

## AGENDA

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Goss Croft Hall, Startley Rd, Upper Seagry SN15 5HD  
**Date:** Monday 1 July 2013  
**Time:** 7.00 pm

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

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

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

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

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Please direct any enquiries on this Agenda to Sharon Smith, on 01225 718378 or email [sharonl.smith@wiltshire.gov.uk](mailto:sharonl.smith@wiltshire.gov.uk)  
Or Victoria Welsh (Chippenham Community Area Manager), direct line 01249 706446 or (email) [victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@wiltshire.gov.uk)

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

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

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### Wiltshire Councillors

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

	<b>Time</b>
<p>1 <b>Chairman's Welcome and Introductions</b></p>	7:00pm
<p>2 <b>Apologies</b></p>	
<p>3 <b>Minutes</b> (<i>Pages 1 - 18</i>)</p> <p>To approve the minutes of the meeting held on 4 March 2013 and extraordinary meeting held on 3 June 2013.</p>	
<p>4 <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any pecuniary or non-pecuniary interests or dispensations granted by the Standards Committee.</p>	
<p>5 <b>Chairman's Announcements</b> (<i>Pages 19 - 22</i>)</p> <p>To include the following:</p> <ul style="list-style-type: none"> <li>a) Safeguarding Thresholds</li> <li>b) Wiltshire Fire and Rescue Service draft Public Safety Plan 2013-16</li> <li>c) Wiltshire LTP3 Cycling Strategy - Petition</li> </ul>	
<p>6 <b>Introduction of new Area Board Councillors</b></p> <p>The new Councillors will briefly introduce themselves.</p>	7:05pm
<p>7 <b>Chippenham Area Board Community Awards</b></p> <p>The Chairman and Vice Chairman to present the Chippenham Area Board Community Awards.</p>	7:10pm
<p>8 <b>Goss Croft Hall</b></p> <p>To receive a brief presentation from Ian Blackmore on how successful funding was secured to realise the build of the Hall.</p>	7:30pm
<p>9 <b>Town, Parish and Partner Updates</b> (<i>Pages 23 - 38</i>)</p> <p>To note the written updates provided and answer any questions arising from the floor:</p> <ul style="list-style-type: none"> <li>i. Parish and Town Councils</li> <li>ii. Wiltshire Police</li> <li>iii. Wiltshire Fire and Rescue Service</li> <li>iv. NHS Wiltshire Clinical Commissioning Group (CCG)</li> <li>v. Chippenham and Villages Area Partnership (ChAP)</li> <li>vi. Chippenham Vision</li> </ul>	7:45pm

	<ul style="list-style-type: none"> <li>vii. Chippenham Campus Development Team</li> <li>viii. Youth Issues Update</li> <li>ix. Chippenham Partnership of Schools</li> <li>x. Skate Park Task Group</li> <li>xi. Other Community Groups</li> </ul>	
10	<p><b>Area Board Priorities for 2013/14</b></p> <p>Attendees will be asked to propose 3 priorities for the community area. These will be taken into consideration alongside the Joint Strategic Assessment (JSA) priorities identified for Chippenham once provided.</p> <p>In the interim period the priorities identified for 2012/13 will continue as follows:</p> <ul style="list-style-type: none"> <li>• Road Safety</li> <li>• Crime &amp; Community Safety</li> <li>• Deprivation</li> </ul>	8:15 pm
11	<p><b>Local Highways and Streetscene Service</b></p> <p>The new local community co-ordinator will be introduced.</p>	8:20pm
12	<p><b>Funding (Pages 39 - 66)</b></p> <p><b>Community Area Grants</b> To consider the following applications:</p> <ul style="list-style-type: none"> <li>i. Chippenham Rugby Football Club - £1,612</li> <li>ii. Biddestone Village Hall &amp; Recreational Trust - £1,960</li> <li>iii. Hullavington Village Hall Management Committee - £4,805</li> <li>iv. Ford Community Speedwatch Group - £2,018</li> </ul> <p>Grants application packs are available from the Community Area Manager or at: <a href="http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm">http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm</a></p>	8:30pm
13	<p><b>Community Area Transport Group (CATG) Update (Pages 67 - 92)</b></p> <p>To consider the recommendations from the CATG following its meeting held on 3 June 2013.</p>	8:40pm
14	<p><b>Evaluation and Close (Pages 93 - 94)</b></p> <p>The Chairman will invite any remaining questions from the floor and will welcome the submission of new Community Issues.</p> <p>The next agenda planning meeting will take place at 10am on Wednesday 24 July. Any parish or town council representative</p>	8:50pm

interested in attending should contact the Community Area Manager or the Chairman.

Future Area Board meeting dates are detailed below and a copy of the Forward Plan is attached for information.

