

# AGENDA

**Meeting:** Chippenham and Villages Area Board  
**Place:** Online  
**Date:** Monday 14 June 2021  
**Time:** 7.00 pm

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

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**[To join the meeting and be able to enter in the discussion, please use this link.](#)**

**[Guidance on how to access this meeting online is available here.](#)**

**[Anyone who wishes to watch the meeting only can do so via this link - recording available for 6 months.](#)**

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Please direct any enquiries on this Agenda to Ben Fielding Democratic Services Officer, direct line 01225 718656 or email [benjamin.fielding@wiltshire.gov.uk](mailto:benjamin.fielding@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors

Cllr Liz Alstrom, Chippenham Hardens & Central  
Cllr Nick Botterill, By Brook  
Cllr Clare Cape, Pewsham  
Cllr Adrian Foster, Chippenham Sheldon  
Cllr Howard Greenman, Kington

Cllr Ross Henning, Lowden and Rowden (Chair)  
Cllr Peter Hutton, Cepen Park and Hunters Moon  
Cllr Kathryn Macdermid, Chippenham Hardenhuish  
Cllr Dr Nick Murry, Monkton (Vice-Chair)  
Cllr Nic Puntis, Chippenham Cepen Park & Derriads

## **RECORDING AND BROADCASTING NOTIFICATION**

Wiltshire Council may record this meeting for live and/or subsequent broadcast. 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 submitting a statement or question for an online meeting you are consenting that you will be recorded presenting this, or this may be presented by an officer during the meeting, and will be available on the public record. The meeting may also be recorded by the press or members of the public.

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### **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

	<b>Time</b>
<p>1 <b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome those present to the meeting.</p>	<b>7:00pm</b>
<p>2 <b>Apologies</b></p> <p>To receive any apologies for absence.</p>	
<p>3 <b>Minutes</b> (<i>Pages 1 - 22</i>)</p> <p>To approve and sign as a correct record the minutes of the meetings held on 10 February 2021 and 18 May 2021.</p>	
<p>4 <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 <b>Chairman's Announcements</b> (<i>Pages 23 - 26</i>)</p> <p>To receive the following announcements through the Chairman:</p> <ul style="list-style-type: none"> <li>• Area Board Model May 2021</li> <li>• Chippenham Ambulance Update</li> <li>• Litter Pickers</li> </ul>	<b>7:05pm</b>
<p>6 <b>Partner and Community Updates</b> (<i>Pages 27 - 42</i>)</p> <p>To receive updates from any of the following partners:</p> <ul style="list-style-type: none"> <li>• Parish and Town Councils</li> <li>• Wiltshire Police</li> <li>• Wiltshire Fire and Rescue Service</li> <li>• Wiltshire Clinical Commissioning Group (CCG)</li> <li>• Healthwatch Wiltshire</li> <li>• Future Chippenham</li> <li>• Older People/ Carers Champion</li> <li>• Other Community Groups</li> </ul> <p>Some written updates have been received and are included in this agenda.</p>	<b>7:10pm</b>
<p>7 <b>Outside Bodies and Working Groups</b> (<i>Pages 43 - 60</i>)</p> <p>To agree the memberships and representatives for Outside Bodies and Working Groups for 2021/2022.</p>	<b>7:20pm</b>
<p>8 <b>Community Engagement Manager Delegated Decisions</b> (<i>Pages 61 - 64</i>)</p>	<b>7:30pm</b>

	To agree and adopt the Delegated Powers to the Community Engagement Manager proposals.	
9	<b>Community Area Status Reports and Area Board Priority Setting</b> ( <i>Pages 65 - 76</i> )	<b>7:35pm</b>
	To discuss the findings, recommendations and next steps. The report sets out the full set of actions and the board can agree up to five as priorities for Chippenham and Villages.	
10	<b>Community Area Transport Group (CATG)</b> ( <i>Pages 77 - 96</i> )	<b>7:50pm</b>
	To consider the report and recommendations arising from the last meeting of the Community Area Transport Group held on 1 June 2021.	
11	<b>Swindon &amp; Wiltshire Local Enterprise Partnership Presentation</b>	<b>7:55pm</b>
	Paddy Bradley will be providing a presentation about the economy of Chippenham High Street,	
12	<b>Local Youth Network Update</b>	<b>8:15pm</b>
	To receive an update from Ollie Phipps on the Local Youth Network.	
13	<b>Area Board Funding</b> ( <i>Pages 97 - 108</i> )	<b>8:20pm</b>
	To determine the following grant applications:	
	<b><u>Community Area Grant Applications:</u></b>	
	To consider the following applications for Community Area Grant funding:	
	<ul style="list-style-type: none"> <li>• Independent Artist Group - £243 for Independent Art Group Art Fairs and Craft Markets.</li> <li>• Chippenham Cricket Club - £2,186.40 for Chippenham Cricket Club facility improvements.</li> <li>• Friends of Monkton Park School - £5,000 for Converting Monkton Park School Bungalow to a Community Facility.</li> <li>• Ivy Wildlife Garden - £510 for Ivy Wildlife Garden purchase of wood chip for paths.</li> <li>• Friends of Queen's Crescent School - £2,997.30 for Queens Crescent School sensory room equipment.</li> <li>• Biddestone Tennis Club - £5,000 for Biddestone Tennis Club Floodlights.</li> <li>• Friends of Seagry School PTA - £5,000 Seagry School Multi use games area.</li> <li>• Kandu Arts - £5,000 for Park Life (£2,500 recommended).</li> <li>• The Rise Trust – £4,812 for Rise Trust Youth Café.</li> <li>• The Rise Trust - £4,762 for Rise Trust Youth holiday sessions.</li> </ul>	

- 4Youth - £4,030 for Teen Talk Chippenham 2021.

**Health and Wellbeing Grant Applications:**

To consider the following applications for Health and Wellbeing grant funding:

- Families Out Loud - £3,944 for Families Out Loud service delivery costs.

**Youth Grant Applications:**

To consider the following applications for Youth Grant funding:

- Youth Adventure Trust - £2,388.64 for supporting disadvantaged young people through the pandemic and beyond.
- Rag and Bone Arts CIC - £750 for Summer of fun.

**Area Board Initiatives:**

- Doorway Wiltshire Ltd - £4,775 for Doorway move to the Citadel equipment.

14 **Urgent Items**

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

15 **Close**

The next meeting of the Chippenham Area Board will be held on 27 September 2021.

**8:35pm**



### Chippenham Area Board

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#### MINUTES OF THE CHIPPENHAM AREA BOARD MEETING HELD ON 10 FEBRUARY 2021 AT ONLINE MEETING.

##### **Present:**

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 and Cllr Andy Phillips

##### **Also Present:**

Dominic Argar, Kirsty Dickerson, Angela Gale, Simon Hendey, Christine Lamb, Ollie Phipps, Tara Shannon and Adene West-Webbe

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#### 54 **Chairman's Welcome and Introductions**

The Chairman, Councillor Peter Hutton, welcome everyone to the meeting and explained the procedure for remote meetings.

#### 55 **Apologies**

There were no apologies for absence received.

#### 56 **Minutes**

The minutes of the previous meeting held on 16 December 2020 were considered. Councillor Ross Henning queried whether there had been any further updates from the Chippenham Hospital, as a representative had been unable to attend both the previous meeting and the meeting on 10 February 2021. The Democratic Services Officer confirmed that they were still in the process of receiving an update but that it was difficult to obtain due to the current climate. After which, it was:

##### **Resolved**

**To approve and sign the minutes of the meeting held on 16 December 2020 as a true and correct record.**

#### 57 **Declarations of Interest**

Councillor Ross Henning declared a non-pecuniary interest in the Chippenham Community Eco Hub grant application under Agenda Item 11, Funding, by virtue of being a Trustee of the project.

## 58 **Chairman's Announcements**

The Chairman made the following announcements:

- **The Census 2021 for England and Wales in relation to Wiltshire.**
  - It was noted that it would be the first Census run predominantly online. Census Day would be held on 21 March 2021 but households across the Country would receive letters with online codes allowing them to take part from early March. Further information was attached to the agenda pack.
  
- **Local Plan Review and Gypsy & Traveller Local Plan Consultations**
  - It was noted that the consultations on both the Local Plan Review and the scope and content of the proposed Gypsies and Travellers Development Plan Document would begin on Wednesday 13 January and would run until Tuesday 9 March 2021. Further information was attached to the agenda pack.
  
- **COVID-19 Update**
  - It was noted that further information was attached to the agenda pack.
  
- **Station Hub Update**
  - It was noted that further information including a written update and a copy of the press release was attached to the agenda pack on the improvements to New Road and Station Hill. These improvements included new traffic signals and upgraded crossings with work beginning on Monday 25 January 2021 and carried out in phases to minimise disruption and to ensure the works would be completed as quickly as possible.
  
- **Skate Park Update**
  - It was noted that this update was not included as part of the agenda pack due to delays in confirming the information, but the Chairman stated that he would like to update the Area Board with regard to the previously agreed funding by Wiltshire Council of £200,000 to the Chippenham Borough Lands Charity to provide a new skate park for Chippenham. It was confirmed that the legal agreements were in the final stages of completion and the transfer of funding to the Chippenham Borough Lands from Wiltshire Council would begin over the next few weeks from the date of the



meeting. It was highlighted that the Area Board would continue to receive future updates through the Local Youth Network who would be updated by the Charity on the progress of the project.

- The Chairman highlighted the positivity of the progress and expressed anticipation for further updates.

- **Street Pastors Update**

- It was confirmed that the Chippenham Street Pastors unit would be disbanding. The Chairman thanked Michael Weeks, Local Coordinator, and noted that he and the Community Engagement Manager (CEM), Ollie Phipps, had organised for the delivery of awards on behalf of the Area Board and Chippenham community area as a whole.
- The Chairman invited Chief Constable Kier Pritchard to speak who listed some of the key achievements and memorable moments of the group and thanked Michael Weeks and all of the volunteers for their continued and constant support and presence in the community.

## 59 **Chippenham Community Area Board - The Last 4 Years**

Ollie Phipps, CEM, presented an overview of what the Area Board had achieved with regard to funding levels and examples of different projects supported over the past four years focusing on; Health and Wellbeing, Youth and Capital funding. It was highlighted that a lot of the projects supported were working with either volunteers or with very limited funding, therefore the grants that the Area Board had provided over the past four years was, in some cases, vital to ensuring these projects started and continued.

The Chairman thanked all that had applied for grants and had supported the Area Board over the years and requested that the slides be made available to the public by attaching them to the minutes.

## 60 **Future Chippenham Consultation Update**

Wiltshire Council officers Simon Hendey (Director of Housing & Commercial) and Chrissie Lamb (Programme Specialist in Major Project Services), delivered a presentation on the Future Chippenham Project Consultation.

The background information and programme context were explained alongside the key information regarding the consultation process such as the fact that all consultation materials were being supported online due to COVID-19 social distancing restrictions. It was noted that officers were keen to provide hard copies of any information needed to those who requested it by either posting or allowing people to collect from Monkton Park. The online webinars were raised, and it was highlighted that officers were looking to organise further sessions

which allowed for a higher level of interaction between officers and members of the public.

Officers then moved onto the different distributor road route options and explained each in detail. A link to a video setting out the three options was shown, with officers encouraging people to watch it:

<http://www.youtube.com/watch?v=UGf9nim5wsM&feature=youtu.be>.

The different options assessment with regard to constraints and dependencies was then explained, namely: transport and connectivity; river flood risk; landscape setting and visual impact receptors; cultural heritage; and local biodiversity.

A timeline showing the key milestones of the project was shown and officers invited questions from members of the public and Councillors.

One member of the public asked questions to the officers which focused on the lack of detail surrounding potential housing developments and the lack of a fourth option which allowed members of the public to opt for none of the route options. Officers explained that people had the option of skipping to Question 6 on the consultation form and could use that as a space to object to all of the three route options or they could email into the Future Chippenham address setting out their concerns/objection which officers confirmed would be captured and reflected upon in the consultation results. It was also highlighted that this information was also under their Frequently Asked Questions webpage.

Members of the Area Board were then given the opportunity to ask questions of the officers with the main points of focus being concerns over carbon emission and traffic increases, the impacts on cultural heritage and further details on the proposed road. Members also voiced concerns with regard to the Local Plan Review Consultation being ran concurrently to the Future Chippenham Consultation with some members stating that they felt this was confusing for members of the public and suggested a level of pre-determination. One member of the Area Board then circled back to the points raised earlier concerning the lack of clarity around the option to object to all of the route options within the consultation form and suggested that the form should be amended to make this option clear. It was also suggested that the consultation period should be restarted once the form was amended.

Furthermore, one member of the Area Board suggested that all members engage with the media to provide a statement voicing their concerns. The Chairman noted that this was not within the remit of the Area Board and it would be inappropriate to do so, and instead suggested that further advice be sought from the Democratic Services Team and a statement submitted to the relevant Cabinet Member.

Please find the link to the Local Plan Consultation here:

<http://www.wiltshire.gov.uk/planning-policy-local-plan-review-consultation>

Please find the link to the Future Chippenham Consultation here:

<http://www.wiltshire.gov.uk/future-chippenham>

61 **Local Youth Network Update**

Ollie Phipps, CEM, emphasised that although all of the Youth funding for the year had been awarded, members of the public could still submit grant applications, but these would not be considered until after the elections with the newly formed Area Board.

The Winter Photo Club competition winners' photos by age category were presented and it was noted that each winner had won vouchers. It was highlighted that over 70 young people had engaged in the workshops, with over 40 entries into the competition itself. The winning photos are attached to the minutes.

The Chairman formally thanked Kez Hawkins, founder of The Photo Club, and Ollie Phipps for all their hard work on the project, and highlighted all of the work that the LYN had undertaken over the years stating that it was a credit to the Area Board.

62 **Community Area Transport Group (CATG)**

Councillor Ross Henning, Chairman of the Chippenham CATG, provided a brief update and referred members to the notes attached to the agenda pack.

At the previous meeting of the Area Board it had been noted that Martin Rose had stepped down from supporting the Chippenham CATG, Councillor Henning therefore confirmed that Senior Engineer, Kirsty Rose, had taken over the role and welcomed her to the group.

The cycleway developments across Chippenham were raised and it was noted that the CATG were keen to continue working closely with the Chippenham Cycleway Development Group. Councillor Nick Murry echoed the sentiment of cooperation and noted that the cycleways teams should liaise with members as often as possible to utilise their wealth of local knowledge.

Councillor Ashley O'Neill thanked Councillor Henning for his work in chairing the CATG and noted his appreciation of such.

Councillor Henning proposed that the three high priority schemes as highlighted within the report and shown to the meeting were approved, which the Chairman seconded.

Following which, it was:

**Resolved**

**The Chippenham Area Board noted the minutes of the previous CATG meeting held on 2 February 2021 and approved the recommendations as detailed within those minutes.**

## 63 **Town, Parish and Partner Updates**

Some written updates had been received before the meeting and were included in the agenda pack and associated agenda supplements. Additional verbal updates from Town and Parish Councils, and other Partners were received as follows:

### **1) Wiltshire Police**

- Sergeants Ho Tsang and Richard Marshall spoke to the written updates included in the agenda pack.
- Councillor Nick Murry thanked Wiltshire Police and highlighted the success of the Bath Road car park CCTV cameras. Sadlers Mead car park was raised with regard to the issue of anti-social behaviour and subsequent noise complaints that had arisen. Councillor Murry asked the Sergeants if anyone from Wiltshire Police would attend any meetings held in the community regarding the concerns. Sergeant Marshall confirmed that he was in the process of organising a meeting with Parking Services in Wiltshire Council to discuss the issues and encouraged Councillors to invite him to any meetings they may have.
- Councillor Cape echoed the thanks given by members and noted the work made on monitoring speeding, particularly through Pewsham. She queried if Police Officers had noticed improvements in drink driving cases during the national lockdowns due to the closure of pubs. Sergeant Tsang confirmed that work was still being undertaken in identifying and preventing drink drivers, however they felt that the figures would naturally be lower due to the reduced opportunities to drink and drive through social restrictions.
- Councillor Ashley O'Neill again echoed the thanks given by members and questioned if the recent increase in traffic was as a result of a wide-spread non-adherence to national restrictions. Sergeant Marshall noted that traffic considerably decreased during the first national lockdown in March 2020 as it was an unprecedented time and therefore workplaces did not have the infrastructure in place to ensure that spaces were COVID secure. However, now that these infrastructural changes have been implemented this has allowed many businesses to continue operating in a semi-normal manner and as such, more children have gone back to school, thus increasing the amount of traffic on the roads.
- The Chairman gave his thanks to Wiltshire Police on behalf of the Area Board.

