

AGENDA

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Margaret's Hall, St Margaret's St, Bradford on Avon BA15 1DE
Date: Wednesday 9 January 2013
Time: 7.00 pm

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

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.

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

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

Items to be considered	Time
<p>1 Arrival and Refreshments</p> <p>Table top displays from Victim Support Wiltshire and Wiltshire Fire and Rescue Service.</p> <p>Councillor Toby Sturgis, Cabinet Member for Waste, Property, Environment and Development Control Services will be in attendance.</p>	<p>6.30pm</p>
<p>2 Chairman's Welcome and Introductions <i>_(Pages 1 - 2)</i></p>	<p>7.00pm</p>
<p>3 Apologies for Absence</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Minutes <i>(Pages 3 - 24)</i></p> <p>To approve and sign as a correct record the minutes of the Bradford on Avon Area Board meetings held on 19 September and 28 November 2012.</p> <p>To approve and sign as a correct record the minutes of the Bradford on Avon Community Area Transport Group meetings held on 1 October 2012 and 7 January 2013.</p>	
<p>6 Chairman's Announcements and Updates <i>(Pages 25 - 48)</i></p> <ul style="list-style-type: none"> i) A36 Cleveland Bridge - outcome of appeal to Department for Transport ii) Air Quality Action Plan – update iii) Historic Core Zone – public consultation January 2013 iv) Colonel Llewellyn Palmer Educational Trust – report of meeting of 15 October v) Shadow Community Operations Board – update vi) Holt Manor – update on enforcement action vii) Wiltshire Online: Connectivity and Provision viii) Drink Banning Orders – pilot in Bradford on Avon 	

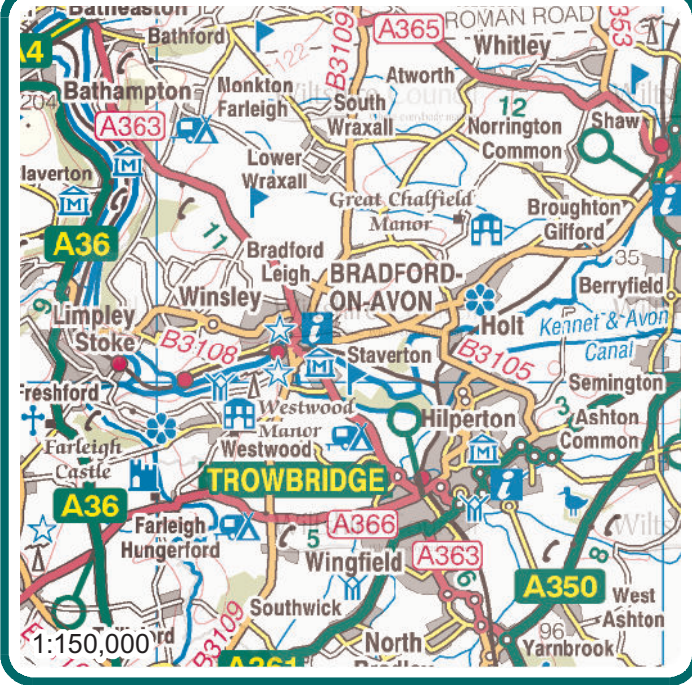
/Trowbridge/Melksham police sector

Wiltshire Police, including on the Draft Police and Crime Plan.
Wiltshire Fire and Rescue.
Bradford on Avon Youth Advisory Group.

- | | | |
|----|---|--------|
| 7 | Youth Service Update | 7.30pm |
| | Mal Munday - Head of Integrated Youth Service, Wiltshire Council. | |
| 8 | Community Area Grants (<i>Pages 49 - 52</i>) | 7.40pm |
| | Councillors to consider two applications to the Community Area Grant budget in 2012/13: | |
| | i) Friends of Barton Farm Play Area requesting £ 350 for the removal of a tree to the site of the play park. | |
| | ii) Friends of the Strips requesting £ 350 for replanting and improvements at The Strips. | |
| 9 | Launch of the Community Blogsite for Bradford on Avon | 7.55pm |
| | Matthew Woolford - Communications, Wiltshire Council. | |
| 10 | Focus on Staverton (<i>Pages 53 - 54</i>) | 8.10pm |
| | Councillor Steve Figures & Councillor Andy Boresen - Staverton Parish Council to discuss issues and opportunities for the village. | |
| 11 | Welfare Reform In Wiltshire (<i>Pages 55 - 56</i>) | 8.20pm |
| | A short video showing the Government's plans to simplify the benefits system and encourage people back to work. | |
| 12 | Housing Need and Review of Wiltshire's Housing Allocations (<i>Pages 57 - 58</i>) | 8.30pm |
| | Nicole Smith - Head of Strategic Housing, Wiltshire Council a presentation of key facts regarding housing need in the Bradford on Avon Community Area and discussion of a review of the housing allocation process. | |

13 **Next Meeting Date** 8.59pm
Wednesday 13 March 2013 – Westwood Social Club.

14 **Close** 9.00pm



St Margarets Hall
St Margarets Street
Bradford on Avon
BA15 1DE



 Where everybody matters



MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: ST Margaret's Hall, St Margaret's St, Bradford on Avon BA15 1DE
Date: 19 September 2012
Start Time: 7.00 pm
Finish Time: 9.55 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 Rosemary Brown (Chairman), Cllr Malcolm Hewson (Vice Chairman),
Cllr Trevor Carbin and Cllr Linda Conley and Cllr Jane Scott OBE

Wiltshire Council Officers

Peter Dunford – Community Area Manager
Kevin Fielding – Democratic Services Officer
Mal Munday – Acting Service Director
Laurie Bell – Director of Communications
Alan Creedy – Head of Sustainable Transport
Emma Cooper – Partnership Development Manager

Town and Parish Councillor

Bradford on Avon Town Council – Vicky Landell Mills
Westwood Parish Council – Terry Biles
Wingfield Parish Council – Alan Mines
Winsley Parish Council – Philip Poulson

Partners

Wiltshire Police – PC Darvill
Wiltshire Police Authority – Kieran Kilgallen
Bradford on Avon Community Area Network – Jim Lynch, Tony Haffenden & Kim Samouelle
Community Area Young Peoples Issues Group – Kath Brownlee & James Davies

Total in attendance: 50

<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, Democratic Services Officer and the acting Service Director.</p> <p>Cllr Jane Scott OBE – Leader of Wiltshire Council was also welcomed.</p> <p>All town, parish and partner and youth representatives in attendance were welcomed by the Chairman.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Police Inspector Lisette Harvey, Matthew Midlane – Monkton Farleigh Parish Council, Martin Moyes – Holt Parish Council, Simon Coombe – Limpley Stoke Parish Council and Keith Brendish – Wingfield 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 18 July 2012 were approved and signed as the correct record.
5	<p><u>Chairman's Announcements and Updates</u></p> <ul style="list-style-type: none"> i) Shadow Community Operations Board – a report of the inaugural meeting on 12 September was given. ii) Mini-recycling site review – sites to be removed from use from 1st October were confirmed as St Laurence School; Christchurch Primary School; Fitzmaurice Primary School; Westwood with Iford Primary School; Winsley Primary School; Sainsburys Car Park; Station Car Park; and Budbury Circle. iii) Street Light Savings – following a successful pilot switch-off phase which included Bradford on Avon, the policy is being rolled out across the

county such that about 50% of street lights will convert to part-night lighting, between midnight and 5.30am.

- iv) State of the Environment report – facts and figures relating to land use, wildlife, climate change, waste, air quality, water resources and the historic environment now available at www.intelligencenetwork.org.uk/environment .
- v) Wiltshire and Swindon Local Nature Partnership – now established as a statutory mechanism to help improve the health of the local environment and to engage more effectively with the business, community and health sectors.
- vi) Barrier Busting Proposals – new powers to cut through red tape, rules and regulations by way of a Government team and online portal at <http://barrierbusting.communities.gov.uk/> .
- vii) Wiltshire Involvement Network – progress report June to August 2012.
- viii) 'From Drought to Flood' event, 17 October in Warminster for at-risk towns such as Bradford on Avon.
- Police and Crime Commissioners – Kieran Kilgallen, Chief Executive of the Wiltshire Police Authority, updated the Area Board on the forthcoming Crime and Police Commissioner elections to be held on 15 November 2012. The new Commissioners would replace the old Police Authorities and bring added accountability to the Police Service.

Partner updates

Wiltshire Police - the written report was noted. PC Darvill, in attendance on behalf of Inspector Harvey, answered questions.

Wiltshire Fire & Rescue Service – the written report was noted.

NHS Wiltshire - the written report was noted.

Community Area Young Peoples Issues Group – Kath Brownlee, James Davies and other young people from the Youth Centre:

- The CAYPIG members advised that they were now working with the Town Council and Wiltshire Police to try and improve the skate ramps and litter bins at Poulton Recreation Ground. The ramps were in poor

	<p>condition and were attracting anti-social behaviour.</p> <ul style="list-style-type: none"> • A Youth Action Group, led by young people, was being set up to supercede the CAYPIG, to engage with local issues and to look at local services from a young persons perspective. • Several of the young people had taken part in the National Citizen Course, and felt that the course had given them confidence to become a volunteer. <p>The Chairman thanked everyone for their updates.</p>
6	<p><u>Wingfield Parish Council Complaint</u></p> <p>Alan Mines advised that Wingfield Parish Council had sent a letter of complaint to Cllr Jane Scott OBE, Leader of Wiltshire Council, in response to the failure of officers and an elected member of Wiltshire Council to effectively respond to issues raised by the Parish Council.</p> <p>The Chairman promised that these failures would be investigated.</p>
7	<p><u>The Legacy of 2012</u></p> <p>Councillor Jane Scott, Leader, Wiltshire Council & Laurie Bell, Director of Communications, Wiltshire Council gave a presentation that recapped the Summer celebrations for the Jubilee and the Olympics, and discussed the effect the year of celebration had had on the community and how to carry on the legacy through 2013 and beyond.</p> <p>Points covered included:</p> <p>Key Events</p> <ul style="list-style-type: none"> • Queen’s Diamond Jubilee – 1 May. • Olympic Torch Relay – 22 & 23 May inc lunchtime stop at Clarendon College, Trowbridge. • Olympic Torch Relay – 11 & 12 July. • Festival of Celebration – 11 July, Hudson’s Field. • Michael Johnson – 12 July, Stonehenge and Salisbury Cathedral.

The Impact – community

- Over 225,000 people attended the events – half the population of Wiltshire.
- Hundreds of street parties, events, concerts and activities held across county.
- Atmosphere of celebration.
- Reason to bring communities together.

The Impact – economy

- Additional spend on events days est. over £1 million – not including tourism impact.
- Hotels and B & B's in Salisbury fully booked w/c 9 July.
- Visit Wiltshire website highest monthly number of visits since records began in 2008.
- Substantial return on investment (£290,000).

The Impact – publicity

- Queen's Diamond Jubilee event – local, regional, national and international – advertising value £191,000 – circulation 100 million.
- Olympic torch and Hudson's Field so far... local, regional, national and international – advertising value £890,000 – circulation of 250 million +.
- Footage of Stonehenge and Michael Johnson coverage – advertising value £2.7million – circulation 50 million + per day.

The Impact – culture

- Biggest partnership event.
- Robust resilience – keeping the county safe.
- Close working with area boards and town and parish councils.
- Great team building – over 1,000 Wiltshire Council staff worked the events.

