

AGENDA

Meeting: BRADFORD ON AVON AREA BOARD
Place: Holt Village Hall, 35 The Street, Holt BA14 6QH
Date: Wednesday 23 November 2011
Time: 7.00 pm

Including the Parishes of Limpley Stoke, Winsley, Monkton Farleigh, Bradford-on-Avon, Holt, South Wraxall, Wingfield, Westwood, Staverton

The press and public are invited to attend the meeting

The Area Board welcomes and invites contributions from members of the public

ARRIVE EARLY! Refreshments will be available.

Please direct any enquiries on this Agenda to Kevin Fielding , on 01249 706612 or email kevin.fielding@wiltshire.gov.uk or Peter Dunford (Bradford on Avon Community Area Manager), direct line 01225 713060 or (email) peter.dunford@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Malcolm Hewson, Bradford on Avon
South (Chairman)
Cllr Rosemary Brown, Bradford-on-Avon
North (Vice Chairman)

Cllr Trevor Carbin, Holt & Staverton
Cllr Linda Conley, Winsley &
Westwood

Items to be considered	Time
Arrival and Networking	6.30pm
<p>1. Chairman's Welcome and Introductions</p> <p>John Brady, Cabinet Portfolio Holder for Finance, Performance and Risk, Wiltshire Council, will be in attendance.</p>	7.00pm
<p>2. Apologies for Absence</p>	
<p>3. Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p>	
<p>4. Minutes (Pages 3 - 22)</p> <p>i) To approve and sign as a correct record the minutes of the Bradford on Avon Area Board meeting held on 21 September 2011.</p> <p>ii) To approve and sign as a correct record the minutes of the Bradford on Avon Community Area Transport Group meeting held on 7 October 2011.</p>	
<p>5. Chairman's Announcements and Updates (Pages 23 - 46)</p> <p>i) CAT-G priorities for minor capital schemes in 2011/12: Westwood virtual pavements and Wingfield footways.</p> <p>ii) Olympic Torch Relay through Bradford on Avon, 22 May 2012.</p> <p>iii) Historic Core Zone - governance arrangements.</p> <p>iv) 11- 19 Integrated Youth Strategy – outcome of consultation.</p> <p>v) Household Survey – ‘What Matters to You’.</p> <p>vi) Updates from Wiltshire Police, Wiltshire Fire and Rescue and NHS Wiltshire.</p>	7.05pm

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| <p>6. Youth Funding (<i>Pages 47 - 64</i>)</p> <p>Councillors to consider one application to the youth funding budget of £ 4,707 in 2011/12:</p> <p>i.Holt Youth Club requesting £2,267 for running costs in 2012/13 – presentation from young people.</p> <p>ii.Councillors to agree to allocate the balance of the 2011/12 youth budget through a special Participatory Budgeting event in March 2012 and to invite the Integrated Youth Service to co-ordinate this process.</p> | <p>7.15pm</p> |
| <p>7. Focus on Holt</p> <p>Holt Parish Council to lead a discussion of local issues, aspirations and activities in the village. Residents to contribute to the discussion.</p> <p>To include discussion of the Holt Zebra Crossing project and recommendations of the School Travel Plan.</p> | <p>7.25pm</p> |
| <p>8. Good Neighbours Holt (<i>Pages 65 - 68</i>)</p> <p>Helen Lines and Jo Ecclestone from the Wiltshire Good Neighbour scheme will report on a new service that is being funded in targeted communities by Wiltshire Council and provided by Community First in partnership with Age UK Wiltshire - responding to a recognised need that many people living in our rural communities are unable to connect with the key services that help maintain well-being and support their quality of life.</p> | <p>7.55pm</p> |
| <p>9. HGV Issues Update (<i>Pages 69 - 70</i>)</p> <p>i.HGV monitoring – update.</p> <p>ii.Lorry Watch Bradford on Avon – update</p> | <p>8.15pm</p> |

10. **Neighbourhood Plan for Limpley Stoke and Freshford** (Pages 71 - 76) **8.30pm**

A joint bid between Bath and North East Somerset and Wiltshire Councils has been submitted to Communities and Local Government for funding to support a pilot Neighbourhood Planning project for Limpley Stoke and Freshford Parish Councils. This is a new pilot project for Wiltshire that will enable the authority, communities and Government to learn from the experience of undertaking these plans across local authority areas. It does not set a precedent as to how neighbourhood plans should be undertaken in the future when the new legislation comes into place. The Board is asked to consider the proposal and endorse the submission.

11. **Community Area Grants** (Pages 77 - 90) **8.40pm**

Councillors to consider two applications to the Community Area Grant budget, of which £43,254 remains unallocated in 2011/12:

- i) West Wiltshire Young Musicians Project requesting £ 995 for re-designing the WWYM website.
- ii) Deferred application from Climate Friendly Bradford on Avon requesting £1,000 for a walking, cycling and bus map of Bradford on Avon.
- iii) Councillors to consider the options for the allocation of the balance of Community Area Grant budget in 2011/12.

Copies of the completed application forms and grant application packs here:

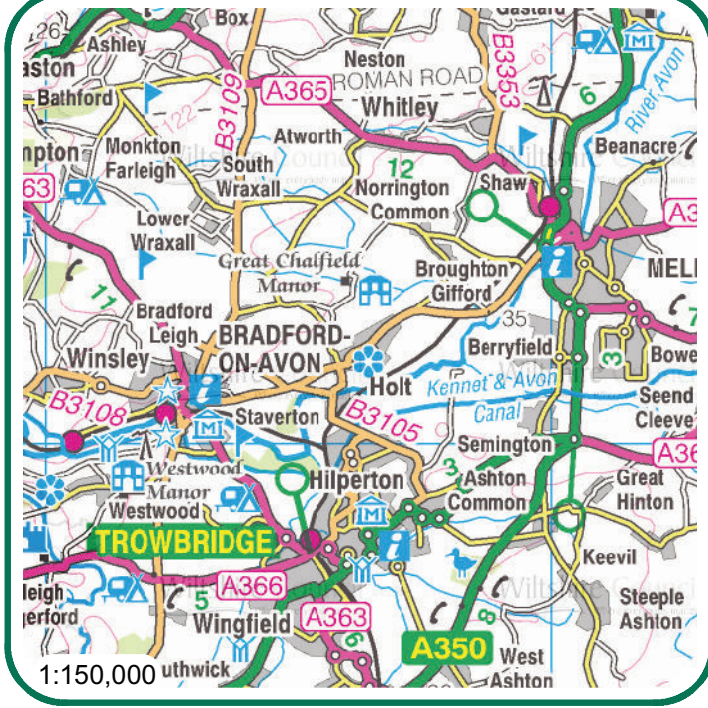
<http://www.wiltshire.gov.uk/areboardscommunitygrantsscheme.htm>

12. **Future Meeting Dates**

Wednesday 11th January 2012 – St Margaret’s Hall, Bradford on Avon.

Wednesday 14th March 2012 – Monkton Farleigh Village Hall.

13. **Evaluation and Close** **9.00pm**



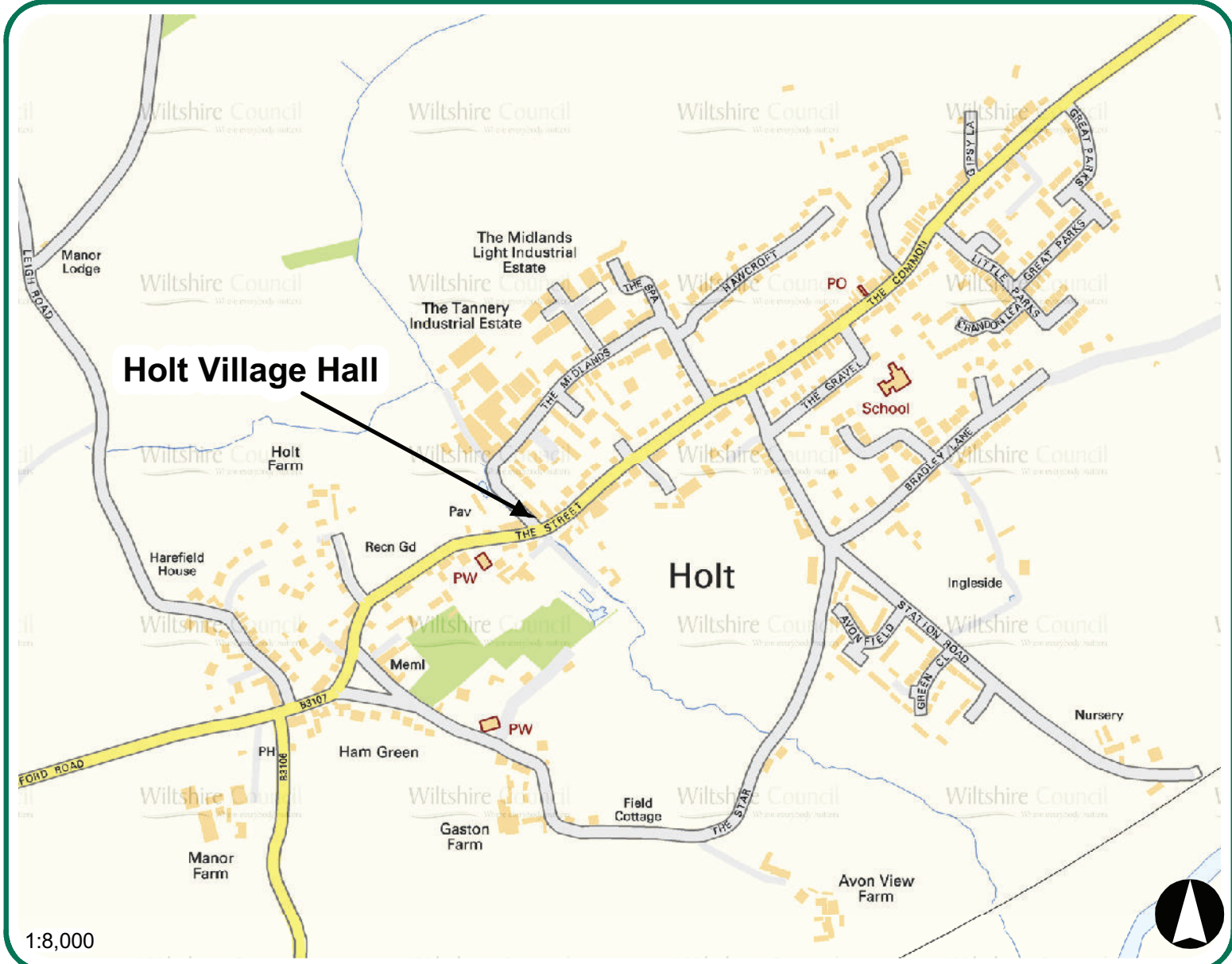
1:150,000



1:40,000

Holt Village Hall
 335 The Street
 Holt
 Trowbridge
 BA14 6QH

Wiltshire Council
 Where everybody matters



1:8,000



MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Margaret's Hall, St Margaret's Street, Bradford on Avon BA15 1DE
Date: 21 September 2011
Start Time: 7.00 pm
Finish Time: 9.45 pm

Please direct any enquiries on these minutes to:

Kevin Fielding ,Tel: 01249 706612 or (e-mail) kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Malcolm Hewson (Chairman), Cllr Trevor Carbin and Cllr Linda Conley,
Cllr Lionel Grundy – Wiltshire Council Cabinet Portfolio Holder for Childrens' Services
and Cllr Dick Tonge – Wiltshire Council Cabinet Portfolio Holder for Highways and
Transport.

Wiltshire Council Officers

Peter Dunford – Community Area Manager
Kevin Fielding, Democratic Services Officer
Sharon Davies, Service Director, Children and Families
Allan Creedy - Head of Service, Sustainable Transport

Bath & North East Somerset Officers

Nick Helps & Adrian Clarke

Town and Parish Councillor

Bradford on Avon Town Council – Isabel Martindale & Janet Repton
Holt Parish Council – Martin Moyes
Limpley Stoke Parish Council – Bill Bailey
Monkton Farleigh Parish Council – Matthew Midlane
South Wraxall Parish Council – E Rooth
Staverton Parish Council – Justin Hughes
Westwood Parish Council – Terry Biles
Winsley Parish Council – P Bennett

Partners

Wiltshire Police – Insp David Cullop & PC Annetts

Community Area Partnership – Jim Lynch, David Gregory and Tony Haffendon

CAYPIG - Kath Brownlee

Total in attendance: 60

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to St Margaret's Hall, and introduced the Wiltshire councillors who made up the board, as well as the Community Area Manager, the Democratic Services Officer and the Service Director.</p> <p>The Chairman introduced Cllr Lionel Grundy – Wiltshire Council Cabinet Portfolio Holder for Childrens' Services and Cllr Dick Tonge – Wiltshire Council Cabinet Portfolio Holder for Highways and Transport.</p> <p>All town, parish and partner representatives in attendance were welcomed by the Chairman.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Councillor Rosemary Brown – Wiltshire Council, Simon Coombe – Limpley Stoke Parish Council, Alan Mines – Wingfield Parish Council and Steve Figures – Staverton Parish Council.</p>
3.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
4.	<p><u>Minutes</u></p> <p>Decision:</p> <ul style="list-style-type: none"> • The minutes of the Area Board meeting held on the 20 July 2011 were approved and signed as the correct record. • The minutes of the Bradford on Avon Community Area Transport Group meeting held on the 8 July 2011 were approved and signed as the correct record.
5.	<p><u>Chairman's Announcements and Updates</u></p> <p>The following announcements contained in the pack were mentioned briefly:</p> <p>i) Establishment of a Bradford on Avon Markets Working Group. Peter Dunford – Bradford on Avon Community Area Manager was looking for anybody interested to get in touch with him with a view to forming this group.</p>

	<p>ii) Updates from Wiltshire Police, Wiltshire Fire and Rescue and NHS Wiltshire. All reports were noted.</p> <p>Inspector Dave Cullop also advised that Wiltshire Police had launched a new telephone number providing people with an easier way to get in touch about non-emergency issues.</p> <p>As well as making the police more accessible, it was hoped that 101 would reduce the number of inappropriate 999 calls that are made to the force.</p> <p>The new 101 number was part of a national drive to make it easier to contact the police and report crime and disorder.</p> <p>iii) Report back from Community Area Young Peoples' Issues Group held on 6 September 2011. Kath Browlee, Youth Development Co-ordinator, and young people from the CAPYIG advised that the group had been looking at the following topics:</p> <ul style="list-style-type: none"> • Volunteering at a local nursing home. • Turning some wasteland into a garden. • Helping people by bag packing in Sainsburys. • Litter picking at the skate ramps in Poulton. <p>The CAYPIG were now working towards putting some street lights in an alley way that joins the Youth Club with Trowbridge Road and Poulton. IT was hoped that three lighting columns could be installed.</p> <p><i>Peter Dunford advised that he was getting a specification and quotes for installation of the lighting columns and power source; a grant application will be made to the next meeting.</i></p> <p>The Chairman thanked everybody for their updates.</p>
6.	<p><u>HGV issues and proposal for a Lorry Watch initiative</u></p> <p>i) Nick Helps from Bath and North East Somerset Council presented the case for the action taken by B&NES Council to impose an experimental 18 tonne weight restriction on HGV's at A36 Cleveland Bridge in Bath.</p> <p>Why is B&NES Council taking this action?</p> <ul style="list-style-type: none"> • Protect World Heritage Site. • Improve Air Quality.