## 2) Dorset & Wiltshire Fire and Rescue Service

- Wayne Presley, Group Manager, spoke to the written update included in the agenda pack. It was noted that low levels of staff absence has meant that the DWFRS has had the ability to continue supporting different partners, such as volunteering at vaccine sites, providing emergency support drivers for the ambulance service and providing front line crews that can respond to cardiac calls. No significant events were highlighted as being noteworthy and it was confirmed that visits and virtual seminars such as the “Safe Drive, Stay Alive” were continuing to take place on a risk assessed approach.
- The Chairman gave his thanks to all of the DWFRS workers on behalf of the Area Board and noted their integral role in supporting the COVID-19 response.

## 64 Funding

The Area Board considered the applications for Community Area Grant funding, as detailed in the report attached to the agenda pack.

Councillor Ross Henning reiterated his declaration of interest in the Chippenham Community Eco Hub grant application. The Democratic Services Officer, Ellen Ghey, experienced technical difficulties during the Agenda Item, which therefore meant that Senior Democratic Services Officer, Tara Shannon, continued clerking the meeting in her stead.

The Area Board voted on each of the grant applications. Following which, it was:

### **Resolved**

- 1) To grant the CCF – the ONE Place, £1,000, towards the Café Spero community work food bank.**
- 2) To grant the Yatton Keynell Recreation Association, £4,865, towards fencing replacement at Yatton Keynell Village Hall.**
- 3) To grant Christian Malford Cricket Club, £5,000, towards the Christian Malford Cricket Club replacement outfield mower.**
- 4) To grant the TransWilts Community Interest Company, £400, towards the Chippenham Station 180 years anniversary exhibition.**
- 5) To grant the Alabare Christian Care and Support, £2,484.02, towards support for the Unity House.**
- 6) To grant the Chippenham Community Eco Hub, £4,650, of the £5,000 requested due to budgetary restrictions, towards equipment and resources.**
- 7) To grant the Langley Burrell Village Hall, £3,830.66, towards new chairs and painting the outside building.**

- 8) To grant the Bybrook Benefice, £2,155, towards the Bybrook benefice community outreach.
- 9) To grant the Kington St Michael QE2 Field Group, £2,000, towards kickball wall improvements.

65 **Urgent Items**

There were no urgent items.

66 **Close**

The Chairman thanked everyone for attending the meeting. The date of the next meeting of the Chippenham Area Board was noted as being TBC.

(Duration of meeting: 6.30 - 8.50 pm)

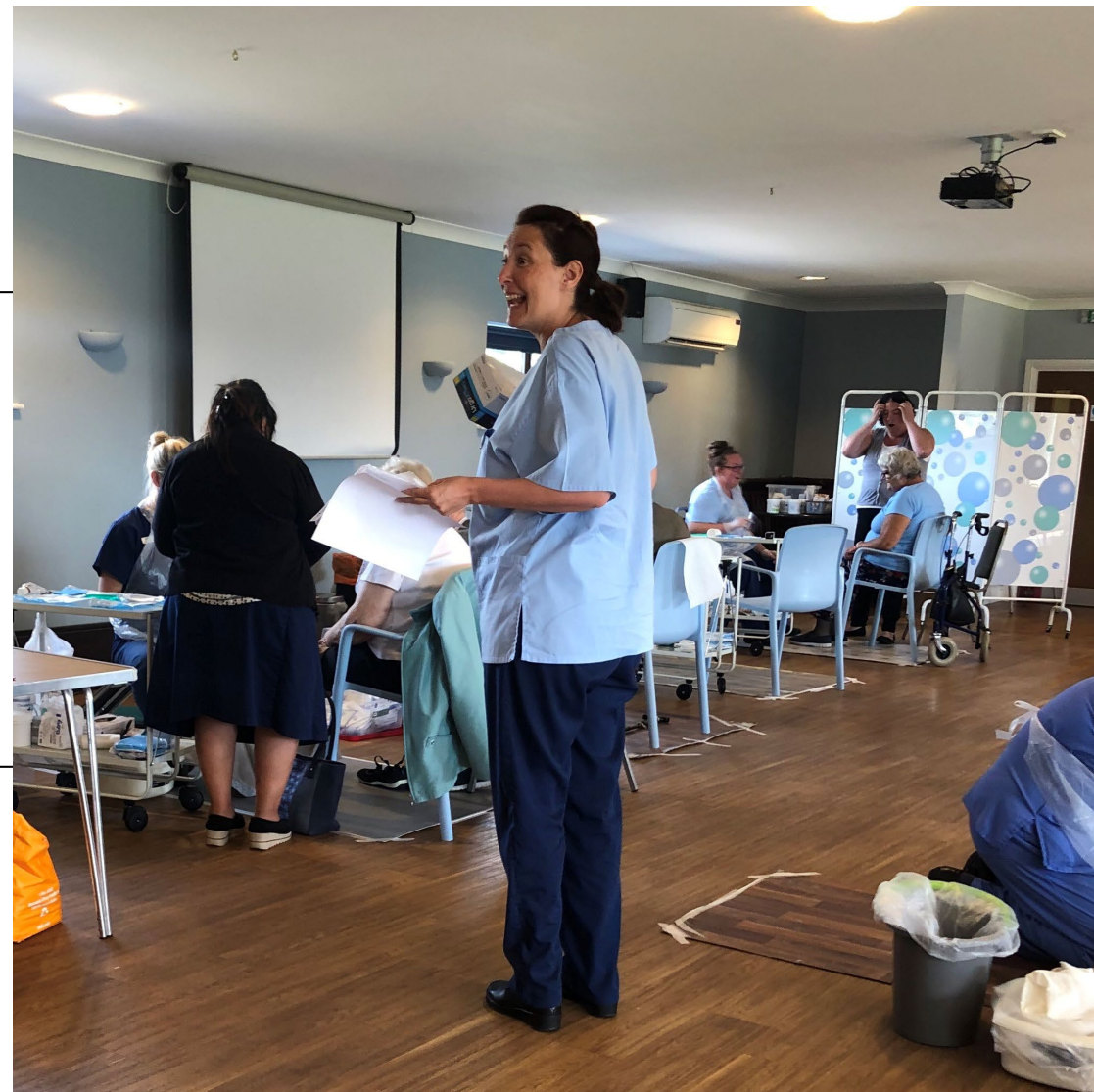
The Officer who has produced these minutes is Ellen Ghey of Democratic Services, direct line 01225 718259, e-mail [ellen.ghey@wiltshire.gov.uk](mailto:ellen.ghey@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

# Chippenham Community Area Board The Last 4 Years

# Health & Wellbeing Fund

Year	Amount	Leverage	Projects
2020/21	£7,700	£78,915.00	9
2019/20	£7,700	£92,232.00	8
2018/19	£7,700	£25,200.00	5
2017/18	£7,700	£13,296.00	9
<b>Totals</b>	<b>£30,800</b>	<b>£209,643.00</b>	<b>31</b>





# Health & Wellbeing Fund

Funding for older & vulnerable people

## Projects Supported

- Cooking sessions
- Leg Club
- Music for the Mind
- Foodbank Support
- Over 55 Events @ The Need
- Older Peoples Forum
- Big Get Together Event
- Senior Moment Events



# Youth Fund

Year	Amount	Leverage	Projects
2020/21	£31,146	£57,353.00	11
2019/20	£31,146	£74,724.00	17
2018/19	£32,883.00	£85,362.00	16
2017/18	£35,425.00	£124,367.00	16
<b>Totals</b>	<b>£130,600</b>	<b>£341,806.00</b>	<b>60</b>



# Youth Fund

## Projects Supported

- Rise Trust Youth Clubs
- Riverbank Music
- Kandu Arts
- Stay Safe Initiative Online Safety
- Mind Reset Mental Health Sessions
- Explorer Scouts
- Club Nights
- Outdoor Activity Sessions
- Photo Competitions
- Soap Box Derby
- Salamander Course
- Social Media Support



# Capital Grants

Year	Amount	Leverage	Projects
2020/21	£67,862.00	£197,374	23
2019/20	£69,496.00	£813,520.00	29
2018/19	£62,862.00	£227,977.00	19
2017/18	£67,045.00	£551,178.00	22
<b>Totals</b>	<b>£267,265.00</b>	<b>£1,790,049</b>	<b>93</b>



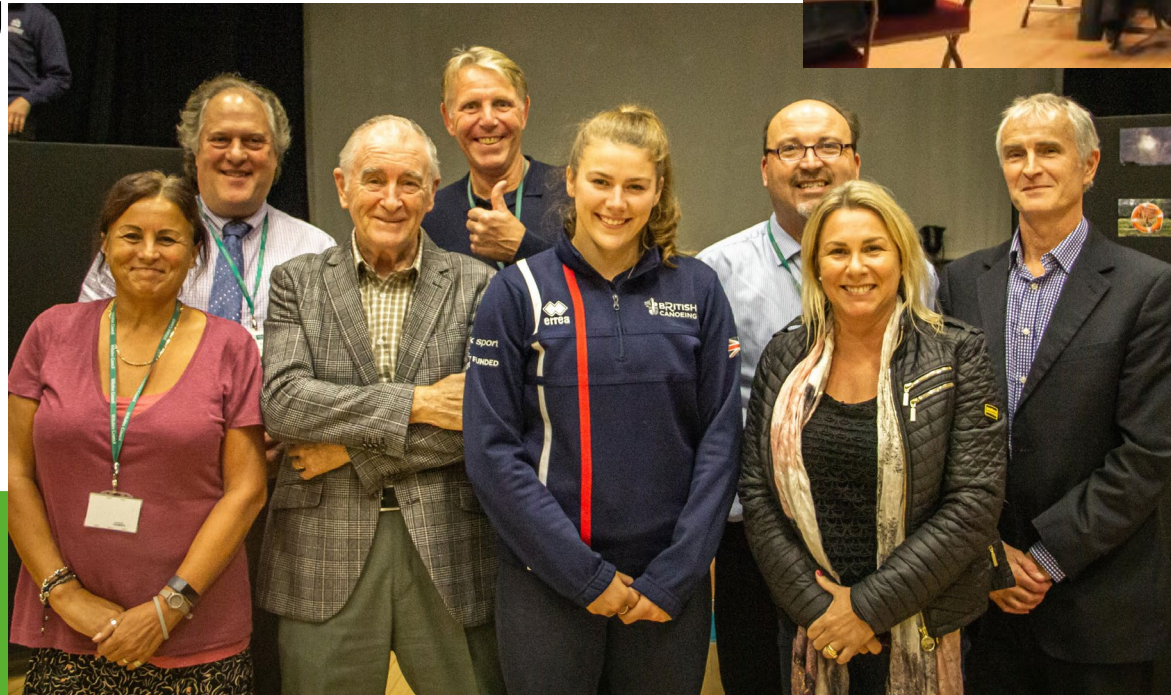
Wiltshire Council

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# Capital Grants

## Projects Supported

- Sports equipment and facilities
- Village hall renovations
- Playpark equipment
- Defibrillators
- Equipment for day centres
- First Aid equipment
- Community gardening equipment
- Cycle stands
- Compost Bins
- Kissing gates
- Outdoor classrooms
- Litter Picking



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1<sup>st</sup>

IN THE SOCIAL DISTANCE  
BY  
DAISY COPPING



2<sup>nd</sup>



WASH IT KILL IT  
BY  
ANNIE DYMOND

3<sup>rd</sup>

UNMASKED  
BY  
ALEX BOUDRIA



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1<sup>st</sup>

## MASKS IN METRES

BY

AMELIA CHALK



2<sup>nd</sup>



## DAILY EXERCISE

BY

BEN WOODHEAD

3<sup>rd</sup>

## TRAPPED IN MUSIC

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THOMAS COCKS

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1<sup>st</sup>

VIRTUAL REALITY  
BY  
TABITHA BISHOP



2<sup>nd</sup>



TIME FEELS LIKE  
IT HAS STOPPED  
BY  
ARTHUR BROWN

3<sup>rd</sup>

A WHOLE OTHER STORY  
BY  
ANDREEA DANIELA ENE



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# MINUTES

**Meeting:** Chippenham and Villages Area Board  
**Place:** Civic Centre, St Stephens Place, Trowbridge, BA14 8AH.  
**Date:** 18 May 2021  
**Start Time:** On the Rising of Full Council, not before 11.00 am.  
**Finish Time:** 12:00 pm.

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Please direct any enquiries on these minutes to:

Ben Fielding (Democratic Services Officer), (Tel): 01225 718656 or (e-mail) [benjamin.fielding@wiltshire.gov.uk](mailto:benjamin.fielding@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Kieran Elliott – Democratic Services Officer

**Total in attendance: 10**

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<u>Minute No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<u>Apologies</u> No apologies for absence were received.
2	<u>Election of the Chairman</u> <b>Resolved:</b> <b>To appoint Councillor Ross Henning as Chairman of Chippenham and Villages Area Board for the forthcoming year.</b>
3	<u>Election of the Vice-Chairman</u> <b>Resolved:</b> <b>To appoint Councillor Dr Nick Murry as Vice-Chairman of Chippenham and Villages Area Board for the forthcoming year.</b>

## Chairman's Announcements

<b>Subject:</b>	Area Board model May 2021
<b>Web /contact:</b>	<b>Rhys Schell, Specialist Manager - Community Engagement and Governance</b> <a href="mailto:rhys.schell@wiltshire.gov.uk">rhys.schell@wiltshire.gov.uk</a>

The Area Board model was first introduced in 2009 and has delivered significant success in developing stronger communities since its inception. The overall aims of the Wiltshire Area Boards remain the same, however, an evolved framework has been created that builds on the strengths of the model and enables Area Boards to use more flexible, informal methods to engage with local residents.

Over recent years multiple Area Boards have piloted different approaches using events, workshops and surveys, with the data clearly showing that this varied approach to resident engagement reaches a wider cross section of the community. This leads to a more consultative and collaborative approach and one that promotes local intelligence gathering to inform decision making.

The new framework allows Area Boards to tailor their approach to their communities, considering what their local priorities are, the partners involved and the outcomes they wish to achieve. It will importantly offer more opportunities for our residents to engage with us on issues important to them. The model promotes each Area Board to develop its network of community led activity through business meetings, community engagements such as events, workshops and surveys and a wide range of sub-groups.

Figure 1 shows an example of how the annual Area Board cycle could look. Four Area Board business meetings, with multiple Area Board engagements taking place at other times during the year, which focus on specific local priorities. In addition, working groups of the board such as youth networks, health and wellbeing groups and community area transport groups will continue to meet and link with the Area Board.

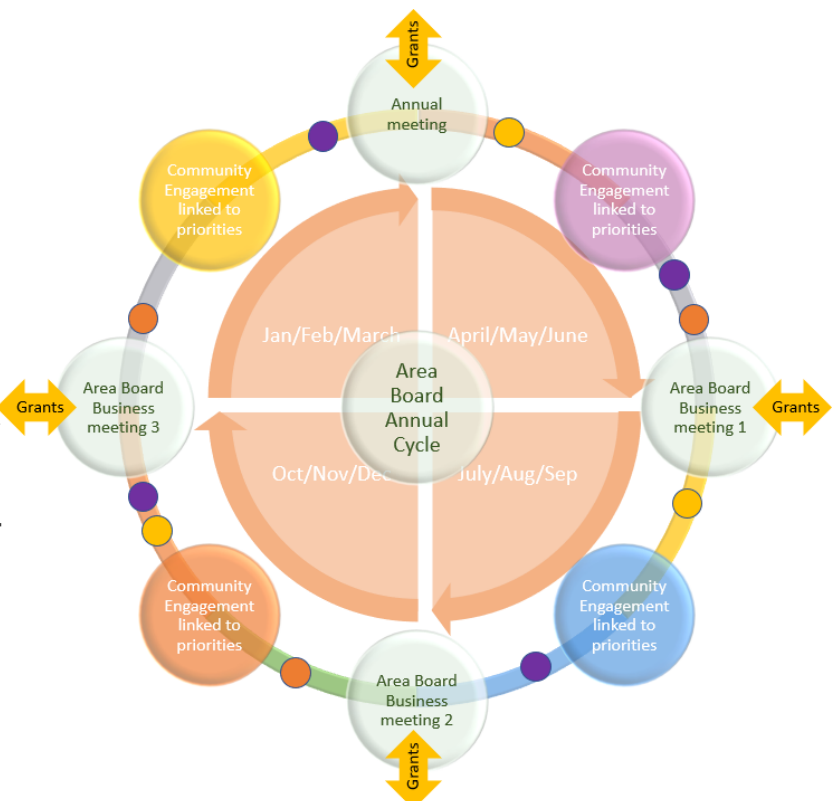
Figure 1 - The Area Board model

### Area Board Example Model

4 business meetings scheduled evenly across the year. If additional business decisions are needed then meetings can be set or delegated decisions taken.