**Future Meeting Dates**

**Tuesday 10 September 2013**

6.30 pm for 7.00 pm

Wiltshire Council, Monkton Park Offices, Chippenham

**Monday 4 November 2013**

6.30 pm for 7.00 pm

Hardenhuish School, Chippenham

**Monday 6 January 2013**

6.30 pm for 7.00 pm

Need Hall, Chippenham

# MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Needl Hall, Chippenham Town Council, High Street, Chippenham  
SN15 3ER  
**Date:** 4 March 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 9.30 pm

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Please direct any enquiries on these minutes to:

Sharon Smith (Democratic Services Officer), Tel: 01225 718378 or (e-mail) [sharonl.smith@wiltshire.gov.uk](mailto:sharonl.smith@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Desna Allen (Chairman), Cllr Mark Packard (Vice Chairman), Cllr Chris Caswill, Cllr Paul Darby, Cllr Bill Douglas, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Nina Phillips and Cllr Judy Rooke

### **Wiltshire Council Officers**

Eleanor Stirling – Joint Commissioning Manager Substance Misuse  
Maggie Rae – Corporate Director  
Richard Williams, Senior Youth Development Coordinator

### **Town and Parish Councillors**

Chippenham Town Council – Adrian Jones, Elizabeth Kennedy, Andrew Noblet, John Scraggs  
Biddestone and Slaughterford Parish Council – Rachel deFascard, Alison Butler  
Castle Combe Parish Council – Fred Wimp, Adrian Bishop  
Chippenham Without Parish Council – I. Kennedy  
Christian Malford Parish Council – Kevin Bolter  
Kington Langley Parish Council – Maurice Dixson

### **Partners**

Wiltshire Police – Phil Staynings, Roger Bull  
Police & Crime Commissioner – Angus Macpherson

Wiltshire Fire and Rescue Service – Mike Franklin  
NHS Wiltshire – Emma Seria-Walker  
Chippenham and Villages Area Partnership – Julia Stacey  
Good Neighbour Coordinator – Jenny Plummer

**Total in attendance: 71**

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<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, Councillor Desna Allen, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
2	<p><u>Apologies</u></p> <p>Apologies for absence were received from Cllr Jane Scott and Cllr Andy Phillips (Mayor of Chippenham Town Council).</p>
3	<p><u>Minutes</u></p> <p><b><u>Decision</u></b></p> <p><b>The minutes of the meeting held on 7 January 2013 were agreed a correct record and signed by the Chairman with the following amendment in relation to Item 11 – Report from the Skate Park Task Group. The final bullet point on page 9 be amended to read as follows:</b></p> <ul style="list-style-type: none"> <li>• Although an indoor site would be welcomed by all it was also recognised that there were ongoing costs associated that the Council <u>may</u> not be able to maintain. The Area Board would however welcome any private initiatives that should arise.</li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>Personal interests were declared by Cllr Peter Hutton and Cllr Desna Allen in relation to Item No. 7 – Area Board Funding – 10<sup>th</sup> Chippenham Scout Group.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew the Board's attention to the announcements as detailed on the agenda as follows:</p> <ul style="list-style-type: none"> <li>• Wiltshire On-line – Connectivity and Provision</li> <li>• Community Awards</li> </ul> <p>Additional announcements were made as follows:</p> <ul style="list-style-type: none"> <li>• The Government recently invited local authorities to bid for the Local Pinch Point Fund to remove any local highway bottlenecks that could be a barrier to economic growth. Wiltshire has applied for £2.7m to improve the A350 north of Chippenham. The aim was to dual the link between Badger (Morrisons) Roundabout and Malmesbury Road Roundabout and Southbound of the A350 from Jackson's Lane junction to the roundabout with associated improvements. If approved the scheme would be implemented in</li> </ul>

	<p>2014.</p> <ul style="list-style-type: none"> <li>Highways had been contacted in relation to damage to the Western Arches. The issue has been raised with Network Rail who confirmed that as no safety issues had been identified a programme of work had been scheduled for 2015/16. In the interim it was understood that some remedial work would take place.</li> </ul>
6	<p><u>Drug Awareness</u></p> <p>Cllr Bill Douglas thanked the Area Board for the time given to receive the presentation on Drug Awareness which would be given by Maggie Rae, Corporate Director with responsibility for Public Health, Selina Douglas and Darren Woodward from Turning Point and Steve Owen from the Wiltshire Addiction Support Project.</p> <p>Cllr Bill Douglas first introduced Maggie Rae where the following information was provided:</p> <ul style="list-style-type: none"> <li>Public Information Displays on Drug Awareness week would be available on the River Avon Bridge on 8 and 9 March, followed by a public meeting at the Chippenham Town Hall between 11am and 1pm on 11 March.</li> <li>Overall the misuse of drugs by young people was reducing. It was felt that this was partly due to early intervention which was highlighting the disadvantages and as a result was minimising use.</li> <li>The national average of heroin and crack users in 2005/6 was approximately 332,000. In 2009/10 this had reduced to 306,000. In Wiltshire there were an estimated 1,117 heroin and crack users in 2010/11 with 74 18-24 year olds in treatment during this period.</li> <li>Waiting times for drug treatment had seen a significant reduction from 9 weeks in 2001 to 5 days in 2011/12.</li> <li>Wiltshire Council was considered a good commissioner of drug treatment services and was one of the top performing in the country.</li> <li>'Legal' highs often contained illegal components. Between August 2011 and February 2012 18 patients had been presented to Great Western Hospital as a result of taking them. 2 fatalities had also been registered. The average age of users was 31 years.</li> <li>The impact of drug misuse included physical health (i.e. blood borne viruses), psychological problems (i.e. anxiety and depression) and also crime and anti-social behaviour problems.</li> <li>To ensure a better service a tendering exercise had been undertaken to</li> </ul>