- Improve the local environment.

Consultation with:

- Highways Agency - Concerned about signage on M4 and difficulty of enforcement.
- Wiltshire Council - Concerned about effect on Wiltshire's roads (A363/A350).
- Somerset County Council - Concerned about effect on Somerset's roads esp: Buckland Dinham & Yeovil.
- RHA & FTA - Would prefer that Council plans consider at alternative road improvements.

Proposed HGV Restriction programme:

- Develop signing scheme.
- Consult on draft proposals.
- Consider comments.
- Amend or confirm proposals for experimental scheme.
- Implement experimental scheme Feb/March 2012.

Points made in discussion included:

B&NES officer – the 18 tonne weight restriction at Cleveland Bridge is identical to that on the Town Bridge in Bradford on Avon so there should be no displaced effect of traffic on BOA. Residents on London Road and Bathwick Street in Bath want the same protections on amenity and safety that residents in BOA have. The alternative route for HGVs remains through Bath – from Bristol along the A36 Lower Bristol Road and through Widcombe - and so the anticipated impact on Wiltshire is forecast to be minimal.

Iford resident – lack of co-operation between B&NES and Wiltshire Councils to tackle lorries crossing the bridge at Iford where there is no restriction on HGVs and the bridge structure is getting weaker and weaker

PC Annetts – prosecution is the LAST resort – need new signage way before lorries arrive at the town

Monkton Farleigh PC – time to reconsider the Beckford Spur from the Batheaston Bypass. Congestion in Widcombe will get worse with the proposed alternative route. Need numberplate recognition for HGVs on Town Bridge as at Queen Square in Bath. Consider imposing a toll – but needs the political will.

Councillor Carbin – TRO will begin in Spring 2012 and will be reviewed after 6 months. Highways Agency will need to signpost the new HGV route at M32 and M4 motorways. Air quality in Staverton should be measured. Wiltshire should consider a lorry ban on Staverton Bridge.

Councillor Conley – deeply dissatisfying, a terrible imposition. Signs are always ignored.

Councillor Hewson – 17.5 tonne weight limit on Town Bridge is now ‘out of date’ and should be reconsidered. Concern re. impact on Staverton of HGVs accessing trading estates in Westbury

Holt PC - signs are ignored, noise and air pollution from HGVs is rising.

BOA resident and haulier – the origin/destination of most traffic is between South Wales and the south coast port at Poole. Lorry drivers will not drive an extra 9 miles to M4 Junction 17 as lorry fuel consumption is only 7 miles per gallon and so may continue to leave at M4 Junction 18 and, avoiding Bath, try to get back to the A36 through BOA and surrounding villages. Air pollution is WORSE in BOA than in Bath. The B roads through Woolley Green and Holt are very poor. The preferred option for HGVs through A36 Bath is ‘cloud cuckoo land’. Camera recognition software should be installed as for the London congestion charge.

Bil Bailey of Limpley Stoke – foreign registered HGVs using unofficial satnav software are often travelling THROUGH the area. Better enforcement is needed.

Woolley Green resident – the community of Woolley Green is the ‘sacrificial lamb’ in all of this. The narrow road has a double bend and no speed restrictions possible to allow safe pedestrian crossing.

Cllr Dick Tonge – Wiltshire Council Cabinet Portfolio Holder for Highways and Transport and Allan Creedy - Head of Service, Sustainable Transport at Wiltshire Council advised that:

- Wiltshire Council would be liaising closely with B&NES and would be collecting traffic survey data for ‘before and after’ comparison and will come back to the Area Board after the trial to update.
- Wiltshire Council would like HGV operators to use fit-for-purpose satnav systems that only use recommended routes suitable for HGV’s.
- Some data is available now through automated traffic counts. A

comprehensive set of data will need to be gathered, jointly sponsored by B&NES and Wiltshire.

- Wiltshire considers that the forecast impact by B&NES of 6 lorries per day through BOA is unrealistic and that the science is flawed. The Beckford Spur from the Batheaston Bypass is no longer an option; in the current climate there are no resources to make it happen.

Tom Hutchinson – Senior Trading Standards Officer at Wiltshire Council - to outline the Lorry Watch initiative and to seek support for a 'Lorry Watch - Bradford on Avon' campaign.

What is Lorry Watch?

- Observers report suspected weight restriction breaches to a local co-ordinator.
- The local co-ordinator checks the reports and the details are passed to Trading Standards.
- Trading Standards investigate the report and take the appropriate action this may be a formal warning or even prosecution.

Lorry Watch back ground

- Initiated at the request of Lydiard Millicent, Lydiard Tregoz and Purton Parish Councils.
- Based on a scheme that operated in Gloucestershire for over 10 years.
- Numerous schemes operated by Trading Standards Departments across the country.

Points made in discussion included:

The number of HGV's has dropped since the scheme was started.

Wiltshire Council will prosecute offenders – the maximum fine is £ 1,000

No action is possible against foreign drivers not registered with the DVLA

The Town Council will co-ordinate the initiative; to be launched next month

	<p>Training will be needed for volunteers</p> <p><i>Peter Dunford to establish whether the project will 'contaminate' the before-and-after data collection that is required to measure the impact of the Bath lorry ban</i></p> <p>Volunteers - by show of hands – Janet Repton, Richard Craft, Mrs Nicholls, Jeremy Smith, Lady Maitland, David Gregory, James Davies.</p> <p>The Chairman thanked everybody for their input in this debate.</p>
7.	<p><u>Waste and Recycling</u></p> <p>Martin Litherland – Head of Waste Collection at Wiltshire Council, updated the board on changes to waste and recycling collections in the Bradford on Avon community area which would see the introduction of a new plastic bottle and cardboard collection service from October 2011.</p> <p>As a result of Wiltshire Council becoming a Unitary Authority in April 2009, there had been four different waste and recycling collection services available to residents, depending on where you lived. This costed different amounts, had differing recycling levels and was not a fair service for residents.</p> <p>From October the council will be rolling out service changes so that everyone receives the same level of service, beginning with fortnightly plastic bottles and cardboard recycling collections using blue-lidded bins.</p> <p>In late February 2012, the council will roll out fortnightly non-chargeable garden waste collections, using green lidded bins, for the north, east and south of the county. Residents will need to opt-in to receive the service, ideally by 30th September, and should complete the opt-in form online at www.wiltshire.gov.uk/waste if possible.</p> <p>Alternatively residents can complete the FREEPOST form found in the latest edition of Your Wiltshire magazine, or in the "Coming Soon" leaflet which had been sent out in the post to all residents from week commencing 4th July. If residents already had a garden waste bin, they did not need to re-apply, and their collections would carry on as usual.</p> <p>Points made in discussion included:</p> <ul style="list-style-type: none"> • Will the Bradford on Avon recycling centre remain? <ul style="list-style-type: none"> a. <i>Yes, but once the new door step service is fully operational this would be reviewed.</i> • Will tetra paks be recycled under the new scheme? <ul style="list-style-type: none"> a. <i>Not at the present, these are difficult to recycle.</i>

	The Chairman thanked Martin Litherland for his presentation.
8.	<p><u>BOA2026 - Mapping the Route to a Sustainable Town</u></p> <p>It was agreed that this item would be deferred to a future meeting due to Gerald Milward-Oliver being unable to attend the meeting.</p>
9.	<p><u>Community Area Grants</u></p> <p>Councillors considered five applications seeking 2011/2012 Community Area Grant Funding:</p> <p>Decisions:</p> <p>i)Climate Friendly Bradford on Avon requested £1000 for a walking, cycling and bus map of Bradford on Avon – this application was deferred to the November meeting pending further information.</p> <p>ii)Bradford on Avon Rowing Club be awarded the reduced sum of £1,116 to purchase a new boat for recreational rowing. This reflects the resources held and potential income generation to the club of the new boat.</p> <p><i>Reason</i> <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to improved leisure provision, to activities for young people and to healthy lifestyles.</i></p> <p>iii)Winsley Village Hall Management Committee awarded £2,026 for the installation of new heaters.</p> <p><i>Reason</i> <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to village services and to culture, leisure and sporting provision in the community.</i></p> <p>iv)Deferred grant application by Saxon Church and St Mary Tory Trusteeship awarded £600 for directional signage. Agreed subject that no planning permission is required for the signage.</p> <p><i>Reason</i> <i>The application demonstrates a link to the Bradford on Avon Community Plan and the Wiltshire Local Area Agreement through its aim to protect local</i></p>

	<p><i>heritage and to stimulate tourism and spending in the local economy</i></p> <p>iv)Councillor led grant application</p> <p>Councillor Carbin, on behalf of Holt village, awarded £5,000 towards a zebra crossing at The Common, Holt as matched funding to an application to the Substantive Highways Scheme.</p>
10.	<p><u>Core Funding Grant - application from Bradford on Avon Community Partnership</u></p> <p>Jim Lynch – BOACAP Project Officer gave a brief overview of the Community Area Partnership’s application for core funding of £ 9,415 for 2011/12, a deferred matter from the meeting on 20 July.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Bradford on Avon Area Board approve the first tranche of core funding to the Bradford on Avon Community Area Partnership.
11.	<p><u>Future Meeting Dates</u></p> <p>Wednesday 23rd November – Holt Village Hall.</p> <p>Wednesday 11th January 2012 – venue tbc.</p> <p>Wednesday 14th March 2012 – venue tbc.</p>
12.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everybody for attending the meeting.</p>

Note of Bradford on Avon Community Area Transport Group held on 7 October 2011

Committee Room 8, County Hall, Trowbridge

Present:

Malcolm Hewson, Wiltshire Councillor (Chairman)

Rosemary Brown, Wiltshire Councillor

Trevor Carbin, Wiltshire Councillor

Linda Conley, Wiltshire Councillor

Gwen Allison, Bradford on Avon Town Council

Becky Stevens, Holt Parish Council

Simon Coombe, Limpley Stoke Parish Council

Matthew Midlane, Monkton Farleigh Parish Council

Ian Richardson, Westwood Parish Council

Robin Davies, Winsley Parish Council

Alan Mines, Wingfield Parish Council

PC Martin Barrett, Wiltshire Police

Andy Cadwallader, Area Highway Engineer, Wiltshire Council

David Thomas, Traffic Engineering Manager, Wiltshire Council

Spencer Drinkwater, Principal Transport Planner, Wiltshire Council

Peter Dunford, Community Area Manager for Bradford on Avon, Wiltshire Council

1. Apologies

Martin Moyes, Holt Parish Council

Richard Craft, Climate Friendly Bradford on Avon

2. Notes of CAT-G meeting on 8 July 2011

Agreed.

3. Successful outcome of bid to Substantive Highways Scheme for Zebra Crossing at Holt

Spencer Drinkwater confirmed that the Holt project was one of five applications to the £100,00 budget which had been recommended for approval to councillors and was very likely to be agreed having been ranked 2nd of the 5 bids overall against an assessment of cost-benefit and deliverability.

The £ 23,000 scheme, which covers the crossing and associated lighting, is jointly funded by Wiltshire Council £11,000, Bradford on Avon Area Board £5,000, Holt Parish Council £500, Friends of Holt School £500 and £6,000 fundraising through an 'Auction of Promises'. These contributions will now need to be called in before design work and implementation can commence.

The timeframe now is: local informal consultation (Autumn); formal advertisement of a Traffic Regulation Order (Winter); scheme design (Spring); with construction commencing before the end of the current financial year.

4. Response to the decision by Bath and North East Somerset Council to impose an experimental 18 tonne weight restriction on HGVs at A36 Cleveland Bridge in Bath

The decision taken by B&NES Cabinet on 14 September will come into effect in February/ March 2012. As this is an 'experimental order' for up to 18 months there is no formal advertisement period for objections from residents or other stakeholders. Instead, representations can be made at any time during the experimental period and the order will be made permanent or cancelled by the cut-off date.

The response from Wiltshire will need to include a robust monitoring regime for counting HGV movements and a meeting with contractors, Mouchel, has been instigated to agree the approach.

The Lorry Watch scheme to be introduced in the centre of Bradford on Avon is a local attempt to enforce the 18 tonne weight limit on Town Bridge using volunteer effort. The information gathered from this exercise will support the wider data-gathering programme.

Councillor Hewson asked for monitoring updates to be a standing item on the Area Board and CAT-G agendas. **ACTION: Peter Dunford**

Councillor Carbin requested records of the automatic traffic counts taken on Staverton Bridge which he has not seen for some time. He also asked that the B&NES address for objection be publicised widely. **ACTION: Spencer Drinkwater**

Councillor Brown expressed concern at the impact on the already poor air quality in the town centre and also at the cost of all the new signage that would be required. Spencer Drinkwater confirmed that B&NES had a budget of £ 30,000 for implementing the scheme and Andy Cadwallader commented that this may be a vast underestimate given the need to signpost traffic as far away as the M4 Motorway.

Ian Richardson commented that we need hard data to be able to support or object to the Traffic Order. Wishy-washy comments would hold no weight with B&NES.

Becky Stevens asked that a weight limit on Staverton Bridge be investigated as 'retaliation'. Spencer Drinkwater commented that this would only impact adversely on Wiltshire and would have no effect on Bath. The Freight Strategy for the sub-region needs to be re-visited to find a sustainable solution. **ACTION: Kingsley Hampton, Wiltshire Highways**

Alan Mines advocated the installation of number-plate-recognition cameras and was concerned that Wiltshire Council was not being strong enough in its condemnation of the action taken by B&NES Council.

5. Devolved Decision-making

Dave Thomas advised that, as part of Wiltshire Council's drive to devolve decision-making more locally, responsibility would be devolved in 3 policy areas from April 2012:

i) Speed Limit Reviews on C class and unclassified roads

A prioritised list will be presented to CAT-G groups on an annual basis for selection of up to 2 routes per year for speed limit reviews, with final decisions on targetting to be agreed by the Area Board.

ii) Speed Indicator Devices

Each Area Board will be allocated a SID and will be issued with a list of sites eligible for deployment. The CAT-Gs and Area Boards will be asked to identify priorities and a programme for deployment of the SID, to be reviewed every 6 months as a minimum. If necessary, additional equipment can be procured for the sole use of the particular Area Board, at its own cost for purchase and maintenance.

i) Waiting and Parking Restriction Reviews

Future requests for Waiting and Parking Restriction Reviews will be directed to the Town and Parish Councils for an annual assessment and priority ranking. Top ranking requests will be assessed against an agreed matrix and it is anticipated that all requests for a particular town or parish will be taken forward as part of an holistic approach.