Informal engagement activities can be flexibly built into the Area Board programme, agreed between the Community Engagement Manager and Cllrs.

- Community Area Transport Group
- Health & Wellbeing Forum
- Local Youth Network







Our ref: WW160.cb

16 March 2021

Ollie Phipps  
Wiltshire Council  
Chippenham  
Monkton Park  
Chippenham  
SN15 1ER

**Trust Headquarters**  
Abbey Court  
Eagle Way  
Exeter  
Devon  
EX2 7HY

Tel: 01392 261500  
Fax: 01392 261510  
Website: [www.swast.nhs.uk](http://www.swast.nhs.uk)

Sent via email: [ollie.phipps@wiltshire.gov.uk](mailto:ollie.phipps@wiltshire.gov.uk)

Dear Mr Phipps

**Re: Chippenham Ambulance Station**

I recently wrote to you to inform you that as part of our continuing work to improve our service there are changes happening in Chippenham with regard to our estates and station move. I am writing to you today with further good news: we are no longer moving our Learning & Development, Responder and Stores teams to Corsham Science Park, Park Lane, Corsham who instead will move to Methuen Park, Chippenham, a location closer to the new station in Bath Road.

For completeness, departments will be relocating as follows:

- **The Learning & Development team** will be re-locating to **Methuen Park, Chippenham**. This team leads the training of Emergency Care Assistants (who support our paramedics) in responding to 999 calls and support the continuing professional development of our paramedics and frontline clinicians.
- **Our Responder team** will be re-locating to **Methuen Park, Chippenham**. These colleagues support and train our fantastic public 'Community First Responder' (CFR) volunteers. CFRs are members of the public who undertake training to help provide a local emergency response from within their communities before the NHS emergency service arrive to continue to provide care to our patients.
- **The Medical Device team** will be re-locating to **Swindon Ambulance Station**. The medical technicians undertake the calibration, servicing and maintenance of the medical devices we use in our ambulances. These devices provide vital clinical information to our paramedics when treating our patients.
- **Our Driver Training team** will be re-locating to **Shortway, Thornbury**. Our driver training team train our crews in driving the vehicles we use to respond to incidents safely.
- **Our Stores team** will be re-locating to **Methuen Park, Chippenham**. This team ensures the Trust maintains all of the relevant goods, supplies, medicines and personal protective equipment (PPE). **The Operational Station** will be re-locating from its current site to **Bath Road, Chippenham**, as previously advised, and work is progressing well to support the move later this year.

As before, once we are able to do so, we look forward to showing you our new facilities. In the meantime if you have any further questions, please do get in touch and thank you for your ongoing support to our people, our Trust and the wider NHS. It is truly appreciated by us all.

Yours sincerely

**Will Warrender CBE**  
Chief Executive





# Chippenham CPT Area Board Update



January 2021

**WILTSHIRE POLICE**

**Proud** to serve and **protect** our communities



@wiltshirepolice

Agenda Item 6

# Your CPT - Chippenham

**Inspector:** James Brain

**Neighbourhood Sergeant:** Sgt Richard Marshall / Sgt Ho Tsang

**Neighbourhood Officers:**

PC Evie Templar (Chippenham Town)

DC Kev Golledge (Chippenham Rural)

PC Nick Kelly (Calne Town and Calne Rural)

PC Les Fletcher (Corsham Town and Corsham Rural)

**PCSOs:**

Mark Cook (Calne Town) Nicola Sheppard (Calne Rural)

Alistair Duncan / Barbara Young Luke Rodgers (Chippenham Town Centre/  
Chippenham Town Centre South Pewsham)

Shaun Redmond/ Toni Brown (Corsham Town Centre/ Corsham Rural)

Chris Archer / Linda Staples (Chippenham East)

Julie Chard / Sian Angell (Chippenham Town West)

Josh Timothy (Chippenham Rural)

**WILTSHIRE POLICE**

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@wiltshirepolice

# Local Priorities and Updates

Priority	Update
Covid	A small number of tickets has been issued to members of the public who have blatantly breached the legislation. There have been dedicated patrols allocated.
Speeding (all sectors)	Officers are conducting speed checks at various locations across the sector. The locations are identified predominantly based on intelligence.
Tackling supply of drugs	CPT has, and is currently targeting local drug dealers within our area. 20 warrants have been executed over the last 18 months. Over £100,000 worth of drugs seized.
Sadler's Mead Car Park. ASB all sectors	There has been an increased report of people using the location to congregate and skateboard. Patrols have increased in the area. CPT is currently working with Wiltshire Council and discussing preventative measures. As COVID restrictions relax ASB will increase this will be monitored and targeted action taken.

# Useful links

For more information on Wiltshire Police's performance please visit:

- PCC's Website - <https://www.wiltshire-pcc.gov.uk/article/1847/Performance>
- HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>
- Police.uk - <https://www.police.uk/wiltshire>
- 
- For information on what crimes and incidents have been reported in the Chippenham Community Policing Team area, visit <https://www.wiltshire.police.uk/article/5420/Chippenham-Area-CPT> to view a crime and incident map and find links to more detailed data

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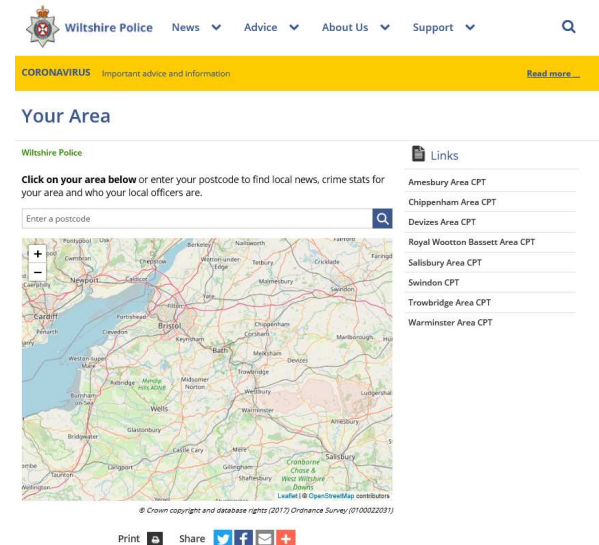
# Get Involved

Keep up to date with the latest news and alerts in your area by signing up to our Community Messaging service – [www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)

## Follow your CPT on social media

- [Calne Police Facebook](#)
- [Calne Police Twitter](#)
- [Chippenham Police Facebook](#)
- [Chippenham Police Twitter](#)
- [Corsham Police Facebook](#)
- [Corsham Police Twitter](#)

Find out more information on your CPT area at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk) and here [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)



**WILTSHIRE POLICE**  
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**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## **DORSET & WILTSHIRE FIRE & RESCUE SERVICE**

### **WILTSHIRE AREA BOARD REPORT (May 2021)**

## **Community Safety Plan**

DWFRS Community Safety Plan can be found on the DWFRS website;  
<http://www.dwfire.org.uk/community-safety-plan/>

## **Prevention**

We are committed to making a real difference to the lives of people in Dorset and Wiltshire. Our aim is to reduce the level of risk and harm to our communities from fire, targeting those most at risk. We do this primarily through our Safe and Well visits.

A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need

Are you or anyone you know:-

- Over the age of 65?
- Need a smoke detector?
- Have a long-term health condition?
- Suffer from poor hearing or sight loss?
- Would you struggle to escape in the event of a fire?

If you can answer yes to more than one of these questions, then please call us on 0800 038 2323 or visit <https://www.dwfire.org.uk/safety/safe-and-well-visits/>



**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## Protection

On-going interaction by Protection Team members with Local Authorities, Private landlords and tenants regarding fire safety-related matters: external cladding systems; fire detection and warning systems; fire resisting doors (& self-closers); combustibility/fire resistance of construction materials; commercial and residential sprinklers systems and water-mist suppression systems

### **General Enquiries**

If you have a general fire safety enquiry regarding commercial property, please email [fire.safety@dwfire.org.uk](mailto:fire.safety@dwfire.org.uk) and the Fire Safety Team will respond in office hours.

### **Fire Safety Complaint**

If you wish to tell us about fire safety risks in commercial premises, such as locked or blocked fire exits, you have three options:

- You can email the fire safety department at [enforcement@dwfire.org.uk](mailto:enforcement@dwfire.org.uk)
- Call 01722 69 1717 during office hours (9am-5pm).
- Call our Service Control Centre on 0306 799 0019 out of office hours (5pm-9am)

## On Call Recruitment

Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter is for you.

As a paid position, on-call firefighters commit anywhere between 40 to 120 hours per week, during which time they must be able to respond to the station immediately.

Many have 'normal' jobs during the day, then upon their return home make themselves available overnight or during the weekends. Some of our crew respond from their workplaces during the day, and we are very grateful to their employers for releasing them to perform their vital duties.

Anyone over 18 years old can apply (although you can also apply once you are 17½) you must be able to respond and attend the fire station within 5-8 minutes, you have a good standard of physical fitness (i.e. you are generally active), and you must have the right to work in the UK.

Further information on becoming an On Call Firefighter can be found at [www.dwfire.org.uk/working-for-us/on-call-firefighters/](http://www.dwfire.org.uk/working-for-us/on-call-firefighters/) or should you have any questions, you can call **01722 691444**.





**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## **Recent News & Events**

### **Fire escape hoods used at incident for first time**

Life-saving equipment, brought in following recommendations from the Phase 1 report of the Grenfell Tower public inquiry, has been used for the first time by the Service. Fire escape hoods, which help to protect the wearer from toxic fire-related gases, vapours and particles for at least 15 minutes, are currently being rolled out. They are used when people need to be evacuated from or through a smoke-filled location, and other exits – such as using a ladder or a smoke-free staircase – are not available. A procurement for the fire escape hoods started last September, with a training package made available to firefighters in February and the first supplies being delivered to fire stations last month. All fire engines within DWFRS will carry the hoods by the end of April. SM Adam Martin, who led the project to bring in the hoods, said: “We have allowed four hoods per appliance, and BA wearers can clip a pouch to their set when they enter a location where people may need to be rescued or brought to safety. The pouch can be restowed if the hood isn’t needed; if used, it should be disposed of and replaced. An e-learning package has been added to Grow, and procedure AEQ 3.6 provides all the relevant information to operational crews.”

CFO Ben Ansell said: “The provision of fire escape hoods was a recommendation within the Phase 1 report of the Grenfell Tower public inquiry and we worked with other fire and rescue services within the South West to agree a common approach. Although prompted by the Grenfell Tower fire, these hoods are not limited to use in high-rise buildings; they are suitable for any situation where a member of the public has to be moved to safety through a smokefilled area.” He added: “Fifteen minutes of protection against toxic smoke can make the difference between life and death. We would always prefer an escape route away from smoke, but that isn’t always possible. At a recent fire in Bournemouth, we brought 11 people to safety from a three-storey block of flats; nine of those people were evacuated using a ladder, but two wore our new fire escape hoods and were led safely through the building.” The hoods were tested by firefighters in the Bournemouth, Christchurch and Poole area during four high-rise exercises held in November and December. A video showing how the hoods are fitted can be found here:-

<https://www.youtube.com/watch?v=6WEO48Bv3H0>



## **Safe and Well Visits**



During the coronavirus pandemic we are still able to offer support to you in your home, albeit with a slightly different approach to help prevent the inadvertent spread of the virus.

Your safety is really important to us, so to help us before we visit your home we will telephone you to provide you with home fire safety advice and to identify if any additional equipment may be required, such as smoke, heat or CO alarms.

We will then arrange to visit you at a convenient time to install any equipment and briefly look around your home to identify any fire risks.

To help us keep you safe we will wear appropriate PPE whilst in your home and will ask you to remain at a safe distance away from us, as well as wear a face covering, if possible.

## **Business safety during coronavirus outbreak**



While we all deal with the implications of the coronavirus pandemic, Dorset & Wiltshire Fire and Rescue Service will continue to support the owners and managers of buildings and businesses.



**DORSET & WILTSHIRE  
FIRE AND RESCUE**

The Service is not carrying out routine fire safety visits during this period; however, please be aware that enforcement and prohibition work will continue.

Further guidance on carrying out a risk assessment is available here

<https://www.gov.uk/government/publications/making-your-premises-safe-from-fire>

If you have a general fire safety enquiry regarding commercial property, please email [fire.safety@dwfire.org.uk](mailto:fire.safety@dwfire.org.uk) and the Fire Safety Team will respond during office hours.

## **Demand**

Total Fire Calls for Chippenham Fire Station for period 1<sup>st</sup> January to 31<sup>st</sup> March 2021:-

<b>Category</b>	<b>Number of Incidents</b>
No. of False Alarms	32
No. of Fires	21
No. of Road Traffic Collisions and other Emergencies	21
<b>Total</b>	<b>74</b>

**Darren Nixon**

**Station Manager  
North West Wiltshire**

**Email: [Darren.nixon@dwfire.org.uk](mailto:Darren.nixon@dwfire.org.uk)**

**Mobile: 07860 345294**



## Covid-19 vaccination programme: Stakeholder briefing

Friday 4 June 2021



Gill May,  
Director of Nursing and  
Quality

“This is set to be an historic week for the vaccination programme, as our teams prepare to deliver their one millionth vaccine.

“I’m sure you will agree that this is an enormous achievement, and one that will have undoubtedly saved the lives of many, many people living across Bath and North East Somerset, Swindon and Wiltshire.

“But, as I’ve said before, while it’s important to recognise how far we have come, and to celebrate our teams for their ongoing drive and determination, our focus must remain on continuing to provide vaccines where they are needed.

“The emergence of new variants of coronavirus, such as that which was first recorded in India, serve as a constant reminder that we are not out of the woods just yet, and that there is still a very real and pressing need for people of all ages, and from all backgrounds, to have the vaccine.

“As you will know, our vaccination bus is helping to bring the vaccine to people who may otherwise have gone without, and I was moved this week to hear the stories of just some of the people who have used the bus read out on BBC Wiltshire.

“These powerful accounts, one of which from a gentleman whose experience of Covid-19 was so severe that it left him in a coma, really hit home that there are real people behind the numbers we talk about in this briefing each week, all of whom have families, friends and a life to live.

“If you have a few minutes to spare, I’d very much encourage you to listen back to the piece on BBC Wiltshire, not just for the stories, but to hear Alex Goddard, who has been the driving force behind the vaccination bus, speak about the impact the mobile clinic has had on our vaccination programme.

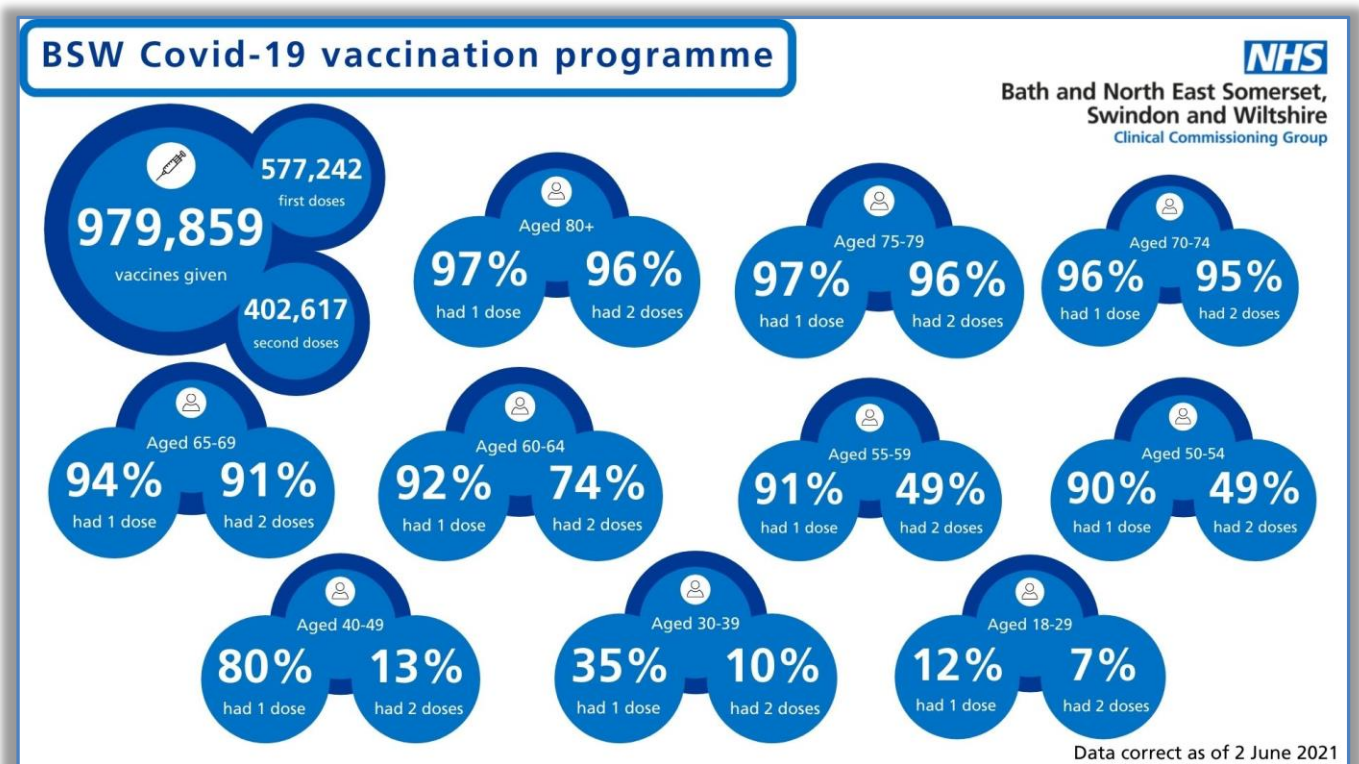
“The interview can be heard through [the BBC website](#), and coverage starts at 3:10:50.”