	<p>bring all drug related services together which had been awarded to Turning Point.</p> <p>Maggie Rae thanked the Board for their time and introduced Selina Douglas and Darren Woodward, Senior Development Manager and Wiltshire Implementation Lead from Turning Point.</p> <p>In making the presentation Darren Woodward confirmed that 4 agencies would be transferring to Turning Point for the provision of adult services.</p> <p>Turning Point would provide a fully integrated drug and alcohol community treatment service based in the community working alongside partners and recovery focused.</p> <p>There would be a more accessible service with 3 main hubs across the County (Trowbridge, Chippenham and Salisbury) and a roving recovery vehicle visiting more rural areas. There would also be a single point of entry phone number.</p> <p>To provide the Board with further evidence of the importance of drug services provided Steve Owen, a former drug user, was introduced and gave a moving account of his life and how the services offered had made a significant impact on his life.</p> <p>The Board expressed thanks for the presentations given and gave particular thanks to Mr Owen in allowing those present to hear his story.</p>
7	<p><u>Area Board Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2012/13:</p> <p>i. <u>Bournemouth Churches Housing Association</u> The sum of £980 was requested for equipment for the residents' Personal Development Programme.</p> <p><b><u>Decision</u></b> <b>The Area Board awarded the sum of £980 to Bournemouth Churches Housing Association.</b> <b><i>Reason: The application met the Community Area Grant Criteria 2012/13 and would provide an opportunity for lifelong learning.</i></b></p> <p>ii. <u>10<sup>th</sup> Chippenham Scout Group</u> The sum of £5,000 was requested towards the scout hut refurbishment.</p> <p><b><u>Decision</u></b> <b>The Area Board awarded the sum of £5,000 towards the scout hut refurbishment.</b> <b><i>Reason: The application met the Community Area Grant Criteria</i></b></p>

***2012/13 and would be used by the community as well as young people.***

iii. Wiltshire Music Centre

The sum of £2,000 was requested towards a music education workshop.

**Decision**

**The Area Board awarded the sum of £2,000 to Wiltshire Music Centre.**

**Reason: *The application met the Community Area Grant Criteria 2012/13 and would help reduce anti-social behaviour, maintain village school viability and concerns over health and children and young people.***

iv. Elim Pentacostal Church

The sum of £988 was requested for the purchase and installation of a cooker for community events.

**Decision**

**The Area Board awarded the sum of £988 to Elim Pentacostal Church.**

**Reason: *The application met the Community Area Grant Criteria 2012/13 and would help with concerns over general health of children and vulnerable adults helping with healthy diets.***

v. Chippenham Drama Festival

The sum of £1,000 was requested towards artists fees and travel costs.

**Decision**

**The Area Board awarded the sum of £1,000 to Chippenham Drama Festival.**

**Reason: *The application met the Community Area Grant Criteria 2012/13 and encouraged the development of leisure and arts.***

vi. Long Close Residents' Group

The sum of £896 was requested for the purchase of a set of junior goal posts.

**Decision**

**The Area Board awarded the sum of £896 to Long Close Residents' Group.**

**Reason: *The application met the Community Area Grant Criteria 2012/13 and would provide outdoor sports facilities and facilities for teenagers.***

vii. Kandu Arts

The sum of £4,000 was requested towards the 'Chippin In' project.

	<p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £4,000 to Kandou Arts.</b>  <b><i>Reason: The application met the Community Area Grant Criteria 2012/13, would help meet Chippenham Street Scene/Community Safety Objectives and allow young people access to specialist provision.</i></b></p> <p>viii. <b><u>Startley and Seagry Recreational Group Trust</u></b>  The sum of £5,000 was requested for the purchase of play equipment.</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £5,000 to Startley and Seagry Recreational Group Trust.</b>  <b><i>Reason: The application met the Community Area Grant Criteria 2012/13 by meeting the health and social care priority, housing and built environment priority and culture and leisure priority.</i></b></p> <p>The following funding requests were also considered:</p> <p>i) <b><u>Area Board Project</u></b>  The sum of £800 was requested to carry out an assessment for Chippenham’s Purple Flag Status</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £800 to carry out an assessment for Chippenham’s Purple Flag Status</b></p> <p>ii) <b><u>Chippenham &amp; Village Area Partnership (ChAP)</u></b>  The sum of £6,889 was requested for the second tranche of core funding.</p> <p><b><u>Decision</u></b>  <b>The Area Board grant the sum of £6,889 as the second tranche of core funding to ChAP.</b></p>
8	<p><b><u>Community Area Transport Group (CATG) Update</u></b></p> <p>The Board was asked to consider the CATG report and ensuing recommendations within the appendices to it.</p> <p>In seeking the Board’s approval each appendix was presented and considered individually as follows:</p> <p><b><u>Appendix 1 – Schemes Recommended for Prioritisation</u></b></p> <p>Discussion took place in relation to why the roundabout outside The George pub was not incorporated as part of the planned works for Langley Road.</p>

The attending Service Director explained that differing traffic management applied to each and that the works taking place on Langley Road would not require road closure.