	<ul style="list-style-type: none"> • Many people took on different roles and expanded their skills and experience. • Lasting relationships formed... <p>The Impact – legacy</p> <ul style="list-style-type: none"> • Need to build on the success of this year. • Setting up a Legacy Board. • Focus on; <ul style="list-style-type: none"> – Health and sport for all – free swimming. – The economy – series of business events and promotions. – Communities – an annual event or activity in every area? – Working in partnership to deliver more. <p>Questions raised from the floor included:</p> <ul style="list-style-type: none"> • Will Wiltshire Council be funding free Swimming? <ul style="list-style-type: none"> a. Yes, free swimming is available for under 16’s during school holiday periods. • Jim Lynch from BoACAN confirmed that there is already a group in the town looking at a programme of events for Christmas 2012 and Summer 2013. There is a growing sense of partnership working for the good of the town. <p>The Chairman thanked Cllr Scott and Laurie Bell for their presentation.</p>
8	<p><u>Air Quality Action Plan for Bradford on Avon</u></p> <p>Jim Lynch from BoACAN reported on the work of the Task and Finish Group in developing an Air Quality Action Plan for the town. A report was tabled which gave details of discussions held to date and recommended next steps.</p> <p>The long-term goal is to achieve a Clean Air Town by 2020 with a medium term goal of Legal Air Quality by 2015.</p> <p><u>Recommendations:</u></p> <ul style="list-style-type: none"> a. An Air Quality Partnership engaging all relevant Departments of Wiltshire Council, our Town Council, relevant Parish Councils, plus voluntary/community groups and organisations (including our schools) and

the local business community.

- b. An Air Quality Network engaging all our citizens in a concerted campaign.
- c. A Project Management Group mandated to act upon and deliver the desired outcomes with minimum bureaucracy.

Despite the long history of previous efforts there is an immediate and important need to provide up-to-date information in the following areas:

- i) Origin and Destination Traffic Information: Who is creating this problem? Where are they coming from; going to, and why? Is it 'us' i.e. is it town-based, area-based or from further afield?

Answers require a properly resourced and funded Origin and Destination Survey. Any differences regarding cost, organisation, purpose (and so forth) are entirely secondary to the imperative need for top-quality data. This project is the absolute sine qua non for further action.

- ii) Public Health: a Health Impact Survey is now available (c/o Rosemary Brown). The survey must be linked to existing data and engage both Wiltshire Council Public Health initiatives and the Primary Care Trust, Health Centres etc

- iii) Safety Impact: although it is obvious that traffic in and around the town is a constant danger to pedestrians, this information needs to be collated and assessed. The HCZ initiative is looking at this material, as are others concerned with mobility and safety.

- iv) Environmental Impact: It is important that we support the work of the Environment Health Department whilst also looking at other methods of collecting data on the environmental impact; town fabric, pollution etc. A new air quality monitoring station is to be sited on Masons Lane by the end of this year to record nitrogen dioxide and particulates in real time.

The full range of potential actions requires much more detailed work along 'SMART' lines (Specific, Measurable, Achievable, Relevant, Timely). Producing this would, again, be a first priority for a Project Management Group.

Work in Progress: Some groups are rightly keen to act on their own initiative in solving this multi-faceted problem. Climate Friendly Bradford are engaged in encouraging the uptake of electric vehicles and related actions as part of their long-term commitment to change.

Points raised from the floor included:

- That we need to be looking at electric/zero emission vehicles in the near future, with Bradford on Avon having its own electric car charging points in car parks, hotels etc.
- We should demonstrate the benefits through the use of electric community buses in the town centre.

	<p>Questions raised from the floor included:</p> <ul style="list-style-type: none"> • Can Wiltshire Council carry out an Origin & Destination Survey? <ul style="list-style-type: none"> a. <i>Alan Creedy – Head of Sustainable Transport, Wiltshire Council advised that an Origin & Destination Survey may not give the answers that residents were looking for, it was also difficult and expensive to carry out.</i> <p>Cllr Rosemary Brown requested that Alan Creedy reports back to the first meeting of the new Air Quality Partnership on how much an Origin & Destination Survey would cost to carry out.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Bradford on Avon Area Board endorses the Action Plan and agrees to work with BoACAN to take forward the recommendations. <p>The Chairman thanked Jim Lynch for his presentation and Alan Creedy for attending the Area Board.</p>
9	<p><u>Volunteering in Wiltshire</u></p> <p>Emma Cooper, Partnership Development Manager, Wiltshire Council & Simone Ward, Manager, Volunteer Centre Wiltshire informed the area board of the work being undertaken with partners to develop and support volunteering in Wiltshire.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • Local people helping their local communities by volunteering. • Call-IT, 0845 5216224, is the new telephone number for people interested in getting involved with volunteering. <p>What are we doing?</p> <ul style="list-style-type: none"> • Working together. • Making volunteering available to all. • Ensuring volunteering is well managed, supported and recognised. • Trying out new approaches to volunteering, such as “time credits”

	<p>How are we doing?</p> <ul style="list-style-type: none"> • 1500 volunteering opportunities promoted through Volunteer Centre. • The number of volunteers had doubled in the last year to 2265. • The number of unemployed volunteers had increased by 36%. <p>The Chairman thanked Emma Cooper and Simone Ward for their presentation.</p>
10	<p><u>Tackling Financial Exclusion</u></p> <p>Emma Cooper - VCS Support, Wiltshire Council gave a power point presentation which covered:</p> <p>Points made included:</p> <ul style="list-style-type: none"> • What is financial exclusion. • What does it mean to be financially excluded. • Where is financial exclusion found. • Does it exist in the Bradford on Avon community area. • How the Wiltshire Community Bank operates. • That Wiltshire Council were looking to give its staff the opportunity to save with the Wiltshire Community Bank. <p>The Chairman thanked Emma Cooper for her presentation.</p>
11	<p><u>Conigre Hill - Asset Transfer</u></p> <p>The Chairman requested that the Area Board members approved the detail of the transfer of the car park at Conigre Hill to a community trust.</p> <p>Resolved:</p> <ul style="list-style-type: none"> • That the Bradford on Avon Area Board approves the transfer of the car park at Conigre Hill to a community trust as per the report, (pages 50-51 of the 19 September, Bradford on Avon Area Board agenda pack).

	<p>David Maude from Hillside Action Group thanked the Area Board for their help and approval of the asset transfer to the community trust.</p>
12	<p><u>Community Area Grants</u></p> <p>Councillors considered four applications to the Community Area Grant budget in 2012/13:</p> <p>Decision Bradford on Avon and District French Twinning Association awarded £2,006 for the May 2013 visit of twin town Sully-sur-Loire to Bradford and for a trip by Fitzmaurice School to Sully.</p> <p>Reason <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for the local economy, tourism, culture, education and civic links.</i></p> <p>Decision Wiltshire People First awarded £500 towards the ‘Our Lives, Our History’ oral history project.</p> <p>Reason <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for health and social care, education and inclusion objectives.</i></p> <p>Decision Holt Sports and Recreation Committee awarded £1,195 towards the Holt Second Sports Court.</p> <p>Reason <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for sport and recreation and community development in the village of Holt.</i></p> <p>Decision TEDxBradfordonAvon awarded £500 towards an event on 4 November 2012 for creative people and businesses on the theme of ‘Crafting the Unexpected’.</p> <p>Reason <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support to the economy, creative industries and local democracy.</i></p>

13	<u>Next Meeting Date</u> Wednesday 21 November – Cereal Partners, Staverton. Wednesday 9 January 2013 – St Margaret’s Hall.
14	<u>Close</u>

MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: The Longleat Room, County Hall, Trowbridge
Date: 28 November 2012
Start Time: 17:30
Finish Time: 18:30

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 Rosemary Brown (Chairman), Cllr Malcolm Hewson (Vice Chairman),
Cllr Trevor Carbin and Cllr Linda Conley

Wiltshire Council Officers

Peter Dunford – Community Area Manager
Kevin Fielding – Democratic Services Officer

Partners

Jim Lynch – Bradford on Avon Community Area Partnership

Total in attendance: 13

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everyone to County Hall and advised that this extraordinary meeting had been called due to the postponement of the meeting that had been due to take place on Wednesday 21 November at Cereal Partners in Staverton. This meeting had been cancelled due to flooding in the local area.</p> <p>The Chairman made the point that this meeting would deal with the Area Board grant applications that would have been discussed on the 21 November, all other substantive agenda items from that agenda would now be taken at the next Area Board on the 9 January 2013.</p>
2	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
3	<p><u>Grants and Funding</u></p> <p>Decision</p> <p>Bradford on Avon Community Agriculture Co-operative awarded £2,000 towards essential tools and supplies .</p> <p><i>Reason</i></p> <p><i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for the land based economy and for community development as well as for its promotion of healthy lifestyles.</i></p> <p>Decision</p> <p>Councillor-led grant application from Rosemary Brown requesting £5,500 towards the costs of an Origin and Destination Survey.</p> <p>It was agreed to defer this application. In the light of current budget constraints, it is recommended that operational details be worked up in association with Wiltshire Highways and for a further report be considered by the Area Board in March 2013.</p>

	<p>Decision</p> <p>Councillor-led grant application from Rosemary Brown awarded £275 towards the costs of the volunteer administration of Lorry Watch with the following conditions:</p> <ul style="list-style-type: none"> • A request for match funding to be made to Bradford on Avon Town Council. • Is this cost an annually recurring sum. • As the license has to be purchased in the name of a local authority, is the Town Council willing to be the responsible authority. • To allow for the swapping in and out of volunteer administrators, that the Town Council or Wiltshire Trading Standards make available a dedicated laptop for this purpose, to be used by the nominated volunteer from their home. <p>Reason <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through the collection of robust evidence in support of the town centre, the environment and tourism.</i></p>
4	<p><u>Any Other Business</u></p> <p>The Area Board members were asked to support a request from Bradford on Avon Town Council, who were proposing to rename the St Margaret's Hall footbridge as 'McKeever Bridge' as a tribute to Ed McKeever from Bradford on Avon who is the 2012 Olympic Gold Medallist Sprint Kayaker.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Bradford on Avon Area Board supports Bradford on Avon Town Council in the renaming of St Margaret's Hall footbridge to "McKeever Bridge."
5	<p><u>Close</u></p>

Note of Bradford on Avon Community Area Transport Group held on 1st October 2012 at County Hall, Trowbridge

1. Present:

Gwen Allison, Bradford on Avon Town Council

Alan Mines, Wingfield Parish Council

Martin Annetts, Wiltshire Police

Linda Conley, Wiltshire Councillor

Linda Ladner, Winsley Parish Council

Shay Parsons, Lorry Watch

Andrew Pearce, Holt Parish Council

Bob Broadhead, Limpley Stoke Parish Council

Martin Moyes, Holt Parish Council

Trevor Carbin, Wiltshire Councillor

Malcolm Hewson, Wiltshire Councillor

Spencer Drinkwater, Highways

Peter Hanson, Highways

Dave Thomas, Highways

Peter Dunford, Community Area Manager

Apologies: Keith Brendish (Wingfield Parish Council), Andy Cadwallader (Highways)

2. Notes of CAT-G meeting on 25 June and matters arising

Amendment proposed by Wingfield Parish Council re. Substantive Highways Scheme: Wingfield Footways Phase 4 to be split over 2 financial years – this year construction from south of traffic signals to 21A Frome Road.

ACTION: PD to amend minute

3. Budget Position 2012/13

Budget unallocated: £ 5, 591

4. Outcome of bids to Substantive Highways Scheme 2012

Successful bids for Wingfield Footways (£16,800) and Mythern Meadow, Bradford on Avon, footpath resurfacing (£ 15,000).

5. Update on appeal against the proposal by Bath and North East Somerset Council to impose an experimental 18 tonne weight restriction on HGVs at A36 Cleveland Bridge in Bath

Decision delayed but due by New Year

6. Update on Town Bridge advance weight limit signs

Signs ordered, awaiting programmed installation.

ACTION: DT to install before Xmas

7. Lorry Watch update

The initiative has resulted in a 65% reduction in offences. Only 1 prosecution to date, but others are pending. The group has contributed detailed comments to the signage review. After one year, the group has agreed with Trading Standards to stand-down the rota and to re-introduce it occasionally – probably in March and September 2013 – to monitor the situation and the impact of the new signs.