## At a glance: the latest coronavirus vaccine developments in BSW

- As of Wednesday 2 June, our vaccine teams have carried out a total of 979,859 vaccinations, made up of 577,242 first doses and 402,617 second doses

- On Wednesday 2 June, the CCG held a live Q&A on Instagram with local social media influencer Amy Cousins, who helped provide important vaccine information to people in the younger age groups of the vaccination eligibility criteria
- The mobile vaccination clinic continues its second tour of Swindon this week, and will be returning to sites in Wiltshire from Monday
- Plans are being drawn up for how the vaccination bus can be used to bring the vaccine to people at their place of work, such as those working in food factories
- More community pharmacies are set to join the vaccination programme in the days and weeks ahead, as some GP-led sites withdraw to allow clinicians to focus on providing care and treatment for conditions separate to Covid-19
- Information on this [planned change to the list of vaccination sites](#) can be found on the CCG website
- The team at Salisbury City Hall celebrated a milestone this week when the 70,000<sup>th</sup> vaccine was given
- Salisbury City Hall and Bath Racecourse – the region’s two large vaccination centres – are now mixed vaccine sites, and can provide patients with both the AstraZeneca and Pfizer vaccines

### Vaccination progress to date



## Helping you stay up to date with the latest changes in health and care

Providing information and signposting is a key part of our role at Healthwatch Wiltshire, and since the start of the Covid-19 pandemic we've seen an increasing number of visitors to our website to get the information they need from a trusted source.

Our advice and information pages help people to stay up to date with the latest changes in health and social care, as well as what's happening with Covid testing, vaccinations and the lifting of lockdown restrictions.

The range of information provided on the pandemic includes:

- [Where you can go](#) for a Covid test – and where you can collect lateral flow test kits.
- [What you need to know about the Covid vaccine](#) – a Q&A about the vaccination programme.
- The [roadmap out of lockdown](#) – detailing

the Government's four-step plan.

- Where you can [get support in your community](#) – particularly for those who are struggling and don't know where to get help.

There is also a wide range of help and advice on other issues including:

- [Downloadable guides](#) to mental health resources in Wiltshire for both children and adults – created by our young volunteers and members of our [mental health forum](#).
- How to use the [NHS 111 First service](#).
- Getting the most out of [virtual appointments](#).
- Plus details of [Wiltshire advocacy services](#), if you need help and support with the complaints process.

Find out more at [healthwatchwiltshire.co.uk/advice-and-information](https://healthwatchwiltshire.co.uk/advice-and-information)

### Advice and information

[View all](#)



#### Which Covid-19 test is right for you?

Not all Covid tests are the same so it's important to get the right one. Find out where to go to get tested,...

21 April 2021



#### What you need to know about the Covid-19 vaccine

Take a look at what you need to know about the Covid-19 vaccination programme including how you will know...

21 April 2021



#### Where to get mental health support in Wiltshire

Download our guides to help you find support for your mental health and wellbeing.

14 April 2021



#### The roadmap out of lockdown

The Government has announced an easing of lockdown restrictions from 8 March, including a four step plan to...

1 March 2021





### Chippenham Area Board 14 June 2021

#### Appointment of Area Board Lead Councillors

##### 1. Purpose of the Report

- 1.1. To appoint lead Councillor representatives for the Area Board. This will include appointing to Outside Bodies and to reconstitute and appoint to Working Groups for the year 2021/22.

##### 2. Background

- 2.1. Area Boards are invited to appoint Councillors to be their respective lead for particular themes, Outside Bodies or Working Groups. The following guiding principles are in place for Councillors who take a role as an Area Board lead:
  - To be the main Area Board point of contact for local Officers within their respective lead area
  - To attend (and often Chair) relevant sub-groups of the Area Board
  - To work collaboratively with relevant local partners and community groups
  - To provide regular updates back to the Area Board in relation to their lead area
- 2.2. The Area Board is invited to appoint Councillor lead representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.3. The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups.
- 2.4. Similarly, the Area Board is invited to appoint a named Older Persons and Carer Champion to work with the Area Board and Health and Wellbeing Group for 2021/22 (if applicable).

##### 3. Main Considerations

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C.
- 3.2. Some Area Boards have a Local Youth Network (LYN) to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C.

- 3.3. Some Area Boards have also established working groups to consider and facilitate the development of Health and Wellbeing Centre proposals. Where these have Terms of Reference it is for the Area Board to determine and amend where required.
- 3.4. From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.
- 3.5. A key role within the Health and Wellbeing Group is that of the local 'Champion' who works with the Area Board to address priorities for older people and carers, further details on this role can be obtained on request from the officer named on this report.
- 3.6. Area Boards may have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

## **4. Financial and Resource Implications**

- 4.1. None.

## **5. Legal Implications**

- 5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required. [Protocol 3](#) of the Council's Constitution sets out Guidance to Members on Outside Bodies.

## **6. Safeguarding Implications**

- 6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

## **7. Environmental Impact of the Proposals**

- 7.1 None.

## **8. Equality and Diversity Implications**

- 8.1 None.

## **9. Delegation**

- 9.1 By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

9.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

## 10. Recommendation

10.1 The Area Board is requested to:

- a. Appoint Members as Lead representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to AB Themed Areas and the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.
- d. To appoint a Carer and Older People's Champion for the Area Board. INSERT NAME (IF KNOWN) OF CARER/ OLDER CHAMPION

---

Ben Fielding – Democratic Services Officer – Benjamin.Fielding@wiltshire.gov.uk

### Appendices:

Appendix A – Appointment to Outside Bodies

Appendix B – Appointment of Lead Members to Themed Areas and Working Groups

Appendix C – Terms of Reference for Working Group(s)

### Unpublished background documents relied upon in the preparation of this report

None.



**Chippenham Area Board**

**Appendix A**

**Appointments of Lead Members to Outside Bodies 2021/22**

Outside Body	Councillor Representative
Chippenham Multi-Agency Forum (1)	
Chippenham Safer and Strong Communities Group (2)	
Chippenham CATG (2)	
Chippenham LYN (4)	
Chippenham HWB (1)	



## Chippenham Area Board

## Appendix B

### Appointments of Area Board Lead Councillors

To Themed Areas as set out in the JSNA and Working Groups of the Board:

Highways and Transport, including Community Area Transport Group (CATG):

Councillor

Children and Young People, including Local Youth Network

Councillor

Health and Wellbeing, including the Health and Wellbeing Group

Councillor

Economy and Employment (add in any relevant working groups)

Councillor

Environment (add in any relevant working groups)

Councillor

Older People (add in any relevant working groups)

Councillor

Arts, Culture and Leisure (add in any relevant working groups)

Councillor

Community Safety (add in any relevant working groups)

Councillor

Housing and Development (add in any relevant working groups)

Councillor

Other Councillor leads?



## **COMMUNITY AREA TRANSPORT GROUP (CATG)**

### **TERMS OF REFERENCE**

#### **Membership of the CATG**

The CATG will normally be made up of not more than 10 members from the following groups:

- Members of the Area Board
- Town and Parish Council representatives
- Community representatives

Representatives should act as a conduit between their organisations and the CATG by putting forward the views of the body they represent and providing feedback to its members regarding the work of the CATG. The group members will also need to be mindful of the needs of the community area as a whole when making their recommendations, as not all councils and groups can be represented on the CATG.

Any recommendations of the CATG to the Area Board will usually be reached by consensus but if necessary these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

#### **Appointment of CATG Members**

Appointment of members to the CATG will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the CATG (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However it is preferred that the same representative attends if possible to ensure consistency of membership.

#### **Media Relations**

Members of the CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

### **Meetings**

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

### **Officer Support**

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided outside of the meeting by the Corporate Office Business Support unit, as per Area Boards.

### **Terms of Reference**

The CATG has no formal decision making authority on operational matters or budget expenditure but acts as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full CATG meeting before being brought to the next Area Board for approval.

The CATG's terms of reference are set out at Appendix A:

**Terms of Reference**

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

In choosing their local transport schemes Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

*(Cabinet Member Decision HT-021-10)*

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

*(Cabinet Member Decision HT-026-11)*

3. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HT-027-11)*

4. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

*(Cabinet Member Decision HT-031-11)*

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HSB-007-13)*

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

# Community Area Health and Wellbeing Group Terms of Reference

## 1. Purpose

### Definition of a Health and Wellbeing Group (HWG)

The Health and Wellbeing Group is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate well-being across the community area. People and organisations living and working in the community play a direct role in setting the agenda for this group.

HWGs will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for activities should be deployed.

## 2. Membership

The Health and Wellbeing Groups may include representatives of:

- Members of the Community Area Board,
- Older Peoples Champion,
- Carers Champion,
- People from the community,
- Town and Parish Councils,
- Health and social care commissioners,
- Community and voluntary organisations and groups,
- Community transport providers,
- Police,
- Fire and rescue services,
- GP Practices,
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people.

All representatives must be subject to appropriate safeguarding requirements.

### The participation and involvement of people

People living in the community must play a central role in all aspects of the Health and Wellbeing Groups including the design, development, delivery and review of the local activities.

Health and Wellbeing Groups are encouraged to use a variety of methods to ensure people participate and are involved in decision-making processes. Existing groups may provide a useful forum for involving people, although the decision to retain these groups is for local determination.

Health and Wellbeing Groups must ensure that consultation with people is representative and takes into account the views and needs of under-represented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

### Roles of all members of the Health and Wellbeing Groups

All members will be required to:

## **Community Area Health and Wellbeing Group Terms of Reference**

- Take an active part in the development of the Health and Wellbeing Group and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the Health and Wellbeing Group relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on activities for older people and ensure that this is shared with the Health and Wellbeing Group.
- Champion the voice and influence of people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the Health and Wellbeing Groups activities.
- Respect all members of the Health and Wellbeing Group and invited representatives.
- Work to improve outcomes for people and ensure high quality safeguarding practice.

### **3. Structure**

The Health and Wellbeing Groups should come together on a quarterly basis, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the Health and Wellbeing Groups activities. The Chair of the group will be decided locally and could be any member of the Group. The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of:

- The Chairperson
- Older Persons Champion/ Carers Champion
- Community Engagement Manager
- Commissioning representative (Community Commissioner)

The appointment of Councillors (excluding officers) to Health and Wellbeing Groups will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required, the Chairperson and Community Engagement Manager may appoint additional people to the management group if it is felt their involvement would be important for the function of the group.

Alternative people can represent people at the management group, however, it is preferred that the same representative attends if possible to ensure consistency of membership.

### **4. Responsibilities of the Health and Wellbeing Groups**

Key responsibilities for the Health and Wellbeing Groups include:

## **Community Area Health and Wellbeing Group Terms of Reference**

- Recommending grants that support the priorities identified in the local Joint Strategic Needs Assessment (JSNA).
- Ensuring that any grants and activities take into account any applicable safeguarding implications.
- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants)
- Monitoring and reporting on the quality and effectiveness of local activities and grants.
  
- Based on the JSNAs, local intelligence and Area Board priorities coordinating joint working to deliver these objectives.
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

### **5. Funding**

Area Boards will have an annual revenue budget allocated to them. The Health and Wellbeing group will advise the Area Board on how these funds should be allocated. Health and Wellbeing Groups will be able to bid, apply for funding from other sources and would also be expected to feedback to commissioners on priorities for the Countywide contracts.

### **6. Media Relations**

Members of the Health and Wellbeing Groups may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the Health and Wellbeing Groups should be agreed with between the Health and Wellbeing Groups and Chairperson of the Community Area Board.

### **7. Review**

These terms of reference are subject to change and should be reviewed by the Cabinet Member for Adult Care and Health on an annual basis.





## Local Youth Network (LYN) Terms of Reference

### 1. Purpose

#### Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area.

Local Youth Networks will engage young people and support their voices being heard in order to help shape local decision making. LYNs will adopt an evidenced and need based approach for young people and will actively work with the local Area Board on the provision of positive activities for young people. The membership, aims and relationship with the local Area Board may vary slightly in each community area.

The obligations of the Area Board are set out in the *'Leaders Guidance for Area Boards on Positive Activities for Young People'*.

### 2. Membership

The LYN may include representatives of:

- Members of the Area Board
- Young people
- Schools
- Town and Parish Councils
- Community and voluntary organisations and groups
- Police
- Health organisations
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of young people

All representatives must be subject to appropriate safeguarding requirements.

#### Participation and involvement of young people

Youth networks are encouraged to use a variety of approaches to ensure young people participate and are involved in decision making processes.

LYNs must ensure that consultation with young people is representative and takes into account the views and needs of underrepresented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

#### Roles of the LYN

All members will be required to:

- Take an active part in the development of the LYN and its aims.

- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Make recommendations to the Area Board on how positive activities funding should be deployed.
- Take responsibility for sharing information with the LYN relevant to their organisation/stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

### **3. Structure and operation**

The frequency, location and format of LYN meetings and activities should be determined locally, however it is recommended that the group meets at least two times per year.

The LYN may come together at events, workshops, youth fairs, meetings and consultations, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

The Chair of the group will be decided locally. The group will include a member of the Area Board, who will provide updates on progress at Area Board meetings and advise on recommendations where appropriate.

Each network will be supported by the local Community Engagement Manager, however, models that are independently run in the communities are also encouraged.

The appointment of members (excluding officers) to the management group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

### **4. Media Relations**

Members of the LYN may not issue media statements on behalf of the Area Board. Any media statements about the work of the LYN should be agreed with between the LYN, Community Engagement Manager and Chairperson of the Area Board.

### **5. Review**

These terms of reference are subject to change and may be reviewed by the Leader on an annual basis.

Wiltshire Council

7 May 2021

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## Delegation to Community Engagement Manager

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### Summary

Wiltshire Area Boards have previously delegated authority to officers to grant funding from their delegated community, youth, health and wellbeing budgets in respect of urgent matters that may arise between meetings of the Area Board. It is proposed this delegation is updated for the new council term and extended to cover Community Area Transport Group recommendations.

In light of the Covid-19 pandemic, and due to Area Board engagements increasingly taking place outside of formal meetings, it is recognized that Area Boards now conduct their businesses with increased flexibility and according to community need. The proposed delegation will allow essential decision-making business to continue under such circumstances.

Under the proposed delegation, consultation will take place with the Chairman of the Area Board (or in their absence, the Vice-Chairman) by the Community Engagement Manager to determine urgent matters. It is recognized in urgent situations all members may not be contactable in the timescales required (for instance due to time off or sickness), however, where possible the views of all members should be sought.

### Proposal

To consider passing the following resolution:

*In order to expedite the work of the Area Board and to deal with urgent matters that may arise between meetings, the Community Engagement Manager, following consultation with the Chairman (or in their absence, the Vice-Chairman) of the Area Board, may authorise expenditure to support community projects (including youth, health and wellbeing and community area transport) from the delegated budget of up to £5,000 per application between meetings of the Area Board. The Community Engagement Manager should seek the views of all Area Board members to obtain a majority in support, prior to the expenditure being agreed.*

*Decisions taken between meetings will be reported in the funding report to the next meeting of the Area Board explaining why the matter was considered urgent or necessary to expedite the work of the Board. Where a significant number of urgent matters arise between meetings, a special meeting may be called, following consultation with the Chairman to determine such matters.*

### Reason for Proposal

In order to expedite the work of the Area Board and to deal with urgent matters that may arise between meetings.

**Lisa Moore**  
**Democratic Services Officer**  
[lisa.moore@wiltshire.gov.uk](mailto:lisa.moore@wiltshire.gov.uk)





## Community Area Status Report

Autumn 2020 / Spring 2021

### Chippenham community area

#### Background and context

The overarching aim of the Wiltshire Council recovery plan is to enable Wiltshire agencies and partners to support local residents, communities and businesses and staff from responding organisations manage their own recovery from the incident.