Cllr Caswill proposed, seconded by Cllr Rooke, that the Council look again at when the work at The George roundabout could be undertaken, noting the poor condition of the roundabout at present.

The Service Director did not dispute the condition of the road and confirmed that work had been planned. However he would investigate whether temporary emergency repairs could be undertaken in the interim period.

In noting the comments made above clarification was made that the estimated costs of £3k associated with the planned works at Langley Road were now estimated to be in the region of £1k.

#### Appendix 2 – Schemes Recommended for Retention and Further Consideration

The Board in considering the Appendix also discussed the crossing by Cliff House on Langley Road and Lowden Hill Tunnel between Sheldon Road and Lowden Hill as well as progress in relation to Borough Street/Parade Car Park.

#### Appendix 3 – Requests recommended for removal

Issue number 2360 was proposed for removal as the issue will now be taken forward under the 'Taking Action on School Journeys' (TAOSCJ) Scheme.

Although issue 2645 was proposed for removal the issue of the replacement fence would be followed up.

#### Appendix 4 – Requests for Dropped Kerbs

#### Appendix 5 – Recommendations regarding requests for Waiting Restrictions

An additional request was circulated at the meeting and would be added to list.

#### **Decision:**

**To approve the list of schemes Recommended for Prioritisation as detailed in Appendix 1 of the report, with acknowledgement that the Council would look again at what works could be undertaken in relation to the roundabout outside of The George;**

**To approve the list of Schemes Recommended for Retention and Further Consideration as detailed in Appendix 2 of the report;**

**To approve the list of requests Recommended for Removal as detailed in Appendix 3 of the report;**

	<p><b>To approve the list of requests for Dropped Kerbs as detailed in <u>Appendix 4</u> of the report; and</b></p> <p><b>To approve the list of recommendations regarding requests for Waiting Restrictions as detailed in <u>Appendix 5</u> of the report.</b></p>
9	<p><u>Chairman's Roundup/Area Board Achievements</u></p> <p>A brief presentation was made by the Chairman on the work of the Chippenham Area Board over the previous year. This included:</p> <ul style="list-style-type: none"> <li>• That Area Boards were considered a valuable asset linking with both Parishes and the community. The Board had awarded £251,525 to support 118 local projects which had helped to lever in over £1,196,334 of external funding.</li> <li>• Some of the projects supported included: <ul style="list-style-type: none"> <li>Grittleton Multi Use Games Area - £4,973</li> <li>Hospital Radio Studio Improvements - £746</li> <li>Chippenham Street Pastors - £2,670</li> <li>Littleton Drew Parochial Church Council - £5,000</li> <li>Primary Achool Archaeology - £980</li> <li>Sevington School - £10,000</li> </ul> </li> <li>• £56,000 was awarded to support local highway projects identified by the community, these included: <ul style="list-style-type: none"> <li>Streetpride Project</li> <li>Christian Malford, Footway link and improvements to pedestrian safety</li> <li>Lowden &amp; Rowden Pedestrian refuges</li> <li>Dropped Kerbs</li> </ul> </li> <li>• Transfer of assets had taken place, including land at Long Close to the Chippenham Sailing Club and Startley Road Allotments to Seagry Parish Council.</li> <li>• £20,676 had been awarded to support young people's projects, including: <ul style="list-style-type: none"> <li>Splash Up - £2,150 towards a river based project in 2011.</li> <li>CLOGS Summer School - £2,151 towards workshops for young people in 2012.</li> </ul> </li> <li>• The Chippenham Area Boards Community Awards would be taking place again this year in recognition of the hard work and achievements of volunteers in the Chippenham community area. Nominations would be sought in 3 categories; Individual, Team/Group and Youth. Nomination</li> </ul>