ACTION: PD to chase Legal re. progress with prosecutions. SP to attend CAT-G in Spring 2013 with an update.

8. Steps towards an Air Quality Action Plan for Bradford on Avon

PD reported on the public consultation events and recommendations agreed by the Area Board. An Air Quality Partnership would be established to oversee this work; surveys of public health, carbon dioxide/ particulates and traffic origin and destination would be undertaken; the promotion of electric buses and cars is being investigated by the Climate Friendly group on the lines of initiatives elsewhere such as the Dorchester–Poundbury electric bus.

ACTION: Launch of Air Quality Partnership by end 2012

9. Historic Core Zone - consultation with vulnerable groups on planned improvements at the Market Street/ Church Street junction

RB impressed with the plans recently on display in St Margaret's Hall – a further round of consultation with the general public is planned in the New Year.

The Integrated Transport Block has funded the planning to date and capital funding for implementation of Phase 1 will be sought after the consultations are complete.

10. Speed Limit Review – A363/ B3105/ B3107 Bradford on Avon and Holt

Reductions in speed limits to 50 mph on these routes.

20 mph trial sites in 6 locations – a Cabinet report is drafted which includes the results from metrocounts and resident questionnaires – a decision will be taken in the New Year on the way forward once final guidance from the DfT is issued.

B&NES have implemented a policy of 20 mph zones in residential areas across its district. KB not happy that WC is waiting and doing nothing.

ACTION: DT to report back on evaluation of 20 mph trials next time

11. Update on CAT-G priority projects

- i) Bollards, Newtown: estimated cost of £7, 400; needs a road closure to implement; cannot use temporary traffic lights as requested by the Town Council
- ii) Limpley Stoke - Woods Hill and Midford Lane – on carriageway footways: completed
- iii) Limpley Stoke - Lower Stoke – feasibility study: report being considered by Parish Council
- iv) Wingfield – phase 4 footways: Substantive Highways Funding received
- v) Mythern Meadow to Avon Close – footway: Substantive Highways Funding received
- vi) Priory Close, Bradford on Avon – streetlight: completed and operational
- vii) Winsley – junction to Avon Park – warning signs: Winsley PC have written to Avon Park requesting £1000 funding, awaiting a response
- viii) South Wraxall – gateway surfacing: done

12. Other urgent highways and transport matters:

- Woolley Street, Bradford on Avon – residents parking zone request: delegated process through Town Council
 - Church Street, Bradford on Avon – residents parking zone request: delegated process through Town Council
 - Woolley Terrace, Bradford on Avon - ratrunning and speeding:
ACTION: site visit with ‘Friends of Woolley’ to agree site for metrocount
 - Holt Road to Springfield, Bradford on Avon – pedestrian safety: pedestrian facilities to be improved as part of Kingston Farm development. Thick canopy of trees overhanging highway needs cutting back. **ACTION: contact Shaun Moulton**
Sodium lights need to be converted to mercury white lighting - Kingston Farm to pay for it? New junction on Frome Road vetoed by planners.
 - Bath Road, Bradford on Avon - crossing to Christchurch School:
ACTION: chase progress of School Travel Plan with Headteacher
 - Frome Road, Bradford on Avon – traffic calming and pollution:
ACTION: highways officers to inspect
 - Frankleigh, Bradford on Avon – speeding on A363:
ACTION: speeding in 40 mph zone to be monitored through metrocount as a first step
 - Holt Manor - removal of illegal bollards and signs: legal battle with owner. Bollards a hazard on the public highway. Parish Council thankful for support from Area Board. Brown signs still in place. Awaiting report from DT to be signed off by Dick Tonge.
ACTION: Update to next Area Board meeting
 - Monkton Farleigh – bus stop: children waiting for bus stop to Corsham School outside Kingsdown Golf Club – in Melksham community area!
 - Widbrook – road safety: speed limit reduced to 50 mph. No engineering solution obvious. Problem with water on carriageway, PH to investigate drainage.
ACTION: Site visit
 - Wingfield – hidden dip sign on approach to Swansbrook Farm entrance
ACTION: AM to send details to DT
- Wingfield - petition from Mrs Novotini re. pavement from Trowle Farm Lane to Loves Lane
ACTION: Petition to be sent to Parish Council for its consideration

- Winsley – signs: Parish Council pleased. Further signs needed to direct to shops.
- Woolley Green - speed limit and safe crossing point:
ACTION: Site visit required with Friends of Woolley
- Staverton – on street parking: near top of priority list for on-street parking improvements. Remove parking on roundabout through Traffic Regulation Order

13. Any other highways issues not raised elsewhere on the agenda

Winsley School concerns - refer to Ruth Durrant, Travel Plan officer.

Kingston Farm construction traffic route – MH suggested should be agreed by Development Control as a reserved matter **ACTION: Put on agenda for next time. Write to Shaun Moulton to advise now**

Puffin Crossing on Trowbridge Road – Town Council want to keep on agenda.

Kingston Mill – parking tickets rescinded – pedestrian crossing outside Budgens to be moved to desire line. **ACTION: DT to consult with Development Control**

Mrs Long, Grove Leaze near Winsley Road - concern re lack of pavement. **ACTION: Site visit**

14. Date of Next Meeting – suggested Monday 7 January 2013, County Hall at 4pm



Department
for Transport

Department for Transport
Great Minster House
33 Horseferry Road
London
SW1P 4DR
Tel: 0300 330 3000

Web Site: www.dft.gov.uk

Our Ref: PRN001

29th October 2012

Carlton Brand

Wiltshire County Council
Bythesea Road
Trowbridge
Wiltshire
BA14 8JN

Dear Carlton Brand,

A36 Lorry Turning Ban – PRN Appeal

In May 2012, following earlier discussions, Bath and North East Somerset council (BANES) announced proposals for an experimental turning restriction on 18 tonne vehicles using the A36 in Bath. The restriction would apply at the corner of Bathwick Street and Beckford Road. The stated justification is the impact that it would have on air quality on the A4 London Road. However as a consequence of the scheme it would not be possible for lorries to follow the A4/A36 from the north of Bath to the southeast and south nor the corresponding south to north route.

On 6th June 2012 Wiltshire and Somerset councils, together with the Highways Agency, lodged an appeal against the proposed restriction with the Department, citing five main points to their objection – that the ban would:

- a) compromise the Primary Route Network (PRN);
- b) shift traffic onto local roads;
- c) impose costs on freight;
- d) impede the management of the SRN; and
- e) the proposal had not followed the required process by securing agreement from other affected local authorities, as laid out in DfT guidance on the primary route network.

The Department has now considered the evidence presented, and has reached a conclusion. A detailed explanation of the reasoning behind the decision is attached at Annex A, but in summary:

- The proposed lorry turning ban is a significant change, as defined by guidance, because of the extent of diversion that it causes. This means that BANES must secure the agreement of affected authorities before implementing the measure – and such an agreement has not been reached.

- Lorry drivers who are unaware of the turning ban have the potential to be seriously inconvenienced by the restriction. In the worst cases, they would have to divert by over 45 miles to complete their journey using the PRN. Alternatively, they could continue their journey through less suitable local roads. Either way, the PRN in Bath will be failing in its purpose.
- The issue is exacerbated by the fact that the A46 and A36 are mostly major trunk roads, linking Wiltshire and Dorset with the M4. There is only one short section under local authority control – which is the A36/A4 in Bath. The turning restriction will prevent HGVs from using the SRN in this area.
- No attempt has been made to find an alternative route for freight traffic. The PRN and SRN are therefore both compromised through the introduction of this banned turn.

Overall we must conclude the appeal is valid and should be upheld. Should the scheme be implemented as proposed, without agreeing a suitable alternative route with the affected authorities, this would be in breach of the legislation.

We are conscious of BANES's important concerns about local air quality. The Department is not, in line with the PRN guidance, commenting on the air quality aims of this proposed scheme. We would note that BANES is welcome to use newly-acquired powers to adjust the PRN in its area to remove traffic from the London Road – provided that the proper procedures are followed and all types of traffic continue to have a viable route through or around Bath.

We would urge BANES to work with Wiltshire and Somerset councils to identify an alternative scheme that will be acceptable to all parties. We believe there are a number of ways to achieve BANES's aim of reducing lorry traffic through Bath without the need to disrupt the PRN. For example, we understand that the Highways Agency, Wiltshire and Somerset are willing to form a working group to discuss signing in the area around Bath.

The Department is also happy to work with the key parties to see whether alternative approaches can be developed that achieve BANES's aims without while meeting legal obligations and maintaining an effective and coherent PRN.

I am sending copies of this letter to all councils involved in this appeal and other affected parties.

Yours Sincerely,



Paul O'Sullivan
Divisional Manager
Roads Strategy & Charging

ANNEX A – Decision in Detail

Grounds for Appeal

The Primary Route Network (PRN) designates roads between places of traffic importance across the UK, with the aim of providing easily identifiable routes to access the whole of the country. The A36 is a Primary Route and has been identified as suitable for medium- or long-distance travel.

DfT will only consider a PRN appeal when there has either been a procedural irregularity, or where an authority has made a decision that is clearly unreasonable. Authorities are required to secure the agreement of affected neighbours before making a significant change to the PRN in their area.

BANES has argued that HGV traffic at this turning is small, only 335 HGV per day. As such, they have argued that the introduction of the restriction does not constitute a 'significant change' as laid out in the guidance and hence there is no need to secure agreement from neighbours. Freight associations consulted during the appeal agreed that the volume of HGV traffic on this route is relatively low for the PRN, as freight traffic already aims to avoid Bath where possible. However even given this, it amounts to over 10,000 freight movements per year.

In guidance, the example given of a clearly significant change is the changing of a primary route from one interurban road to another, while a change to junction layout is given as an insignificant change. The standard is set, not in terms of vehicle flow, but of user experience. Given the likely impact of diversion (see below), we have concluded that this is clearly a significant change. This means that BANES should secure the agreement of its neighbours before implementing the turning ban.

Before considering any appeal we also wish to be sure that any appellant has tried to resolve the issue with the defending council, and that dialogue has been exhausted. It is clear from the correspondence that this is the case.

Guidance and Policy on the Primary Route Network

The Department's guidance on road classification, which covers the management of the PRN, sets out the principles which local authorities are expected to follow when managing the network in their area.

2.9 The PRN is designed to fit together as a network, and primary routes must link up to one another. If changes are made to a route, it must still form part of a coherent and sensible network. Primary routes must remain reasonably direct and viable for medium- and long-distance travel including, wherever possible, for freight traffic.

The guidance goes on to clarify that this may mean that the PRN goes through areas where there are environmental concerns, but where no viable alternative routes exist. In these circumstances, environmental factors on their own are not expected to be sufficient grounds to warrant the exclusion of particular types of traffic.

This does not preclude an authority rerouting traffic for environmental reasons where they have provided a reasonable alternative route. However the PRN extends to all corners of

England, and there are a number of places where the local road network provides traffic with only one reasonable route to follow between two significant destinations. In such circumstances, traffic must still be given a route to follow – or else it is likely to divert in an unsuitable way.

Situation in Bath

There is only one Primary Route through Bath – the A4/A36. All through-traffic looking to get from the west of the city to the east or from the north to the south is directed along the A36. The council has worked over recent years to move heavy traffic out of the centre, meaning that an increasing proportion of vehicles are making use of the A36.

Bathwick Street and Beckford Road form a junction between three main routes – the route from the north and the M4, the route east and south into Wiltshire and the route west towards Bristol. The introduction of a HGV right turning ban means that HGVs on the northern route can no longer access the east/south route (and vice versa).

In its proposals, BANES has suggested that affected traffic coming from the south will be able to divert along the A4 towards Bristol and join the M4 at junction 19. No alternative route through Bath has been offered, and there has been no suggestion of how traffic heading south through the city could be expected to divert.

