

MINUTES

Meeting: Chippenham Area Board

Place: Online Meeting

Date: 7 October 2020

Start Time: 7.00 pm

Finish Time: 9.00 pm

Please direct any enquiries on these minutes to: Ellen Ghey (Democratic Services Officer), Tel: 01225 718259 or (e-mail) ellen.ghey@wiltshire.gov.uk

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In Attendance:

Wiltshire Councillors

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

Also In Attendance:

Cllr Richard Clewer

Wiltshire Council Officers

Dominic Argar, Simon Hendey, Christine Lamb, Ollie Phipps and Tara Shannon

Partners

Wiltshire Police

Chippenham and Villages Area Partnership

Total in attendance: 32 in the meeting and 40 watching the live stream.

| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u> |
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| 22 | <p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Peter Hutton, welcomed everyone to the meeting and explained the procedures for remote meetings.</p> |
| 23 | <p><u>Apologies</u></p> <p>Apologies for absence were received from Lisa Hodgson and Danielle Blake.</p> |
| 24 | <p><u>Minutes</u></p> <p>The minutes of the previous meeting held on 16 June 2020 were considered, and it was:</p> <p>Resolved</p> <p>To approve and sign the minutes of the meeting held on 16 June 2020 as a true and correct record.</p> |
| 25 | <p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p> |
| 26 | <p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> • Agenda Changes <ul style="list-style-type: none"> ○ Due to some late amendments to the scheduled agenda, Item 13 was moved to Item 7 in lieu of the scheduled Rise Trust Youth Work update, and the scheduled Item 10, Chippenham Hospital Update, was cancelled. • BT Payphone Consultation <ul style="list-style-type: none"> ○ BT proposed to remove 34 low usage public payphones following a full consultation that closes on 28 October 2020 with the deadline for comments closed on 14 October 2020. Please contact Mary.Moore@wiltshire.gov.uk for details. Further information was attached to the agenda pack. |

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| | <ul style="list-style-type: none"> • Household Recycling Centres <ul style="list-style-type: none"> ○ A written update from the Head of Waste Management was attached to the agenda pack in regard to Household Recycling Centres during the COVID-19 period. • Connect 5 <ul style="list-style-type: none"> ○ The Connect 5 training programme was introduced. It was noted that the programme was free of charge and available to community groups and individuals who have a role in supporting mental wellbeing. Please contact kerri.lavendar@wiltshire.gov.uk for details. • COVID-19 Update <ul style="list-style-type: none"> ○ A written update in regard to COVID-19 was attached to the agenda pack. • Zero Chippenham <ul style="list-style-type: none"> ○ Councillor Nick Murry thanked the Area Board for the opportunity to organise the workshop during the last meeting held on 3 February 2020. He also thanked the participants, the Zero Chippenham team and to all who helped produce the event. It was confirmed that the report published as Agenda Supplement 2 was circulated to the Wiltshire Council Carbon Reduction Team and some of the proposed changes had already been implemented. It was suggested the workshop be brought forth to future meetings and the request be discussed at the next meeting on 16 December 2020. |
| 27 | <p><u>Community Response to COVID-19</u></p> <p>The Chairman, on behalf of the Area Board, spoke of the community response to the pandemic and thanked the local foodbanks across the area board and Wiltshire itself. He also thanked the emergency services, key partners of the area board, voluntary members of the public, care and retail workers for their hard work in supporting the community and the most vulnerable within it.</p> <p>Councillor Richard Clewer, Deputy Leader, echoed the Chairman’s thanks and reinforced that the community and associated groups have been a significant part of the core response across the County.</p> |
| 28 | <p><u>Rise Trust Youth Work</u></p> <p>This Agenda Item was cancelled due to absence as noted under the Apologies Item.</p> |