	<p>forms available on line from:  <a href="http://www.wiltshire.gov.uk/council/areaboards/chippenhamareaboard.htm">http://www.wiltshire.gov.uk/council/areaboards/chippenhamareaboard.htm</a> or from the Community Area Manager, Victoria Welsh.</p> <ul style="list-style-type: none"> <li>• The Chippenham Area Board had set up a local Campus Development Board which was looking to bring together local public and voluntary services. It was hoped that the campus will be in place by 2015/16.</li> <li>• The Board looked forward to continuing its positive work by raising awareness and encourage increased participation, helping local people to get more involved in local services.</li> </ul>
10	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> <li><b>i. Parish and Town Councils</b>  The written reports contained within the agenda pack were noted.</li> <p>In addition to the updates clarification was provided from Biddestone Parish Council that the road through the village would be closed over the forthcoming weekend due to filming.</p> <p>Cllr Andrew Noblet also drew the Boards attention to the new Chippenham Town Council website and encouraged all to take a look.</p> <li><b>ii. Wiltshire Police</b>  A report from the Neighbourhood Policing Team was circulated at the meeting by Inspector Phil Staynings. This included confirmation that the Response and Neighbourhood Policing Teams had now moved to Monkton Park. The Enquiry Office was expected to move to the offices as of 25 March.</li> <p>Following concerns raised by members of the Board in relation to future use of the old site for Westmead School, Inspector Staynings confirmed that although he was unaware of how the site would be used in the future the Boards concerns would be noted.</p> <li><b>iii. Wiltshire Fire and Rescue Service</b>  An update was circulated at the meeting for the month of February. The report was noted.</li> <li><b>iv. NHS Wiltshire</b>  The Board noted the written update as circulated with the agenda.</li> <li><b>v. Chippenham and Villages Area Partnership (ChAP)</b>  No updates were received.</li> </ul>

**vi. Chippenham Vision Board**

No updates were received.

**vii. Chippenham Campus Development Team**

The update as circulated with the agenda was noted.

**viii. Youth Advisory Group (YAG)**

In noting the presentation made earlier in relation to Drug Awareness, it was noted that a focus group of approximately 15 young people took place on 21 February at the Bridge Centre where a snap shop survey was undertaken.

The results demonstrated the differing views towards drugs with all but two of those taking part confirming that they had been offered drugs.

All those involved in the survey felt drug education in schools should be more proactive with more information on the facts given at an earlier age, i.e. at the end of primary school.

**ix. Youth Strategy Update**

No updates were received.

**x. Chippenham Partnership of Schools**

The update circulated with the agenda pack was noted.

**xi. Skate Park Task Group**

A verbal update was provided by Cllr Peter Hutton who began his update by thanking the Chairman and the Community Area Manager (CAM) for all their hard work.

Since January the Task Group had arranged visits to local Skateparks in Marlborough, Melksham and Corsham. Three residents from Monkton Park took part in the visits.

The Group had also visited other potential sites which included Charter Road, Lovers Lane, Bristol Road, Long Close and Stanley Park.

Cllr Hutton informed the Board that the public protection team had advised that a review of the design criteria would not be required, noting that these were considered at the planning application assessment stage.

Cllr Hutton felt that it was important to remember that the Task Group had been working towards finding a suitable site for over 2 years with updates provided at every meeting of the Board.

With this in mind Cllr Hutton proposed that a recommendation should be made to the newly formed Area Board post election. The Board was asked to agree that a report from the Skatepark Task Group be

	<p>considered at the Area Board meeting on 1 July where the Task Group will recommend that a Planning Application for a Skatepark is submitted.</p> <p>Once this application was submitted it would be subject to the normal rigour of a planning application and there would be an opportunity for people to comment.</p> <p>In opening up questions to the floor a request was made that the secondary noise assessment report requested by the Task Group should be made available to the public. It was confirmed that these details would be made available.</p> <p>The Board was in support of the proposed recommendation although requested that this be without prejudice to other potential sites.</p> <p>In putting this to the vote all were in favour of the recommendation made.</p> <p><b>Decision:</b></p> <p><b>That Chippenham Area Board resolve to consider a report from the Skatepark Task Group at the Area Board meeting on 1 July in which the Task Group will recommend a Skatepark Planning Application is submitted.</b></p> <p><b>xii. Other Community Groups</b>  The update in relation to Wiltshire Time Credits as circulated with the agenda pack was noted.</p> <p>Following a reorganisation, the Good Neighbour Coordinator at Community First responsible for covering Chippenham and the surrounding villages was Jenny Plummer. Further details would be sent to the CAM for circulation via the CAN.</p>
11	<p><u>Area Board Focus Areas 2012/13</u></p> <p>Updates were received as follows:</p> <p><b>i. Road Safety</b>  Councillor Bill Douglas reported that work had now started on the A350. In addition the drainage at the bottom of Chippenham High Street had been vacuumed and it was hoped that this would now alleviate future flooding problems.</p> <p><b>ii. Community Safety Group</b>  Councillor Peter Hutton thanked all partners for their work over the last year, including those involved the night time economy meetings. Cllr Hutton and Maggie Rae, together with other members of the Council, would be out in Chippenham town with the Street Pastors around 10pm</p>