The Chippenham community area has seen an incredible response to the COVID19 pandemic with volunteers leading the response and strategic partners working collaboratively to support our communities. Covering the parishes of Biddestone, Castle Coombe, Chippenham, Chippenham Without, Christian Malford, Grittleton, Hullavington, Kington Langley, Kington St Michael, Langley Burrell, Nettleton, North Wraxall, Seagry, Stanton St Quintin, Sutton Benger and Yatton Keynell.

As we now look ahead, this document provides a summary of information that can be utilised to help inform local community recovery plans. It brings together the differing data and information sources from across the community area that will help us to understand the local impact of COVID-19. It also highlights communities that may have been disproportionately affected by the pandemic and any gaps in our current knowledge that may be suitable for further intelligence gathering.

Over time this document will be regularly updated in response to changes, new information and actions undertaken. Whilst the impact of COVID-19 is considerable, it is recognised that many of the issues identified in this report were existing ones.

Whilst it is natural to focus on the issues where improvement is required, it is important to recognise and build on the positives that have arisen during the pandemic. These include the closer working between organisations, increased community cohesion, new volunteers and the wider use of the internet / social media.

This document considers the actions, projects and plans that are emerging from across our volunteers, community groups and partners. This subsequently provides an overview of the gaps in our local knowledge and some potential next steps for further collaborative working.

#### Community data and information

There are multiple sources of data that provide an excellent overview of the current situation within our community and the or our community that can be accessed to help inform collective next steps:

- JSNA local data sets – (collected in winter 2019)
- JSNA 2020 – Demography and overarching indicators
- [Children and young people mental health needs Assessment](#)
- [Gypsy, traveller and boater populations health needs assessment Wiltshire](#)
- [Office for National Statistics](#)

- COVID19 support group survey – (June 2020)
- Wiltshire CAJSNA 2020 Community Survey Results (Tidworth)
- Local Youth Network Needs Assessment
- Consultation with Town and Parish Council meeting - (7<sup>th</sup> Oct 2020)
- Discussions with other key groups including:
  - I. Police
  - II. Health & Wellbeing Forum
  - III. Local Area Coordinator
  - IV. Town & Parish Councils
  - V. Chippenham Chamber of Commerce
  - VI. Parish Forum
  - VII. Older peoples and Carers Champions
  - VIII. Local Youth Network
  - IX. Rise Trust Youth Workers
  - X. Citizen Advice Wiltshire
  - XI. Chippenham Multi-Agency Forum

## Understanding the impact

### COVID Support Groups

Many of the COVID pop up support groups formed at the start of the pandemic have either dispended or gone dormant. However, these connections within these community have now been made and residents feel confident they can be kick started again should the situation worsen into the winter 2020/21.

Local groups such as Link Scheme are still offering trips to collect shopping and prescriptions alongside driving individuals to appointments, however, the number of people using LINK for this has significantly dropped.

Trinity Church is setting up a debt support service with funding from Area Board, Chippenham Borough Lands and Wiltshire Community Foundation.

Food Banks have received additional funding that they expect to run out in about by end November - as they have stewarded its usage to expenditure of roughly £100/week on food, plus a small amount of mileage and cleaning. People requiring additional support are being asking people to contact Wiltshire Citizens Advice. Food Banks are taking referrals from other agencies such as Greensquare Housing, Unity House, Rise Trust.

One food bank state: weekly usage has dropped slightly from 80+ to 70 households each week. They are conducting a customer questionnaire over the next 2 weeks which should give them firmer ideas going forwards.

They already get feedback that suggests what we offer intercepts people who might otherwise need to ask for emergency parcels from Chippenham Foodbank more frequently - thus avoiding any of the stigma that is entailed. Though numbers are down, they are seeing new family from which members have lost their employment.

The surplus element of the content provides a boost to morale - treats for children, luxury items not otherwise experienced.



Current feedback from students re-entering lockdown elsewhere might point to the benefit from our use of grant funding from the council for fresh produce - greens and fruit - alongside a few staples each week.

#### Information and Advice:

Chippenham Borough Lands has developed a new community website with up to date and relevant information regarding community group activities and provision:

<https://onechippenham.org.uk/category/covid-19/>

Community support groups were contacted at start of lockdown 3 in January 2021 – all state they were in a good position to continue to support those in need in their villages/community areas, as they have been all year. Many now have lists of the vulnerable in their areas and actively call them to check on their wellbeing.

#### **Community**

Currently in the Chippenham community attention has turned back to issues pre-covid;

- Future Chippenham – HIF road and housing plan
- Saddlers Mead Multi Story Car Park & Business Development
- Bath Road Car Park
- Climate change/ environmental focus
- Community Eco Hub Project

With the addition of concerns of the new cycle routes being placed across Chippenham with little consultation attracting a lot of negative attention.

#### **Community Safety**

Though Police are being asked to increase high street presence to enforce COVID rules, Chippenham police have stated they have seen little problem with adherence. However, we have seen an increase of day street drinking which is being challenged and a plan is in place to deal with this. Area Board & Town Council has funded CCTV to capture and help address anti-social behaviour in the town. Work needs to be progressed on Community Massaging and developing intel from the community to help solve crimes. With the loss of the Chippenham Street Pastors it will be monitored to see the impact on support toward the nighttime economy.

Chippenham Police current focus is on drug supply in the town and neighbouring towns. Graffiti is a growing concern, partners to work on renewing the graffiti wall.

Rural crime is an important issue as there are 15 villages covered by Chippenham Area Board. Main issues include Animal theft, and having a county boundary to the west, cross boarder communication. There is a new rural crime team, and Chippenham area has a dedicated officer, linked to the new rural crime partnership and recently in partnership with The Wiltshire Bobby Van trust and the Angling Trust launched Police Drones operate in this area signs.

Animal theft; A trial is currently being undertaken in Dorset with regards to sheep collars that detect sudden movement and will alert farmer if they are out of the field, when we have more information than this will be shared. Wiltshire like many other Counties can be hit hard by livestock theft, Chippenham had repeat victims last year (probably linked with the good road access), we will continue to develop in this area. Chippenham Police now have two additional dog chip scanners.

We have been assured that the Rural crime Team are linked into all bordering forces and on a daily basis share information and do joint operations where possible.

### Chippenham Area of Concerns:

- JCP, mostly revolves around the MUGA, foul language and smoking of substances occasional issue with Alcohol. This does sometimes occur in the Tennis club/Bowls club where the teenagers antagonize the people trying to play sport. Wardens have been verbally and very nearly physically abused in recent weeks at locking up time when the youths are reluctant to leave. Closing time is at dusk (Currently wardens start closing around 830pm) Youths
  - Monkton Park, few issues with youngsters reported however many incidents of drug use in and around the toilet block and rough sleepers using/vandalizing the toilets. Adults
  - Little Battens and Pewsham Play parks. Late night activity by youths smoking and drinking, smashing bottles in MUGAS, Pewsham Teen Shelter see's incidents of drug use. Youths
  - Pewsham Play Park: groups of dog walkers who sometimes be passive aggressive to youths who are paying football or generally enjoying the open space. Adults
  - St Andrews Church yard, drug use (needles), alcohol consumption a common occurrence Adults
  - New park (open space behind emery gate car park, drug use (needles) alcohol consumption a common occurrence Adults
  - Old Cemetery/unity house drug use (needles) alcohol consumption a common occurrence Adults and Youths.
  - Town Centre, alcohol consumption, vagrancy issues. Adults
  - Car parks (emery gate and new Monkton park multi storey), general asb, (boy racers) drinking, litter, alcohol. Adults and youths.
- Saddlers Mead new multi-story was causing issues, now reducing due to increased use.

### **Older People & Vulnerable**

As the Health & Wellbeing forum is hosted by an older group of people it is one of the meetings that has not met since before the pandemic, however, the email group list, of over 55, is used to share information locally, this has slowed down now.

At the moment it looks as if the only way the H&W forum could continue is by holding virtual meetings. Although there are advantages in this, and partners are missing the meetings, the group who manage the meetings are themselves older and not most confident with technology.

Area Board have funded Anybodycancook to deliver cooking classes with a free slow cooker for older people, we are looking at ways of providing this now.

Celebrating Age is being launch in Chippenham, aiming to support older isolated people with music, online concerts, mini concerts outside their houses, and workshops.

Slowly local coffee mornings, day clubs and luncheon clubs are starting to re-open. However, the older client base for these are not yet all comfortable to attend.

VCS attention turns to Christmas with groups offering home cooked Christmas meals, food parcels and gift boxes delivered to older, vulnerable or low-income homes. The main supermarkets are supporting these endeavours donating food or vouchers.

Concerns of older people's ability to access provision/ information online via computers. Especial as organisations turn to delivering online.

Area Board, Chippenham Borough Lands and Morrisons are working in partnership to support the social groups (Bookclubs, knit and natter, coffee mornings etc) to re-open in the community. From funding hall hire, PPE, and refreshments.

### **Young People & Children**

Early Years Inclusion Service are looking for children with developmental delays.

Childrens Centres re-started outreach visits to families, all courses have now been made virtual, play rooms available via booking. Rise Trust are running bi-monthly support sessions for child care settings.

Support and Safeguarding teams now visiting all thresholds at home again.

School effectiveness, EWO, Social, & SEND identify children in need should a class have to isolate due to a positive case.

Play Therapy are running face to face session, also have take home activity packs for families.

Weekly reports from Rise Trust indicate the usual teenage problems affecting local young people such as; home relationships, alcohol, smoking, etc. The young people engaging in this service has appreciated the ongoing support and relationships they have with their youth work team.

The three secondary schools and college in the area have been working hard to establish a new normal in educational bubbles. Young people's challenging behaviour has seen an increase, this has been put down to being out of education settings for so long, and a return to a different learning environment.

Local youth groups and activity providers have been continuing delivery over summer into autumn, where space allows inside. Many still providing a hybrid of inside and online provision. They continue to keep up to date with legislation to understand what they are allowed to do, but find much of it confusing and look to Wiltshire Council for clarity.

The LYN will be running a youth survey in Autumn 2021 to assess the needs for young people. This will be run through all the partners of the LYN, Schools and College.

### **High Street Business**

Many businesses operating with skeleton staff working from home since the start of the pandemic. High street businesses that can have moved to offering home delivery to help survive and have moved to collection pick up from shop with reduction of 25% occupancy in store due to social distancing rules. Utilising flexible furlough into the new scheme helps retain staff. Some businesses have experienced a drop in market value of their goods one example was the price of wool £120 - £10 due to closure of international market.

However, others reported their customer base building back over summer and some businesses are hiring more staff. An example of this is local tech companies seeing boost in business to help businesses work from home using new tech.

Hard for businesses in constant survival mode – trying to work out how guidelines and policies will change working practices – dealing with uncertainty. Some business sectors still struggling more than others i.e.: hospitality. Currently most businesses making sure there is enough cash to make it through winter.

Charity sector working more month by month – initial funding was quick and needed, but little since

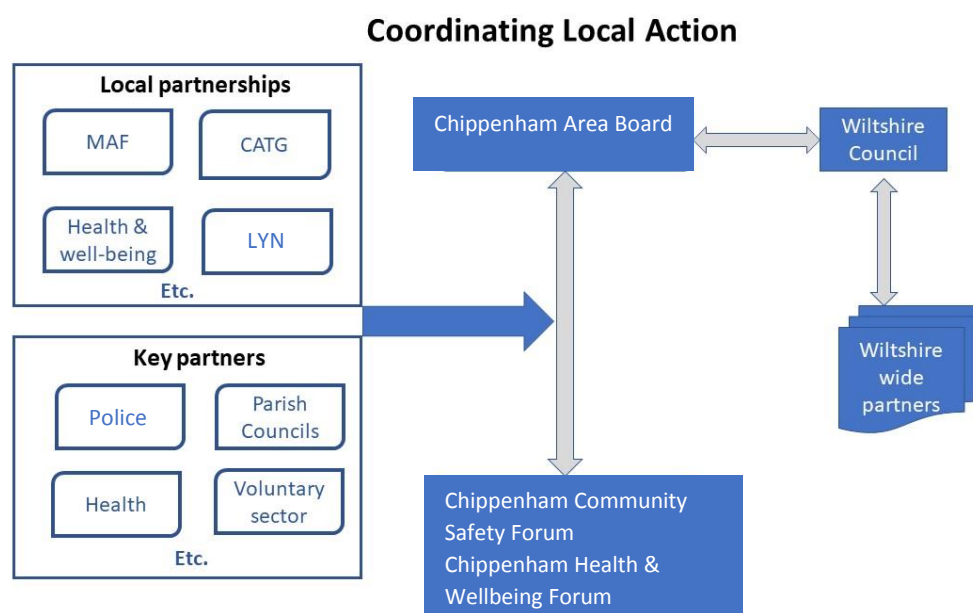
## Employment

Across Wiltshire the percentage of young people aged 18-24 now claiming work-related benefits, either Job Seekers' Allowance or Universal Credit, ranges from 9-12% in the constituencies of Chippenham and South West Wiltshire to 3-6% in Devizes. This is an increase from 3-6% in Chippenham, Salisbury and South West Wiltshire and from 0-3% in Devizes and North Wiltshire. Similarly, the 11 number of Jobseekers' Allowance or Universal Credit claimants nationally between the ages of 18-24 has doubled since March

<https://www.citizensadvicewiltshire.org.uk/campaigning-for-change?start=1>

## How local actions will be supported

The local response within the Chippenham Community Area is one of co-production recognising that to rebuild our communities, it is important that we work together, sharing information and resources where appropriate.



**Chippenham Area Board** covers the whole community area and is responsible for the production and management of this document. It links local delivery to Wiltshire Council, police, health and other partners. It is an accountable body with influence and powers. It has its own funding to help support local initiatives. The Area Board will produce its own work plan to show how what actions will be taken to help address the issues raised by the community and captured in this report

**Themes:** The recovery work within Wiltshire is organised around 4 key themes and these are also reflected within this report and the discussions taking place locally. They are:

- I. Economy and employment
- II. Health, well-being and adult care
- III. Community Resilience
- IV. Young people, education and children

Chippenham Area Board will receive regular updates around its own work plan of actions that will support and contribute to the local priorities. This report will be presented to the Chippenham Area Board for acceptance at its February 2021 meeting and subsequently to agree its action plan at the May 2021 meeting following the local elections.

### Next steps

- This report will be considered for acceptance by Chippenham Area Board at its meeting on the 14<sup>th</sup> June 2021
- An Area Board work plan will be presented to the Area Board at its meeting in September meeting.
- The CEM will engage with partners and stakeholders so that they understand the report and can consider how they will play their part in responding.
- Updates will be a standard item at future area board meetings.

### List of emerging issues as identified by the community and supporting data

Issue	Supporting evidence
Climate change & renewable energies	CAJSNA 2020 Community survey results
Waste & recycling	CAJSNA 2020 Community survey results
Anti-social behaviour & crime	CAJSNA 2020 Community survey results
Accessible, positive activities for all ages	CAJSNA 2020 Community survey results
Mental health and wellbeing	CAJSNA 2020 Community survey results
Wildlife & biodiversity	CAJSNA 2020 Community survey results
Community venues and open spaces	CAJSNA 2020 Community survey results
Highway infrastructure and maintenance	CAJSNA 2020 Community survey results
Cycling and walking	CAJSNA 2020 Community survey results
Public Transport	CAJSNA 2020 Community survey results
Physical activity and healthy lifestyles	CAJSNA 2020 Community survey results
Appropriate housing (social and affordable)	CAJSNA 2020 Community survey results
Access to health related services & activities	CAJSNA 2020 Community survey results
Fly tipping	CAJSNA 2020 Community survey results
Social isolation and loneliness	CAJSNA 2020 Community survey results
Young People mental health	Local Youth Network
Rural Isolation and Loneliness	Health & Wellbeing Forum



## Chippenham Area Board

14 June 2021

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### Community Area Status Report for Chippenham Community Area

#### 1. Purpose of the Report

- I. To present to members a status report that summarises what the key issues are for the community area as a result of analysing local data and discussions with local stakeholders.
- II. To recommend that the Area Board endorses the report and commits itself to considering what part it can play in addressing the issues

#### 2. Background

Every 3 to 4 years, Wiltshire Council's public health department working with key partners and organisations, undertakes a thorough analysis of the data available to provide a summary of the current and future needs of people in Wiltshire. This information which is called the "Community Area Joint Strategic Assessment" (JSNA) is broken down to and presented around Wiltshire's 20 community areas.

Previously, the information has been used to help local communities in their prioritisation and decision making. A key feature of this has been a series of events to bring representatives of the local communities together so that they can be presented with a summary of the information and through discussion agree upon what should be the top local priorities to address.