6. Taking Action on School Journeys Challenge

Dave Thomas reported on 2 recently published school travel plan reports:

i) St Laurence School

The recommendations are for an awareness campaign to promote more sustainable modes of transport for school journeys including cycling, walking and public transport, and for council owned car parks to be designated as drop-off and pick-up points in order to reduce the number of vehicles accessing the school via Ashley Road.

Trevor Carbin requested that parking sites in the east of the town should be identified for parents from the Holt and Staverton direction. He preferred 'Park and Walk' as better terminology to 'Park and Stride'.

Andy Cadwallader reported that Well Path, a walking route to school between Newtown and Tory, is subject to an emergency closure order for the foreseeable future.

A recent Community Area Grant application from Climate Friendly Bradford on Avon, deferred by the Area Board, had proposed a walking, cycling and bus map of the town. The outcomes of these two projects were agreed to be mutually supportive. **ACTION: To request CFBOA and St Laurence School to work together on implementation of the TAOSJ recommendations towards a modal shift in school journeys**

ii) Fitzmaurice Primary School

The recommendations are for a new Puffin Crossing on Trowbridge Road and a Walk Safe training programme. A feasibility study into a shared use path linking the Primary School and Bailey's Barn Car Park concluded that further negotiation with land owners and ground investigations are required before any detailed design of the route is undertaken. Planning permission and alternative sources of funding would need to be secured.

The new crossing would require the loss of some on-street parking spaces which was likely to raise objection from residents. Gwen Allison asked that this be implemented in co-ordination with the proposed gateway to the Historic Core Zone in the same vicinity. Concern was expressed at the exact location of the proposed crossing which was considered not to be on the desire line of pedestrians. **ACTION: Dave Thomas to discuss further with Malcolm Hewson and Gwen Allison.**

Peter Dunford reported on a project to install 3 lighting columns and associated power supply on the path running alongside the Primary School to the Trowbridge Road, which was also part of the proposed town cycle network. Detailed plans and costings were awaited from the Council's lighting contractor.

7. Update on Priority Projects

i) Wingfield - provision of footways

Concern - lack of footways in the village

Solution – provision of new footways at Magdalen Lane – Phase 1 construction completed in July at a cost of £ 5, 000 and well received by residents – **a bid was made for Phase 2 funding to enable access to the bus stop, at a cost of £ 11, 500.**

ii) Trowbridge Road, Bradford on Avon - traffic calming

Concern - regarding pedestrian safety when walking along northern footway due to parked cars and traffic intrusion.

Solution – the footway is generally quite wide approx 1.8metres. In some areas it is less and there are some areas subject to overhanging vegetation that has been cut back. The use of vertical features such as bollards is considered inappropriate over this long a length. Possible solution would be to create a margin strip, say 300mm wide, at the front edge of the footway to encourage pedestrians to stay away from the kerb. This could be achieved using road markings or an imprint material.

The margin strip has been investigated and a 'street print' pigmented asphalt has been costed at £ 12,000. Dave Thomas doubtful as to the cost-benefit of this solution. A cheaper solution would be a Traffic Regulation Order to ban on-street parking and replace with double-yellow lines, although this would be highly contentious with local residents.

Gwen Allison commented that the proposed Historic Core Zone gateway on the Trowbridge Road may achieve the same traffic calming outcomes which are sought.

ACTION: Further discussions to be held between Malcolm Hewson/ Rosemary Brown/ Gwen Allison/ Dave Thomas

iii) Bath Road/ Mount Pleasant, Bradford on Avon – traffic intrusion

Concern - narrow footways and generally unpleasant area for pedestrians and school children.

Solution – upgrade the existing walking route through the Mount Pleasant community centre car park and then through the church yard. This low cost solution could be achieved through a fingerpost and advisory footway markings on the tarmac. Negotiations would be necessary with landowners including the community centre and the Church. Include in School Travel Plans for Christchurch Primary and St Laurence secondary school.

A higher cost engineering solution could include setting back the wall to the community centre; resurfacing the carriageway and footways and building new kerbs; narrowing the road carriageway slightly where this can be achieved. Estimated cost of this is in excess of

£ 100,000.

Andy Cadwallader reported that he had had the vegetation cleared in that area. The footpath through the churchyard is not a public right of way and the Council has no control over it.

Ina Richardson suggested we speak to the Church and offer to maintain the footpath and vegetation. PC Barrett suggested that a footpath through a car park would be dangerous.

ACTION: Dave Thomas to seek highway and footpath surfacing upgrades along Bath Road and Mount Pleasant

ACTION: Rosemary Brown to facilitate a meeting with the committee of the Mount Pleasant community centre, which includes Vicky Landell–Mills, Jocelyn Feilding and Jim Lynch

De-prioritise from list.

iv) Newtown, Bradford on Avon

Concern – pedestrian safety due to narrow footways or no footways.

Solution – site visit held on 22 March 2011 to consider concerns re pedestrian safety due to narrow footways or no footways. Plastic bollards may be suitable.

Amendments to the alignment of the existing double yellow lines may help but measures need to be low key in keeping with the environment. Priority traffic flows not possible due to lack of intervisibility.

ACTION: Local member to consult (Malcolm Hewson)

Agree plastic bollard design - hold site visit at 17/18 Newtown

v) Holt – Zebra Crossing

See item 3 above.

vi) Westwood – on carriageway footpaths (virtual pavements)

A bid was made for signs, posts, surface treatment, patches, road markings and junction bellmouth alterations at Orchard Close – cost estimate £ 2,672. 85

Speed limit trial for 12 months although the TRO will last for 18 months. 'Before and after' counts taken, one more due in November and one next year. There will also be a questionnaire sent to all village residents.

8. Budget Update and opportunities for joint funding

Spencer Drinkwater confirmed that, of the budget in 2011/12 of £ 20,125, only £ 6,500 had been spent to date. There would be no roll-forward of any unspent monies at the year end, unlike last year.

Peter Dunford reported that he had written out to the parish councils, as requested, to request interest in a jointly funded budget for minor capital highway schemes such as dropped kerbs. To date he had only had one response and it was suggested that the wording of the letter had been off-putting to the parish councils.

9. Review of other matters on the schedule of requested traffic and transport schemes

Historic Core Zone

A contractor has been appointed to carry out the detailed design for the scheme at the Church Street/ Market Street junction which has included surveys of street furniture, signing and lighting and proposals for a controlled parking zone. The 'governance' to oversee this project is being put in place.

Requested Traffic and Transport Schemes at October 2011

See updated schedule, attached.

10. Dropped Kerbs and Grit Bins

i) Dropped Kerbs

ACTION: Request for one dropped kerb at Kingsfield, Bradford on Avon agreed.

Another request at 8 Priory Close to be investigated and reported back next time.

ii) Grit Bins

Answers to questions raised at the last meeting:

1. How many grit bins are there in the council? Just over 1400
2. How much did it cost to carry out one complete fill cycle in 2010/11? I was unable to obtain this as the representative from finance for winter was out of the office.

3. How long did the fill cycle take 2010/11? Around 70 days to complete. 5 grit bins can be filled by one gang in one day (due to the restrictions of salt on the vehicle) 4 gangs would take an average of 70 days

4. Is there a report of how the winter maintenance service performed last winter that is available for the public? Yes there is, but unsure if it is publically available at present

5. How many parishes asked for bags? 70 Parishes

6. What are the restrictions on having bags? Need to be stored in an undercover location, and the location needs to be suitable for delivery. Also someone as a contact to monitor the salt bag.

7. Will this service be offered next year? Yes, there was an article in the Parish Newsletter explaining this (also available on the Wiltshire Council website) but requests needed to be received by the end of August. Requests should be sent to Sarah.peterson@wiltshire.gov.uk

8. Is there a risk assessment involved with the use of the bags and parishes fill grit bins themselves? No

11. **Recommendations**

Priorities for funding in 2011/12 from the £ 13, 625 underspend were confirmed as:

- i) Wingfield - footways at Magdalen Lane, Phase 2 - £ 11,500
- ii) Westwood - on carriageway footway and protection bollard - £ 2, 500

If the budget estimates over-run, it was agreed to seek the shortfall from the respective Parish Councils.

12. **Any Other Business**

- i) A large pothole had appeared on Frome Road, near the crossroads, at Wingfield. **ACTION: Andy Cadwallader to investigate**
- ii) No kerbs near Comptons/ The Plough pub at Bradford Leigh. **ACTION: Trevor Carbin to supply further details**
- iii) PC Barrett reported parking abuses at The Midlands, Holt, from traffic visiting the National Trust 'Courts'. Cars are parking on the pavement on the bend and cones are having to be placed there on a daily basis to control the nuisance. Can we put down yellow lines? **ACTION: Refer to Parking Manager and copy in Becky Stevens**

13. Date of Next Meeting

Representations had been received from Winsley Parish Council that day time meetings were not suitable for their representative, but that late afternoon would be possible. Accordingly the date and time of the next meeting was changed to:

Monday 9 January 2012 at 4pm, venue to be notified.

Note taken by Peter Dunford, Community Area Manager for Bradford on Avon

October 2011

Bradford on Avon Area Board – Community Area Transport Group

Requested Traffic and Transport Schemes at October 2011

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
1	Bradford on Avon	Trowbridge Road	Traffic calming (between Junction Road and Poulton) Kerb Alterations and Cycleway	Prioritised by Community Area Transport Group Site visit held on 22 March 2011 to consider pedestrian safety on northern footway. Bollards considered inappropriate. Possible solution would be to create a margin strip, say 300mm wide, at the front edge of the footway to encourage pedestrians to stay away from the kerb A 'street print' pigmented asphalt has been costed at £ 12,000. Dave Thomas doubtful as to the cost-benefit of this solution. A cheaper solution would be a Traffic Regulation Order to ban on-street parking and replace with double-yellow lines, although this would be highly contentious with local residents.	Initial assessment complete Further discussion to be held (Malcolm Hewson/ Rosemary Brown/ Gwen Allison/ Dave Thomas)			
2	Bradford on Avon	Bath Road/ Mount Pleasant	Traffic Management	De-prioritised by Community Area Transport Group Site visit held on 22 March 2011 to consider narrow footways and a generally unpleasant area for pedestrians. Low cost solutions include waymarking the existing walking route through the community centre car park and church yard using colour surfacing and finger posts. Higher cost options include setting back	Dave Thomas to seek highway and footpath surfacing upgrades along Bath Road and Mount Pleasant Rosemary Brown to facilitate a meeting with the committee of the Mount Pleasant			

				<p>the wall to the Lambert Rooms; resurfacing the carriageway and footways, new kerbs; and to narrow the carriageway slightly where this can be achieved.</p> <p>Monitor programme of major highways works for opportunity to achieve improvements.</p>	community centre, which includes Vicky Landell–Mills, Jocelyn Feilding and Jim Lynch			
3	Bradford on Avon	Newtown	Traffic Calming	<p>Prioritised by Community Area Transport Group</p> <p>Site visit held on 22 March 2011 to consider concerns re pedestrian safety due to narrow footways or no footways. Plastic bollards may be suitable. Amendments to the alignment of the existing double yellow lines may help but measures need to be low key in keeping with the environment. Priority traffic flows not possible due to lack of intervisibility.</p>	<p>Local member to consult (Malcolm Hewson)</p> <p>Agree plastic bollard design; hold site visit at 17/18 Newtown</p>			
4	Bradford on Avon	Bath Road	Pedestrian Crossing near top of Winsley Road	Consider as part of Historic Core Zone gateway				
5	Bradford on Avon	Newtown	Abuse of free car parking restrictions causing nuisance in evenings and at weekends	Parking Operations Manager aware of the issue				
6	Bradford on Avon	Ashley Road	Traffic management	<p>Site visit held on 22 March to consider concerns that opposing vehicles are mounting the footways to get by each other due to parked cars. Solution could be single yellow lines and short lengths of waiting restrictions to create passing bays.</p> <p>Feasibility Study to be published soon.</p>	<p>Local member to consult (Rosemary Brown)</p> <p>School Travel Plan Co-ordinator to advise once feasibility report is published (Ruth Durrant)</p>	FY 2012/13		

	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
7	Bradford on Avon	Moulton Drive	Speed limit signs to remind motorists of 30 mph limit	Refer to Community Speedwatch	Metro Count carried out, site eligible for Community Speed Watch, no volunteer action taken			
8	Bradford on Avon	Bailey's Barn	Missing link in cycle network	Not a priority for Sustrans. Included in Fitzmaurice Primary School Travel Plan	School Travel Plan identifies issues with land ownership, planning permission and funding for the project			
9	Bradford on Avon	Winsley Road to St Laurence School	20 mph flashing warning lights at school times	Link to School Travel Plan	Apply to Road Safety Unit			
10	Bradford on Avon	Woolley	Traffic Calming	'Friends of Woolley' seeking to slow traffic and widen footpaths.				
11	Bradford on Avon	Frome Road near Barge Inn	New road markings and signage needed to improve road layout/ safety	Reported to highways officers	Refreshment of traffic calming white lining to be carried out in October			
12	Bradford on Avon	Historic Core Zone	Traffic Calming	Tendering for the detailed design of the Church Street/ Market Street junction; de-cluttering of street furniture; changes to parking and loading; design of gateways to HCZ	Contract now let, awaiting detailed design (Laura Gosling)			
13	Bradford on Avon	Town Bridge	Abuse of the 17.5 tonne weight limit, particularly by foreign lorry drivers	Lorry Watch scheme, backed by Wiltshire Trading Standards and supported by Area Board, Town Council, Wiltshire Police and Wiltshire Highways	Lorry Watch BOA to be launched October 2011			

	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
14	Bradford on Avon	Town Centre	Programmed traffic lights on the outskirts of town to control traffic flow through the town centre	Consider as part of Historic Core Zone implementation				
15	Bradford on Avon	Coppice Hill	Illegal Parking by users of holiday cottage	Long-running issue requiring enforcement of parking restrictions. Installation of bollard may assist.	Bollard requires independent funding, planning permission and conservation area consent			
16	Bradford on Avon	Greenland Mills	A petition has been received calling for reductions in the height of the traffic calming humps which are damaging the underside of cars	Officers unable to help as traffic calming constructed by the developer complies with the highways standards of the day and there is no duty on the Council to upgrade.	Independent funding for works required			
17	Bradford on Avon	Woolley Green	Intrusion of HGVs; lack of safe crossing point	Dangerous double bend	Local councillor to provide detail of issue (Rosemary Brown)			
18	Holt	Near the School	Pedestrian Crossing	Prioritised by Community Area Transport Group Pedestrian traffic surveys and feasibility study complete – recommending installation of zebra crossing on main road	Successful application to Substantive Highway Scheme for funding	Informal consultation (Autumn); formal advert of TRO (Winter); scheme design (Spring)	Cost £ 23,000 of which: WC £ 11K AB £ 5K HPC £ 500 FOHS £500 Fundraising £ 6K	Construction 2012/13
19	Holt	Alongside the Recreation Ground	Footway improvements	Parish Council currently looking at possibility of funding a new footpath on the recreation ground	Fundraising ongoing			