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| 29 | <p><u>Local Youth Network Funded Projects</u></p> <p>The Chairman expressed thanks to members of the LYN, organisations and community groups who had received grants from the Area Board and all others who had continued to operate during the COVID-19 period and provide support to young people.</p> <p>Ollie Phipps, Community Engagement Manager (CEM), echoed the Chairman’s thanks and noted the hard work undertaken by all partners to ensure the continuation of support across the local community area. A table that presented the different funded projects was explained and further details were provided for each.</p> <p>Ollie Phipps confirmed that all of the projects detailed in the meeting were either funded through the last meeting of the Area Board on 3 February 2020 or through the existing emergency decision-making procedure with the approval of Councillor Whitehead, Leader of the Council.</p> <p>The Chairman thanked Kez Hawkins, founder of The Photo Club, and noted the growth of the business and of the competition year on year, and the positive impacts across the communities’ and on the young people themselves.</p> |
| 30 | <p><u>Chippenham High Street</u></p> <p>Kathryn Crosweiler, President of the Chippenham Chamber of Commerce, delivered an update on the Chippenham High Street.</p> <p>Updates to the Chamber of Commerce’s Constitution allowed direct membership instead of previous process’ whereby membership of Inspire by Wessex Chambers was required before joining Chippenham Chamber of Commerce. It was noted that a relaunch event of the Chippenham Chamber had occurred and was a good starting point in attracting new members.</p> <p>It was stated that the reach of the Chamber was relatively short due to a limited amount of business’ that they spoke on behalf of at that current point. However, the Board was highlighted as being well connected with lots of working relationships with local businesses which provided the Chamber with a vast amount of useable information and insight into current positions.</p> <p>Chippenham High Street itself was discussed and it was noted that vacancy rates were on the increase. However, the possibility that these vacant spaces in the town centre could be reimagined into residential settings was discussed and the subsequent positive impacts on businesses particularly those within the hospitality industry was highlighted, as there would be a captive audience in the immediate vicinity. On the other hand, in contrast to those businesses struggling there were some success stories such as BCH Camping & Leisure who had recorded significant growth.</p> <p>The Chairman, on behalf of the Area Board, requested that local businesses</p> |

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| | <p>were thanked and cited the need to support them during tougher times. He expressed anticipation at the potential for those positive changes to the town centre and for the continued relationship between the Area Board and the Chamber. A request for future updates to brought forth to the Area Board was agreed upon by Kathryn Crossweller.</p> <p>Councillor Melody Thompson raised her new role working with the Swindon & Wiltshire Enterprise Partnership and noted their management of a grant of up to £3,000 aimed at supporting businesses recover from the impacts of COVID-19. Councillor Thompson requested that awareness of this grant was raised to local businesses and encouraged people to apply.</p> |
| 31 | <p><u>Chippenham Hospital Update</u></p> <p>This Agenda Item was cancelled due to absence as noted under the Apologies Item.</p> |
| 32 | <p><u>Future Chippenham Update</u></p> <p>Wiltshire Council officers, Chrissie Lamb (Programme Specialist in Major Project Services) and Simon Hendey (Director of Housing & Commercial), presented an update on the Housing Infrastructure Fund Bid (HIF). This update included information regarding the opportunities associated with the HIF, points of focus in the 13 October 2020 meeting of Wiltshire Council's Cabinet, long term engagement and consultation plans, and an indicative timeline of the next steps.</p> <p>Members of the public were then given the opportunity to ask questions of the officers. The Chairman reminded the public of the time constraints of the meeting and noted that due to the considerable interest generated by this topic, not all questions/comments from members of the public would be asked and answered. Therefore, he encouraged the public and elected members to direct any further questions/comments to the FutureChippenham@wiltshire.gov.uk email address.</p> <p>The first set of questions, asked by Melanie Moden, concerned the processes and next steps if the HIF bid was unsuccessful, particularly during the current climate, when recuperating costs. Additional points of focus were the concerns around investing £5m of taxpayers' money without the certainty of the bid's outcome and the lack of a Local Plan or public consultation on the matter. In response, Simon Hendey clarified the following:</p> <ul style="list-style-type: none"> • In relation to the costs, it was noted that the Council had provided a capital allocation in the event that they were minded to enter into the Grant Determination Agreement (GDA). This provided the opportunity to drawdown HIF funds to cover any costs incurred to date. As long as the Council proceeded and there was not a general default that could not be |

remedied, then the Council would have the ability to not repay the HIF funding already drawn.

- In relation to the Local Plan, it was confirmed that a Local Plan timetable would be drawn up over the next calendar year. It was noted that this was completely independent and separate from the HIF process; there was no relationship between the two and one did not determine the other.
- In relation to public consultation, it was reiterated that the Council was looking to secure the funding as an opportunity only. Access to the funding would not determine any future plans and the statutory consultation would take place and would determine if any development would take place. In the event that development proceeds, then the Council would have the opportunity to draw on the funding, not vice versa.