	<p>to see first hand how they undertake their work.</p> <p>The police were working closely with schools, the council and Town Council to tackle the graffiti tagging in the town.</p> <p><b>iii. Deprivation</b> Councillor Chris Caswill reported that a further meeting had been held and an action plan would be drawn up for consideration by the new administration post election.</p>
12	<p><u>Chippenham Blogsite</u></p> <p>Matt Woolford was unable to attend the meeting to give his presentation on the Chippenham Blogsite. However, leaflets were distributed at the meeting and a link to the webpage provided via the overhead projector.</p> <p>The link to the site was as follows: <a href="http://chippenham.ourcommunitymatters.org.uk/">http://chippenham.ourcommunitymatters.org.uk/</a></p> <p>Local people, groups and organisations were encouraged to use the site to promote local events and activities.</p>
13	<p><u>Cabinet Representative</u></p> <p>Apologies were provided by Cllr Jane Scott who was unable to attend the meeting to due illness.</p>
14	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting. The next meeting of the Chippenham Area Board would take place on Monday 1 July 2013 and be held at Goss Croft Hall, Startley Road, Upper Seagry SN15 5HD.</p> <p>The next agenda planning meeting had yet to be arranged but was likely to take place in June 2013. Parish and town council representatives would be contacted once the date had been confirmed.</p>



# MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Council Chamber, Monkton Park Offices, Chippenham  
**Date:** 3 June 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 7.20 pm

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Please direct any enquiries on these minutes to:

Sharon Smith (Democratic Services Officer), Tel: 01225 718378 or (e-mail) [sharonl.smith@wiltshire.gov.uk](mailto:sharonl.smith@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Desna Allen, Cllr Chris Caswill, Cllr Bill Douglas, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Linda Packard, Cllr Mark Packard, Cllr Nina Phillips, Cllr Jane Scott OBE and Cllr Nick Watts

### **Wiltshire Council Officers**

Victoria Welsh, Chippenham Community Area Manager  
Parvis Khansari, Service Director for Strategic Services (Highways & Passenger Transport)  
Sharon Smith, Senior Democratic Services Officer

### **Town and Parish Councillors**

Chippenham Town Council – David Powell

### **Partners**

Chippenham Area Partnership (ChAP) – Julia Stacey, Alison Butler

**Total in attendance: 20**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Election of Chairman</u></p> <p>Cllr Linda Packard was elected Chairman of the Chippenham Area Board for the forthcoming year.</p>
2	<p><u>Election of Vice Chairman</u></p> <p>Cllr Chris Caswill was elected Vice Chairman of the Chippenham Area Board for the forthcoming year.</p>
3	<p><u>Apologies</u></p> <p>No apologies were given.</p>
4	<p><u>Declarations of Interest</u></p> <p>No Declarations of Interest were announced.</p>
5	<p><u>Appointment to Outside Bodies and Working Groups</u></p> <p>The Board was asked to appoint representatives to Outside Bodies and to reconstitute and appoint to Working Groups for the year 2013/14 as outlined in the report presented.</p> <p>In considering the report the Board were asked to note that ‘Chippenham Borough Lands Charity’ should to be removed from the list, noting that the Charity sought recommendations only from the Board and not representatives of the Board itself.</p> <p>Correspondence had also been received by the Senior Democratic Services Officer confirming that no further recommendations were being sought at this time.</p> <p>Cllr Peter Hutton, as an existing member of the Charity, confirmed that due to work commitments, he would be withdrawing as a member of the Charity. Cllr Peter Hutton would be in contact with the Charity directly to inform them of this.</p> <p><b><u>Decision:</u></b></p> <p><b>To remove Chippenham Borough Land Charity from the list of Outside Bodies.</b></p> <p><b>To make the following Area Board appointments:</b></p> <p><b><u>Outside Bodies</u></b></p>

	<ul style="list-style-type: none"> <li>• Chippenham Community Area Partnership – Cllr Park Packard</li> <li>• Chippenham Youth Advisory Group – Cllr Peter Hutton and Cllr Bill Douglas</li> <li>• Kingsley Road Community Hall Association – Cllr Nina Phillips</li> <li>• Lyneham Steering Group – Cllr Mark Packard</li> <li>• Chippenham Vision – Cllr Nick Watts</li> <li>• Cherish Chippenham – Cllr Nina Phillips</li> <li>• The Nature of It - Cllr Howard Greenman</li> </ul> <p><b><u>Working Groups</u></b></p> <ul style="list-style-type: none"> <li>• Community Area Transport Group (CATG) - Cllr Howard Greenman, Cllr Nina Phillips, Cllr Linda Packard and Cllr Bill Douglas</li> <li>• Campus Development Team – Cllr Mark Packard. Cllr Howard Greenman to deputise when required.</li> <li>• Chippenham Community Safety Group - Cllr Peter Hutton and Cllr Desna Allen</li> <li>• Skatepark Task Group - Cllr Peter Hutton, Cllr Howard Greenman and Cllr Chris Caswill</li> <li>• Older Peoples Development Working Group - Cllr Chris Caswill and Cllr Nina Phillips</li> </ul>
6	<p><b><u>Next Meeting</u></b></p> <p>The Chairman thanked everyone for attending the meeting. The next meeting of the Chippenham Area Board would take place on Monday 1 July 2013 and would be held at Goss Croft Hall, Startley Road, Upper Seagry SN15 5HD.</p>