In late 2019 and early 2020, the latest JSNA process was undertaken and a series of events were organised to take place from March 2020 onwards. Unfortunately, due to the COVID-19 pandemic, these had to be cancelled.

Although, the JSNA data was released in early summer 2020 and can be viewed on the <https://www.wiltshireintelligence.org.uk/> two questions remained. Firstly, how can the impact of COVID-19 upon our communities be captured and reflected in the key issues and priorities within our local area. Issues such as mental health, debt, employment, young people and many others have been adversely affected by the pandemic. Secondly, how can we enable the community to engage with this process and to feed in their own data, knowledge and experiences.

At the same time, the Wiltshire Community Resilience Group had been set up to oversee one of the 4 recovery strands. They were seeking to establish a better understanding of the impact of COVID-19 and looked to the Area Boards to help gather local information and concerns.

As a result, it was agreed that each community area board would lead on the creation of a short "Community Area Status report" to capture and reflect what the

main messages are from the local data and the community discussions. A template was produced by the Community Engagement Team and agreed by both the resilience group and the Area Board Chairs.

### 3. **Process**

Whilst each community area is different, and each status report will reflect this, there are elements that all have in common. These are:

- I. A record of local data that has been obtained – This information has been mainly obtained from the JSA data but also includes other sources to reflect changes since the pandemic begun. These include;
  - a. Police
  - b. Health & Wellbeing Forum
  - c. Local Area Coordinator
  - d. Town & Parish Councils
  - e. Chippenham Chamber of Commerce
  - f. Parish Forum
  - g. Older peoples and Carers Champions
  - h. Local Youth Network
  - i. Rise Trust Youth Workers
  - j. Citizen Advice Wiltshire
  - k. Chippenham Multi-Agency Forum
  
- II. A record of the key issues that have emerged

The community engagement manager has led on this process and tried to be as inclusive and as comprehensive as possible including trying to capture specific concerns affecting BAME or minority groups. Despite this, it is recognised that this report is not an exhaustive summary of all the issues and everything that is happening. It is a work in progress and as new information is obtained and changes occur, the report can be updated in response. Individual or very local issues such as road junctions or a play area are not included in this report. There are alternative procedures in place to address these.

The overarching aim of this document is for Chippenham and Villages Area Board and its partners to add to our understanding of where improvement is required and see how with our communities, businesses and organisations we can start to address them. The report will also be link this to the work of Wiltshire Council, it's partners and agencies, so that collaboratively we can tackle issues including those arising from Covid-19

### 4. **Next steps**

The status report has been produced by the area board but is intended as a resource for all those within the community area. No single organisation can or should be expected to do everything and sustained improvement will only be through all of us working together with the community taking the lead.



If the status report is adopted, the proposed next steps are:

- I. The area board to consider the report and produce for itself a work plan outlining which of the priorities it will focus upon and what it is able to do to help address them. Each action will have assigned to it clear outcomes and outputs. This decision will be influenced by factors including urgency, opportunity and resources.

This work plan to be brought back to the next Area Board meeting for agreement. It will subsequently be a standing item at future area board meetings utilising a traffic light system to offer a simple visual indicator to monitor progress.

- II. As many other groups and organisations as possible are to be encouraged to also consider the report and ask themselves where they can make a difference and what they can do to support local action.
- III. Where issues are common across multiple community areas, the area board team will collate these and look to see if it is better to address these collectively across multiple community areas. Where there seems to be a Wiltshire wide concern, a more strategic approach will be considered.

It is proposed that the Area Board will use its strategic influence and delegated powers to shape the delivery of local services and actions. It will also direct its delegated resources to facilitate and support community-led projects and local initiatives that specifically address the identified priority issues.

It is recognised that some issues will be easier to tackle than others and it is important to target areas where tangible outcomes and progress can be delivered. Successes should be celebrated and the contribution from volunteers recognised and valued

## 5. **Recommendations**

- (1) That the Area Board approves and adopts the Community Status report
- (2) That the Area Board produces a rolling action plan including up to 5 priority actions at any one time to demonstrate where it will contribute to addressing the identified issues.
- (3) That the Area Board will prioritise its resources including funding upon those issues identified in the status report.
- (4) That the Area Board requests the Community Engagement Manager to work with key partners, agencies and community groups to encourage them to consider where they are best placed to take actions around the priorities identified.

- (5) That regular updates are submitted to the Area Board on progress made in relation to its own action plan.
- (6) That the Area Board expresses its thanks to those who gave their time to help bring this report together

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1<sup>st</sup> June 2021 – Meeting Tracker - FINAL

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
1.	<b>Attendees, Apologies &amp; Introductions</b>				
	<b>Present</b>	Ross Henning (WC) Adrian Foster (WC) Kirsty Rose (WC – Officer) Lesley Palmer (Grittleton PC) Neil Hutton (Seagry PC) Robert Whitrow (Langley Burrell PC) Anthea Kelsall (Biddestone PC) Ian Vout (Great Somerford PC) Alex Hall (Kington St Michael PC) Laurence Cable (Chippenham Cycling Development Group)			
	<b>Apologies</b>	Nick Botterill, Claire Cape, Kathryn MacDermid, Liz Alstrom, David Arnup			
	<b>Observers</b>	Heather Rae (CTC), Mark Hammond (Great Somerford PC)			
2.	<b>Notes of the last meeting (2<sup>nd</sup> February 2021)</b>				
		The minutes and recommendations of the previous meeting held on the 2nd February 2021 were to be considered at the Chippenham Area Board scheduled for the 10 <sup>th</sup> February 2021.			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<b>Please Note:</b> All priority 1 CATG issues requiring design / investigation were suspended on the 1st March and recommenced on the 1st September 2020			
<b>3.</b>	<b>Finance</b>				
		<u>Financial position at 1<sup>st</sup> June 2021</u>  (a) 2021-22 allocation = £17,403 (b) 2020-21 underspend = £20,436.99 (c) 2021-22 3 <sup>rd</sup> party Contributions = £49,825 (d) Total Budget for 2021-22 = £87,664.99 (a+b+c) (e) Existing commitments (incl. carry over schemes from 2020-21) = £55,400  (f) Current Balance = <b>£32,264.99</b> (d-e)			
<b>4.</b>	<b>Annual Dropped Kerbs Exercise</b>				
		<b>17/11/20.</b> 2 no sites Conway Way / Queens Crescent, Conway Road / Arundel Close. Both sites require additional footway works. Estimate of £4,000 <a href="https://www.google.co.uk/maps">https://www.google.co.uk/maps</a> <b>Agreed</b> – Move to Priority 1 and allocate £4000 subject to acceptance of additional contribution and reduction in verge area by Chippenham TC  <b>02/02/2021</b> The funding contribution and reduction in verge area has been agreed by Chippenham TC. Works pack to be prepared and issued.	<b>01/06/2021</b> Construction to start 01/06/21  Suggestions for dropped kerb sites for 21/22 to be put forward for consideration at next CATG meeting.		<b>All</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
<b>5.</b>	<b>Freight Assessment and Priority Mechanism (FAPM) exercise</b>				
	<b>Standing item for update</b>	<b>25/06/19</b> SD explained that all freight requests are on hold pending publication of new freight strategy as part of LTP in 2020. CATG's can still support requests but must fund investigatory work and implementation costs.	<b>01/06/2021</b> No update to report.		
<b>6.</b>	<b>Major Maintenance in 2021-22</b>				
		<b>01/06/2021</b> Major maintenance list for 2021/22 was included in via email, but can also be found here: <a href="#">Highways Asset Management - Wiltshire Council</a>			
<b>7.</b>	<b>Priority One Schemes</b>				
	CATG agreed that once work orders have been placed for Priority One schemes a full entry is not required on Action Tracker: <ul style="list-style-type: none"> <li>• A summary will be retained</li> <li>• The entry will be "greyed out" to indicate scheme in progress and no further discussion is required at the CATG meeting unless otherwise indicated.</li> <li>• MR will provide updates</li> <li>• The item will be removed once the scheme has been implemented</li> <li>• A <u>maximum</u> of 5 LIVE priority 1 schemes to be progressed at any one time.</li> </ul>				
<b>7.1</b>	<b>6431</b> – HGV traffic ignoring signs & increased traffic through Kington Langley	<b>30/04/20</b> Ringway have indicated they are unable to undertake work on the A350 without lane closures. Unfeasible due to high cost. MJR to look again at design options.  <b>01/09/20</b>	<b>01/06/2021</b> Days Lane advance warning of weight restriction sign now installed on A350.  To be removed from tracker.	1	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Opportunity missed for new sign to be erected during lane closure during 1<sup>st</sup> week of May. Option for May 2021 implementation to be discussed with Kington Langley PC.</p> <p><b>17/11/20</b></p> <p>On hold pending action in 2021 during A350 lane closures for maintenance.</p>			
7.2	<b>5827</b> – Installation of four sets of White Gates and associated improvements, Biddestone	<p><b>01/09/20</b></p> <p>Design work to recommence early September. Target deadline of 31<sup>st</sup> March 21 for Gateways, signs and resurfacing works. Imprinted concrete will be delayed until 2021/22.</p> <p><b>17/11/20</b></p> <p>Updated design and costing presented to Biddestone PC. (£47k) Road closures for surfacing works booked 8/9th February 2021.</p> <p>Note: Footway area adjacent to turnpike cottage to be included in 'Texprint' surface areas</p>	<p><b>01/06/21</b></p> <p>Surfacing works undertaken in May ahead of Texprint surfacing installation w/c 14<sup>th</sup> June.</p> <p>Gateway and signing to follow later in financial year – to be agreed with PC prior to works order being raised.</p>	1	KR
7.3	<b>6846</b> - Road Safety at The Street B4039 Nettleton Road and Church Hill junction Burton	<p><b>18/02/20</b> Group agreed to promote proposed Nettleton Road warning sign and SLOW marking to Priority 1. Cost £400 PC to contribute 25%</p> <p>20mph limit on hold pending publication of 20mph update report, expected in spring/ summer 2020</p> <p><b>30/04/20</b> Order issued for warning sign and 'SLOW' on Nettleton Road. Awaiting implementation.</p> <p><b>01/09/20</b></p> <p>Sign and SLOW marking complete. 20mph issue on hold pending publication of report. To be greyed out. If 20mph limit does not go ahead the PC have requested the existing 30mph limit be extended.</p>	<p><b>01/06/21</b></p> <p>No further update.</p>	1.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>17/11/20</b> Publication of 20mph assessment report remains on hold. To be considered further following publication of report.</p>			
<b>7.4</b>	<b>4-20-10</b> Parliament St / Chippenham	<p>Laurence Cable made a presentation to members and is seeking changes at the existing footway link between Parliament Street and Little Down to create a shared access for cyclists and pedestrians.</p> <p><b>01/09/20</b> Members agree to proceed and move to Priority 1. Further investigative work required. No monetary allocation to be made at this stage</p> <p><b>17/11/20</b> MR has visited site. Significant work required. Waiting restrictions in little down will be required. NOTE - Topo survey required prior to design work taking place. Estimate £1,500.</p> <p>Agreed – Allocate £1500 for a topo survey prior to design work taking place</p> <p><b>02/02/21</b> Topo survey ordered. Await completion to allow design work to commence.</p>	<p><b>01/06/2021</b> Topo survey received. An engineer has been allocated to progress the design when workload allows.</p> <p>KR to arrange site meeting with Laurence Cable and Adrian Foster</p>	<b>1.</b>	
<b>7.5</b>	<b>4-20-2</b> Draycott Cerne	<p>PC request a formal review of the speed limit on B4122 from J17 of M4 to the junction with B4069 leading to a reduction from the national speed limit (60mph) to 40mph. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> Members supported this request and felt a review of the current speed limit was justified. However as the changes identified on the B4122 were largely due to development works, funding for any speed limit re-assessment should be</p>	<p><b>01/06/2021</b> Speed limit assessment to undertaken by Atkins. This will be after June 21<sup>st</sup>.</p>	<b>1.</b>	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>found from another source i.e. Section 106 monies. MR to speak to Development Control and report back to group</p> <p><b>17/11/20</b> Contact made with development control. No provision within Section 106 agreement to permit speed limit assessment work. Funding would be required from the CATG. Current estimate from Atkins £2500</p> <p><b>Agreed</b> – Move to Priority 1 and allocate £2500 for speed limit assessment on B4122. 25% contribution from PC £750.00</p>			
7.6	4-20-8 Various sites Chippenham	<p><b>Chippenham Town Council</b> - We would like to fund and produce new 'Welcome to Chippenham' signs at the 6 main entry points to the town. We would like all existing Welcome to Chippenham signs to be removed</p> <p><b>17/11/20</b></p> <p><b>Agreed</b> – Move to Priority 1 Note: Fully funded by Chippenham TC</p>	<p><b>01/06/2021</b> Signing works with Mark Stansby. Ongoing discussions with TC to agree sign proofs to allow estimate to be produced.</p>	1.	
7.7	4-19-5 Hill Rise / Barrow green	<p><i>Request for 20mph limit and speed humps on Hill Rise / Barrow Green.</i></p> <p><b>18/02/19</b> Group appreciated the level of feeling and concern relating to this request. The length covering Hill Rise and Barrow Green is approx. 1km and would require extensive traffic calming which would have a significant impact on road side parking. The cost is also likely to be high. The group felt it was essential that proposals must be evidence led and it was important to garner speed data before deciding what action, if any, to take. Sites for Metro-counts to be agreed.</p> <p><b>01/09/20</b></p>	<p><b>01/06/2021</b> KR to arrange a site meeting with Kathryn MacDermid and Ross Henning</p>	1.	<b>KR</b>