Network Integrity

The PRN is meant to function as a network for navigation, ensuring that a driver can travel reasonable distances without needing to have a detailed knowledge of the area. In this respect, the BANES proposal poses tricky issues for some drivers.

The worst example would be that of a lorry driver seeking to get from junction 18 of the M4 to Warminster. Driving along the A46, at the outskirts of Bath they would be directed by signs to join the A4 heading into the city. When they reach the junction of the A4 and the A36, they will be required by an HGV restriction to turn onto the A36 and cross Cleveland Bridge. It is only when they have crossed the bridge and actually reached the turning between Bathwick Street and Beckford Road that they will encounter the turning restriction. At this point, if they want to follow the PRN to their destination, they will have to make a 46 mile diversion via Bristol and Shepton Mallet.

At this point, they are likely to either a) leave the PRN and try to reach their destination through the local road network or b) try to circumvent the traffic restriction with a U-turn further down the road. In all of these cases, the PRN will have failed in the function it is meant to deliver.

Interaction with the Strategic Road Network

The A4/A36 in Bath also performs an unusual function, in that it fills a three mile gap in the Strategic Road Network (SRN) between the junction of the A4 and A46 north of the Avon and the A36 to the south. This is the only north/south trunk route below the M4 for 80 miles. The SRN is meant to include routes of particular importance to national travel, and this measure will prohibit HGVs from following this route.

There are currently no plans to detrunk this route, so problems of network disruption need to be taken more seriously than they would in a standard case of this type.

The provision of an alternative

Crucial to both these points is the fact that BANES do not appear to be making any provision for lorries that are impeded by the new restriction. If an alternative route had been identified, of reasonable convenience and quality, network integrity would have been maintained. Guidance states that the fine-tuning of the classification system should properly be a matter for the local authority.

Other issues

Taken together, the likely impact of the restrictions on network integrity creates a clear case against the proposed turning ban. The Department's remit as set out in the guidance is focused on maintaining the rationality and functionality of the network, and the proposed restriction works against this. As such, there is a strong case to uphold the appeal.

Participants in the appeal have raised other issues, which we have also considered:

- **The proposed restriction, and any associated disruption to traffic, is justified by its impact on air quality on the A4 London Road.**

The rationale for the turning ban, as articulated in BANES' original proposal, is to reduce HGV traffic on the A4 London Road and thereby improve local air quality.

Air quality, along with other types of environmental impact, are recognised as a matter for the local council when considering road classification decisions. The Department has no wish to instruct councils to adopt a particular approach to the management of a specific road.

The new guidance on the PRN and classification gives councils new flexibility in routing traffic, meaning that it is easier to move traffic away from environmentally sensitive locations. The only requirement on a council in this context is that they ensure that the classification of the road network remains coherent.

If there are concerns about the environmental impact of traffic along the London Road, B&NES are welcome to find an alternative route for traffic. It is only when required procedures are ignored or proposals prevent the PRN from functioning that DfT is concerned.

- **The proposed restriction may have a serious negative effect on freight traffic, transferring traffic to the more congested A4**

We recognise that the management of congestion on local roads is foremost a matter for local councils. Should a council wish to prioritise non-traffic issues above the free movement of general traffic, this is something for which they are ultimately accountable to the local electorate. The selection of a congested versus an uncongested route is something that we would normally expect to be a matter for

the council to consider. Where the impacts are felt across several authorities we would require any changes to be approved collectively – although this has not happened in this case.

However given the fact that this restriction specifically targets through-traffic, only affects HGVs and does not offer a viable alternative route, there is potentially a discrimination angle to this case. While this has not had a material impact on the decision beyond the issues raised around network integrity, the Department may consider intervening on these grounds in future cases.

Summary

- The proposed lorry turning ban is a significant change, as set out in guidance, because of the extent of diversion that it causes. This means that BANES should secure the agreement of affected authorities before implementing the measure – and such an agreement has not been reached.
- Lorry drivers who are unaware of the turning ban have the potential to be seriously inconvenienced by the turning ban. If they were to follow the PRN they would have to divert by over 45 miles; and if they decide not to follow it they will divert through less suitable local roads. Either way, the PRN in Bath will be failing in its purpose.
- The issue is exacerbated by the fact that the A46 and A36 is mostly a major trunk road, linking Wiltshire and Dorset with the M4. There is only one short section under local authority control – which is the A36/A4 in Bath. The turning restriction will prevent HGVs from using the SRN in this area.
- No attempt has been made to find an alternative route for freight traffic. The PRN and SRN are therefore both compromised through the introduction of this banned turn.

As such, overall we must therefore conclude the appeal is valid and should be upheld. Should the scheme be implemented as proposed, without agreeing a suitable alternative route with the affected authorities, this would be in breach of the legislation.

Bradford on Avon Area Board, 9 January 2013

Chairman's Announcement: Progress since approval of the Air Quality Action Plan in September

Bradford on Avon Air Quality Alliance

To drive forward the agreed action plan it will be important to carry the support of all key stakeholders responsible for air quality, public health and traffic management in the town.

The Bradford on Avon Area Board at its meeting on 19 September agreed to establish an Air Quality Partnership or 'Alliance'.

The Bradford on Avon Town Council at its meeting on 30 October agreed to join the Alliance.

The inaugural meeting of the Bradford on Avon Air Quality Alliance will be held on Friday 1st February at St Margaret's Hall, to be chaired by Maggie Rae, Director of Public Health for Wiltshire and newly appointed Corporate Director at Wiltshire Council with responsibility for adult social care, public health, housing and communities. Invitees will include Allan Creedy, Head of Sustainable Transport at Wiltshire Council and Duncan Hames MP.

Origin and Destination Survey

A proposal for a numberplate recognition survey (NPR) from the Bradford on Avon Preservation Trust was deferred by the Area Board in November pending further discussions with highways officers.

The proposed survey will distinguish traffic passing through the town; originating and finishing in the town; and internal to the town. A NPR survey using volunteers will allow more detailed observation of traffic than a Road Side Interview (RSI) Survey and would be significantly less expensive.

Highways officers are scoping the technical merits and cost-benefits of both NPR and RSI surveys to allow the community to debate the relative merits of the surveys, in full knowledge of all the facts.

Health Survey

The survey has attracted a very good response and the findings have been collated and evaluated by Martin Valatin and Rosemary Brown.

Air Quality Monitor – report from Peter Nobes, Senior Public Protection Officer

"Basically we are nearly there. The ground works at the Old Vicarage on Masons Lane were carried out on 19 December. They have levelled and concreted the area where the analyser will sit, have installed the bespoke frame it will sit on and carried out the electrical works to provide the power. The analyser itself has been disconnected from the mains and we have confirmed an order with Envirotechnology, the company who will physically move the device and reinstall it (calibrate and test the monitoring kit prior to commissioning) to come in as soon as the final hurdle has been cleared.

I am waiting for Scottish and Southern to provide me with a quote to remove the cables supplying the site in Westbury. This is proving a frustrating delay as the work couldn't be ordered by us, it had to go via British Gas, the power supplier who disconnected the analyser on the 6th December. They weren't allowed to touch the cables which are still inside the analyser box and live. We can't move the analyser until these have been disconnected from the lamp post supplying the power and physically removed. The order was made in early December and despite several (unreturned) phone messages and (unreplied) emails I have yet to receive the quote to carry out this work. I will continue to chase them. Once this is received I need to pass it via our procurement office for approval and to agree a date. As soon as this is done we can get it moved and start measuring real time levels of PM10 and NO2 on Masons Lane.

I will of course be in touch when the move is imminent; perhaps Cllr Brown will be available to 'flick the switch' for publicity purposes?"

Electric Vehicles

Platinum Renault Trowbridge donated a Renault Kangoo ZE electric van to Climate Friendly BOA for the month of December 2012 and this was used to run daily collections from shops and services in the centre of town, including helping Bradford on Avon Community Agriculture to deliver their veg boxes and deliveries from the Co-op and Budgens.

It has been confirmed that, as part of the Local Sustainable Transport Fund, Wiltshire Council is looking to install two electric vehicle charging points at Bradford on Avon railway station (as well as at Chippenham, Salisbury and Trowbridge railway stations). At this stage the Council is in the early stages of procuring a relevant supplier and will need to agree an easy accessible location with the station manager. All being well, the Council hopes to have the charging points installed by the end of this financial year.

Discussions continue with Ian White, Head of Passenger Transport at Wiltshire Council, regarding a possible bid to the Government's Green Bus Fund for an electric bus for the town as a demonstration project to the rest of Wiltshire.

Air Quality Egg

Jim Lynch and Dr. Jeremy Bunting, both of BoACAN, have been following the development of a low-cost pollution monitoring device, commonly known as 'The Egg', which is currently being tested in Bristol. It enables real-time, web-based monitoring of air quality and is attracting worldwide attention. They are liaising with Climate Friendly Bradford and will publicise details shortly.

Peter Dunford, December 2012

The Colonel William Llewellyn Palmer Educational Charity

Registered Charity: 1015681

Advisory Panel Meeting

Minutes of Meeting held on Monday 15 October 2012
at Bradford on Avon Town Council

Present:

Representing Wiltshire Council: Mr M Hewson (Chair)
Mrs R Brown

Representing the Town Council: Mrs V Landell-Mills
Mrs S Allen

Also in attendance: Mrs S Jeffreys (VCS Funding Co-ordinator)
Mr D Crisfield (VCS Business Relationship Manager)
Mrs T Winfield (Finance)
Mr A Cole (Technical Services Officer - Parks)
Mrs M Curran (Burial & Cemeteries Team Leader – Allotments)
Mrs J Lee (Legal Services)

Apologies

Mr L Grundy (WC)
Mrs L Mayes (WC)
Heather Kirby (WC)

1. Minutes of Last Meeting

The Minutes of the meeting held on 14 October 2011 were signed as a true and correct record.

2. Matters Arising

Malcolm Hewson delivered a card and a bottle of bottle to Michael Gamble to acknowledge his support to the Trust over the years.

The site visit to determine the positioning of the trees had not taken place but had now been arranged for Tuesday 16 October 2012.

3. Financial Report

A report by Tina Winfield had been distributed with the agenda for members of the Panel to consider. The report included the draft accounts, annual report and a draft budget for 2012/13.

Due to investment income being more, under spends against tree planting and grounds maintenance the amount in reserves had increased to £56,709. Recommended reserves are £27,000. However, as the excess is being held for new/replacement play equipment at Sladesbrook, it was within the conditions of the trust. If awards to beneficiaries are kept to £15,000 for 2012/13 then there is likely to be £37,000 by the end of the financial year (1 April 2013) available for the play equipment although there is the ability to award less to beneficiaries or to use more from the reserves.

The Advisory Board voted to accept the retrospective part of the financial report but to come back to the budget after discussions on the play equipment.

4. Play Equipment, Grounds Maintenance and Allotments

The grounds maintenance is now carried out by English Landscapes to the same specification and there have been no issues. However, the grounds maintenance contract is out to tender. English Landscapes will be carrying out maintenance until 31/5/13 after which there could be a new contractor dependent on the results of the tender process. This could therefore result in an increase in the costs for grounds maintenance and it was decided that this should be added to the risk register.

Action: Tina Winfield to add this to the Risk Register

Fruit trees had been offered by John Pearce for the site but could not be planted last year due to weather conditions. The Panel thought that these were still a good idea. It was suggested that these could be planted on the mound but it was decided that the actual positioning should be decided at the site visit.

Margaret Curran gave a report on the allotments, which have improved. There are 51 plots spread over Bancroft and Sladesbrook. Five allotments had been abandoned of which four have been re-let. There is one remaining unoccupied at Sladesbrook. It is a large plot and has been declined by two people so far. Presently it has been offered to a third. After this there will be no names on the waiting list so it was suggested that if it remains empty then it would be better to split it as has been done with some of the others plots at Bancroft. Margaret Curran then asked if she would be allowed to offer the plot to those on the waiting list for the Shoulder of Mutton allotments or to advertise on the website.

