engagement in the events.</p> <p><b>Resolved:</b></p> <p><b>To approve the allocation of £1000 from Area Board budget to the National Armed Forces day budget.</b></p>
8	<p><u>Education and Children's Update</u></p> <p><b>Statutory Consultation opens on vision for special schools</b></p> <p>The Chair outlined the consultation on special schools that was inviting responses until 1 March 2019.</p> <p>Cllr Bill Douglas stated that closure of St Nicholas School was going to be unsettling for many and that the Town Council wanted to get beyond immediate responses with a working group. Cllr Peter Hutton aired the possibility of making the hydrotherapy pool the subject to a community asset transfer.</p> <p><b>St Mary's Catholic Primary School – Update</b></p> <p>Following initial Ofsted report in the summer 2018, a 'Post Inspection Action Plan' was submitted to Ofsted. Ofsted responded to that action plan by declaring St Mary's to be 'fit for purpose'. A Head Teacher has been seconded to support the school for two days per week. In addition, there has been specific subject support in both English and Maths. These measures were</p>

	<p>subject to a public meeting to which some 22 members of the public attended. The support was subject of a review meeting held on 15 January and the school looks forward to Ofsted's next monitoring visit.</p> <p><b>Children's centre services</b></p> <p>Wiltshire Council is asking for people's views on proposals to expand its successful model of providing children's centre services in local community venues. The consultation will run from 23 January until 20 March 2019.</p>
9	<p><u>Local Youth Network</u></p> <p>Cllr Peter Hutton paid tribute to Richard Williams, who has left the LYN, and invited a representative of Open Blue to outline their work. Open Blue outlined the work they do in touring a double decker bus with a café, public wifi, lounge games and a range of other activities that provide a mobile focal point for local communities.</p> <p>The Chair thanked the LYN, noted the value of its work and urged it to maintain its impetus.</p> <p><b>Resolved:</b></p> <p><b>The following funding requests were approved</b></p> <ul style="list-style-type: none"> <li>• <b>Riverbank studios £4,000.00</b></li> <li>• <b>Thrive / Mind Reset £1,750.00</b></li> <li>• <b>Photo Club £1,150.00</b></li> <li>• <b>Wiltshire Outdoor Learning team £1,500.00</b></li> <li>• <b>Open Blue, Blue Bus £1,000.00</b></li> </ul>
10	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme</p> <ul style="list-style-type: none"> <li>• Sutton Benger Parish Council, MUGA Refurbishment of sports equipment, £900.00. Nicola Hayward spoke to the application and outlined the value of the facilities to the community and the need for investment to keep those facilities up to standard.</li> <li>• Councillors Peter Hutton &amp; Howard Greenman, Support for Community Safety in Chippenham Community Area, £3,200.00</li> </ul>

	<p><b>Resolved</b></p> <p><b>The Area Board approved funding from the Community Area Grant Scheme for</b></p> <ul style="list-style-type: none"> <li>• <b>Sutton Benger Parish Council, MUGA Refurbishment of sports equipment, £900.00</b></li> <li>• <b>Councillors Peter Hutton &amp; Howard Greenman, Support for Community Safety in Chippenham Community Area, £3,200.00</b></li> </ul>
11	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ol style="list-style-type: none"> <li>I. <b>Parish Forum</b> - the next meeting was noted as 20th Feb</li> <li>II. <b>Parish Council's update</b> - an update from Kington Langley Parish Council was noted</li> <li>III. <b>Wiltshire Clinical Commissioning Group (CCG)</b>, update noted.</li> <li>IV. <b>Healthwatch</b>, update noted.</li> <li>V. <b>Wiltshire and Dorset Fire and Rescue Service</b>, video screened.</li> <li>VI. <b>Community Policing</b>, update noted.</li> </ol>
12	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Chair drew the Area Boards attention to three recommendations from the Community Area Transport Group (CATG) report Action Tracker/Notes Log dated 22 January 2019.</p> <p>Cllr Peter Hutton asked that the Area Board be updated as to the intended dates for planned major maintenance effecting Chippenham High Street in 2019-20.</p> <ol style="list-style-type: none"> <li>I. <b>CATG recommendation 7.11</b> – Chippenham Area Board elevate issue 6140 to Priority One and allocate £3,000 to install a 20mph limit conditional upon a contribution of £1,000 from North Wraxall Parish Council.</li> <li>II. <b>CATG recommendation 7.12</b> – Chippenham Area Board elevate issue 6431 to Priority One and allocate £1,125 to install new signs conditional upon a contribution of £375 from Kington Langley Parish Council.</li> </ol>

	<p>III. <b>CATG recommendation 7.13</b>– Chippenham Area Board elevate issue 6433 to Priority One and allocate £525 to install new signs conditional upon a contribution of £87.50 from Kington Langley Parish Council and a contribution of £87.50 from Langley Burrell Parish Council</p> <p><b>Resolved:</b></p> <p><b>The CATG recommendations 7.11, 7.12 and 7.13 were approved.</b></p>
13	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>