Councillor Nick Murray commented upon the consultation for the Local Plan review in 2019 and asked for reassurance that the HIF bid would not predetermine the Local Plan and would consider all relevant and appropriate potential development sites. In response Simon Hendey stated that his colleague Sam Fox, Director of Economic Development & Planning, would be contacted to provide a response to Councillor Murry, as he would be better equipped to provide a more detailed and knowledgeable response.

Susan McGill was then called upon to speak and referred to the Cabinet meeting scheduled for 13 October 2020. Questions were raised as to the level of predetermination on the site of the proposed 7,500 housing development and where the details of the reasons behind the proposed sites were publicly available. Simon Hendey and Councillor Richard Clewer reiterated that the proposals and sites were not predetermined. The Council was bidding for funding that the Council could draw upon if the development took place; the HIF process did not determine the development, which would only be determined as a result of the Local Plan and subsequent planning applications. It would then be at that stage that sufficient evidence would need to be provided to justify the site allocations, which would be why there was not any evidence publicly available at that time. It was established that the Local Plan must be approved by an Inspector independent from the Council. It was noted that the previous time a Local Plan went before an Inspector, further development was ruled out due to a lack of infrastructure in place to support it. It was clarified that should the site go forward, the HIF bid could enable the infrastructure to be put in place as one, as opposed to smaller and separate unrelated developments, which would mitigate the risk of developers dictating the layouts and sites which could ultimately negatively impact on the Chippenham community area.

Councillor Clare Cape cited concerns surrounding the way the proposed road was being described which she felt was confusing for residents and other members of the public; she asked for clarity on whether it was a relief road or a

distributor road and the subsequent layouts such as the number of roundabouts. Further concerns were raised such as the existing traffic problems and how a distributor road could exacerbate these issues. Simon Hendey clarified that it was proposed as a distributor road, not a bypass, and that the design and route would determine the layout but that it would be part of the consultation process to consider the options and subsequent feedback.

Isabel Ross was then called upon and asked how the building of new roads supported the national Government's commitments under the Climate Change Act 2008 to carbon neutrality and reductions in emissions. A supplementary question was asked as to whether the consultation could provide an outcome of no road being built. In response, Simon Hendey confirmed that the Local Plan process would determine the site allocations and that conversation topic would take place at the point at which discussions are undertaken around the Local Plan and planning applications. It was also established that the road infrastructure would need to be undertaken in order to ensure that the housing development proceeds but that in the event that it did not, there would be no road as there would be no need for one; each was reliant on the other.

Councillor Ashley O'Neill commented upon the scheme being proposed in order to reduce the traffic congestion in and around Chippenham but that the long-lasting impacts of COVID-19 could mitigate this. As Portfolio Holder for Climate Change he expressed his inability and unwillingness to support the proposal.

Myla Watts reaffirmed Councillor O'Neill's statement and noted the proposed reduction of traffic congestion but cited that more roads, more homes and more cars led to higher levels of pollution and asked how it justified and promoted a disruptive and pollutive road despite acknowledging the climate emergency. Councillor Richard Clewer noted that Wiltshire Council were provided with housing targets from the national Government which must be met, and to decide to not meet these targets could lead to developers having more autonomy over the sites and land, therefore it was more pertinent for the Council to be involved. The nature of the County as more rural was noted and it was additionally confirmed that if these houses and subsequent roads were to be built in line with national targets then they would be as built as 'green' as possible.

The Chairman suggested that officers collaborate and publish a FAQ page that would answer common questions and provide responses to give members of the public and elected members a degree of reassurance.

A set of supplementary asked and answered questions from a James Bradbury was submitted by officers to be included within these minutes, as attached.