A discussion took place over allotment rents, which presently is 0.076 per square metre at Sladesbrook as compared to 25p for other Wiltshire Council allotments. However, tenants do pay a deposit of £50 and this is not required at other Wiltshire Council sites. The Panel agreed that the charges should be reviewed with a view to an increase.

Panel members also felt that some allotment tenants do not keep to the correct area when driving and how this could be resolved.

Actions:

- **Margaret Curran to inform the tenants that a rent review will be carried out.**
- **The results of the review/consultation will be discussed at a meeting in 2013 to determine the future rent for the plots and policy for increases**
- **Margaret Curran to split the remaining plot, if required and to decide the appropriate channel for letting it**
- **Vicky Landell-Mills and Andy Cole to do a site visit**

Andy Cole informed the panel that he had been informed by Neil Ashley (English Landscapes' Play Equipment Inspector) that the play equipment is still safe although it does need replacing.

The quotes to repair/replace all the equipment at Sladesbrook would total approx £77k

- **Connecting section – repair £11,900 or replacement £25k**

- Smaller special needs unit – repair £8k (replacement not required as it can be refurbished)
- All other equipment on site - £44k to replace. However, the swings are still in working order

After discussion the panel decided to form a sub-group to take this work forward and it was suggested that the sub-group should consist of Colin Brown (WC), Sheila Allen (BoA TC), Vicky Landell-Mills (BoA TC), parent and child obtained through contacting Neil Baker at Christ Church School, resident from estate, Alison Brown, Jim Lynch (BoACAP), Gillian Ellis King and Peter Dunford (Community Area Manager). Panel members are to send contact details to Andy Cole who will chair the sub-group and arrange a meeting.

A timetable for sub-group was outlined as below:-

- Late Nov – initial meeting
- Nov-Jan - consultation (to include flyers on noticeboard & in publications)
- Jan/Feb – review
- March – design brief to companies (usually 5) & consultees
- April – back to consultees/school with responses/quotes from companies
- Summer 2013 – new equipment installed

A panel meeting was arranged for 20 February 2013 to discuss the results of the consultation, to look at the budget required for the work and to include any feedback from tenants on the allotment review. It was suggested that in the 2nd consultation meeting with the children they could be given a budget to determine their priorities.

As the cost to replace/refurbish all the play equipment would cost in the region of £77k and panel members still wished to allocate the £15k to beneficiaries in 2012, other possible sources of funding should be investigated e.g. Area Board, Town Council and Fitzmaurice Trust were suggested. It was suggested that there should be an agenda item at the Area Board about the refurbishment of the play equipment.

Actions:

- **Panel members to send contact details of suggested sub-group members to Andy Cole**
- **Rosemary Brown to contact Neil Baker, Headteacher of Christ Church School**
- **Malcolm Hewson to write to Area Board asking for a slot on the agenda regarding updating the play equipment**
- **Tina Winfield agreed to find a room at County Hall for the meeting on 20 February 2013**

After the above discussion the Panel members approved the suggested draft budget for 2012/13.

5. Risk Register

No amendments/updates to the Risk Register had been brought to the panel meeting. Panel members looked through the Risk Register and agreed it as correct although they wished to have added the risk in regards to the tender process for Grounds Maintenance. Also as the inspection of the play equipment is included in the £8k paid to English Landscapes for grounds maintenance the risk register should also be updated to reflect this. The panel also requested that

each risk was numbered, the pages were numbered and that a date of last review be added to the document.

Action: Tina Winfield to update Risk Register

6. Annual Awards

10 applications had been received and all of these were considered by the Panel. There had also been a late application which the Panel agreed to accept and to also consider. The budget available for beneficiaries was £15,000.

The Panel considered each application in turn and all applications were funded and the approved awards are set out in the schedule below.

Specific recommendations were suggested for the following awards:-

Splitz Support Services

The Panel wished to receive specific feedback on the difference this funding has had on Bradford on Avon individuals and they suggested that Splitz be invited to Bradford on Avon Town Council meeting.

Wiltshire Music Centre

The Panel felt that the application from the Wiltshire Music Centre was to generally support that of its regular activities and wished to receive a breakdown on exactly what the grant was spent on and that it would be good to see a future application that requested funding for a specific project rather than just a general application.

Wiltshire Scullers

After a discussion the Panel decided to support this project but would like assurances that the clearance work had been carried out and that the safety issues had been improved. It was suggested that photos be requested showing the river both before and after clearance.

7. Any Other Business

Councillor members for Bradford on Avon to explore the options for taking on the charity as Wiltshire Council is now in a position to transfer the Charity as any legalities have been resolved.

8. Date of Next Meeting

20 February 2013 at County Hall, Trowbridge

**The Colonel William Llewellyn Palmer
Educational Charity**

2012 Awards

Group and Individual Applications

App No	Applicant	Project	Requested	Awarded
01	Fabian Langley-Chappell	India Link trip	£830	£500
02	Bradford BarnStorm	Music education project – 4 performances of Noyes Fludde at Tithe Barn	£3,000	£1,000
03	Youth Advisory Group	Improvements to skatepark	£4,998	£2,850
04	Children's Centre	Messy play sessions	£576	£350
05	Characters Stage School	Support to low income families to take part in Characters Stage Company project	£1,629	£900
06	Christ Church CEVC Primary School	Playground markings & support to children attending residential trips	£1,500	£1,000
07	Fitzmaurice Primary School	School Radio Broadcasting project	£1,350	£1,000
08	Splitz Support Services	KidzPace Programme	£3,000	£1,600
09	Wiltshire Music Centre	Recreational and educational activities	£3,757	£1,800
10	Wiltshire Scullers	Removal of trees in river	£3,000	£1,500
11	St Laurence School	Support for low income families for uniforms, outdoor residential education and summer holiday programme	£4,000	£2,500
Totals			£27,640.00	£15,000.00

Background

Over the last two years Wiltshire Council has developed a positive partnership with the members of the Wiltshire Community Safety Partnership to obtain a number of Anti-Social Behaviour Orders (ASBO). This positive enforcement action is in part, alongside an extensive amount of intervention and preventative work, responsible for the recent reduction in reported Anti-Social Behaviour across Wiltshire.

Wiltshire Council and Wiltshire Police now wish to build upon this success to tackle alcohol fuelled crime and in particular that of a violent nature that occurs on the streets of Wiltshire. Our aim is to utilise a stepped process as with ASBOs to prevent persistent offenders from causing further issues.

Our approach will differ in that, rather than applying for ASBOs, we wish to utilise sections 1 – 14 of the Violent Crime Reduction Act 2006. This relates to the enforcement tool of the Drink Banning Order (DBO). Where they have been used in other areas DBOs have proved to show a significant reduction in alcohol related incidents.

This way of working will be launched in the Trowbridge Policing area from 26th November 2012. Wiltshire Police and Wiltshire Council will also work in partnership to advertise the use of DBOs.

Procedure

A DBO is a civil order which is used to address alcohol related anti-social behaviour, and or violent behaviour by an individual; it aims to protect others and their property from such behaviour by imposing 'any prohibition ... which is necessary for the purpose of protecting other persons from criminal or disorderly conduct by the subject while he is under the influence of alcohol' (section 1 Violent Crime Reduction Act 2006 (VCRA 2006)). DBOs, if breached, are punishable by a fine not exceeding level 4 (up to £2500).

The police or a local authority may apply to the magistrates' court for a DBO on application if they are satisfied that the following conditions are met:

- that the individual is aged 16 or over;
- that the individual has engaged in criminal or disorderly conduct while under the influence of alcohol; and that
- such an order is necessary to protect other persons from further conduct by him of that kind while he is under the influence of alcohol.

Before such an order is obtained several informal actions will have taken place.

Individuals who have come to notice of the Partnership for at least two alcohol related offences will be referred to a decision making group to be considered for a DBO. Unless there is an aggravating factor (e.g. assault on a police officer or a vulnerable person) 'one off offenders are unlikely to be referred.

The next steps are:

- No further action – a DBO or warning letter is not appropriate.
- A warning letter advising them that a further offence may result in an application for a DBO. This will also be coupled with the offer of support for any needs they may have.
- An application for a DBO. Either the person has already had a warning letter in the last 12 months or the offence is so severe that an order is necessary to protect persons or property from further alcohol-related disorderly or criminal behaviour.

The magistrates can also refer the individual, at their own cost, to an approved brief intervention on alcohol awareness which can reduce the length of the DBO by half.

Once an order is obtained the name of the individual and the terms of the order will be publicised in the press and the community encouraged to report breaches of orders.

Conclusion

In taking this approach we are sending out a very clear message to people who act in an inappropriate manner due to misuse of alcohol, that their behaviour will not be tolerated.



Bradford-on-Avon Area Board January 2013

1. Neighbourhood Policing

Current NPT Priorities:

Up-to-date details of the current news about Neighbourhood Policing Teams (NPTs), including profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police website www.wiltshire.police.uk

Team News:

PS Chris Hams has now left Bradford-on-Avon NPT with PS Sean Brady taking his place.

Sean is in post and is making arrangements to meet with local partners within the Bradford-on-Avon area. Sean is managing the following staff:

PC Lee Pelling & PCSO Andrew MacLachlan
PC Martin Annetts & PCSO Joe Leeds

2. Crime Priorities

Domestic and non-domestic burglary is on the increase. The numbers are sometimes reaching 4 or 5 over a 24 hour period!

Offenders are gaining entry through insecurities or through forcing shed doors. They are also targeting garages, whether or not they are attached to a house.

Offenders are using any advantage to sneak into properties to steal anything they can carry. This can be at any time of the day or night.

Once inside sheds, outbuildings and garages; cash, wallets, telephones, gardening equipment and handbags are stolen. If a garage is entered, offenders are even breaking into cars parked within the garage and stealing items such as cash, MP3 players and laptops.

If the public fail to lock a door or padlock a shed, they increase the risk of becoming a victim.

These crimes are intolerable as many impact on people's livelihoods. The police want information and calls in respect of suspicious vehicles & people. The community needs to play its part in gaining intelligence so that the police can take action.

Violence Against the Person (VAP) is a key focus for the NPT at this time, especially within the town centre area at weekends. The incidents are mainly between those who know each other and often between people who have been or are in some form of relationship. This is a concerning issue for police and one that increases fear and uncertainty amongst the community. The problems are not directly linked to the night time economy but such acts impact on those who are law abiding and enjoying a night out.

The focus on reducing violent crime will remain and is under constant review by the police. The problem though does require cooperation and support from the community. The message is clear - *perpetrators who push, punch and threaten others, committing acts of violence will not be tolerated.*

The police will take action. Anyone subject to or a witness to assaults (physical or non-physical) needs to report what's happening as this is unacceptable behaviour and will be addressed either by the police working with other agencies or by another agency.

Vehicle crime is also sadly on the increase. There are no direct links however work has been commissioned to understand repeat locations, times and likely suspects at this time.

Overall performance

At the foot of this report, the performance figures for Bradford-on-Avon are set out. It remains the overarching priority to reduce the number of burglary and violent offences.

The key messages to the public are:

- 1 Keep buildings secure – lock doors and windows.
- 2 Keep cars locked and property out of sight.
- 3 Report suspicions about people – the police need this information from you.

- 4 Record details of identifiable property and/or take photos of your belongings – this gives the police more of a chance to identify stolen property.

With Christmas approaching and people spending their hard earned money on presents, goods such as electrical items, pedal cycles and jewellery need to be photographed and any identifiable markings should be recorded.

This approach provides the police with more opportunities to locate the property when searching people or carrying out warrants.