	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
20	Holt	Old Glove Factory	Lack of signage to new Trust shop	National Trust negotiating a solution with Holt Parish Council	Awaiting further action			
21	Limpley Stoke	B3108 (Lower Stoke)	Provision of raised footway	<ul style="list-style-type: none"> A key walk to school route from B3108/ Winsley Hill to Freshford. Plus popular pedestrian and biking 'traffic' to / from the Mill, the hotels etc to the canal, estimated 500 people would benefit Roughly 10,000 vehicles per week use this road (tracked Autumn 2010). WCC have stated a painted pavement cannot be implemented in this section of road owing to road width and lack of pedestrian 'escape' points due to high walls. A raised footway is required to provide pedestrian safety and linkage to raised pavement in Limpley Stoke, linking to new painted pavement to Freshford. To allow space for a pavement, a traffic flow chicane will be required. Funding required for feasibility study				
22	Limpley Stoke	Upper Crowe Lane, Upper Church Lane	Traffic calming (30mph)	30mph to be implemented alongside 20mph pilot April 2011. Pilot coordinated by WCC Department for Neighbourhood & Planning.	Review of pilot phase			
23	Limpley Stoke	Middle Stoke, Woods Hill, Crowe Hill, Lower Stoke	Traffic calming (20mph)	20mph pilot April 2011. Pilot coordinated by WCC Department for Neighbourhood & Planning.	Review of pilot phase			
24	Limpley Stoke	Midford Lane	Traffic calming	<ul style="list-style-type: none"> A key walk to school route for families from Midford Lane to Freshford linking across A36 with painted pavement on 				

				<p>Church Lane. Plus popular cycling route linking both sides of the village.</p> <ul style="list-style-type: none"> • Speed reduction required on Midford Lane to reduce traffic intimidation – frequently used as a cut through to Bath. • At least 100 households. • Location 1, Midford Lane: A speed survey was carried out between 07/05/2010 and 14/05/2010. A total of 3952 vehicles were checked. The 85th percentile was 32.0 mph (the 85th percentile is the speed at which 85% of the traffic is travelling or below). The average speed of the vehicles checked was 26.7mph. • Location 2, Midford Lane: A speed survey was carried out between 07/05/2010 and 14/05/2010. A total of 2995 vehicles were checked. The 85th percentile was 32.7 mph. The average speed of the vehicles checked was 27.3mph. • Funding required for speed reduction implementation – signage etc. 				
25	Limpley Stoke	Woods Hill	Traffic Restrictions	<ul style="list-style-type: none"> • A key walk to school route to Freshford school, both down to Lower Stoke or up via footpaths to Middle Stoke. Also key route to local village pub, hotels, garage and Mill (offices). • Used as a cut-through from BoA via Lower Stoke to A36 (to avoid Viaduct route) and by return. Estimated 4,000 cars per week. • Exit onto A36 is dangerous; blind, sharp and steep. • The road itself is also narrow, with several sharp blind bends. Frequent reports of intimidation from residents on Woods Hill due to rush hour traffic. <p>Funding required for feasibility study. Consultation with local residents in progress.</p>				

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
26	Limpley Stoke	A36 issues		Being addressed through Valley Parish Alliance	Monitor			
27	Monkton Farleigh	A363 junction	Junction improvements	No action taken				
28	Monkton Farleigh	Near school	Congestion caused by agricultural vehicles and parked cars of parents on school run, putting children at risk	Suggest zig-zag 'keep clear' sign outside the school. Fund through road safety budget.	Officers to investigate further (Judith Billingham/ Ruth Durrant)			
29	Monkton Farleigh	To and from the A363 and Kingsdown	Rat-running traffic	Difficult to control; discussions ongoing with parish council re. signage and representations to satnav providers to control HGV traffic				
30	South Wraxall	Main road to Box	Recent fatality	Awaiting Coroner's report recommendations for action				
31	Staverton	B3105 New Terrace	Traffic Calming through signage or road markings	Regular speed checks by Police	Dave Thomas to investigate			
32	Staverton	Hammond Way	Pedestrian Crossing	Link to School Travel Plan process	School Travel Plan Co-ordinator to advise (Ruth Durrant)			
33	Staverton	Bridge	Concern at possible increase in HGV traffic due to re-routing of HGVs away from A4/A36 in Bath	Concern supported by Area Board and Highways Officers	Programme of action being considered			
34	Westwood	Lower Westwood Road - between the New Inn pub and the junction to	Traffic Calming - virtual pavements	This part of the road is considered particularly hazardous for parents and children going to and from Westwood-with-lford Primary School, and any walkers to the pub or on Wiltshire trails. Lack of safety areas	Site Visit held on 22 June 2011. Detailed design and costing for an on-carriageway footway has been		Cost estimate £ 2,673	

		Upper Westwood and Avoncliff		Carriageway condition is very poor and requires resurfacing to allow footway installation.	undertaken			
35	Westwood	Lower Westwood Road - at the Freshford end between the junction to Iford and the Iford Manor coach entrance to the start of the pavement near The Pastures	Traffic Calming - virtual pavements	Main concern relates to pedestrian vulnerability due to the volume of vehicles, their speed and the overall pedestrian usage levels. Some repairs required to road surface. Alternative of standard footway on existing grass verge needs to be investigated. It may be possible to provide a footpath within the field on the north side of the road.	Undertake pedestrian and vehicle counts and establish costs of options (Dave Thomas)			
36	Westwood	Lower Westwood Road - near the junction to The Orchards leading to the Westwood Social Club	Pedestrian safety	Concern re. vehicles over-running the footway. Vehicles on main road use the junction bellmouth as a passing area and overshoot onto footway.	Detail design of minor amendments to kerblines with installation of bollard		£ 2, 000 works costs plus £3, 000 road closure costs	
37	Westwood		20 mph pilot scheme	Implemented April 2011. Request that virtual pavements are installed during pilot phase	Review of 12 month pilot phase at mid term and full term	Autumn 2011/ Spring 2012		
38	Westwood	Junction to Lower Westwood Road from Upper Westwood	Two sets of signs facing the wrong way. 'Except for Access' sign should be replaced with 'Access Only' sign	Reported to highways officers				
39	Westwood	Downside Nurseries	Move speed limit signs to the beginning of the built-up area outside the nurseries. Install warning sign with adult and child for added impact	Reported to highways officers				

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
40	Westwood	Upper Westwood	Install 20 mph repeater signs at suitable locations along Upper Westwood Road	Reported to highways officers				
41	Westwood	Westwood Nursery School	New signage needed to warn motorists of the nursery school and park	Reported to highways officers				
42	Westwood	Eastern approach to Upper Westwood	Move the speed limit sign forward in line with sign on opposite side of road; new 6'6" / Access only signs needed on Jones Hill in Bradford and the approach to Upper Westwood from Lower Westwood; remove sign 'Width limit 6'6" 1 mile ahead'	Reported to highways officers				
43	Wingfield	Phase 1- Magdalen Lane (A366) Phase 2- Layby to Crossroads	Provision of Footway Provision of Footway	Prioritised by Community Area Transport Group Costings for 4 stretches of footways at Magdalen Lane provided totalling £ 35,000. Parish Council has prioritised Layby to Crossroads as Phase 2.	Phase 1 completed Bid for Phase 2 funding	August 2011	Phase 1 costs approx £5, 000 Costs approx £ 11, 500	July 2011
44	Wingfield	Frome Road	Speed Indicator Device	Requires new metrocount and agreement to exact siting	Referred to Parish Council			
45	Winsley	Hagh	Signage to prevent	Investigated - no problems found	Refer to Parish			

			lorries using inappropriate roads in village		Council			
46	Winsley	Dane Rise	Speeding cars on rat-run	Limiting access to residents only is not possible as Dane Rise is a public highway to which the public have free and unencumbered access. Consider application to community speedwatch.				
47	Winsley	Turleigh	20 mph zone to prevent rat-running traffic					

The Olympic Torch Relay route through Wiltshire - Announced

The Olympic Torch will be making its historic route through the following locations in Wiltshire:

Tuesday 22 May 2012

Southwick - Trowbridge - Bradford-on-Avon

Wednesday 23 May 2012

Chippenham - Calne - Marlborough - Royal Wootton Bassett

Wednesday 11 July 2012

Ludgershall - Tidworth - Amesbury - The Winterbournes - Salisbury (including an evening event at Hudson's Field)

Thursday 12 July 2012

Salisbury - Wilton - Barford St Martin - Fovant - Ludwell

This will be a huge event for Wiltshire and the towns and villages where Torch bearers will carry the Olympic flame will take centre stage and have the opportunity to showcase what makes them special via the worldwide media who will cover this once in a lifetime event.

The London Olympic Games, alongside the Queen's Diamond Jubilee will make 2012 - A Year of Celebration in Wiltshire, with a host of exciting events planned which will promote Wiltshire's vibrant and diverse communities, help to boost the local economy and bring local people together in celebration.

Wiltshire residents, who have been nominated for making a difference in their communities will be the Torch bearers carrying the flame.

The Olympic Torch Relay will be a 70-day celebration, starting in the UK on 18 May, 2012 travelling thousands of miles and bringing the London 2012 Games to almost every community across the UK.

Bradford on Avon Area Board – 23 November 2011

Chairman's Announcements

11 to 19 Commissioning Strategy

On 13 September 2011 Wiltshire Cabinet approved the Commissioning Strategy for 11 to 19 year olds. This included 7 broad priorities on:

- Employment and training
- Educational attainment
- (These were the top 2 commissioning priorities selected by young people)***
- Housing
- Transport for young people
- Involving young people
- Volunteering
- Improving integrated youth services.

Cabinet also approved a Wiltshire Youth Work Offer. The key features of the Youth Work Offer are:

- Open Access Youth Work
- Higher level targeted youth work support
- Better co-ordination of positive activities for young people
- Stronger partnerships
- Increased use of volunteers.

An implementation group which includes Councillor representatives has been established.

Bradford on Avon Area Board – 23 November 2011

Chairman's Announcement

Household Survey – “What matters to you”

The Council and its partners, Wiltshire Police, Wiltshire Wildlife Trust, Probation Service, Wiltshire Fire and Rescue and NHS Wiltshire are undertaking a large random survey to Wiltshire residents in order to understand local people's priorities and needs.

The survey called “What matters to you” will be going out to 20,000 Wiltshire households at random, some 3,000 from the Council's People's Voice panel, as well as a large list of email addresses made up of council contacts and commercial lists. Many of the residents in your community area can expect to receive or have received these through their doors or via email.

We are also making available a large supply of the surveys through reception points in main offices, leisure centres and libraries so that any adult resident aged 16+ can partake if they want to. Naturally the survey will be available through the council's own web site and that of our partners. Many local town and parish councils have also kindly offered to host the survey on their own websites.

Topics covered in the survey include:

- What it's like to live in the area
- Spending priorities
- Community safety issues
- The natural environment
- Healthy living

Please could you encourage local people to take part in the survey if they are asked. Copies of the survey are available at this meeting if anyone wishes to take one away and complete it.

There is also an on line version available as shown in the survey pack - www.wiltshire.gov.uk/whatmatterstoyou and this is the preferred method of completion as it costs the council nothing and saves postage.

Contact Officer:

Philip Morgan – Research Manager

Tel: 01225 713186

Email: Philip.morgan@wiltshire.gov.uk



Crime and Community Safety Briefing Paper Bradford-on-Avon Community Area Board 23rd November 2011

1. Neighbourhood Policing


Current Priorities:

Up-to-date details of the current news about Neighbourhood Policing Teams, including, profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police Website.

 Visit the new and improved website at: www.wiltshire.police.uk

Team News:

There have been no team changes since the last Area Board.

Cllr. Paul Sample is a Member of the Wiltshire Police Authority and has the responsibility for overseeing police matters in the Community Area. He can be contacted via Wiltshire Police Authority:  01380 734022 or

 <http://www.wiltshire-pa.gov.uk/feedback.asp>

2. Vision Wiltshire - New Operational Policing Model

On Tuesday 4 October the Force re-organised the way we do business across the county to make our policing service more efficient and effective, whilst staying local and accessible to the public.

Our purpose is to protect life, prevent crime, solve crime and disorder, investigate offences and bring offenders to justice.

Many things will not change. Neighbourhood Policing Teams will continue to patrol local areas and will remain at the heart of our policing style. Also, the 11 Inspector-led Sectors will stay as the bedrock of the Force's local policing structure, linking closely with local communities and partner agencies.

Response will now operate from four main Response Hubs – Chippenham, Trowbridge, Salisbury and Swindon. Police Officers will continue to work locally and maximise their time spent out of the station. A new Variable Shift Arrangement allows the Force to offer the best possible level of resources available on the streets at key times of activity, including Friday and Saturday nights.

In due course, Specialist Operations (dogs, armed response, roads policing) will operate across the county from Devizes Police Headquarters. Investigation, Intelligence and Contact Management will be even more flexible and dynamic in dealing with and tackling crime with the Force's new 'single organisation' approach to how we task, respond and deal with calls from the public.

We have also introduced new ways of working, making better use of technology such as Mobile Remote Working and Automatic Resource Location System. Achieving these changes means that our technology has to work even better for us. We've made changes to make this more effective, which in turn will allow us to be even more agile in dealing with calls and enquiries, catching criminals and managing dangerous people.

The Force will work closer than ever with partners, to ensure that the services we provide the public are delivered in the most cost effective way. This includes sharing facilities or services where this will benefit our local communities, our budget or both.

Police Officers across the country are now able to resolve low level crime and anti-social behaviour issues in the community, rather than the court room. This 'local resolution' aims to put victims at the centre of the justice process and cuts time and paperwork preparing for court – but still seeks suitable punishment for offenders.

In designing and delivering all of this, we've listened to what the public have told us that they want most from their police service. In a public survey carried out by Wiltshire Police Authority between November 2010 and February this year, the Force asked the public for their opinions, in the light of the need to find £15 million in savings over a four year period to meet government spending cuts.

Wiltshire is one of the safest counties in the country and we aim for it to be the safest.

3. Performance

Performance continues to be good. There is a **1%** overall reduction in reported crime levels across the Community Area. Particularly pleasing is the significant **50%** in Dwelling Burglaries and the **16%** reduction in Violence against the Person (Assaults). There has been an increase in reported Criminal Damage and Theft from Motor Vehicles. These are mainly occurring in the Bradford-on-Avon town centre and NPT officers have stepped-up patrols as a result.

The table below provides further statistical information.