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Metro-count sites agreed. Counts remain outstanding due to Covid-19. Counts to restart once schools return. MR to report findings to next meeting.</p> <p><b>02/02/21</b> Traffic survey results circulated with note tracker. KR to review options for improvements other than speed humps with the aim of raising awareness of pedestrians.</p>			
7.8	4-20-16 St Pauls Primary School, Chippenham	<p>Request for 4no direction signs for school. Traffic Engineer advises that signage for St Paul's School could be added to the existing posts for The Rise Children's Centre (two signs back to back in the four locations shown on the attached map) and has estimated the cost will be approx. £400. The Town Council supported this request at a PET Committee meeting on 19 November 2020 and agreed to pay £100 towards the cost.</p> <p><b>02/02/21</b> CATG agreed support for scheme and funding of £300.</p> <p>To be moved to priority 1</p>	<p><b>01/06/21</b> Signs have been ordered. Awaiting installation.</p>	1	KR
7.9	4-21-2 Park Farm bends, C86	<p>Request for installation of an effective signage and warning system at the location. It must be effective in reducing vehicle speed and hence the occurrence of incidents. This could take the form of chevrons, painted rumble-strips, speed-activated illuminated signs or other means.</p> <p>The Parish Boundary Yatton Keynell – Grittleton bisects the double bend, Yatton Keynell Parish Council discussed 7th December 2020 &amp; Grittleton Parish Council 18th January 2021. It's agreed to share the Parish Council contribution between the two Parish Councils. GPC request that any proposal is discussed with the property owner at the site. PC's would be</p>	<p><b>01/06/21</b> Proposal for signing and road markings circulated with tracker. Estimated cost is £1890. Road markings to be delivered through ad-hoc lining programme therefore reducing overall cost.</p> <p>Funding agreed. Order to be raised.</p>	1.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>agreeable to M Rose's proposal of adding "Reduced Speed Now" signs to the double bend signs and to repaint the "SLOW" in both direction along with addition of yellow bars.</p> <p><b>02/02/21</b> CATG agreed to support this request. GPC and YKPC agreed to joint fund 30% contribution. KR to prepare plan and estimate.</p> <p>To be moved to priority 1.</p>			
<b>8.</b>	<b>Priority Two / Pending Schemes</b>				
<b>8.1</b>	<b>5753</b> - Replace informal crossing points with zebra crossings Queens Crescent, Chippenham	<p><b>25/06/19</b> Issue to remain on hold pending future resurfacing works on Queens Crescent</p> <p><b>18/02/19</b> Cllr O'Neil to work with Queens Crescent school on update travel plan.</p> <p><b>17/11/20</b> No update to report</p>	<p><b>01/06/2021</b> No update to report. Ross Henning to speak with Peter Hutton re school and travel plan.</p>	<b>2</b>	<b>RH/PH</b>
<b>8.2</b>	<b>6144</b> – Speed reduction to 20mph for High Street in Chippenham	<p><b>16/09/19</b> Standalone 20mph covering High Street in isolation not possible due to length &lt; 300m. MJR attended PET meeting 16/05/19 to discuss 20mph limits. Agreed to place issue on hold pending formation of working group to look at viability of wider 20mph limit exercise in Chippenham. Report back to future meeting.</p> <p><b>17/11/20</b> Publication of 20mph assessment report on hold . Chippenham TC would like some temporary advisory signs for the High street to be erected on Market day. Engineer to agree sign and order.</p> <p><b>02/02/21</b></p>	<p><b>01/06/2021</b> KR to discuss with TC and order sign if required.</p>	<b>2</b>	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
		MR to provide sign detail to KR. Sign to be agreed and ordered.			
8.3	4-19-1 Yatton Keynell	<p><b>25/06/19.</b> Response received from YKPC. They would like the speed limit to be extended but if this isn't possible they would ask the gateway surfacing to go down at the current terminal point. Estimated cost £4000</p> <p><b>16/09/19.</b> Members suggested this issue is considered later once development of the Phillips Bodywork site has taken place. To remain on hold.</p> <p><b>01/09/20</b> Issue remains on hold pending possible section 106 monies</p> <p><b>02/02/21</b> YKPC are in contact with Debbie Evans at WC with regard to available CIL monies from this development. YKPC to update CATG in due course</p>	<p><b>01/06/2021</b> To remain on hold at request of YKPC. Update on CIL monies to be provided by YKPC with regard to decision to fund gateway surfacing.</p>	2.	
8.4	4-20-3 Hardenhuish Avenue Chippenham	<p>Concerns relating to speeding vehicles and rat running traffic. Request for traffic calming to slow down traffic. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> Metro counts to take place to establish speed and volumetric data on Hardenhuish Avenue / Yewstock Crescent. MR to report results to next meeting.</p> <p><b>17/11/20</b> Monitoring sites to be agreed. Note delay to all MC request of approx. 3-6 months due to large backlog across county. SDR(s) may be required due to parked cars</p> <p><b>02/02/21</b> No further update. All traffic surveys on hold due to lockdown restrictions.</p>	<p><b>01/06/2021</b> Traffic surveys to resume once all lockdown restrictions are eased.</p>	2.	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
8.5	4-20-4 B4039 Hillside Burton	<p><i>"It is well known to residents of Burton as being very dangerous for walkers due to the narrow width combined with the slow bend in the road on Hillside".</i></p> <p>An investigation of options to reduce the speed of traffic and thus make the road safer for pedestrians including a reduction in speed limit and traffic calming measures.  <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> MR to arrange site meeting with David Kerr.</p>	<p><b>01/06/2021</b> Engineer to arrange site meeting with parish representative.</p>	2.	KR
8.6	4-20-7 Bristol Road, Chippenham	<p><i>Request for formal crossing (Puffin / Zebra) by the entrance to Lidl Store.</i> <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>02/02/21</b> Issue on hold pending outcome of Tranche 2 cycle scheme</p>	<p><b>01/06/2021</b> The proposal for Bristol Road as part of the Tranche 2 bid is not being progressed.</p> <p>It was agreed that a pedestrian crossing assessment should be undertaken between Bumpers Roundabout and the junction with Hungerdown Lane. Funding for survey agreed at £1000. Contribution from CTC to be confirmed.</p>	2	
8.7	4-20-11 Fairfoot Close to Gascelyn Close	<p>Request for new cycle link. Including path widening to 3m, realigning to avoid need to move trees or lamp column, and converting to shared use. Appropriate signage and path markings to indicate shared use. Dropped kerb + 'keep clear' markings at Fairfoot Close (to prevent parked cars from blocking entrance/exit to path). Works to smooth out trench at Gascelyn Close end of path. Overall length approx. 45m</p> <p><a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a> <b>17/11/20</b></p>	<p><b>01/06/2021</b> The link in question is not part of the adopted highway or an existing Right of Way. The land is partially under Wiltshire Council ownership but not in its entirety.</p> <p>Initial review indicates that there may be scope to introduce a cycle track</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Group expressed support for proposal. Shared use will require conversion under the Cycle tracks Act 1984. Objections would require Secretary of state approval and possible public enquiry. Engineer to examine issue further and report back to group</p> <p><b>02/02/21</b> Engineer to examine issue further in relation to LTN1/20 and report back to group</p>	<p>alongside the footpath, however this would need a land dedication from the current landowner.</p> <p>KR to determine ownership</p>		
8.8	4-20-12 Baydons Lane to Long Close	<p>Request for widening of footpath between Baydons Lane and Long close to create traffic-free cycle route between the town centre, eastern suburbs (north of London Road) and Abbeyfield School. Overall length approx. 210m. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a> <b>17/11/20</b> Engineer to arrange site meeting to look in more detail before next meeting. <b>02/02/21</b> Site meeting to be arranged in due course and request reviewed in relation to LTN1/20</p>	<p><b>01/06/2021</b> Location is part of existing right of way network and is not adopted highway or within WC ownership. Permission from the landowner and RoW would be required before any legal changes could be made. Dedication of land may be necessary and widening the route may also require additional land.</p> <p>KR to determine ownership</p>	2.	<b>KR</b>
8.9	4-20-13. Various locations Chippenham	<p>Chicanes in shared-use paths create obstacles for cyclists and completely exclude certain users. New Government guidelines in Cycle Infrastructure Design (LTN 1/20) strongly advocate against the use of chicane barriers. Request for removal at the following sites:</p> <ol style="list-style-type: none"> <li>1.On path linking Methuen Park to Pheasant roundabout (to the side of MRG garage)</li> <li>2.Monks Way: barrier at end of shared-use path leading to Pewsham Park – not highway but RoW</li> <li>3.Path linking Evans Close to Langley Road</li> <li>4.Drake Crescent, where shared-use path crosses road (2x chicanes) One side adopted highway/one side RoW</li> </ol>	<p><b>01/06/21</b> WC in -house safety auditor is to review the locations. Laurence Cable to be included in site visits if possible.</p>	2.	<b>Gary Ashton</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>5.Path linking Hardenhuish Lane to Old Hardenhuish Lane (2x chicanes) (partially adopted highway)</p> <p>6.Bristol Road, south of football club car park</p> <p>7.Easton Lane at Haystack Avenue (2x chicanes newly installed by Hunters Moon developers)</p> <p><b>17/11/20</b> Engineer to arrange meeting to look in more detail at sites before next meeting.</p> <p><b>02/02/21</b> Site meeting to be arranged in due course</p>			
8.10	4-20-14 Lowden Hill, Chippenham	<p><i>“The traffic speed coming up Lowden Hill from Sheldon Road end is too fast. The give way markings (installed 7/8 years ago) are not properly observed and many drivers seem unaware that traffic potentially joins from both sides and that the road changes to two-way from this point. They are unprepared for merging or on-coming traffic nor for any obstacle in the road as they come over the brow of the hill (tragically a man was fatally run over here in 2018). Vehicles are regularly observed coming from the A4 end to take their chance going the wrong way up the one-way section of the road”.</i></p> <p><i>“The give way road markings have badly worn and need re-doing to highlight the junction. I would also suggest that if bollards with a reflective panel were placed either side of the road, it would increase the likelihood of traffic slowing down at this point. Painting 'one-way' on the road at the point the vehicles pull in (just after Turnpike Cottage) might discourage All in all these measures would make it a safer junction”.</i></p> <p><a href="https://www.google.co.uk/maps">https://www.google.co.uk/maps</a></p> <p><b>17/11/20</b> Lowden Hill forms part of the EATF Tranche 2 bid to the DfT which would see the length in question closed to through traffic. Suggest waiting for outcome of Tranche 2 bid before agreeing any further action.</p>	<p><b>01/06/21</b> The proposal put forward in the Tranche 2 bid will not be progressed.</p> <p>Road markings to be reported for refreshing as part of maintenance programme.</p> <p>Item to be remain on tracker for further consideration.</p>		<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
8.11	4-20-15 C151 Ford	<p>C151 in village of Ford, from junction with A420 to limit of village, particularly from White Hart Inn to the gateway by the River bridge and access to Bybrook Valley on the Macmillan Way, opposite the entrance to the property - Doncombe Mill.</p> <p>Request for:</p> <ol style="list-style-type: none"> <li>1. Demarcation of a pathway, the suggestion is for a different colour tarmac/paint to be used to highlight the ideal place for walkers to walk and as a visual identifier to vehicles that there may be pedestrians</li> <li>2. Warning triangle signs – warning of pedestrians</li> <li>3. More speed signs to make drivers fully aware of the speed limit, current signs while spaced correctly are not ideally placed for bends and visibility.</li> <li>4. Possible introduction of a 20mph</li> </ol> <p>Increased policing of speed by Wiltshire constabulary <b>17/11/20.</b></p> <p>Speed survey has been requested. Engineer to look at site with Parish council once Covid-19 restrictions are lifted to discuss options before agreeing way forward. On-carriageway flow chart to be provided to members.</p> <p><b>02/02/21</b> KR and MR to discuss outcome of site meeting and proposals. Plans to be prepared for parish council consideration when scheme becomes priority 1.</p>	<p><b>01/06/21</b> To be moved to priority 1. KR to prepare plans for consideration by PC.</p>	1	KR
8.12	4-21-1 Shared Use Path – Island Park	<p><b>02/02/21</b> Widen all paths in Island Park to at least 3.0m, in line with the Government’s new Cycle Infrastructure Design Guidance LTN 1/20, section 6.5.7. Install wayfinding signage at both ends of the High Street, as well as key points in park, to make cyclists aware of the Island Park path as a ‘High Street bypass’ route, and to provide information about other destinations that can be reached via this path.</p>	<p><b>01/06/21</b> The paths in Island Park are not adopted highway nor part of the RoW network.  KR to determine ownership</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Chippenham Cycling Development Group to be invited to provide CATG with additional information regarding overall cycle strategy and aims in order to allow a greater overview and insight into these individual schemes. This may be in the form of an additional CATG meeting.</p> <p>This scheme request is to be on hold until the above information sharing has taken place.</p>			
<b>9</b>	<b>New Requests submitted since the last meeting</b>				
<b>9.1</b>	<b>4-21-3</b> Car park, Timber Street/A4 War Memorial	<p>Cars entering the car park by the war memorial against the flow of traffic. The no entry sign cannot be seen by cars coming from Timber Street causing cars to enter the car park from the war memorial end. The one sign that is there is currently not angled in to be seen from motorists entering from A4/London Road. There have been several instances of road rage as cars meet head on. It is a one way system entering from the Rose &amp; Crown end.</p> <p>Request</p> <ol style="list-style-type: none"> <li>1. Reposition the existing no entry sign so it can be clearly seen by motorists entering from A4/London Road.</li> <li>2. A second no entry sign positioned to be seen by motorists entering from Timber Street.</li> <li>3. Ideally a painted no entry sign on the road.</li> </ol>	<p><b>01/06/21</b> Signing to be reviewed.</p>	<b>2</b>	
<b>9.2</b>	<b>4-21-4</b> Langley Road Chippenham	Request for traffic calming on Langley Road, subject to results of traffic survey (requested by CTC)	<p><b>01/06/21</b> KR to further liaise with Highways DC. Possible installation of double mini roundabout proposed which will have a traffic calming request.</p>	<b>2</b>	



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
			Traffic survey requested by CTC to be undertaken when all restrictions are lifted.		
9.3	4-21-5 Westmead Lane, Chippenham	Request for widening of footway on Westmead Lane to improve pedestrian access to/from Bowles Court. Pedestrians currently walking in carriageway due to insufficient width when using rollators etc. Potential conflict with HGVs accessing Wessex Water site.	<b>01/06/21</b> KR to review planning details for skate park to determine if any improvements to access. Footway widening to be investigated.	2	
9.4	4-21-6 Malmesbury Road, Chippenham near John Coles Park	Installation of a controlled crossing to reduce the risk of serious accident. A pedestrian crossing assessment was undertaken in 2019 which highlighted both speeds in excess of 35mph (85th percentile) and limited forward visibility. Whilst these factors clearly increase the risk to pedestrians they also meant a crossing was not recommended due to the risk of rear end shunts. I would like other options to be considered to reduce the risk to pedestrians: - Alternative crossing locations away from the corners - Physical speed control - More active signage - Speed camera	<b>01/06/21</b> KR to circulate previous pedestrian assessment with notes for review.	2	
9.5	4-21-7 Footpath between Avebury Road and Queens Crescent	Barrier creates a pinch point in path that prevents pushchair/mobility scooter/wheelchair access. Request removal of barrier and replacement with row of bollards placed such that legitimate users can use the path.	<b>01/06/21</b> Laurence Cable reported barrier has been amended since issue raised but KR to check if this sufficient to accommodate mobility scooters etc.	2	
9.6	4-21-8 Brunel Court, Rowden Hill	Parking is limited and the area on the left as you enter the court was previously available for visitors, tradesmen etc for parking. I believe this is mostly Council owned land but it is now being rented as private parking, designated by chains, precluding it's free use by residents. There is also	<b>01/06/21</b> Land ownership to be checked.	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>a large container owned by no 3 which is at odds with the residential appearance of the Court. together with the parking chains is detrimental to the look of the Court.and is a considerable detriment to those living in the Court</p> <p>Request – investigation in ownership and return to available parking if possible</p>			
9.7	4-21-9 Abbeyfield School	<p>Install appropriate signage along Stanley lane informing road users of the school.</p> <p>Relocating national speed limit signage further away from the entrance to the school and sufficiently away from Stanley Park sports ground also.</p> <p>Installation of either a pelican crossing or a pedestrian crossing to enable a safe crossing point for Stanley lane. This will benefit students and users of the Stanley Park sports facility by illustrating a safe crossing point.</p> <p>Removal of drop kerb within the junction of the school and installation of barriers to restrict crossing at this point.</p>	<p><b>01/06/21</b> Site observations to be undertaken to determine next steps.</p>	2	
10	<b>AOB –</b>				
10.1	<p>The following issues were raised:</p> <ul style="list-style-type: none"> <li>Request for pedestrian crossing at Kington St Michael – between The Ridings and The Close. A highways improvement request form is to be submitted.</li> <li>Request for a site meeting at Upper Seagry to discuss general speeding concerns. Highway improvement request form to be submitted.</li> <li>Warning sign on approach to stone bridge in Upper Seagry is missing following collision. KR to raise with David Arnup.</li> </ul>				

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
<b>Agreement of Priority One issues</b>					
11.	<p><b>Agreement of Priority 1 schemes (Max 5 to be progressed at any one time)</b> Note: Issue which are ‘Greyed out’ indicate schemes where orders have been issued / about to be issued but await implementation.</p> <p><b>Any issues highlighted in Yellow are awaiting agreement from the Area board</b></p> <ol style="list-style-type: none"> <li>1. 5827 – Village Gateways, Biddestone. Cost to be fully funded by Biddestone Parish Council. Design time only required.</li> <li>2. 4-20-10 Parliament Street – New Shared use Cycle / pedestrian link Topo Survey (CATG £1125.00, TC £375.00)</li> <li>3. 4-20-8 Various sites Chippenham – Welcome to Chippenham Signs (Fully funded by Chippenham TC)</li> <li>4. 4-20-16 St Pauls Primary School Signing (CATG £300, TC £100)</li> <li>5. 4-21-2 Park Farm Bends, C86 – (CATG £1323, PC £567 (shared between both PC))</li> <li>6. 4-19-5 Hill Rise/Barrow Green, Chippenham – design time only at this stage</li> <li>7. C151 Ford – design time only at this stage</li> <li>8. Bristol Road, Chippenham – Pedestrian Crossing Assessment (CATG £700, TC £300 tbc)</li> </ol>				
12.	<b>Date of Next Meeting - 7<sup>th</sup> September 2021</b>				

## Highways Officer – Kirsty Rose

### 1. Environmental & Community Implications

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

### 2. Financial Implications

- 2.1. All decisions must fall within the Highways funding allocated to Chippenham Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of **£30,041.99**

**3. Legal Implications**

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

**4. HR Implications**

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

**5. Equality and Inclusion Implications**

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

**6. Safeguarding implications – none**

# APPENDIX 1

Chippenham CATG		As at 26th May 2021
<b>Budget 2021-22</b>		
<b>A</b>	£17,403.00	CATG Allocation 2020-21
<b>B</b>	£20,436.99	2020-21 underspend
<b>3rd Party Contributions</b>		
	£375.00	Kington Langley Weight limit signs (£375 20/21)
	£47,000.00	Biddestone Gateways & Texprint surface
	£1,600.00	Chipp town council dropped kerbs (40%)
	£750.00	Sutton Benger - Draycott Cerne SL assessment (30%)
	£0.00	Chippenham TC gateway signs
	£100.00	Chippenham TC for St Pauls Primary School (25%)
<b>Total Budget 20/21 C</b>		
	<b>£87,664.99</b>	<b>(A+ B)</b>
<b>Scheme Commitments from 2020-21</b>		
Weight Limit Signs Days Lane Kington Langley	£1,500.00	£375 contribution to be confirmed. Slip to 2021 for A350 lane closure
Biddestone Gateways & texprint surface	£47,000.00	Full cost (£47k) to be covered by PC. Includes Area by Turnpike cottage
Phase 6 - Dropped kerb sites	£4,000.00	TBC (Conway way / Queens Cres) (Conway Rd / Arundel Cl)
B4122 Draycott Cerne - Speed Limit review	£2,500.00	
Welcome to Chippenham Gateway signs	£0.00	To be funded in full by Chippenham TC (Mark Stansby)
St Pauls Primary School - signs	£400.00	£300 CATG £100 TC
<b>New Schemes 2021-22</b>		
<b>Current Commitment - D</b>		
	<b>£55,400.00</b>	
<b>Remaining Budget E</b>		
	<b>£32,264.99</b>	<b>(C-D)</b>
<b>Completed schemes</b>		