The website www.immobilise.com can be used to record these details and may even prevent offenders taking the item in the first place. Check on-line for this site and consider using it.

Lisette Harvey
Sector Commander
19 December 2012

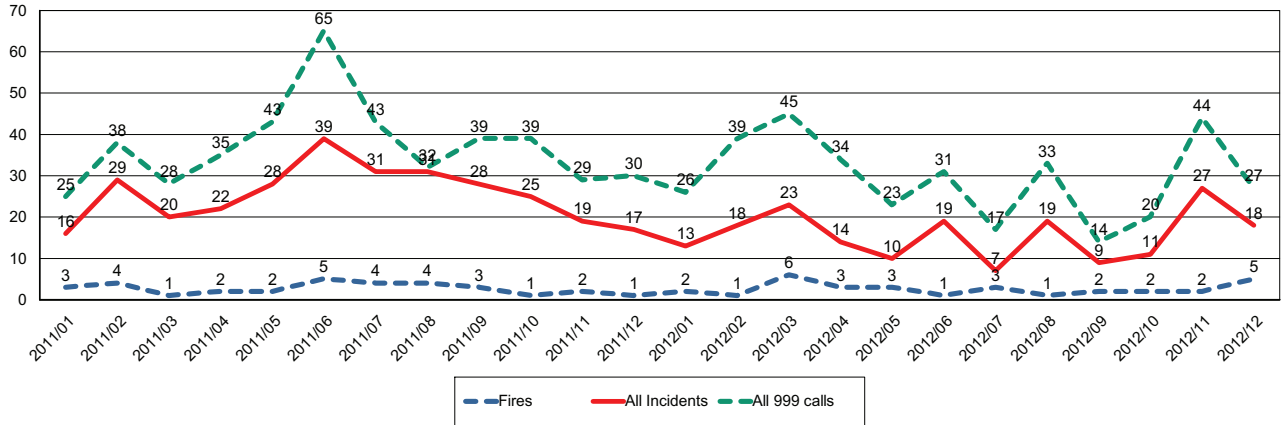
EA Bradford-on-Avon	Crime			
	December 2010 - November 2011	December 2011 - November 2012	Volume Change	% Change
Victim Based Crime	558	527	-31	-6%
Domestic Burglary	25	51	26	104%
Non Domestic Burglary	83	53	-30	-36%
Vehicle Crime	92	100	8	9%
Criminal Damage & Arson	153	98	-55	-36%
Violence Against The Person	72	90	18	25%
ASB Incidents (Year to Date)	338	302	-36	-11%



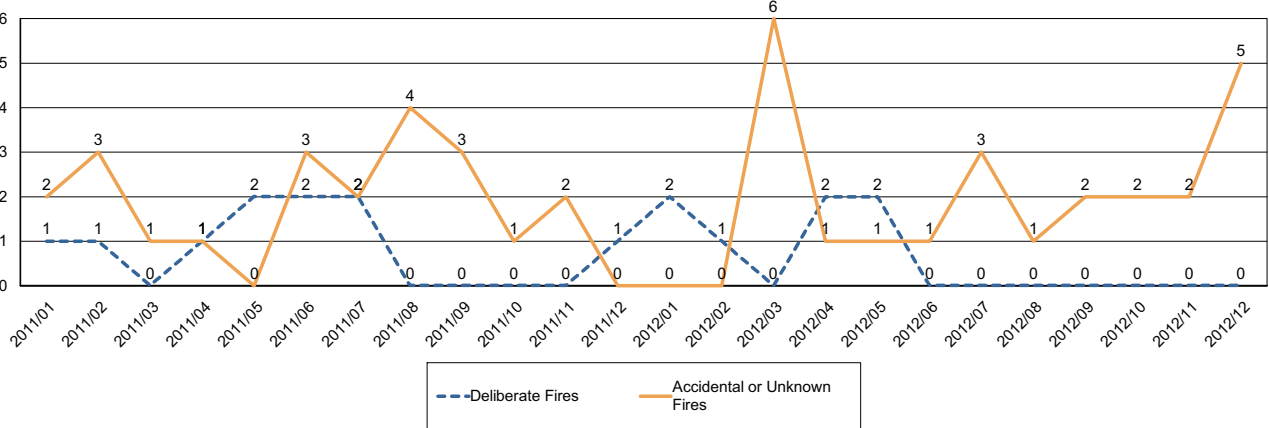
Report for Bradford on Avon Area Board

The following is an update of Fire and Rescue Service activity up to and including December. It has been prepared using the latest information and is subject to change.

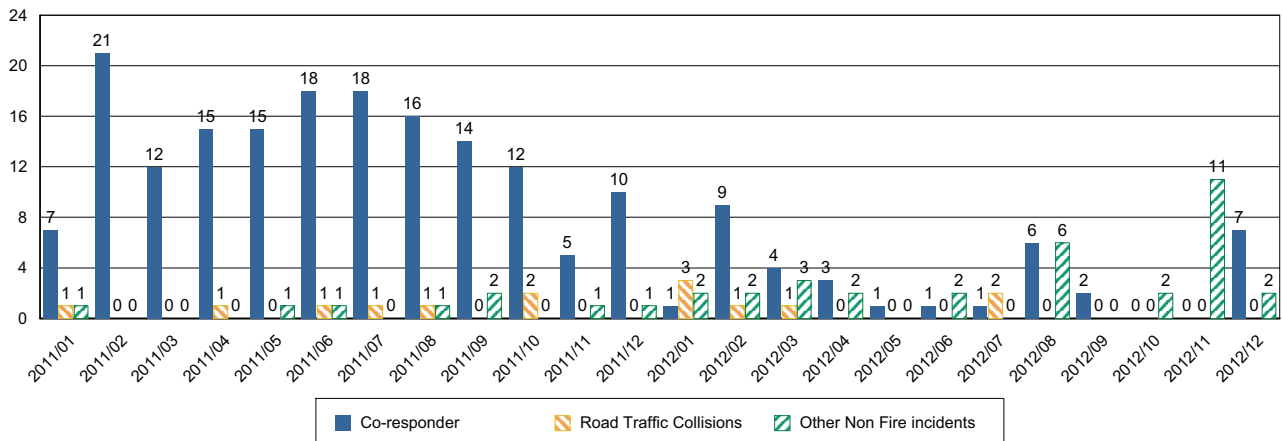
Incidents and Calls



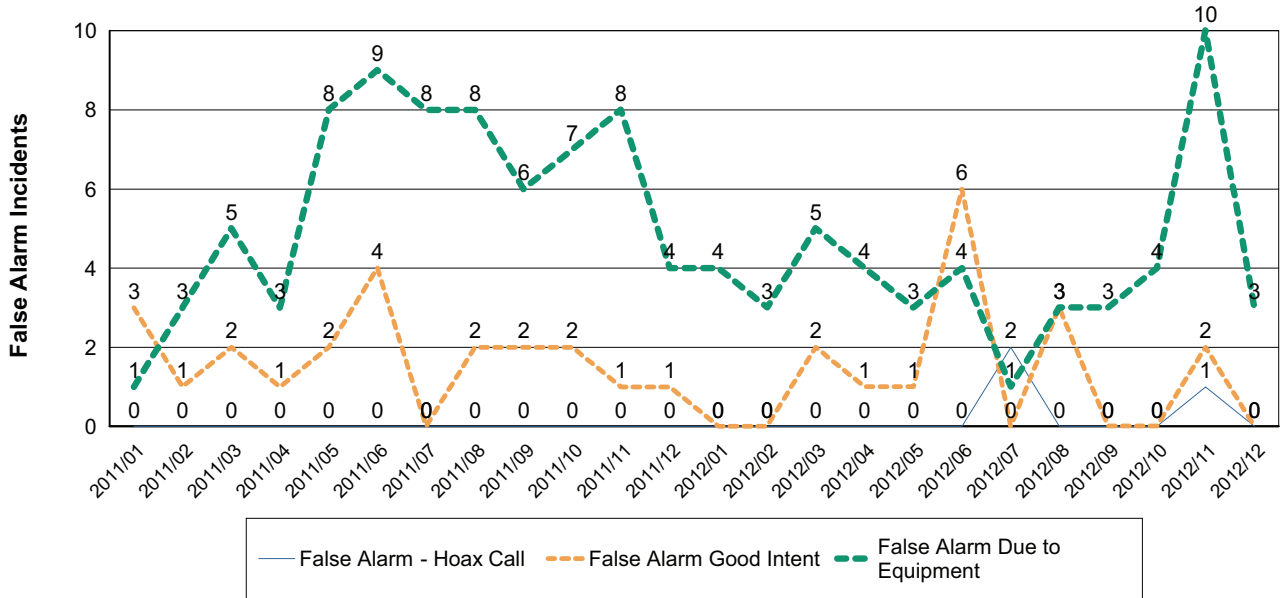
Fires by Cause



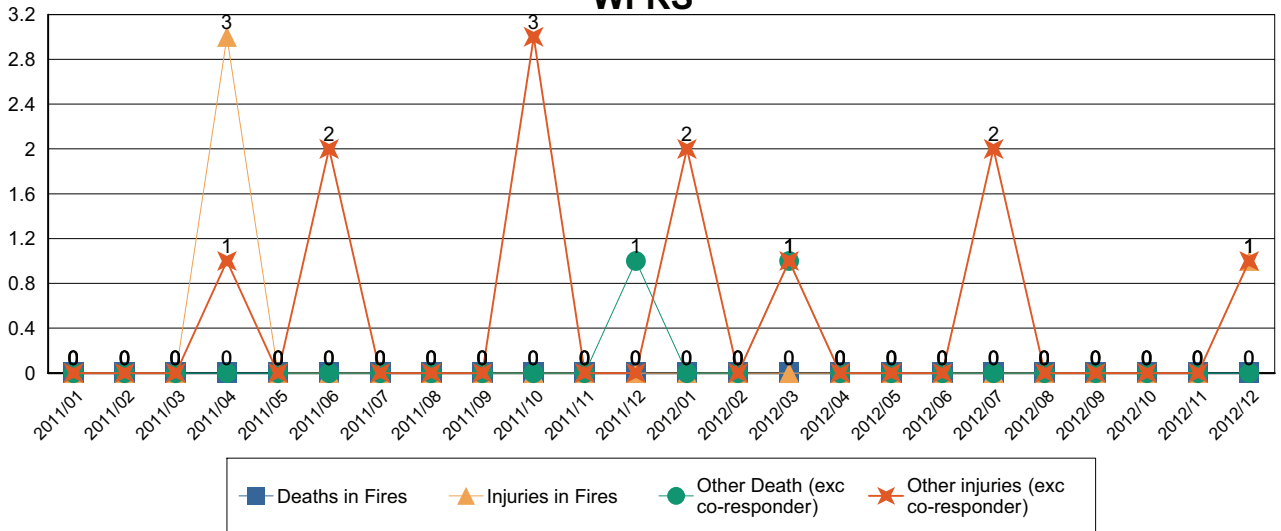
Non-Fire incidents attended by WFRS



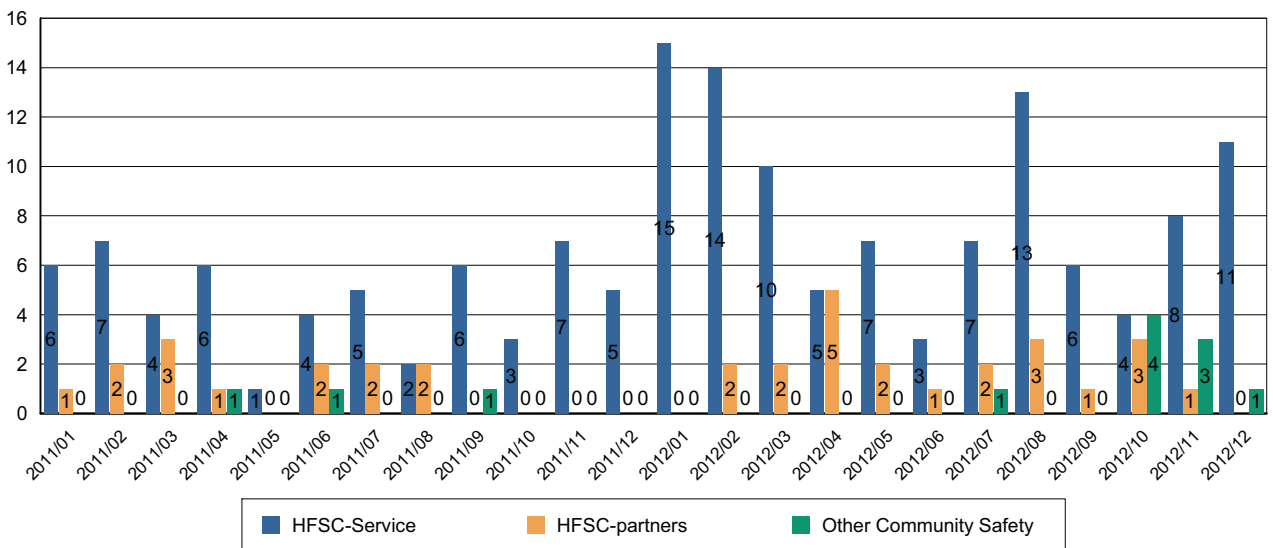
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

December 2012 update

Get the jab, get Flu Safe

NHS Wiltshire is encouraging people to have their flu jab. Flu is a highly contagious infection that anyone can catch, but it can be very serious for some. For most people flu is a relatively mild illness from which they recover in a week or two – yet every year people become seriously ill because they don't get their free flu jab.