Table 1 – Reported Crime Figures
1st November 2009 – 31st October 2011

Bradford-on-Avon	Crime				Detections	
	November 2009 - October 2010	November 2010 - October 2011	Volume Change	% Change	November 2009 - October 2010	November 2010 - October 2011
Violence Against the Person	92	77	-15	-16%	47%	42%
Dwelling Burglary	46	23	-23	-50%	39%	4%
Criminal Damage	104	154	50	48%	8%	10%
Non Dwelling Burglary	66	82	16	24%	8%	2%
Theft from Motor Vehicle	44	64	20	45%	20%	2%
Theft of Motor Vehicle	12	12	0	0%	33%	0%
Total Crime	583	577	-6	-1%	24%	14%
Total ASB	424	431	7	2%		
<p>Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed better than peers for All Crime and for Violent Crime in the previous 12 month period (Oct 2010 - Sep 2011)</p> <p>*Total Crime comprises all Crime Groupings listed above and also includes Theft and Handling, Fraud and Forgery, Robbery and Sexual Offences ** Detections include both Sanction Detections and Local Resolution</p>						



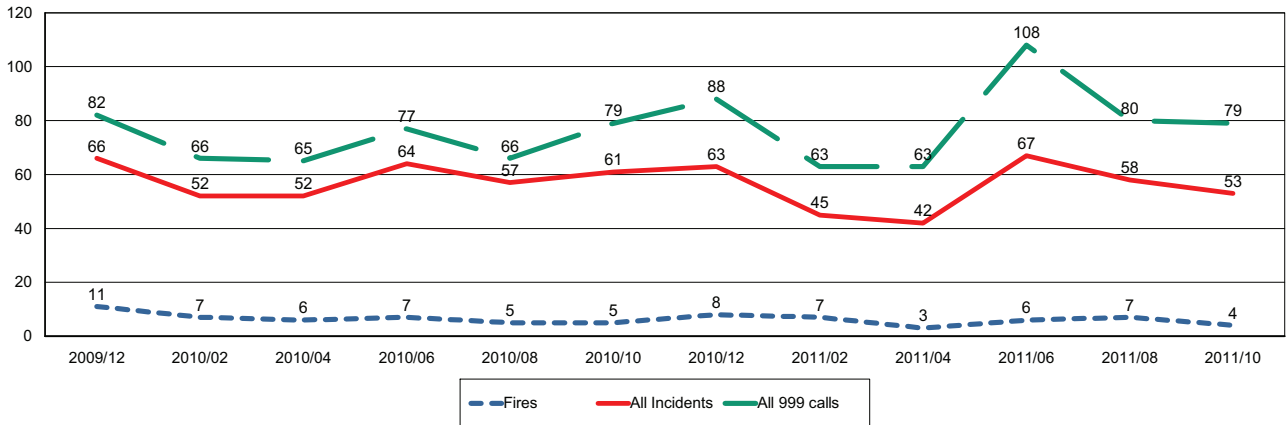
David W Cullop
Sector Inspector
09/11/11



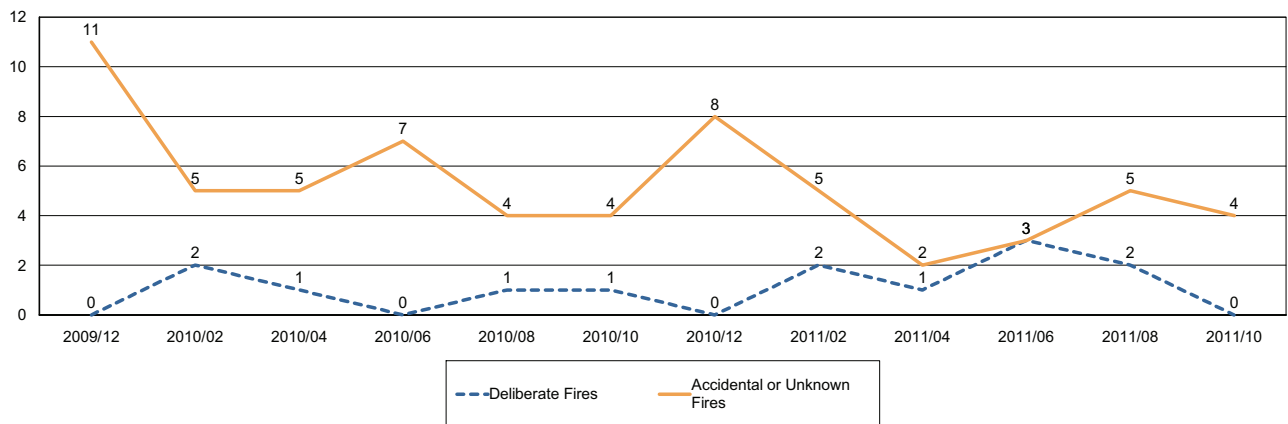
Report for Bradford on Avon Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including October 2011. It has been prepared by the Group Manager for the Board's area.

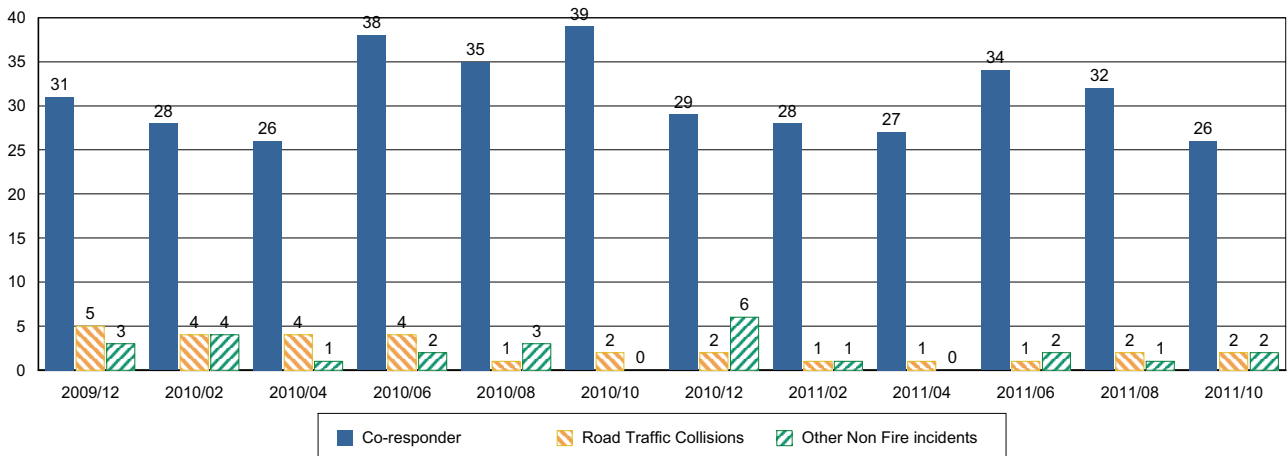
Incidents and Calls



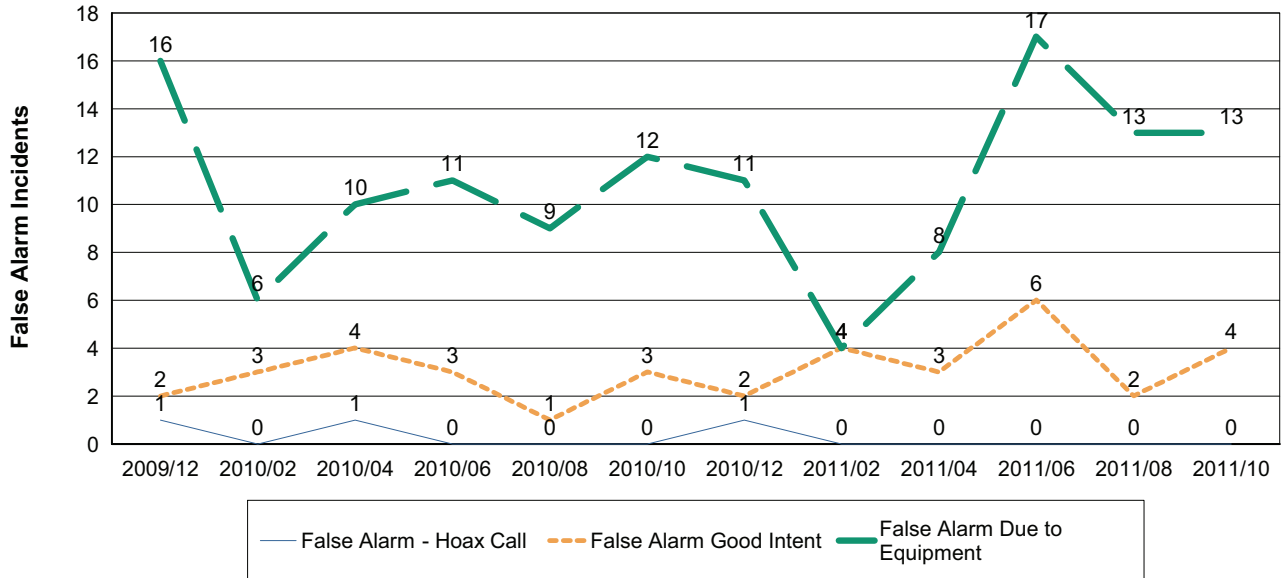
Fires by Cause



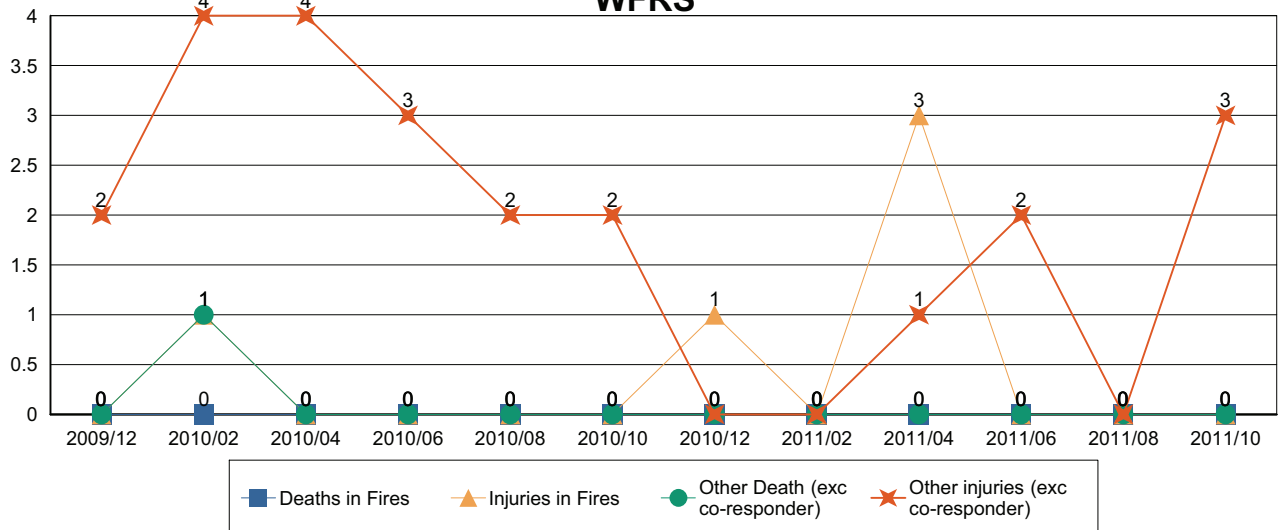
Non-Fire incidents attended by WFRS



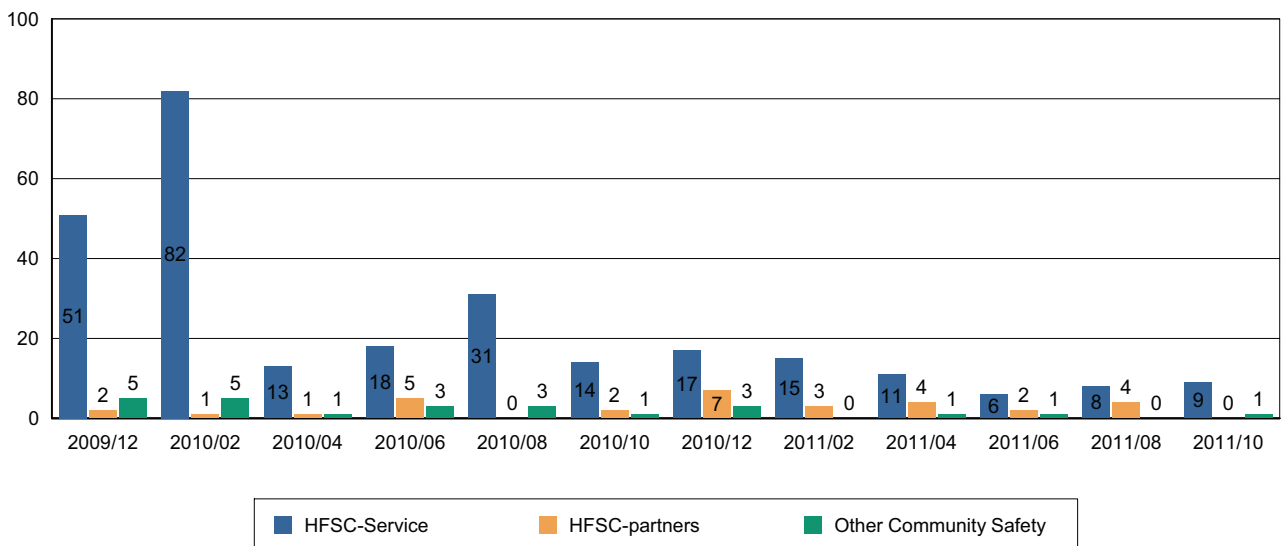
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



NHS Update – November 2011

On behalf of NHS Wiltshire, the Stroke Association is holding a Focus on Stroke event on **Wednesday 2nd November at the Sports Club, London Road, Devizes. Starting at 10am**, the event will include presentations from health and social care, and the voluntary sector. It is also an opportunity for those who have had a stroke and their carers to contribute to the development of stroke care in Wiltshire.

As part of the stroke awareness campaign, NHS Wiltshire's message is for people to maintain a healthy lifestyle, understand the risks, and improve awareness of what to do if a stroke is suspected. So people are encouraged to:

- Learn about the warning signs of a stroke and how to take action.
- Know their personal risk factors for blood pressure, diabetes, and cholesterol – your GP can help you understand these.
- Be physically active and exercise regularly.
- Avoid unhealthy weight gain by keeping to a healthy diet.
- Drink alcohol sensibly.
- If you smoke, seek help to stop now, and avoid breathing in other people's smoke.

As a vital way to help identify whether someone has had a stroke, NHS Wiltshire actively promotes the FAST message. FAST is the acronym to help assess three symptoms:

Facial weakness – can the person smile? Has their mouth or eye dropped?

Arm weakness – can they raise both arms?

Speech problems – can you understand what they are saying? Are they speaking clearly?

Time to call 999

A stroke is a 'brain attack'. It happens when the blood supply to a part of the brain is disturbed or cut off, damaging brain cells and affecting body functions such as the control of limb movement. Studies show that if the patient is treated immediately the risk of long-term damage is reduced, which is why FAST is so important in spotting the signs.

It's also important for people who have had a stroke to engage in exercise, because a stroke often results in reduced strength, mobility and fitness. Strokes also affect moods and can cause social isolation. NHS Wiltshire is therefore working with Wiltshire Council to introduce exercise classes for stroke survivors at leisure centres across the county.

Exercise professionals have received stroke training to run exercise after stroke classes and gym based sessions. The pilot programme is underway at Castle Place Leisure Centre, Trowbridge, and further classes will be offered in Chippenham, Salisbury, Devizes and Marlborough from January 2012.