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| <p>33</p> | <p><u>Police and Crime Commissioner</u></p> <p>Deputy Police and Crime Commissioner (DPCC), Jerry Herbert, updated the Area Board on the current police position and activity linked to COVID-19.</p> <p>Updates to the Wiltshire and Swindon Crime Plan for 2020 was referenced and it was noted that as both the Police and Crime Commissioner and Deputy were continuing their roles for another 12 months the plan was updated to run until 2022 instead of 2021 as originally mapped. The publication of the Commissioner’s Annual Report for financial year 2019-20 was noted.</p> <p>‘Operation Uplift’ was introduced and explained as being the national announcement of a further 20,000 police officers to be achieved by March 2023. From a local point of view, it was confirmed that officer levels dropped to 934 approximately 18 months ago, however due to increases in the precept this number will have been raised to 1,050 officers by the end of March 2021. The recruitment intakes for new Police and Police Community Support Officer were cited in regard to amounts and timings.</p> <p>The DPCC then went on to discuss the changes made to the Police Service in respect to the additional powers the Government had provided to police regulations issued due to the pandemic; the details of which had changed on a number of occasions. The College of Policing Guidance to engage, explain and encourage the changes to regulations was adopted by Wiltshire Police, with enforcing being taken as a last resort. It was noted that the principle mechanism of doing so was through the issuing of a Fixed Penalty Notice, with approximately 230 issued by the Service. The DPCC noted that each ticket issued had been scrutinised in regard to correct use of legal powers and for proportionality. This scrutiny of the Fixed Penalty Notice process was noted as being available in the public domain as part of a monthly report. A small number of rescinded tickets was noted but for the majority of these cases this was due to the individuals being subsequently charged with more serious offences.</p> <p>The Chairman thanked the DPCC for his presentation and requested that when these increases to the Wiltshire Police officer levels are brought forth to the Area Board, would an update as to the number of officers recruited in the local context of the Chippenham area be included.</p> |
| <p>34</p> | <p><u>Area Board Renaming</u></p> <p>As discussed under Agenda Item 5, Chairman’s Announcements, as a result of some late amendments to the scheduled agenda, at the Chairman’s request this Agenda Item (originally Item 13) was moved to Agenda Item 7 in lieu of the scheduled Rise Trust Youth Work update and was heard alongside the Area Board Boundary Review Consultation announcement.</p> <p>Due to the Local Government Boundary Commission for England boundary review of Wiltshire Council, some division boundaries were changing and as a</p> |

result, Area Board boundaries were also subject to change. A consultation on the proposed changes would run from 10 September 2020 to 31 October 2020 and would be available at the following link:

<https://surveys.wiltshire.gov.uk/snapwebhost/s.asp?k=159903814766>.

Councillor Richard Clewer introduced the item and explained the process and reasoning behind the boundary review and subsequent alterations, as well as the make-up of the Electoral Review Committee within Wiltshire Council. It was established that the changes to the Chippenham Area Board were relatively small, such as some divisions growing larger to include newer developments. It was noted that the division of Bybrook was raised in discussions and was suggested that due to its geographical size, elements of the division looked towards different Area Boards. Therefore, the question of where it would best fit was noted as being included in the public consultation to understand the residents' and communities' views.

It was highlighted that the division was without an Elected Member representative due to a delay in the election as a result of the COVID-19 pandemic.

The Chairman proposed a possible change of the Area Board name to 'Chippenham and Villages' following discussions between members of the Chippenham Area Board and members of the Electoral Review Committee during the Area Board Boundary Review meeting on 8 July 2020. It was noted that this suggested change was to provide more inclusivity and build stronger relationships, engagement and connections between the urban and rural communities within the Chippenham community area.

The Chairman moved to rename the Area Board name, as detailed above, which Councillor Howard Greenman seconded.

Councillor Clewer reiterated that any changes proposed to the name would need to be ratified by Full Council to be in line with the Constitution. Councillor Ashley O'Neill questioned if any alternative names had been considered. The Chairman confirmed that alternatives had been considered during the meeting on 8 July 2020, but that members had agreed that Chippenham and Villages was the best proposition.

Members then took a vote on the motion to change the name of the Area Board to 'Chippenham and Villages'. Following which, it was:

Resolved

To refer to Full Council the proposal that the Chippenham Area Board be renamed the 'Chippenham and Villages Area Board'.

Town, Parish and Partner Updates

Updates from Town and Parish Councils, and other Partners were received as follows:

1) Wiltshire Police

- Inspector James Brain spoke to the written update included within the agenda pack. It was noted that due to COVID-19 there was a significant drop in demand for police services which in turn allowed officers to refocus and become proactive in the community. It was confirmed that this led to multiple convictions and arrests of local drug dealers. Naturally as the restrictions lifted, the balance of managing business as usual alongside the increased demand of managing COVID-19 restrictions was cited as a challenge but that the response at local level had been pleasing. It was confirmed that alongside the Service and Local priorities, a new priority had been identified: the street drinkers in Chippenham town centre. It was confirmed that officers were working in tandem with the Town Council and other partners to create solutions and actions based on enforcement, education, help and support. Inspector Brain commented that he was hopeful that further updates would be brought to the next meeting. The Chairman raised the issue of the increases in rural crime to which the DPCC confirmed that this had been recognised within the Service and that an investment into a small team to centralise the work in support with local neighbourhood teams had been organised to provide focus and reassurance to the rural communities.