# Agenda Item 5

## Chairman's Announcements

<b>Subject:</b>	<b>Revised Multi-Agency Thresholds for Safeguarding Children 2013</b>
<b>Officer Contact Details:</b>	Tamsin Stone Lead Commissioner and Children's Trust 01225 713504
<b>Weblink:</b>	<a href="http://www.wiltshirepathways.org">www.wiltshirepathways.org</a> and <a href="http://www.wiltshirelscb.org">www.wiltshirelscb.org</a> .
<b>Further details available:</b>	<a href="mailto:Pathways@wiltshire.gov.uk">Pathways@wiltshire.gov.uk</a>

### Accessing the right level of support to safeguard children and young people

A thorough review of guidance on safeguarding thresholds has been undertaken jointly by the Wiltshire Safeguarding Children Board and the Wiltshire Children and Young People's Trust. Working in close collaboration with our partner agencies we have taken the opportunity to consider how we can make integrated working and early intervention even more effective to improve outcomes for children and young people.

To this end the 'Multi-agency Thresholds Document 2011' has been simplified and a collection of supporting tools has been designed to provide clear practical guidance and advice to all agencies. A 'golden thread' running through this is the critical importance of collaborative working between agencies to ensure there is a coordinated approach to supporting the child or young person. Creating a 'team around the child' allows professionals to make fully informed collective decisions and take coordinated action based on what is best for the child or young person.

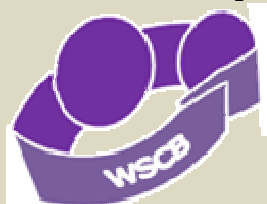
The revised document and practitioners' toolkit can be found at [www.wiltshirepathways.org](http://www.wiltshirepathways.org) and at [www.wiltshirelscb.org](http://www.wiltshirelscb.org). The Wiltshire Safeguarding Children Board is overseeing the dissemination and education of this new guidance and implementation will be led by the multi-agency Early Intervention Group (which reports to both the Board and the Children's Trust).

We all want to ensure that children and young people get the right help at the right time, and I hope that the model outlined in this document will ensure that children and young people with additional needs are identified earlier and that help can be provided before any difficulties become more entrenched.

Your views are very welcome as ever and can be sent to [Pathways@wiltshire.gov.uk](mailto:Pathways@wiltshire.gov.uk).

With regards,

Cliff Turner  
Chair – Wiltshire Safeguarding Children Board



**Wiltshire Safeguarding  
Children Board**





## Chairman's Announcements

<b>Subject:</b>	<b>Wiltshire Fire and Rescue Service draft Public Safety Plan 2013-16 'Have your say'</b>
<b>Officer Contact Details:</b>	Mike Franklin <b>Partnership &amp; Community Engagement Manager</b> Tel: 07919 306037 e-mail: <a href="mailto:michael.franklin@wiltsfire.gov.uk">michael.franklin@wiltsfire.gov.uk</a>
<b>Weblink:</b>	<a href="http://www.wiltsfire.gov.uk/About_Us/Publications/publications.htm">http://www.wiltsfire.gov.uk/About_Us/Publications/publications.htm</a>
<b>Further details available:</b>	e-mail: <a href="mailto:michael.franklin@wiltsfire.gov.uk">michael.franklin@wiltsfire.gov.uk</a>

### **Wiltshire Fire and Rescue Service draft Public Safety Plan 2013-16 "Have your say"**

The new draft Public Safety Plan 2013-16 (Integrated Risk Management Plan) is now available to view on the Wiltshire Fire and Rescue Service website. The plan shows what the service has been doing and how it intends to build on that for the future. Part of this is around how they operate as an emergency service, utilising personnel differently to have greatest impact on local communities.

The service very much welcomes your thoughts and opinions on its plans for the future. The consultation period will run from 10 June until 01 August. Please send any comments or feedback to [consultation@wiltsfire.gov.uk](mailto:consultation@wiltsfire.gov.uk). or Sarah Hargreaves, Wilts FRS HQ, Manor House, POTTERNE, SN10 5PP.

To view the plan please use the following link below or for a paper copy contact Sarah Hargreaves as above.

[http://www.wiltsfire.gov.uk/About\\_Us/Publications/publications.htm](http://www.wiltsfire.gov.uk/About_Us/Publications/publications.htm)



<b>Update from</b>	<b>CHRISTIAN MALFORD PARISH COUNCIL</b>
<b>Date of Area Board Meeting</b>	Monday 1st July 2013

## Headlines

- The Parish Council are currently advertising in order to co-opt to the two vacant seats on the Council, which it aims to fill at its July meeting.

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- The accounts of the Parish Council for the year ended 31<sup>st</sup> March 2013 were approved at the meeting on 4<sup>th</sup> June 2013 and will now go forward to public inspection and audit.

## Projects

- Recreation Ground - The major scheme to provide a multi-use games area, equipment and apparatus is nearing completion although some contractual issues remain.