Don't forget your flu jab

Flu is a highly infectious illness that spreads rapidly through the coughs and sneezes of people who are carrying the virus. If someone is at risk of complications from flu, it's really important they have their annual flu jab.

Anyone can get flu, but it can be more serious for certain people, such as:

- people aged 65 or over
- people who have a serious medical condition
- pregnant women

People in these groups are more vulnerable to the effects of seasonal flu (even if they are usually fit and healthy) and it's recognised that they can go on to develop a more serious illness, such as bronchitis and pneumonia, which could result in a stay in hospital. Flu can also make existing medical conditions worse, so it's important people to take up the offer of a vaccination.

The best time of the year to get a flu vaccination is now - the autumn. It's free and it's effective against the latest flu virus strains. Even if someone has already had a flu jab in previous years, they need another one this year to keep immunity up to date. The flu jab may only protect someone for a year, because the viruses that cause flu are always changing. This year's seasonal flu vaccination also includes a vaccine to protect against swine flu. See your GP about the flu jab if you're 65 or over, or if you have any of the following problems (however old you are):

- a serious heart complaint
- a chest complaint or breathing difficulties, including asthma, bronchitis and emphysema
- serious kidney disease
- diabetes
- lowered immunity due to disease or treatment such as steroid medication or cancer treatment
- if you have a problem with your spleen or you have had your spleen removed
- if you have ever had a stroke

It's also important to get your flu jab if you are pregnant. Your GP may advise you to have a flu jab if you have serious liver disease, multiple sclerosis (MS) or some other diseases of the nervous system. If you think you may need a flu vaccination, check with your GP, practice nurse or your local pharmacist. If a nurse visits you regularly, ask about getting your flu vaccination. Most GP surgeries arrange vaccination sessions in the autumn.

If you have any questions at all, please ask your GP.



Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

**Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)**

1. Your organisation or group

Name of organisation	The Broughton Gifford and Holt Youthwork Project (BGHYP)		
Contact name	Alan Fox (Chair)		
Contact address	C/o Youth Development Centre, Frome Road, Bradford on Avon, Wiltshire, BA15 1LE		
Contact number	C/o 01225 868115	e-mail	C/o katherine.brownlee@wiltshire.gov.uk
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Holt Youth Club		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	<p>Holt Youth Club provides informal learning opportunities and positive activities for 11 - 19yr olds. It runs Wednesday evenings between 7 - 9pm at Holt Village Hall.</p> <p>The club is a partnership between The Broughton Gifford and Holt Youthwork Project (BGHYP), the Advice and Support Group for the Young People of Holt ('ASGYPH Volunteers') & Wiltshire Councils Integrated Youth Service (IYS). It brings together the local knowledge of community members and the experience of Youth Work professionals for the benefit of young people in the village.</p>		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Bradford on Avon		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 15/09/11	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 15/09/11	No <input type="checkbox"/>

Where will your project take place?	Holt Village Hall
When will your project take place?	Holt Village Hall
<p>How did you discover there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community?</p> <p><i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i></p>	<p>The club was started over 10years ago after groups of young people were causing vandalism and other anti-social behaviour in the village. A public meeting was called to discuss the escalating problem and from there a small group of volunteers, led by a Parish Councillor, formed BGHYP and the ASGYPH Volunteers. These groups then set up the Youth Club. The club has improved relationships between young people and the older residents and has lowered anti-social behaviour. Complaints to the Parish Council about young people are now very rare and much less is spent on repairing damage to play equipment, shelters, etc. PC Martin Barrett believes the club is a valuable link to Holts younger residents, and believes it has a direct link to keeping anti-social behaviour in the area low. The project is jointly funding by BGHYP and the IYS. The funding is required to maintain a second Youth Worker for the club.</p>
How many people will benefit from your project?	20 young people, plus local residents
<p>How does your project demonstrate a direct link to the local community plan for your area?</p> <p>www.wiltshire.gov.uk/areboards</p> <p>Please provide a reference/page no.</p>	<p>Reduce anti-social behaviour, improve liaison between communities to reduce fear of crime, improve leisure provision in villages, preserve vibrance</p> <p>9, 13,19, 22, 23</p>
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes <input type="checkbox"/> No <input type="checkbox"/>

Any other information about your project.

The club is jointly funded by The Broughton Gifford and Holt Youthwork Project (BGHYP) and the Wiltshire Council Integrated Youth Service (IYS). The club is run by 2 Assistant Youth Workers and overseen by the Bradford on Avon Youth Development Coordinator. The club has approx 20 young people attending each week. They pay 50p subs.

There is a Partnership Agreement in place for the club which states that both parties are responsible for funding 1 Assistant Youth Worker each. BGHYPs funds for this will expire on 31st March 2012, and without further funding the club may have to close. The club is supported by community volunteers but in the interest of providing high quality & safe youth work, the club would be unable to remain open in its current state with only 1 Assistant Youth Worker. Although BGHYP has financial reserves, they would run out quickly if further funding was not recieved and the activities delivered would not be affordable (e.g. arts & crafts, cooking, Award work, etc).

3. Management

How many people are involved in the management of your group/organisation?

Of these, how many are:

Over 50 years	Male	<input type="text" value="7"/>	Female	<input type="text" value="4"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text" value="10"/>	Female	<input type="text" value="10"/>
Disabled People	Male	<input type="text" value="0"/>	Female	<input type="text" value="1"/>
Black and Minority Ethnic people	Male	<input type="text" value="1"/>	Female	<input type="text" value="0"/>

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

Fundraising and applying for other grants

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

Continued low anti-social behaviour, the number of 'Recorded Outcomes' and accreditations acheived by young people (e.g. ASDAN Awards, Duke of Edinburgh Awards, etc), views from local residents, continued attendance by young people and engagement in the activities (e.g. cooking, art, discussion, Award work, community volunteering, trips, etc), and feedback from young people

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

No

To whom have you applied for funding for this project (other than Wiltshire Council)?

Name of Funder

Amount Applied For

Amount Received

None

Please list with amount applied for and whether you have been successful

<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p><i>If yes, please state which one(s).</i></p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>	
<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	<p>Yes <input checked="" type="checkbox"/></p>	<p>No <input type="checkbox"/></p>	

4. Information relating to your last annual accounts (if applicable)		
Year ending: 2011	Month: March	Year: 2011
A - Total income:	£1070	
B - Minus total expenditure:	£1172	
Surplus/deficit for year: (A minus B)	£- 102	
Free reserves currently held:	£3530	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
2 x Assistant Youth Workers	£4,534	Own fundraising/reserves		£
Resources	£500	BGHWP reserves	C	£3,530
Village Hall Hire	£800	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£	IYS contribution towards staff	P	£2,267
	£			£
	£			£
Total Project Expenditure	£5,834	Total Project Income		£5,797

Total project income B	£5,797
Total project expenditure A	£5,834
Project shortfall A – B	£-37
Grant sought from Wiltshire Council Area Board	£2,267
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	Nationwide
Please give the title name of the organisations' bank account e.g. current	Charity Pass Book

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7. Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Safeguarding Adults
 - Public Liability Insurance Equal opportunities
 - Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name: Alan Fox

Date: 14/10/2011

Position in organisation: Chair

Please return your completed application to the appropriate Area Board Locality Team (see section 3)

Balance Sheet

April 2010 to March 2011

Attendance Numbers

509

Pass Book Account

Petty Cash

Balance end of March 2010 B/F

4039.64

Balance end of March 2010 B/F

-406.38

Income

PC	
Cheque	615.00
Interest	13.55
Tax	-2.71
Interest	0.01
BG replacement cheque	50.00
Total Income	4715.49

Income

Subs	209.66
Tuck	183.40
Cash Injections	1315.00
Total Income	1708.06

Expenses

20 Nov	Cash Withdrawal	-120.00
19 Jan	Cash Withdrawal	-195.00
15 Feb	Cash Withdrawal	-1000.00

Expenses

Subs Shortage	-2.18
Booker Purchases	-178.29
Food for evenings	-3.29
Tuck Shortages	-1.00
Equipment	-221.74
Miscellaneous	-200.50
Hall Hire	-525.00
Minibus	-15.00
Prizes	-25.00

Total Expenses -1315.00

Total Expenses -1172.00

Balance for Year 3400.49

Balance for Year 129.68

Bank Balance end of March C/F
plus Petty Cash

3400.49
129.68

Petty Cash Balance end of March

129.68

Total Assets end of March 2011

3530.17

Total Assets end of March 2010

3671.73

Partnership Agreement for Holt Youth Club April 2011

Aims and Objectives

This partnership agreement will help to ensure that Holt Youth Club provides high quality youth work provision for 11 – 19yr olds in Holt and ensures the partnership works effectively.

The partnership will bring together the local knowledge of community members and the experience of Youth Work professionals.

Membership

The partnership shall include:

- The Broughton Gifford and Holt Youthwork Project
- Advice and Support Group for the Young People of Holt (referred to as ASGYPH Volunteers)
- Wiltshire Council Integrated Youth Service (IYS)

General Procedures

The club will be open for 2hrs a week, normally on a Wednesday evening between 7 – 9pm at Holt Village Hall.

Youth provision will be provided by the IYS 46 weeks of the year.

The provision will not run for 2 weeks at Christmas to allow for staff leave.

For 4 weeks of the year the provision will be closed to allow for planning/staff training time. However, during these 4 weeks young people may be invited to take part in the planning / accreditation process.

The provision provided will be dependent on the needs of the young people. As well as the club at the Village Hall, provision could alternatively be Street Based Youth Work or trips.

Hours of work

Assistant Youth Workers will work 6.30 – 9.30pm to set up and clear away, and to complete relevant records. ASGYPH Volunteers will work 6.45 - 9.15pm to allow time for pre-session briefing and de-brief.

Policies and Procedures

Assistant Youth Workers and ASGYPH Volunteers will work to IYS policies and procedures. This will ensure that the youth club provides a safe and challenging environment for young people within current guidelines and also that volunteers are covered by the Council's employer's liability insurance.

Key policies and procedures will include Safeguarding, Confidentiality, Health and Safety, Recruitment and Selection, and Accident/Incident Reporting. The Youth Development Coordinator will ensure that all partners are kept up to date with relevant policies

Planning and Evaluating

Assistant Youth Workers will attend team meetings at the Bradford on Avon Youth Development Centre quarterly. ASGYPH volunteers will be invited also, with an expectation that a minimum of 2 meetings will be attended each year by every volunteer. ASGYPH undertakes to ensure it is represented at all 4 meetings. These meetings will include time to evaluate recent work and plan the new programme. The Youth Development Coordinator will circulate this plan to The Broughton Gifford and Holt Youthwork Project for their approval and changes will be agreed by all parties if necessary, usually at a quarterly meeting of the project.

The Broughton Gifford and Holt Youthwork Project and the Youth Development Coordinator will meet quarterly to exchange information, evaluate the project and plan. Meetings will be organised by The Broughton Gifford and Holt Youthwork Project.

This agreement will be reviewed annually to ensure it continues to support all partners in meeting the needs of young people.

Individual Partner Responsibilities:

Wiltshire Council, through the Integrated Youth Service will:

- Manage the Youth Club sessions with 2 Youth Workers (either the Youth Development Coordinator for Bradford on Avon and 1 Assistant Youth Worker, or 2 Assistant Youth Workers). They will fund 1 Assistant Youth Worker for 3 hours a week. In any event Assistant Youth Workers will be line managed by the Youth Development Coordinator.
- Provide staffing continuity at the club as this will play an important role in developing meaningful and productive relationships with young people. However, staff may have to be reallocated should the demands of the wider service require it. If this should be necessary the Youth Development Coordinator will make every effort to give as much notice as possible to all parties, including the young people.
- Ensure that all staff, including volunteers, hold a current CRB Disclosure and undertake to renew these every 3 years.
- Provide line management for Volunteers through the Youth Development Coordinator for Bradford on Avon.
- Be responsible for ensuring cover when Youth Workers are temporarily unable to attend (due to illness, holiday, etc) it in order that the club can still run as planned.

- Ensure access for young people from Holt to other provision being provided in the Bradford on Avon Community Area. This will include taking part in trips or events that are partially subsidised by the IYS.
- Provide employer's liability insurance for all staff, including volunteers
- Provide support to ASGYPH Volunteers at no cost to the Broughton Gifford and Holt Youthwork Project.

The Broughton Gifford and Holt Youthwork Project will

- Fund the second Assistant Youth Worker. The project will be invoiced by the IYS quarterly for this payment. For April 2011 – March 2012 this will be charged at £1910.52 (£10.98 per hour x 3hrs per week x 52 weeks per year, including 6hrs throughout the year for training).
- Fund resources for the centre, including new equipment and items for activities (such as cooking and arts and crafts). IYS will purchase these for the sessions and invoice The Broughton Gifford and Holt Youthwork Project quarterly to retrieve the cost. A limit per session will be pre-agreed between The Broughton Gifford and Holt Youthwork Project and the IYS. Proposals for the purchase of items beyond this limit will be put to a quarterly meeting of the BGHYP.
- Be responsible for managing subs paid to the club by young people. This includes delivery of the subs tin to the club each week, storage between sessions and banking.
- Manage the running of the tuck shop, including the finances and replenishment of stock.
- Be responsible for booking the venue when needed and for paying the hire fees and for liaising with the venue over any issues over the use of the building.
- Ensure that public liability insurance for the use of the building is in place.

The Advice and Support Group for the Young People of Holt will:

- Provide 2 Volunteers per session or as required by the programme. These volunteers will be invited to attend team meetings of the Bradford on Avon Youth Development Centre (and locality) to ensure that they have access to the same training and support as other IYS staff.

- Ensure that Volunteers are offered an annual appraisal meeting in order to identify any training/development needs or issues.
- Ensure Volunteers complete a basic Youth Work Induction programme, if they have not done so already. This programme will be tailored to meet the needs and availabilities of individual volunteers. This will cover basic training on IYS policies and procedures including Safeguarding, Confidentiality and Health and Safety .