2) Chippenham and Villages Area Partnership (CHAP)

- Alison Butler spoke to the BT Payphone consultation and made reference to the defibrillator project. The issue of fly tipping was raised in respect to the closure of HRC's and it was suggested that kerbside electrical appliance recycling be introduced. The Chair responded to the latter and suggested that the Cabinet Member, Councillor Bridget Wayman, be contacted with this suggestion. Other points raised were: the increase of people visiting smaller communities during COVID-19 and the police and crime 101 service. In response to the latter point, the DPCC, clarified that some of the delays were due firstly to the increase in demand for the service, and secondly to the redistribution of employees across the County hubs to protect the workers and control centre in the event of a local COVID outbreak. The need of inter-County communication was also raised in respect to understanding the crime issues faced within different County's in order to take

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| | <p>preventative measures to protect the people and amenities of Wiltshire. Again, it was confirmed by the DPCC who reassured that this regular communication and the relationships with neighbouring County's already existed.</p> |
| 36 | <p><u>Community Conversation - the 'New Normal'</u></p> <p>The Chairman made reference to the inability for the Area Board to fund or financially support foodbanks despite providing endorsements. He raised the question of whether this could be changed for the future.</p> <p>Ollie Phipps, CEM, requested that members of the public and elected members email him - Ollie.Phipps@wiltshire.gov.uk – and provide a response on how they and different community groups dealt with the challenges of the Spring/Summer seasons and if/how they adapted the way they worked to deliver projects and activities. He also asked what they anticipated the challenges ahead would be as we move into the Autumn/Winter seasons and if there were any plans on how to overcome these challenges or if they were seeking advice. It was noted that these responses would be filtered up to the Directors and Senior Management of Wiltshire Council in order to help build a bigger picture across Wiltshire on the challenges ahead for our communities, businesses and groups.</p> |
| 37 | <p><u>Funding</u></p> <p>The recent grant applications for both Community Area and Youth grants were introduced by Ollie Phipps. Councillor Howard Greenman spoke in support of the Langley Burrell Village Hall new shed application, and Cassie Tait spoke in support of the Wiltshire Music Centre application.</p> <p>Councillor Howard Greenman moved to award all the grant applications as one motion, to which Councillor Ross Henning seconded.</p> <p>Following the vote, it was:</p> <p>Resolved</p> <ol style="list-style-type: none"> 1) To grant the Wiltshire Music Centre application, £1,500, towards Celebrating Age Wiltshire. 2) To grant the Grittleton Village Hall and Recreation Ground application, £4,130.40, toward Let's Play Together. 3) To grant the Langley Burrell Village Hall application, £4,410, towards a new shed. 4) To grant The Photo Club application, £2,000, towards the Young Photographers Competition. |

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| 38 | <u>Urgent Items</u> There were no urgent items. |
| 39 | <u>Close</u> The Chairman thanked everyone for attending the meeting. The next meeting of the Chippenham Area Board would be held on 16 December 2020, 7.00pm. |

James Bradbury

Question ref HIF 07.10.20

I am deeply concerned about the plan to develop the relatively unspoilt area to the East of Chippenham without public consultation. The majority of local people seem to be unaware of this proposal. I have a few questions.

What is being done to consult with the public on this?

Public consultation will be carried out on 11th January 2021.

What sustainability standards would the proposed houses be built to?

This will be determined by building regulations and planning policies in place at the time development proposals come forward.

Are there any conditions to prioritise sustainable transport such as walking and cycling?

There are no detailed development proposals at this stage. Any proposals will need to satisfy relevant planning policies.

What effect will the land use change along the Avon and Marden rivers have on downstream areas in terms of flooding?

Flood modelling and technical reports are conducted to support the road route options and will inform the Concept Framework for proposed housing development.

Given that Wiltshire Council have declared a climate emergency, what is the overall effect on Wiltshire's carbon footprint both during development and in use?

There are no detailed development proposals at this stage and if development does come forward it will need to comply with relevant planning policies at that time.

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