People in the 'at risk' group are more vulnerable to the effects of seasonal flu and it's recognised that they can go on to develop a more serious illness, such as bronchitis and pneumonia.

Flu is not the same as a cold and it affects people of all ages. If you're in any of the at-risk groups listed below you can get a free flu jab from your GP.

- everyone aged 65 years and over (including those who will be 65 by March 31 2013)
- all pregnant women irrespective of their stage of pregnancy
- Adults and children over six months with long term heart, lung, kidney, liver or neurological conditions
- people with diabetes
- anyone who has a reduced immunity because of an illness or medical condition
- people with asthma
- anyone in long-stay residential care
- carers of disabled or elderly people and healthcare workers that are in direct contact with patients

The flu jab is completely safe, even for pregnant women, and it can't give you flu as it does not contain any live virus.

Get the best protection for yourself and your family by being flu free this winter and book your appointment today.

Choose Well campaign

NHS Wiltshire is appealing to the public not to go to A&E departments this winter unless they genuinely have a very serious or life threatening health problem.

Every year hospitals report that the number of people using A&E inappropriately is increasing – costing the millions of pounds – when there are more suitable health services available.

The Choose Well campaign aims to encourage people to find a more appropriate service for minor injuries and ailments. In particular, the campaign will focus on providing information to:

families with young children

young people aged 15 – 24

people with long term conditions such as diabetes or respiratory problems.

The Choose Well campaign asks the public to think about how serious their health problem is and then choose the right service:

- For very minor problems such as a hangover, indigestion, or a grazed knee, people should self-care
- For minor infections, coughs and colds, advice can be given by local pharmacies
- For ailments such as stomach pain and vomiting, a persistent cough or ear pain call your GP surgery, visit your local walk in centre or your minor injuries unit. Details can be found at www.nhs.uk A mobile phone friendly web-link is also available at <http://bit.ly/nhsnwQR>

If you are not sure which service to choose, call NHS Direct on 0845 4647.

Non-Urgent Patient Transport Services

The Department of Health defines non-emergency Patient Transport Services (PTS) as the non-urgent, planned, transportation of patients with a medical need for transport to and from a premises providing NHS healthcare and between NHS healthcare providers.

This can and should encompass a wide range of vehicle types and levels of care consistent with the patients' medical needs.

We are seeking the opinion of local people who use non-urgent patient transport on how the current service is being provided and encourage you to complete the questionnaire and share your views.

Please go to our website to complete our questionnaire:

<http://www.wiltshire.nhs.uk/Default.aspx.LocID-01Inew02q.RefLocID-01I007003001.Lang-EN.htm>

If you would like a hard copy of the Questionnaire, please call the communications department on 01380 736010.

The next PCT Cluster Board Meeting will be held on **Weds 23rd January** – venue TBC Members of the public are welcome to attend. Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire, email: stacey.saunders@wiltshire.nhs.uk

Report to	Bradford on Avon Area Board
Date of Meeting	9 January 2013
Title of Report	Community Area Grants

Purpose of Report

To ask Councillors to consider two applications seeking Community Area Grant funding:

i) Friends of Barton Farm Play Area requesting £350 for moving a tree to the site of the play area for sculpting

Officers recommend that £350 is awarded to the Friends for the removal of the tree to the Barton Farm Play Area.

ii) Friends of The Strips requesting £350 for tree planting in the woodland

Officers recommend that £350 is awarded to the Friends for tree planting in The Strips.

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 2012/2013 of £47,110 for community grants, community partnership core funding and councillor led initiatives.
- 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 2012/13 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 2012/13, this being the fifth.

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 recommendations, Bradford on Avon Area Board will have a balance of approximately £ 163 remaining in the grants budget for the 2012/13 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
8.1	Friends of Barton Farm Play Area	Moving a tree to the Play Area site for sculpting	£ 350

8.1.1 This application meets the community area grant criteria for 2012/13.

8.1.2 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for children and families, leisure and tourism.

8.1.3 The applicant is a group of local parents who assembled in 2010 to campaign, design and raise funds for the refurbishment of Barton Farm Play Area. “We felt the play

facilities were increasingly derelict and underused and knew many families drive elsewhere to play. In 2010 and 2011, we conducted extensive consultation (with no funds), to ensure that our designs met the needs of the whole community and all age groups. Since January 2012 we have been working with the Bradford on Avon Town Council on our plans.

8.1.4 The community will benefit from inclusive, accessible, well-designed & beautiful play areas, suited to the local historic context and designed for people of all ages to use. It will encourage locals to STAY in Bradford and not drive elsewhere to play and will encourage visitors to the town, particularly with children. Since working with the Town Council, we have developed fully-worked up scheme designs for both Barton Farm and Victory Field play areas, which have been approved by both the council and public. The designs feature extensive use of durable, natural materials, the facility for different sorts of play, spaces for sitting and gathering (a request by teenagers), and spaces for sitting & watching children (a request by grandparents). The designs make use of the topography of each site with details and materials suited to the natural & historic environment. The public were consulted on a) what they wanted b) initial scheme ideas and c) final scheme designs. We are trying to ensure that the needs of all ages and abilities/disabilities are met through a beautiful, accessible & environmentally-sustainable design, drawing on our passion and professional expertise.

8.1.5 To kick-start the scheme this small grant would fund the moving of a tree, to be worked in-situ by a local artist into a beautiful seat/play sculpture. Funding to achieve the overall play area improvement project will come from Section 106 developer contributions from the Kingston Mill development”.

8.1.6 The application is supported by the Council’s Senior Countryside Ranger (responsible for Barton Farm Country Park) and the Council’s Play and Leisure Strategy Officer, who confirm that the removal of the tree and the resultant piece of furniture have been discussed and agreed at meetings regarding the design of Barton Farm Play Area.

Officers recommend that £ 350 is awarded to the Friends for the removal of the tree to the Barton Farm Play Area for sculpting.

Ref	Applicant	Project proposal	Funding requested
8.2	Friends of The Strips	Tree Planting	£ 350

8.2.1 This application meets the community area grant criteria for 2012/13.

8.2.2 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for the historic and natural environment and the community enjoyment of this woodland.

8.2.3 The Friends of the Strips was formed by local residents early in 2012 to restore and

conserve The Strips as a Community Woodland for future generations of Bradfordians after years of underfunding by The Strips' owners, Wiltshire Council and the District and Urban Councils before them.

<http://www.friendsofthestrips.org.uk/friendsofthestrips/Welcome.html>

- 8.2.4 The existing but thinning canopy of trees is a key part of Bradford's south eastern skyline which dominates the view from Tory, Middle Rank and the Town Bridge. Without this planting that green skyline is at risk long term. The Strips is a narrow wood that stretches along the south bank of the river from the golf club into the heart of the town forming a major part of the dominant green backdrop to the townscape. It is a very popular route to the town centre and St Laurence School, and is also used extensively by walkers and young people.
- 8.2.5 A long term Woodland Management Plan is being prepared with Wiltshire Council. We have circa 50 local volunteers and have already spent approximately 800 'man-hours' on working parties, completing a detailed survey of the woods, researching the wood's history and on public events to raise local awareness of The Strips.
- 8.2.6 The proposed project will kick start restoration and raise the profile of our work by planting 30 Scots Pine trees, to replace trees lost from the long row of mature pines that lines the main path through the woods, and a special memorial oak tree in the heart of the woods.
- 8.2.3 The Council's Senior Countryside Ranger (responsible for The Strips woodland) has confirmed support for the application on the proviso that the Friends liaise with the Council over the planting as it is very important that nothing inappropriate is introduced in to the woodland. Non native, hybridised, diseased (as we are seeing with 'Ash Dieback') species could have a devastating impact on this small woodland.

Officers recommend that £ 350 is awarded to the Friends for tree planting in The Strips

Appendices:	Grant applications from: The Friends of Barton Farm Play Area The Friends of The Strips Comments from Leo Wirtz, Senior Countryside Ranger Comments from Colin Brown, Play and Leisure Strategy Officer
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Peter Dunford, Community Area Manager Tel: 01225 713060 E-mail peter.dunford@wiltshire.gov.uk
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Staverton has faced many problems over recent years mainly due to 20 years of continuous large scale housing development. The original population of 300 has grown to over a thousand. Such a dramatic change has put huge pressures on its infrastructure and financial resources. It has gained an enviable new sports pavilion and hard court but the running and maintenance also put strain on our very limited financial resources and difficulty in getting volunteer help. The Council has just had to disband its Sports Ground Committee due to lack of support.

Over these past years the parish council was disappointed not to receive the support it should have expected from Wiltshire Council. Planners sanctioned this massive building programme but did not consider the consequences of overdevelopment and lack of parking facilities. When Persimmon Homes pulled out of Staverton last year they ceased to maintain areas still not adopted.

A complaint was issued to the Area Board in 2011 and a meeting was arranged between Bill Parks at Wiltshire Council and the Parish Clerk. This meeting promised much but delivered little. Chair Steve Figures complained yet again to the Area Board about lack of action from Wiltshire Council and after discussions with the parish clerk, Peter Dunford contacted them on our behalf and managed to clarify a few issues but unfortunately he kept hitting the same brick walls as the parish council.

The parish council was shocked when some maintenance services were withdrawn following the merger between West Wilts and Wiltshire Council and it has taken years of negotiation to get them reinstated, as Highways mistakenly stated this area had not been adopted. As a result, for three years the main entrance to Staverton marina had received virtually no maintenance at all. Grass and weeds were waist high, the wooden fencing along the canal bridge was vandalised and the posts attached to concrete bases pulled out of the ground, litter was strewn everywhere and the large roundabout landscaped by Persimmon Homes became choked with over grown bushes and weeds. It has been neglected for so long that Wiltshire Council finally admitted it would not maintain it. This forced the parish council to take over the roundabout, remodel it and take on its maintenance with its cost implications.

Road sweeping in the Marina area is patchy at best. The vehicle is often seen entering the village travelling over the canal bridge and around the roundabout and leaving again, completely ignoring the rest of the village. It is scheduled to attend 15 times per annum but it rarely happens.