Signed Date

On behalf of Broughton Gifford and Holt Youthwork Project

Signed Date

On behalf of Advice and Support Group for the Young People of Holt

Signed Date

On behalf of Wiltshire Council Integrated Youth Service

WILTSHIRE COUNTY COUNCIL
 DEPARTMENT FOR CHILDREN & EDUCATION
 JNC SALARIES CALCULATIONS AS AT SEPTEMBER 2009 (amended)

Super = 12.8%

Cost to WCC - to be used when bidding for grants etc

Cost to WCC - to be used when bidding for grants etc

14.60% Holiday Plus:

18/11/11

GRADE	SCALE POINT	BASIC PAY WEF 01 SEPT 09 £	EMPLOYER NI C/OUT £	EMPLOYER SUPERAN £	GROSS PAY 1/9/09-1/9/10 £	GROSS HOURLY RATE £
HOURLY RATES YOUTH & COMMUNITY SUPPORT WORKER RANGE						
	1	14143	839	1810	16,792	8.73
	2	14733	894	1886	17,513	9.10
	3	15323	949	1961	18,233	9.48
	4	15917	1,004	2037	18,958	9.85
AYW	5	16510	1,059	2113	19,683	10.23
Unqualified	6	17100	1,114	2189	20,403	10.60
	7	17697	1,169	2265	21,132	10.98
	8	18290	1,225	2341	21,856	11.36
AYW	9	19047	1,295	2438	22,779	11.84
Qualified	10	19637	1,350	2514	23,500	12.21
	11	20591	1,439	2636	24,665	12.82
	12	21525	1,525	2755	25,806	13.41
	13	22489	1,615	2879	26,983	14.02
	14	23484	1,708	3006	28,198	14.66
	15	24167	1,771	3093	29,032	15.09
	16	24875	1,837	3184	29,896	15.54
	17	25574	1,902	3273	30,750	15.98

ANNUAL GROSS PAY 09/10 £	Gross hourly rate inc. plussage (if app)	paid to employee £	to employee + plussage
15,972	10.00	7.33	8.40
16,659	10.43	7.64	8.75
17,344	10.86	7.94	9.10
18,035	11.29	8.25	9.45
18,726	11.72	8.56	9.81
19,411	12.15	8.86	10.16
20,106	12.59	9.17	10.51
20,797	13.02	9.48	10.86
21,676	13.57	9.87	11.31
22,363	14.00	10.18	11.66
23,471	14.69	10.67	12.23
24,559	15.37	11.16	12.79
25,679	16.07	11.66	13.36
26,837	16.80	12.17	13.95
27,631	17.29	12.53	14.36
28,455	17.81	12.89	14.78
29,267	18.32	13.26	15.19

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Briefing Note - Wiltshire Good Neighbours

Department: Community Services

Further Enquiries to: David Crisfield

Date Prepared: November 2011

Direct Line: (01225) 718442

Wiltshire Good Neighbours

Wiltshire Good Neighbours is an innovative approach to ensuring that those most vulnerable in our rural communities know about and can reach the information, support and services they need to live safe, fulfilling and independent lives. The 23 locally based Good Neighbour Co-ordinators (GNCs) visit clients in their own homes and are able to talk through any issues or concerns they may have and to work with them to ensure that they get the right help at the right time.

Funded primarily by Wiltshire Council, the service is delivered through a partnership of Community First, Age UK Wiltshire and Age UK Salisbury District. The service started in September 2010 and has been rolled out in three phases so that there is now a GNC in 113 of Wiltshire's rural civic parishes. A multi-agency steering group meets quarterly to support the scheme and an operational referencing group meets six monthly and provides a forum for a range of people to ensure good practice is met and effective partnership working is being achieved.

A recent review of the service showed that in the first year of operation Good Neighbours helped over 300 of Wiltshire's older & vulnerable residents to access services and information they needed but did not know about. There was also evidence of extensive raising of awareness in communities about the many ways that people can get the help they need to live independently. The review shows that the scheme has supported many different types of enquiries, including companionship and the figures show that out of the 464 enquires received:

- 22% were about finance & benefits advice
- 19% revolved around living safely at home (i.e. home adaptations, home security etc) and
- 15% were concerning home maintenance (i.e. looking after the house & garden)

Although all of these were the presenting problems – the majority included some issue about rural life or isolation.

Mrs N's Story

A local Good Neighbour Coordinator was contacted by Mrs N who lives alone in a Sarsen Housing bungalow after being widowed a few years ago. Mrs N explained that she had applied for Pension Credit over a year ago and had had her documents returned and been told they would be in touch in six weeks. After hearing nothing she followed this up four times by phone each time to be told it was in progress and someone would contact her. After hearing nothing she gave up trying.

During the home visit with her Good Neighbour Co-ordinator her situation was discussed; she was having difficulty managing on her income and was using her savings to pay for dental treatment. Good Neighbours offered to arrange a Benefits Check and she gave permission for a referral to Age UK in Devizes.

She visited them in the office where they were able to assess her situation and arrange for someone to come and help her with her Pension Credit form. They also advised her that she may be entitled to other benefits and gave her a Housing Benefit/Local Housing Allowance/Council Tax Benefit form. She asked the Good Neighbours to visit again to discuss making an appointment with the Council to have this form processed after she had completed it as far as she was able. Good Neighbours helped her to organise her paperwork so that she had what she needed for her appointment. She later called to thank them for their help and was delighted that she was now receiving Pension Credit (backdated to the beginning of the year) plus Housing and Council Tax Benefit. She said ***"I feel like I can start living again"***

Wiltshire Good Neighbours also has a wider remit in helping to support communities as a whole and identify where there may be gaps in the existing service provision. The following example shows how one Good Neighbour Co-ordinator has done just that:

Mrs T's Story

'Whilst I was delivering leaflets through the village a lady came out of her house and asked me about Wiltshire Good Neighbours. She was an older member of the village and I explained that I had not yet attended any events in the village to talk about the scheme as there hadn't really been a lot of appropriate activities to attend. She expressed a concern that although there were some village activities, none were particularly aimed at the older members. I said that I would be happy to help organise an event if she thought people would support it.

With her support and support from the local Parish Council I arranged an informal coffee morning, aimed at older residents of the village, with speakers from AGE UK Wiltshire attending to talk about their services. This event was a huge success and several members of the local community volunteered to take the coffee morning on as a regular event. This has enabled the older residents of the village to have a regular social event that is of interest to them. After two or three sessions, I was able to step back from the running of the coffee morning to allow the community and new volunteers to take over the running of the group.'

Wiltshire Good Neighbours continues to grow and develop within communities and is already showing its value by being able to respond to local needs, organically and flexibly in a very local way.

For further information, please visit www.wiltsgn.org.uk or contact the service manager Helen Lines on: 01380 732828



Bradford-on-Avon Area Board – 23 November 2011

Report on Bradford-on-Avon Lorry Watch Scheme covering the period 17th October until midday of 10th November 2011.

Since the scheme commenced on Monday 17th October 2011 Trading Standards have received 184 unique reports from the 39 registered observers, these can be broken down as follows:

U.K. registered vehicles: 144 reports approx 78%
Non - U.K. registered vehicles: 40 reports approx 22%

Repeated registrations: 7 reported, 3 of which were on separate dates.

17th October – 23rd October: 64 reports
24th October – 30th October: 45 reports
31st October – 6th November: 55 reports
7th November- 10th November: 20 reports

To date Trading Standards have received a response from the DVLA relating to 33 reports (from sending the request it takes approximately 4 weeks until the vehicle keeper details are received). The DVLA had no record of 3 submitted registrations and 6 vehicles were reported as being underweight ('plated' less than 18 tonnes). The remaining 24 keepers have been sent a written interview.

Once the operators of the vehicle have been interviewed the driver will then be interviewed. A decision as to what further action to be taken against the operator and/or driver will be based on these interviews and any other investigation necessary. Each report will be judged on its own merits with repeated breaches, seven of which already appear to have been identified, likely to be considered for prosecution.

Trading Standards are still investigating the most appropriate way of dealing with the significant numbers of foreign registered vehicles reported. Observers are encouraged to include the letters indicating the vehicle's nation of registration (e.g. PL for Poland or F for France) with each such report wherever possible.

Trading Standards would like to take this opportunity to thank all of the observers and co-ordinators for their dedication to the scheme.

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4 November 2011

Alison Cremin,
Department for Communities and Local Government
alison.cremin@communities.gsi.gov.uk

Dear Ms Cremin

Neighbourhood Planning Front Runners Application - Deadline 4 November 2011

We are writing to submit an application for a grant under the **Neighbourhood Front Runners Scheme**, which allows Local Planning Authorities (LPAs) to apply for funding to support Neighbourhood Planning activities in advance of the enactment of the Localism Bill.

This is a joint application from Bath & North East Somerset Council and Wiltshire Council for two parishes astride of our administrative boundary, Freshford and Limpley Stoke. Bath & North East Somerset Council would be happy to act as the lead authority for the purposes of receiving funding, if required, and it is proposed that any grant would be jointly administered.

We feel that this offers an interesting and unique opportunity to pilot joint-working between authorities and communities in the area of Neighbourhood Planning. Both Parishes have a strong record of working together to serve their communities, and have already made excellent progress on local community projects. Bath & North East Somerset Council and Wiltshire Council are committed to supporting these Parish Councils in making this funding application, and would very much welcome the opportunity this presents to work collaboratively.

As part of the application process we must demonstrate that the grant eligibility criteria can be met, these are addressed in turn below.

1. Bath & North East Somerset Council and Wiltshire Council are the joint grant applicants and have the support of Freshford Parish Council and Limpley Stoke Parish Council in this application.
2. Bath & North East Somerset Council and Wiltshire Council will be responsible for all expenditure made using any grant awarded in line with the requirements of the grant award process. If necessary Bath & North East Somerset Council would act as lead authority, if required for administration purposes, but it is proposed that any grant would be jointly administered.

3. Bath & North East Somerset Council and Wiltshire Council can confirm they have reached agreement with Freshford Parish Council and Limpley Stoke Parish Council to undertake a Neighbourhood Plan for the parishes of Freshford and Limpley Stoke.
4. The proposed plan area has been agreed with the Parish Councils, this is contiguous with Freshford Parish Council and Limpley Stoke Parish Council perimeter boundary (see attached map).
5. Both Freshford and Limpley Stoke Parish Councils are enthusiastic about the project and will take joint responsibility for taking it forward under the guidance of the Local Planning Authorities (see attached supporting statement from Parish Councils).
6. As part of this project, Bath & North East Somerset Council and Wiltshire Council commit to providing reasonable guidance and technical assistance to facilitate the preparation of a joint Neighbourhood Plan.
7. As part of this project, Bath & North East Somerset Council and Wiltshire Council will appoint a suitably qualified professional to undertake an independent examination on completion of the Neighbourhood Plan.

The proposal

Bath & North East Somerset and Wiltshire Council will support the parishes in leading a community steering group to oversee the preparation of a Neighbourhood Plan. The aspiration of these communities is to deliver the buildings and services that they need in a manner that ensures continued environmental protection and enhancement of these rural parishes. The plan will need to have regard to the area's Green Belt designation.

Close working with the spatial planning teams in each authority will ensure that work progresses in compliance with the existing and emerging Development Plans. Both authorities are progressing projects to facilitate Neighbourhood Planning and respond to the Localism Bill when enacted, and this grant funding would enable invaluable early experience in this new field.

If successful with the bid, the partners will agree a timetable and programme for the project amenable to all parties and will finalise precise administrative and joint working arrangements.

Finally, we feel that given the experience of Freshford and Limpley Stoke Parish Councils in developing Parish Plans and bringing forward development proposals and community led projects, they are ideally placed to act as a frontrunner pilot for Neighbourhood Planning.

Yours sincerely

Simon de Beer
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Georgina Clampitt-Dix
Head of Spatial Planning
Wiltshire Council
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**Statement in Support of a Neighbourhood Plan for
Freshford Parish Council (Bath & North East Somerset Council) and
Limpley Stoke Parish Council (Wiltshire Council)**

The Parish Councils are seeking to support and drive forward Neighbourhood Development Plan to support the delivery of:

- ⤴ affordable housing,
- ⤴ homes for the elderly,
- ⤴ redevelopment of the Community Hall at Freshford, for use both by residents and the residents of neighbouring communities,
- ⤴ added provision of village green amenity and recreation facilities,
- ⤴ renewable energy and waste management initiatives,
- ⤴ safe integration of people and vehicles both in relation to routes through the villages and in relation to the A.36 trunk road which physically divides both parishes, and
- ⤴ redevelopment of Freshford Mill.

This will be in the context of exploring the opportunities for new growth within the parishes within the constraints of Green Belt policy.

Recognising the findings of the Parish Plans developed and published over the course of the last few years this Community has flourished. A new community shop, The Galleries Shop & Café, has attracted national recognition and praise. The concept of community has been emphasised by virtue of its predominantly volunteer workforce and by the fact that the profits are allocated back into the community through the establishment of a Charitable Trust fund – The Freshford

and Limpley Stoke Community Association. The creation of Pre-School provision made possible by the work of volunteers alongside professional staff has not only enhanced the life of the community but has given its young children a valued start to learning and play before onward admission to Freshford C of E Primary School. The School itself continues to flourish and now has some 150 children in attendance.

The Parish Councils are motivated to continue to build on these successes to see that this community gets the buildings and services that it needs to sustain its growth and development. Equally the Councils are fierce in their determination to ensure that the quality of the natural environment in this area of outstanding natural beauty is at least preserved for future generations and wherever possible enhanced for the benefit of all.

The Councils are committed to working together wherever possible for the good of the community. As 'one community divided by a County boundary' it is for the Parish Councils to both open and to maintain effective channels of communication between the two local authorities and to encourage each Authority to work together in a way which replicates the local desire to progress Community projects and plans which transcend these boundaries. The joint scheme to bring affordable housing to the whole community is just one example of the type of enterprise that underpins a common cause and approach.