<b>Report To</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>Monday, 14 June 2021</b>
<b>Title of Report</b>	<b>Chippenham Area Grant Report</b>

## Purpose of the Report

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

## Area Board Current Financial Position

	<b>Community Area Grants</b>	<b>Young People</b>	<b>Health and Wellbeing</b>
<b>Opening Balance For</b> <u>2021/22</u>	<u>£69,361.39</u>	<u>£30,500.00</u>	<u>£7700.00</u>
<b>Awarded To Date</b>	<u>£0</u>	<u>£0</u>	<u>£0</u>
<b>Current Balance</b>	<u>£69,361.39</u>	<u>£30,500.00</u>	<u>£7700.00</u>
<b>Balance if all grants are agreed based on recommendations</b>	<u>£43,649.69</u>	<u>£12,146.00</u>	<u>£5700.00</u>

## Grant Funding Application Summary

<b>Application Reference</b>	<b>Grant Type</b>	<b>Applicant</b>	<b>Project</b>	<b>Total Cost</b>	<b>Requested</b>
<a href="#">ABG45</a>	Youth Grant	Youth Adventure Trust	Supporting disadvantaged young people through the pandemic and beyond	£13108.64	£2388.64

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p><b>Project Summary:</b>  We would like your support to help fund the programme costs of the 8 Chippenham young people currently on the programme in Year 2, but specifically helpful would be the Youth Worker/Programme Manager salary costs associated with the support of these 8 young people. Youth Adventure Trust recognises that there needs to be positive action and intervention to improve the outcomes for the most disadvantaged people in society. The young people we work with are the most vulnerable and disadvantaged in Wiltshire and Swindon who are facing additional challenges because of COVID-19. During lockdown, schools, support services, charities and youth organisations have worked incredibly hard to utilise resources in order to continue to support the most at-risk young people, including moving their services online. However, the reach of these resources cannot compare to the support structure these young people would have had access to prior to the lockdown. As a result, many young people no longer have access to the support they so desperately need (or are not receiving an equivalent level of support) and their needs are going unnoticed and unaddressed. We have serious concerns about the increased risk to our young people and we expect to see an increase in the number of children needing the support of our charity. Our programme includes 3 residential camps, an Explore Day, 6 Activity Days and 4 Pathway Days over a period of three academic years, all supplemented with the on-going support, mentoring and guidance of our skilled programme team. It allows us to deliver a sustained long-term impact on the lives of our young people and increase the chances of them maintaining the effects of the programme over time. This is then followed by a mentoring and bursary scheme to sustain the positive impact the programme has had on the young people, until age 16. We focus on the 'Forgotten Children', those children that are not yet a statistic but are heading that way. We intervene and offer a lifeline through the provision of a long term and immersive experience and by building strong relationships. "The Youth Adventure Trust is special because it provides opportunities that are otherwise unavailable. It helps give a boost to those that need an extra hand in life." (Carer) The Youth Workers are the beating heart of our charity, who support the young people throughout the programme, helping them set objectives, supporting them on every camp and activity day and giving them continuous 1:1 support and mentoring. The Youth Workers ensure that each child gets the very most out of the programme. They go the extra mile with each and every one of them, focusing on their individual problems and working hard to overcome their issues and challenges, as well as being positive role models. They give of themselves personally and the children respect them and are emotionally connected to them as a result. They provided invaluable online mentoring sessions to our most vulnerable young people during the lockdowns, which involved having an hour-long video call with the young person each week. It was an opportunity for someone to check in on them, see how they were managing, talk about any issues or worries, have an eye into the household to see how they were all doing, to have some social interaction and to play lots of fun games and challenges along the way. They also encouraged the young people to think about their wellbeing and make use of their daily exercise allowance by getting outside. For many, having one hour of undivided attention from an adult is a rarity and the positive interaction they had with their Programme Manager mentor undoubtedly helped to boost their self-confidence, promoted better mental health and ensured they were continuing to build their resilience. "I think it's great that she's been given this opportunity to speak to someone else outside of the home. She usually has video counselling sessions with CAMHS but we're waiting to hear when the next ones will be. I think it will be useful as she's not doing schoolwork and it's all very difficult." (Parent)</p>					
<a href="#">ABG77</a>	Community Area Grant	Independent Artist Group	Independent Art Group Art Fairs and Craft Markets	£963.00	£243.00
<p><b>Project Summary:</b>  We will be holding monthly events in Chippenham town centre. On the second Saturday of each month, we will hold alternate art fairs and craft markets, in the King Alfred Hall. There are at least 12 stall holders at each event. They make and sell their own work, under the theme of the "natural world". We promote each smallholder on our website and social media. We want to support these local art and craft businesses by giving them this space to sell, and also a place to be together for community support. We give a free space each month to charity, fundraising or community projects. We support these as well with on line promotion. Our aim is to give Chippenham residents a regular place to visit and shop and support these artists / crafters. A Chippenham based business will be providing refreshments as well, to make the experience of visiting the events a bit more than just a quick browse round the hall. We aim to attract more people in to the town centre, with better and bigger advertising and promotion, which is why we need as much financial help as we can get.</p>					
<a href="#">ABG90</a>	Youth Grant	Rag and Bone Arts CIC	Summer of Fun	£1500.00	£750.00



Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p><b>Project Summary:</b>            We'd like to run some fun interactive improvisation and drama workshops for 11 Ups and 14 Ups for three days at the beginning of the holidays. Post Covid we think that there will be a need to be silly, play some games, be around other people their own age and generally make up for lost time and confidence. We plan on recruiting two experienced actors and drama workshop leaders to deliver sessions focusing on self expression, ideas creativity and confidence building. Each session will last 2 hours per day and be delivered for 11-14s and 14 - 18's, so that they are with people their own age. It will run over 3 days and the emphasis will be on getting together to let off steam and to remember how to make up short scenes which are driven by their ideas and lives.</p>					
<a href="#">ABG8</a>	Community Area Grant	Chippenham Cricket Club	Chippenham Cricket Club facility improvements	£4372.80	£2186.40
<p><b>Project Summary:</b>            Chippenham Cricket Club is rapidly growing and is now the largest cricket club in the county for junior (aged from 4 to 19) and senior cricket. We now have a fast developing women and girls section that in 2021 will have 5 teams and this year will also see the start of the first of it's kind in Wiltshire, a disability cricket section. All of this creates great pressure on our facilities and quite simply the main ground cannot provide everything for everyone. For this reason we aim to develop the facilities on our 2nd and 3rd grounds to ensure that all members, regardless of age or ability, receive a high quality offering and a welcoming and developmental environment that will support their sporting needs. This project aims to provide sight screens for our 2nd and 3rd grounds which will enable all players to be able to see the ball more easily and will support their development, whilst making it significantly safer for all users.</p>					
<a href="#">ABG41</a>	Community Area Grant	Friends of Monkton Park School	Converting Monkton Park School Bungalow to a Community Facility	£28000.00	£5000.00
<p><b>Project Summary:</b>            We want to convert our onsite bungalow into a building that can be used by the whole community. The bungalow is in sound structural condition but requires extensive refurbishment internally so that it can be used. This refurbishment will create a community room with attached kitchen, nurture &amp; sensory room, meeting rooms and toilet with wheelchair access. This project will provide an incredibly versatile space for the local community to use. We hope that the Chippenham Area Board grant will enable us to develop the community room and attached kitchen.</p>					
<a href="#">ABG82</a>	Health and Wellbeing Grant	Families Out Loud	Families out Loud service delivery costs	£16352.00	£3944.00
<p><b>Project Summary:</b>            Families Out Loud is a small charity based in Wiltshire. We help adults who are affected by another persons alcohol or drug addiction through counselling one to one advice and support groups. All Trustees have suffered personally from another persons addiction. The understand how addiction devastates lives and families and what can work to support them. We aim to continue this work in Chippenham and develop a bereavement service to sit alongside it as several of our families have experienced loss of a loved one.</p>					
<a href="#">ABG85</a>	Area Board Initiative	Doorway Wiltshire Ltd	Doorway move to the Citadel equipment	£9550.00	£4775.00
<p><b>Project Summary:</b>            Doorway is moving from its part-time location at the Salvation Army hall in Chippenham to the Citadel in the town centre in order to expand its services to homeless and vulnerably housed people in Wiltshire, by being open for 4 days per week instead of 2 days, and by running extra groups and services which we can't offer currently due to limitations of space and available time. We are making some alterations to the new venue in order to make it exactly right for our needs, and we're having to purchase equipment which we've up to now borrowed from the Salvation Army, including tables and chairs.</p>					

## 1. Background

Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website.

Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:

- Community Area Grants (capital)
- Young People (revenue)
- Health and Wellbeing (revenue)

The Area Board will be advised of the funding available prior to their first meeting of each financial year.

## 2. Main Considerations

2.1. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young persons funding guidelines have been adhered to.

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

2.3. Councillors need to consider any recommendations made by sub groups of the Area Boards.

## 3. Environmental & Community Implications

Grant funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

## 4. Financial Implications

Councillors must ensure that the Area Board has sufficient funding available to cover the grants awarded.

## 5. Legal Implications

There are no specific legal implications related to this report.

## 6. Human Resources Implications

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

## 7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes where they meet the funding criteria.

## 8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

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

## Report Author

Ollie Phipps, Community Engagement Manager, [Ollie.Phipps@wiltshire.gov.uk](mailto:Ollie.Phipps@wiltshire.gov.uk)

<b>Report to</b>	Chippenham Area Board
<b>Date of Meeting</b>	14/06/2021
<b>Title of Report</b>	Community Area Grant funding

**Purpose of the report:**

To consider the applications for funding listed below

<b>Applicant</b>	<b>Amount requested</b>
<p><b>Applicant:</b> Ivy Wildlife Garden <b>Project Title:</b> Ivy Wildlife Garden purchase of wood chip for paths</p> <p><a href="#">View full application</a></p>	£510.00
<p><b>Applicant:</b> Friends of Queen's Crescent School <b>Project Title:</b> Queens Crescent School sensory room equipment</p> <p><a href="#">View full application</a></p>	£2997.30
<p><b>Applicant:</b> Biddestone Tennis Club <b>Project Title:</b> Biddestone Tennis Club Floodlights</p> <p><a href="#">View full application</a></p>	£5000.00
<p><b>Applicant:</b> Friends of Seagry School PTA <b>Project Title:</b> Seagry School Multi Use Games Area.</p> <p><a href="#">View full application</a></p>	£5000.00

**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 2021/22 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

Financial provision had been made to cover this expenditure.

### 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

Application ID	Applicant	Project Proposal	Requested
<a href="#">4112</a>	Ivy Wildlife Garden	Ivy Wildlife Garden purchase of wood chip for paths	£510.00
<b>Project Description:</b> The paths in the garden have become very worn and muddy. We intend renewing all the paths with new hardwood wood chips.			
<b>Proposal</b> That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
<a href="#">3987</a>	Friends of Queen's Crescent School	Queens Crescent School sensory room equipment	£2997.30

**Project Description:**

Friends of Queens Crescent School FOQC is a registered charity run by parent volunteers. Our aim is to raise funds for the school to purchase items or facilities that are not provided with statutory funds. We have already raised funds to develop a sensory room at the school 3000 of our funds are ringfenced for this purpose including two donations from the Co-op. We are seeking matched funding from an Area Board Grant to purchase a range of specialist equipment for the sensory room and for other areas of the school to support Special Educational Needs SEN and mental health and wellbeing of all pupils.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">4132</a>	Biddestone Tennis Club	Biddestone Tennis Club Floodlights	£5000.00

**Project Description:**

To install floodlighting on our fourth court so increasing our capacity to meet a growing demand particularly for our coaching programmes for children including outreach to local schools but also from adults and families.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">4214</a>	Friends of Seagry School PTA	Seagry School Multi Use Games Area.	£5000.00

**Project Description:**

The current outdoor concrete netball court is in a dangerous state of repair it needs replacing with a surface which is safe and can be used for different sports and activities for a good mixture of different children and members of the community. At Seagry School one of our main priorities is childrens physical and mental health and wellbeing this coincides with the importance of good sports facilities and plenty of fresh air along with healthy social interaction. Due to the uneven surface of the current concrete playground the children cant always do PE outside particularly when it becomes a slippery surface. We are experiencing a lot of injuries currently due to children tripping up and slipping which we would like to remedy as soon as possible. Replacing this area will also allow more opportunities for the wider community to have access to sporting facilities. We have also been particularly aware how the impact of the pandemic has had on mental health wellbeing sports plays a huge part in helping children and adults alike overcome the effects help them develop social interaction and reconnects them using a positive medium.

**Proposal**

That the Area Board determines the application.

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

**Report Author:**

Oliver Phipps

Community Engagement Manager

[ollie.phipps@wiltshire.gov.uk](mailto:ollie.phipps@wiltshire.gov.uk)

Report to	Chippenham
Date of Meeting	14/04/2021
Title of Report	Community Youth Grants

### 1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Chippenham Area Board.

Application	Grant Amount	Recommendation
<b>Applicant:</b> Kandou Arts <b>Project Title:</b> Park Life	£5000.00	£2500.00
<b>Applicant:</b> The Rise Trust <b>Project Title:</b> RISE trust YOUTH Cafe	£4812.00	£4812.00
<b>Applicant:</b> The Rise Trust <b>Project Title:</b> RISE trust YOUTH holiday Sessions .	£4762.00	£4762.00
<b>Applicant:</b> 4Youth <b>Project Title:</b> Teen Talk Chippenham 2021	£4030.00	£4030.00

### 2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2021/22 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015.

Community Youth Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

Community Youth Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

### 3. The applications

<b>Applicant:</b> Kandu Arts <b>Project Title:</b> Park Life	Amount Requested from Area Board: £5000.00	Recommendation: £2500.00
<p><b>Project Summary:</b></p> <p>As a result of observed dangerous and antisocial activities by young people in and around the bowls club roof climbing etc. We will aim to deliver a multi-faceted engagement programme combining in house and outreach activities keep fit martial arts in the park etc and educational film according to current guidance on group engagement activities and demand and work intergeneration-ally for community cohesion with park based organisations such as bowls and tennis clubs as a series of evening engagement and holiday activities.</p>		
<b>Applicant:</b> The Rise Trust <b>Project Title:</b> RISE trust YOUTH Cafe	Amount Requested from Area Board: £4812.00	Recommendation: £4812.00
<p><b>Project Summary:</b></p> <p>Friday night cafe open to all young people aged year 9 and up from the Chippenham area. Free to join in and based at Monkton Park in Chippenham. This is for young people aged 13-19 and gives them a place to come to on a Friday night in the town centre. Young people can access activities and support guidance based on issues that affect them.</p>		
<b>Applicant:</b> The Rise Trust <b>Project Title:</b> RISE trust YOUTH holiday Sessions .	Amount Requested from Area Board: £4762.00	Recommendation: £4762.00
<p><b>Project Summary:</b></p> <p>Youth cafe open to all young people aged in the Chippenham area. Free to join in. This is for young people aged 13-19 and gives them a place to engage with in the school holidays. Young people can access positive activities and outreach and guidance based on issues that affect them. sessions will be 2 a week during the school holidays.</p>		



<b>Applicant:</b> 4Youth <b>Project Title:</b> Teen Talk Chippenham 2021	Amount Requested from Area Board: £4030.00	Recommendation: £4030.00
<b>Project Summary:</b>  To provide a free-to-access early help counselling service with multiple methods of referral and that can be independent of the school system. TeenTalk offers person-centred counselling to young people aged 10 to 25 and will be offered at Station Hill Baptist Church every Wednesday afternoon. All counselling is delivered by a BACP registered counsellor.		
<b>Report Author:</b> Oliver Phipps Community Engagement Manager <a href="mailto:ollie.phipps@wiltshire.gov.uk">ollie.phipps@wiltshire.gov.uk</a>		

