

## AGENDA

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Abbeyfield School, Stanley Lane, Chippenham, SN15 3XB  
**Date:** Monday 30 April 2012  
**Time:** 7.00 pm

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

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**The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.**

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

**Refreshments and networking opportunities will be available from 6:30pm.**

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Please direct any enquiries on this Agenda to Penny Bell, on 01249 706613 or email [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk)  
Or Victoria Welsh (Chippenham Community Area Manager), direct line 01249 706446 or (email) [victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@wiltshire.gov.uk)

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

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

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### Wiltshire Councillors

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| Desna Allen – Queens & Sheldon ( <b>Chairman</b> ) | Peter Hutton – Cepen Park & Derriards        |
| Chris Caswill – Monkton                            | Mark Packard – Pewsham ( <b>Vice Chair</b> ) |
| Paul Darby – Hardenhuish                           | Nina Phillips – Cepen Park & Redlands        |
| Bill Douglas – Hardens & England                   | Judy Rooke – Lowden & Rowden                 |
| Howard Greenman - Kington                          | Jane Scott OBE– By Brook                     |

| Items to be considered   | Time                 |
|--|----------------------|
| <p>1. <b>Chairman's Welcome and Introductions</b></p> <p>2. <b>Apologies</b></p> <p>3. <b>Minutes (Pages 3 - 18)</b></p> <ul style="list-style-type: none"> <li>i. To approve the minutes of the meeting held on Monday 5 March 2012.</li> <li>ii. Actions from previous minutes.</li> </ul> <p>4. <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any personal or prejudicial interests, or dispensations granted by the Standards Committee.</p> <p>5. <b>Chairman's Announcements (Pages 19 - 44)</b></p> <p>To include the following:</p> <ul style="list-style-type: none"> <li>i. Review of Mini Recycling Sites &amp; Summer Opening Hours</li> <li>ii. Polling Station Review</li> <li>iii. Rural Facilities Survey</li> <li>iv. 11 to 19 Commissioning Strategy Update</li> <li>v. Paths Improvement Grant Scheme</li> <li>vi. Cleveland Bridge Weight Restriction</li> <li>vii. Petitions Update</li> <li>viii. 2012 – A Year of Celebration</li> <li>ix. Older Peoples Development Working Group.</li> </ul> <p>6. <b>Nomination of Representatives to Chippenham Borough Lands Charity</b></p> <p>To appoint two Area Board members to act as representatives to this Charity.</p> | <p><b>7:00pm</b></p> |
| <p>7. <b>Town, Parish and Partner Updates (Pages 45 - 70)</b></p> <p>To note the written reports and receive updates from any partners who wish to contribute:</p> <ul style="list-style-type: none"> <li>i. Parish and Town Councils</li> <li>ii. Wiltshire Police</li> <li>iii. Wiltshire Fire and Rescue Service</li> <li>iv. NHS Wiltshire</li> <li>v. Chippenham and Villages Area Partnership (ChAP)</li> <li>vi. Chippenham Vision</li> <li>vii. Chippenham Shadow Community Operations Board</li> <li>viii. Community Area Young People's Issues Group (CAYPIG)</li> </ul>   | <p><b>7:05pm</b></p> |

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|     | <ul style="list-style-type: none"> <li>ix. Youth Strategy Update</li> <li>x. Lyneham Steering Group</li> <li>xi. Chippenham Partnership of Schools.</li> </ul>  |        |
| 8.  | <p><b>Area Board Priorities Update</b></p> <p>To receive updates on the Area Board's Priorities, as follows:</p> <ul style="list-style-type: none"> <li>i. Health and Wellbeing – Lead Councillor: Peter Hutton</li> <li>ii. Employment – Lead Partner: Chippenham Vision</li> <li>iii. Skate Park – Lead Councillor: Paul Darby</li> <li>iv. Road Safety – Lead Councillor: Bill Douglas</li> <li>v. Night Time Economy – Lead Councillor: Peter Hutton.</li> </ul>                        | 7.15pm |
| 9.  | <p><b>Funding (Pages 71 - 80)</b></p> <p>To consider the following:</p> <ul style="list-style-type: none"> <li>i. One Area Board Project application seeking £2,000 for Olympic Torch Day Celebrations in Chippenham on 23 May 2012.</li> <li>ii. Delegation to Community Area Manager in consultation with Chairman and/or Vice Chairman, to approve expenditure of up to £1,000 between Area Board Meetings.</li> </ul> <p>And to receive information on the new Small Grants Scheme.</p> | 7.25pm |
| 10. | <p><b>Chairman's End of Year Report (Pages 81 - 84)</b></p> <p>The Chairman will provide an end of year report for 2011/12, including details of the Area Board's key activities and achievements throughout the year.</p>  | 7.30pm |
| 11. | <p><b>Visiting Cabinet Representative</b></p> <p>Councillor Stuart Wheeler will talk about his Cabinet responsibilities for Transformation, Culture, Leisure and Libraries, and respond to any questions.</p> <p><i>Note – questions may be submitted in advance – please email <a href="mailto:penny.bell@wiltshire.gov.uk">penny.bell@wiltshire.gov.uk</a> by Monday 23 April.</i></p>  | 7.35pm |
| 12. | <p><b>Outcomes of Forward Together/Youth Issues Events</b></p> <p>To prioritise the outcomes of the Forward Together and Youth Issues events recently hosted by the Area Board.</p>   | 7.50pm |
| 13. | <p><b>Presentation of Chippenham Area Board Community Awards</b></p> <p>The Chairman and Vice Chairman of the Area Board will present the second Chippenham Community Area Awards.</p>  | 8.05pm |

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| 14. | <b>Volunteering in Wiltshire</b><br><br>Karen Scott, Voluntary Development Manager, will provide information on the work being undertaken by the Council and its partners to develop and support volunteering in Wiltshire.   | 8.25pm |
| 15. | <b>Informal Adult Education in Wiltshire</b> ( <i>Pages 85 - 88</i> )<br><br>Simon Burke, Head of Business and Commercial Services, will provide information on the Council's consultation regarding the future provision of Informal Adult Education in Wiltshire, and the Area Board will be asked to provide a response to the consultation.   | 8.40pm |
| 16. | <b>Evaluation and Close</b> ( <i>Pages 89 - 90</i> )<br><br>The Chairman will invite any remaining questions from the floor and will welcome the submission of new Community Issues.<br><br>The next agenda planning meeting will take place on Thursday 24 May 2012, 10am at Monkton Park. Any parish or town council representative interested in attending should contact the Community Area Manager or the Chairman.<br><br>The meeting is asked to note the future meeting dates below and is reminded to complete the evaluation forms in the packs.<br><br>The Forward Plan is attached for information. | 9:00pm |

**Future Meeting Dates**

Monday 9 July 2012  
6.30 pm for 7.00 pm  
Yatton Keynell Village Hall

Monday 3 September 2012  
6.30 pm for 7.00 pm  
Hardenhuish School, Chippenham

Monday 5 November 2012  
6.30 pm for 7.00 pm  
Wiltshire Council Monkton Park Offices, Chippenham

Monday 7 January 2013  
6.30 pm for 7.00 pm  
Sheldon School, Chippenham (tbc)

Monday 4 March 2013  
6.30 pm for 7.00 pm  
Neeld Hall, Chippenham