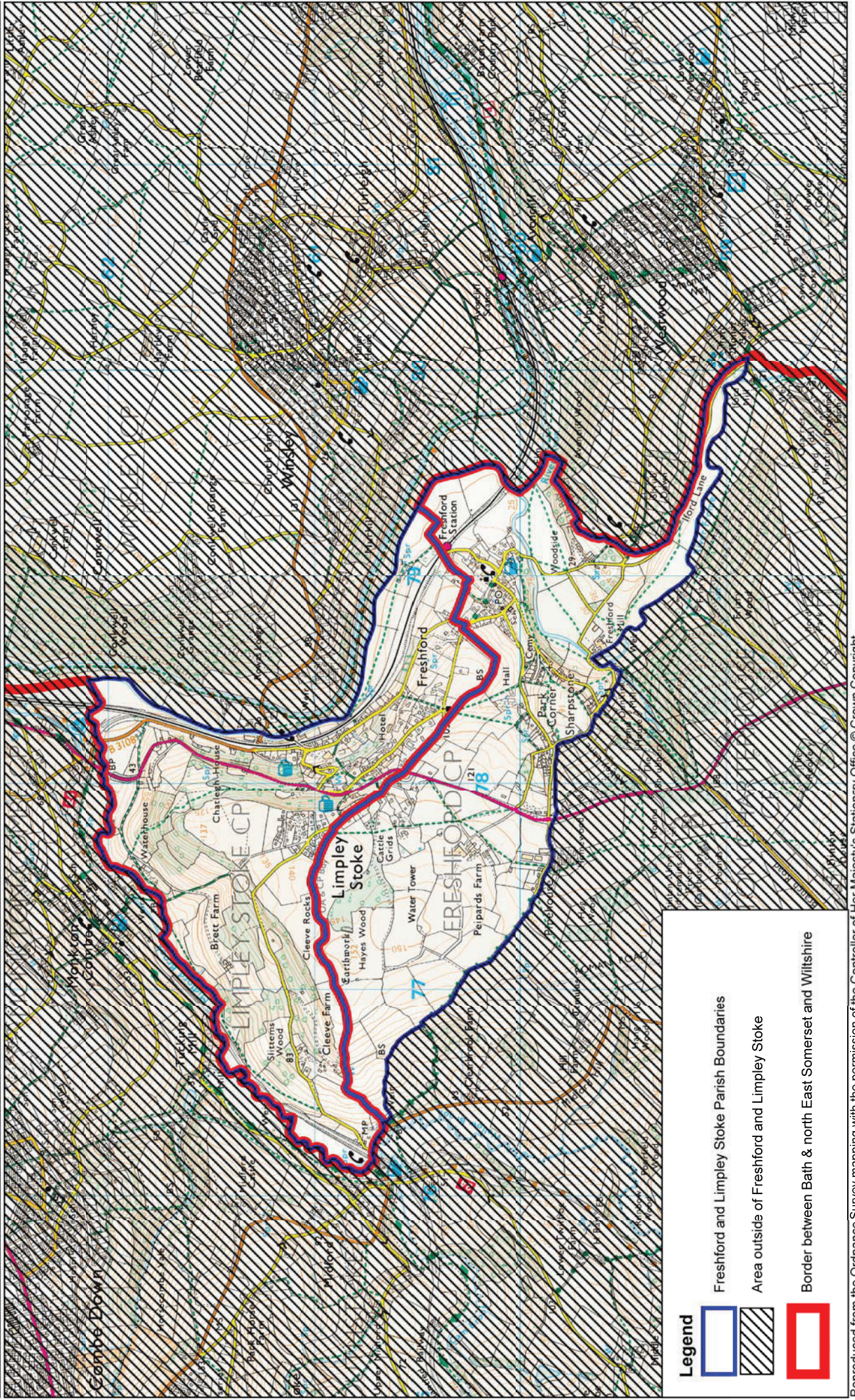
In order to ensure that due processes are carefully followed, representatives of the two Parish Councils met on 28th October with Tom Perry of the Prince's Foundation to explore the prospect of running a community planning workshop focusing on capacity building amongst community representatives. In addition the Foundation will facilitate two public meetings to collect all the ideas and issues that affect our community. This work is seen as a key element in progressing work on a joint Neighbourhood Plan for the area.

Freshford Parish Council and Limpley Stoke Parish Council confirm our enthusiasm and commitment to working for the good of the community. We understand and accept the responsibility placed on us to take these plans forward and make them a reality.




Simon Coombe, Chairman, Limpley Stoke Parish Council

Nick Stevens, Chairman, Freshford Parish Council.

3rd November 2011



Legend

-  Freshford and Limley Stoke Parish Boundaries
-  Area outside of Freshford and Limley Stoke
-  Border between Bath & north East Somerset and Wiltshire

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Report to	Bradford on Avon Area Board
Date of Meeting	23 November 2011
Title of Report	Community Area Grants

Purpose of Report

To ask Councillors to consider two applications seeking 2011/12 Community Area Grant Funding:

i) West Wiltshire Young Musicians Project

The officer recommendation is that £ 995 is awarded to West Wiltshire Young Musicians for the re-design of the WWYM website

ii) Climate Friendly Bradford on Avon

The officer recommendation is that £ 1000 is awarded to Climate Friendly Bradford on Avon for a walking cycling and bus map of Bradford on Avon

iii) To ask councillors to consider the options for the allocation of the balance of the Community Area Grants budget in 2011/12.

The Community Area Grant fund currently has reserves of in excess of £ 40,000 in 2011/12 and any unspent monies at 31 March 2012 will be lost from the Area Board budget. Options to make the most of this resource to the benefit of the Bradford on Avon community in 2011/12 include:

- a renewed publicity campaign to attract applications from voluntary and community groups.
- ring-fence part of the monies towards a fund for celebrations associated with the Olympics, Olympic Torch Relay and Diamond Jubilee in 2012.
- vire the balance of unspent monies to top-up the budget of the Community Area Transport Group for minor capital highways schemes, such as dropped kerbs and grit bins.

1. Background

- 1.1 Area Boards have authority to approve Community Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2 In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons as to why this should justify an exception to the criteria.
- 1.3 In accordance with the Area Board Grants Guidance, officers are required to provide recommendations in their report, however the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4 Bradford on Avon Area Board has been allocated a budget in 2011/2012 of £47,110 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2010/2011 budget is £12,142. This gives a total budget of £59,252 for the 2011/2012 financial year. It will not be possible for unspent monies at 31/03/12 to be rolled forward into the budget for the 2012/13 financial year.
- 1.5 It has been decided that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce the volume of paper used. However, the application forms will be available on the Wiltshire Council website and hard copies will be available upon request.
- 1.6 The 2011/2012 funding criteria and application forms are available on the Council's website (www.wiltshire.gov.uk/areaboards) and paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 2011/12• Bradford on Avon Community Area Plan• Wiltshire Local Area Agreement
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2 Main Considerations

- 2.1 Councillors will need to be satisfied that grants awarded in the 2011/12 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2 There will be 6 rounds of funding during 2011/12, this being the fourth round.

3 Environmental & Community Implications

3.1 Community Area 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.

4 Financial Implications

4.1 Awards must fall within the Area Boards budget allocated to the Bradford on Avon Area Board.

4.2 If grants are awarded in line with officer recommendations, Bradford on Avon Area Board will have a balance of £ 41, 259 remaining in the grants budget for the 2011/12 financial year.

5 Legal Implications

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

6 HR Implications

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

7 Equality and Inclusion Implications

7.1 Community Area Grants give all local community and voluntary groups an equal opportunity to receive funding towards community based projects and schemes.

7.2 Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

8 Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.2	West Wiltshire Young Musicians Project	Re-designing the WWYM website	£ 995

8.2.1 This application meets the community area grant criteria for 2011/12.

8.2.3 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to the promotion of arts, culture, leisure and activities for young people. It contributes to out of school learning for 14-19 year olds

8.2.4 Members of the Grants Advisory Group have mixed views on the application but are generally in favour. They are concerned over value for money and would have like to have seen further competitive quotes; also a request to see a greater visibility of WWYM within the community.

8.2.5 The West Wiltshire Young Musicians Project will create a place where young musicians and their parents can access general information about WWYM; improve communication within WWYM; share resources e.g music and instruments; celebrate success; see progression paths for young musicians; access other musical opportunities for young musicians; involve parents and carers in running and developing the organisation; make links with the local community; improve the efficiency in organising rehearsals, concerts and endangered instrument sessions; and encourage new members.

8.2.6 Feedback from staff, parents and students has highlighted the ineffectiveness of the current website compared to those of similar organisations. The benefits to the local community of the new website include providing a one-stop-shop for the musical needs of young musicians; to sign-post families to these opportunities; to provide a platform to celebrate musical success; to link up local performers with organisers of local community events; and to provide an additional link between schools, families, musicians, the Wiltshire Music Centre, local councils and local events organisers.

8.2.7 WWYM are seeking the design and first year hosting charges for the website and will contribute from its own resources towards the future operation and development of the site, including annual charges. The impact of the website will be measured through surveys and questionnaires of users and through increased activity and visibility within the community of WWYM.

The officer recommendation is that a sum of £ 995 is awarded to the West Wiltshire Young Musicians Project

Ref	Applicant	Project proposal	Funding requested
8.1	Climate Friendly Bradford on Avon	A walking cycling and bus map of Bradford on Avon	£ 1, 000

8.1.1 The application meets the Community Area Grant Scheme criteria for 2011/12.

8.1.3 The application demonstrates a link to the Bradford on Avon Community Plan and to the Wiltshire Local Area Agreement through its aims to promote sustainable transport, reduce carbon emissions and to stimulate tourism and spending in the local economy. It also supports the aims of the BOA2026 strategic plan.

8.1.4 Members of the Grants Advisory Group would have liked to have seen financial contributions from the Town Council, CFBOA's own reserves or from sponsorship (although applications for under £ 1,000 in fact do not require this). The community benefit is questioned and the project is felt to be 'a luxury, not a necessity in the current financial climate'. The GAG recommend refusal of the application.

8.1.5 The project will highlight footpaths, cycle routes and bus routes with the aim of encouraging residents when travelling within the town to use alternatives to the car. The map will complement the Walkers are Welcome initiative, which is aimed more towards visitors, and will show the proposed Bradford on Avon cycle network and designated rights of way. The map will be free of charge with an initial print run of 3000 copies funded through local business sponsors. It is hoped to make this available through the Tourist Information Centre. A survey will be carried out after 6 months to measure changes in travel behaviour.

8.1.6 The project was considered by the Area Board at its meeting in September and the matter was deferred pending further discussions and development. A supplementary statement is appended to these papers which gives further evidence of the community benefit of the proposal.

The officer recommendation is that £ 1000 is awarded to Climate Friendly Bradford on Avon for a walking cycling and bus map of Bradford on Avon

Appendices:	<p>Grant applications from:</p> <p>West Wiltshire Young Musicians Climate Friendly Bradford on Avon</p> <p>The Grants Advisory Group did not meet to consider these applications but comments from individual members have been received by email</p>
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	<p>Peter Dunford, Community Area Manager Tel: 01225 713060 E-mail peter.dunford@wiltshire.gov.uk</p>
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THE CASE FOR AN ACTIVE TRAVEL MAP FOR BOA

November Area Board Meeting

Our application meets the **criteria for funding**. Our original application was considered in the September Area Board meeting and the decision deferred to this meeting. We have attempted to address below the concerns raised at that time.

- The **funding** we are applying for is £1000 as part of the £1050 cost of preparing a 'base map' which we need in order to then consult with the public and ensure the final design is right. The £50 balance will be found from Climate Friendly BOA funds. We calculate that the voluntary time already devoted by members in getting to this stage is around 50 hours, equating to at least £300.
- The printing costs will be £500 for 3000 copies, which will be met by business sponsors such as the Co-op, so we would not be approaching the Area Board for further funding.
- This Active Travel Map will be very different to other available maps (see example sketch map). **Footpaths, cycle routes and bus stops and routes** will be highlighted. The intention is to show the relationship between places within the town in an entirely new light to encourage people to use their cars less for local journeys. Walking and cycling could not only save time and money, but also improve fitness and wellbeing.
- When we initially distribute the maps, for example via information stalls, the TIC and through schools, we will ask some simple questions to establish people's current travel habits, then follow them up after 3 months **to check how useful the map has been and whether it has changed their behaviour**.

As Councillors are aware, many local people and organisations have signed an undertaking that they will reduce their own carbon output so that the BOA Community Area can become carbon neutral by 2050. The **Town Council was the first to sign up to this and Wiltshire Council have also pledged their support**. Emissions from vehicles are a prime source of CO₂ so it follows that the reduction of car and other vehicular use will reduce greenhouse gases.

The reduced level of car use within the town would therefore have two positives; 1)to improve the overall health in the town by more walking and cycling, and by reducing air pollution, and 2)the reduced volume of traffic would help make the town a more safe comfortable and civilised place to move around. **This fits very comfortably with the primary aims of Priority for People and The Historic Core Zone.**

All schools are required to draw up a **Travel Plan** and St Laurence School has produced a draft document 'Taking Action on School Journeys'. In this it has found that 24% of pupils travel to school by car/carshare, of which a number live in the south part of town. The main objective of this school travel plan is **to reduce the number of cars using Ashley Road**, and to help with this a 'Park and Stride' strategy is being prepared. A number of dropping off points within walking distance from the school, such as the Station and St Margaret's car parks, can be used by drivers, with pupils walking from there; **these will be clearly marked on our map, as will walking routes**. Furthermore as part of the 'Wiltshire Sustainable Modes of Transport to School' project pupils at St Laurence identified **the need for route maps to encourage them to cycle to school regularly**. (A tiny percentage do so at present.)

Indeed, Fitzmaurice Primary School in the South of the town, as part of their Travel Plan already has "Park and Stride" in place as a key element of reducing car journeys to the school. Two sites have been agreed with the landowners and the one at Baileys Barn car park is regularly used. The school's walking/cycling figures are high, in the 80% bracket, and 'Park and Stride' is an important factor in achieving this.

We understand there are other maps of the town, most recently the 'Walkers Are Welcome' one, produced with the support of the Town Council, but ours will be distinctly different in its look and aim, although it will complement rather than compete with these.

Bradford on Avon Area Board

14/11/11

Budget 2011/12

Budget Code: 30610

Area Board Discretionary Fund	£47,075.00
Roll forward from previous year	£11,627.40
Awarded	£15,448
Balance :	£43,254.40

Leverage		
projects	»»»»»	£18,236
leverage	»»»»»	1.2

Evaluation date checker		
Payment	»»»»»	27/09/11
Eval due date	»»»»»	30/03/12

Ref	Project	Applicant	Theme	Category	Contact	Received	Project Cost	Decision	Amount Awarded	Award date	Date sent to a/c	Eval due	Rec
boa/11/001	New footpath	Staverton Parish Council	Environment and land use	AB Grant	Contact	14/04/11	£980	Approved	£980	11/05/11	06/06/11	08/12/11	Yes
boa/11/002	Arts Festival	BOA Arts Festival (now withdrawn)	Arts and culture	AB Grant	Contact	17/04/11	£0	Approved	£0	11/05/11	00/00/00		N/A
boa/11/003	Patrol camping competiion	1st Winsley Scout Group	Young people	AB Grant	Contact	08/06/11	£924	Approved	£462	20/07/11			
boa/11/004	Direction signs	Saxon Church & St Mary Tory Trusteeship	Heritage	AB Grant	Contact	06/06/11	£600	Approved	£600	21/09/11	27/09/11	30/03/12	No
boa/11/005	Book box conversion	Limpley Stoke K6 Telephone Kiosk	Arts and culture	AB Grant	contact	01/07/11	£860	Approved	£560	20/07/11			
boa/11/006	Interim partnership payment	BOA Community area partnership	Other	CAP grant	contact			Approved	£2,000	20/07/11	29/07/11		N/A
boa/11/007	Replacement of heaters	Winsley Village Hall Management Committee	Social inclusion	AB Grant	contact	08/08/11	£4,056	Approved	£2,028	21/09/11	27/09/11	30/03/12	Yes
boa/11/008	Walking/ cycling/ bus map	Climate Friendly Bradford on Avon	Transport and roads	AB Grant	contact	22/08/11	£1,000						
boa/11/009	Purchase stable boat	Bradford on Avon Rowing Club	Leisure and entertainment	AB Grant	contact	22/08/11	£7,056	Approved	£1,116	21/09/11			
boa/11/010	Portable adult soccer goals	Staverton Football Club	Leisure and entertainment	AB Grant	contact	30/08/11	£1,765						
boa/11/011	Zebra crossing at The Common, Holt	Substantive Highways Scheme	Transport and roads	AB Project	contact			Approved	£5,000	21/09/11			
boa/11/012	1st tranche partnership funding	BOA Community area partnership	Other	CAP grant	contact			Approved	£2,702	21/09/11			
boa/11/013	Redesigning website	West Wiltshire Young Musicians	Arts and culture	AB Grant	contact	24/10/11	£995						