It took nearly two years of pleading with Wiltshire Council to install an urgently needed sign on the B3105 directing HGVs and traffic towards Trowbridge. Sat Navs were sending traffic through the private village roads and HGVs could not turn around causing major problems.

The parish council was excluded from planning discussions with Persimmon when plans for two bus stops were drawn up within 100 yards of one another. The council asked for the bus stop at Cottles Barton to be removed and reinstated at a more convenient site along Marina Drive. After Peter's intervention this was agreed but shortly afterwards, Persimmon went ahead anyway and installed the unwanted bus stop at Cottles Barton and now we have been told there are no funds available to remove it. Bemused residents continue to park on the bus stop road markings which is strictly speaking illegal. The parish council had originally objected to the plans for this stretch of road on the grounds that it would be congested with cars with insufficient parking provision and would provide restricted access for buses and emergency vehicles. These objections were overruled and now the future of the bus service is in doubt because many of the larger buses cannot negotiate this section due to all the cars parked there.

The last Government's policy of restricting parking provision has caused major problems for Staverton which will affect residents for years to come. Inappropriate parking of cars around the Thestfield roundabout has resulted in some near accidents. Wiltshire Council was asked for a survey of waiting restrictions and road markings back in 2008; this was promised for 2010 and never took place. Now after 4 years, Wiltshire Council told the parish council to formally apply yet again. This move provoked an angry response from the parish council as it places an unnecessary financial administrative burden to complete the many forms required for a survey which was promised years before. Cllr Trevor Carbin stepped in at this point and offered to complete the forms on behalf of the council.

Chair Steve Figures has raised several traffic issues at the Community Safety Partnership meetings, one of which is the problem of HGVs being redirected through Staverton. Two of the three bridges in Staverton are very old and their infrastructure cannot withstand two HGVs passing at the same time. In recent weeks major damage was caused to one of the bridges over the canal damaging the stonework. It is not good enough to leave this problem with the Canal Trust. This damage is due to excessive HGV traffic being redirected through Staverton. There is also damage to the mill wall where HGVs have scraped it when crossing the River Avon bridge. Concerns were raised when Bradford on Avon Town Council put up signs redirecting traffic through Staverton and although there is considerable sympathy for the problems also facing BoA, their town bridge has not been damaged to the same degree as the two Staverton bridges. More discussion is needed over this. Although the appeal against BaNES was upheld, its decision to close the A36 to HGVs and send them out to small villages is still a threat which could still affect Staverton in the future.

Two years ago Staverton built a sports ground pavilion with S106 funding from Persimmon Homes. The contractor was illegally encouraged to exceed his remit, and carried out additional work which exceeded the agreed budget by £26,000. Thankfully the parish council was able to source this money without resorting to loans but it has left council reserves very low. The contractor then walked off the job leaving the building unfinished and not connected to services. The building had been commissioned by two ex parish councillors to an unnecessarily high standard providing changing and shower rooms for adult football with two referee changing and shower facilities, two large walk in shower rooms, partitioned changing room, kitchen and 7 toilets. However it very soon became obvious that the overheads in water, heating, council tax and emptying the septic tank were not sustainable against the limited income the footballers brought in. Unfortunately some poor, ill thought out decisions had been made at the design stage years ago which prevented it from being hired to anyone else other than adult footballers. Cllr Jon Perry has now taken on the task to bring the building up to a hireable standard and it is hoped to start hiring it out again very soon.

Having to battle with Wiltshire Council every step of the way has been exhausting and unnecessary but our thanks must go to two members of Wiltshire Council, Sarah Holloway from Adoptions and Norman Burgess from Maintenance, who have gone the extra mile to help sort out some of the more long standing issues. Persimmon Homes had built two footpaths from the Cottles Barton development which should have connected with the footpath bordering the sports ground but a water course separated the pathways. Wiltshire Council had not considered that two bridges were required to make the connection and Persimmon refused to build them as they were not part of the S106 agreement. Sarah Holloway, Environmental Services Officer from Wiltshire Council found funding in record time, kept the parish council fully informed of developments and within months both bridges were installed. A great result!

Also we would like to add our thanks to Peter Dunford and acknowledge the important role that the Area Board has played in trying to resolve many of the problems we have faced. The Area Board gives a stronger voice to small parish councils like Staverton and a platform to meet and discuss common interests and problems with other parishes. Staverton Parish Council still has many long standing problems to resolve but we hope with the support of the Area Board that we can finally resolve many of them.

Welfare Reform Act 2012

On March 8, 2012 the Welfare Reform Act 2012 was approved. This will be the biggest change to the welfare system for more than 60 years. This government's change to welfare is designed to simplify the benefit system and encourage people to work, while protecting the most vulnerable in our society. It will affect many people across the country and if you are in receipt of benefits, or if you are an employer, then it will affect you too. These changes are complex which is why we are on hand to help and support those of you who will be affected.

Council tax support

Wiltshire Council spends around £27 million on council tax benefit which is currently funded in full by central government. It is a national benefit scheme which households receive if they pay council tax, and their income and savings are below a certain amount. From April 2013, the government is stopping this and asking councils to introduce and run a new scheme to support low income households, known as council tax support. When this is introduced the government funding will be replaced by a grant. The exact reduction in funding will not be known until December, but it is expected to be between 10% and 14% less than the current amount. We consulted on our proposals for the local support scheme in September, and based on the results, will shortly be publishing our scheme. It will prevent those with savings of more than £10,000 claiming, but will enable people to earn more without affecting their entitlement. There will be a standard rate reduction for non-dependants regardless of what they earn, however we will have less money to fund the scheme. This means all working age families currently in receipt of council tax benefit will see an average reduction in their weekly benefit of around £4.

Under occupancy and housing benefit

If you receive housing benefit, are of working age (16 to 61) and have one or more spare bedrooms, your housing benefit will be reduced from April 2013. You will either have to find the money to pay the difference between your housing benefit and your rent, or look for a smaller property that is appropriate for your family's size. A mutual exchange or a transfer could be considered. Your housing provider can give you further information on this. Children of the same sex who are under 16, or two children aged under 10 regardless of their sex, can share a bedroom. A disabled tenant or partner who needs a non-resident overnight carer will be allowed an extra bedroom. The reduction will be a fixed percentage of the amount of housing benefit people receive. The government has set this at 14% for one extra bedroom and 25% for two or more extra bedrooms.

Personal Independence Payment (PIP)

The government plans to replace Disability Living Allowance (DLA) with a new Personal Independence Payment (PIP), which will have a new structure and new assessment process. From 2013 the government will start to reassess those who are already on DLA to begin to

transfer people to the new PIP. Existing DLA claimants will have to apply for the new benefit and evidence will be gathered from a range of sources on their condition.

Universal credit

Universal credit will be introduced in 2013. It will replace most existing welfare benefits, including housing benefit. The government intends to introduce it gradually over the next five years.

This is intended to simplify the benefit system and give people more control over how their money is budgeted. It will be paid monthly direct to those that claim and they will have to make more decisions about how they run their household budgets, and ensure they can make rent payments. People who are vulnerable or over 61 may still be able to have the benefit to cover their rent paid directly to their landlord.

Couples living in the same household will make a joint claim for the benefit payment, meaning they will no longer receive individual payments of money for different needs.

From October 2013, when Universal Credit is introduced, if either member in a couple is under the qualifying age for Pension Credit then the couple will be treated as working age.

Benefit cap

From April 2013, the government will introduce a cap on the total amount of benefits working-age people (16 to 61) can receive. This means households where no one is in work should not get more in benefits than the average wage paid to people in work. A household includes you, your partner (if you have one) and any children you are responsible for, and who live with you.

If you already receive benefits and could be affected by the benefit cap you'll be contacted by staff from the Department for Work and Pensions (DWP). They will help you understand what the cap might mean for you. They will also help you get information about the changes and to think about what you can do now to get ready.

From April 2013, your housing benefit may go down to make sure the total amount of your benefit is not more than the cap level. If this happens you may have to use money from your other benefits to pay towards the rent for your home.

Help and support

Our main priority is to make sure you get the right support you need, particularly those most affected which includes a high proportion of working families who are already suffering through low wages. We advise you to plan ahead to make sure you get the right advice. For more information, contact customer services on 0300 456 0100 or customerservices@wiltshire.gov.uk. Tenants in social housing should contact their landlord about changes related to housing.

Wiltshire Money has produced a DVD giving an overview of the Welfare Reform Act. It can be viewed at <https://sites.google.com/site/wiltshiremoney/welfare-reform>

Enquiries about benefit and benefit cap issues should be directed towards the local Job Centre plus, or the DWP helpline 0845 6057064. Advice can also be given by Wiltshire Citizens Advice on 0300 456 8375 (from a mobile) or 0844 375 2775 (from a landline).

Review of Wiltshire Council's Allocation Policy

Area Board Briefing

The Housing Act 1996 Part VI (as amended by the Homelessness Act 2002 and Localism Act 2012) requires the Council to have a scheme which determines how allocations and nominations will be made. In Wiltshire we operate a Choice Based Lettings policy called Homes4Wiltshire which was adopted shortly before unitary.

The purpose of the Council's Choice Based Lettings Policy is to set out clear guidelines to ensure that affordable housing is allocated fairly and according to applicants' need for housing while at the same time taking into account effective management of the affordable housing stock across Wiltshire.

The Council holds a Housing Register of those wanting to be considered for affordable housing from which nominations are made. There were 17,088 applicants on the Housing Register at 1 April 2012, of which 7,626 had no identified housing need and would be considered as households who have a desire to move, but are currently suitably housed. We also have 5,174 who were identified as having a low need for re-housing, with only 213 households in our highest band. The Housing Register allows households to be considered for properties owned by over 32 housing providers. We would always encourage all housing providers to include all their properties in the Choice Based Lettings scheme whether they are subject to nomination rights or not.

The Council receives around 2,000 nominations a year. The majority of applicants on the Housing Register therefore will not be nominated or referred for a vacancy. It is important therefore that our policy is able to clearly identify those in the greatest housing need and minimises the level of time taken to assess applicants that are not going to receive active consideration for vacancies. This will free up time for the Council to offer a more comprehensive housing advice and options service to help applicants find housing.

Our allocations policy has 5 bands which are Platinum, Gold plus, Gold, Silver and Bronze. Applicants with the highest level of need are placed into Platinum and applicants with no housing need are placed into the bronze band.

Following the introduction of the Localism Act we now have the opportunity to review our allocations policy to consider some of the new freedoms that the act has introduced. Our policy must be framed so as to secure that 'reasonable preference' is given to certain categories of housing need. The reasonable preference categories include:-

- a) People who are homeless (within the meaning of Part 7)
- b) People who are owed a duty under s190(2) (homeless, priority need but intentionally homeless); s193(2) (full homelessness duty); s195(2) (threatened with homelessness and in priority need) or s192(3) (homeless but non priority)
- c) People occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions

- d) People who need to move on medical or welfare grounds (including any grounds relating to a disability)
- e) People who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship (to themselves or to others)

In adopting any new policy we must ensure that the following principles are applied:-

- Allocations should only be made to those who are eligible
- Every local authority must have an allocation scheme for determining priorities with clear procedures in allocating accommodation
- The scheme must include a choice of housing accommodation or the opportunity for the applicant to express preference about their housing accommodation
- The scheme should be framed so as to secure reasonable preference
- We must have regard to our Homeless Strategy and Strategic Tenancy Policy
- Before adopting a new scheme all housing providers should be consulted, allowing a reasonable opportunity to comment on the proposals
- We must not allocate housing accommodation except in accordance with our adopted allocation policy.

A full review of our allocations policy is required to discuss how Wiltshire would like to frame its allocation policy based on the new freedoms introduced. We are therefore engaging with area boards across Wiltshire and involving members at the start and during the whole review process.

For further information please contact Nicole Smith, Head of Strategic Housing.

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