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- Proposed Allotments – Following a detailed study of likely sites in the village, the Allotmenters Group has expressed a preference and the Parish Council will now begin negotiations for its purchase, evaluation of set-up costs and make appropriate funding applications.

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- The Parish Council were most appreciative of the cautionary road markings completed by Wiltshire Council on the vehicular approaches to the Recreation Ground.

## Future Events/Dates for the diary

- Date of the next two Parish Council meetings – Tuesday 23<sup>rd</sup> July and Tuesday 3<sup>rd</sup> September 2013 starting at 7:30pm. For more information go to [www.christianmalford.org.uk](http://www.christianmalford.org.uk)

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- The Village Fete with Barn dance, Hog Roast and Fireworks will be held on Saturday 13<sup>th</sup> July starting at 2:00pm.

Signed: E. Martin Helps  
Date: 20<sup>th</sup> June 2013



# ***Update for Chippenham Area Board***

<b>Update from</b>	<b>Grittleton Parish Council</b>
<b>Date of Area Board Meeting</b>	1 <sup>st</sup> July 2013

## **Headlines**

- Cllr Jonny Walker re-elected unanimously as Chair of the Parish Council.

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- Parishioners concern relating to the speed of traffic on the C86 through Foscote – Grittleton PC awaiting further advice from Highways.

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- Wiltshire Council summer holiday “Fun in the Sun” free sports sessions for children to take place in Grittleton.

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- Railings on Church Bend, Grittleton cleaned and missing crossroads sign on the C86 replaced.



# Update for Chippenham Area Board

Update from	Kington St Michael Parish Council
Date of Area Board Meeting	1 July 2013

## Headlines

- The Parish Council are delighted that work has now started on the first phase of a footpath alongside Tor Hill to make pedestrian access to the village much safer. Many thanks to officers at Wiltshire Council for their work over a number of years in making this happen, and also to Councillor Howard Greenman for his continued interest and support.
- 
- We are also pleased that a new community shelter is in the process of being installed at our recreation field. This has been made possible by grants from the Community Landfill Trust, the Area Board and GreenSquare, so many thanks to these organisations. The shelter will provide a much needed facility and meeting point in the this area of the village for all sections of the community.
- 
- Play equipment at the recreation field has also been repaired and updated. Thanks for grants which made this possible to the bonfire night group and Fields in Trust.
- 
- The Parish Council are unfortunately not at full complement following the recent elections, and so are currently seeking new Councillors, and also a new Clerk as the current Clerk is changing careers – for information on either of these please contact the clerk on [ksmparishclerk@googlemail.com](mailto:ksmparishclerk@googlemail.com)
- 
- Our application for The Pond in Stubbs Lane to be registered as a village green is progressing and Wiltshire Council's Rights of Way & Countryside Team has now posted a public notice of the application.
- 
- KSMPC is working with Wiltshire Council to hold Fun in the Sun, a free rural sports outreach programme, during the summer holidays. This will be the first time that it has been held in KSM.
- 
- Next meeting; July 25<sup>th</sup> 2013





## ***Update for Chippenham Area Board***

<b>Update from</b>	<b>Wiltshire Police</b>
<b>Date of Area Board Meeting</b>	1 <sup>st</sup> July 2013

### **Headlines**

- Following community information received Police Officers from the Chippenham Neighbourhood Policing Team and colleagues executed four warrants under the Misuse of Drugs Act at locations in Chippenham.
- Police worked closely with our partners from Greensquare housing during a coordinated day of action where there were numerous arrests made.
- Effective partnership working has resulted in a local male subject of a County Court injunction aimed at preventing his poor behaviour in the community (with a power of arrest attached to all of the prohibitions) and Greensquare are looking at a breach of tenancy in respect of another male.
- The Police and partner agencies have seen a dramatic reduction in reported anti social behaviour in respect of all four properties since the positive partnership activity.

- 
- A thief who used stolen number plates to make off without paying for a total of £785 worth of fuel at five garages has admitted his crimes. Police Officers from Calne and Chippenham worked together to identify the male involved after there had been a spate of number plate thefts, the number plates were used to disguise the vehicle being used in numerous petrol thefts. The offender pleaded guilty to all of the thefts and was sentenced at Chippenham Magistrates Courts on 7<sup>th</sup> June.

- 
- A mobile CCTV unit has been brought into Chippenham town centre to clamp down on a recent spate of shoplifting. Chippenham Police took action after several High Street stores reported an increasing number of thefts. Officers launched their 'Shopwatch' initiative a few weeks ago, bringing in the CCTV van from Swindon, and it has already resulted in fewer acquisitive crimes in the town centre. We intend to use this valuable tool when available, to support our close partnership work with the town Council and the Emery gate security team.

- 
- A female from Chippenham who made her neighbours lives a misery has been served with an injunction. Sovereign Housing Association working closely with the NPT requested the injunction following several months of anti-social behaviour. The injunction order, which forbids her from harassing, causing distress or verbally abusing anyone was granted in April by Chippenham and Trowbridge County Court.

## **Update for Chippenham Area Board**

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- A mountain bike worth £1,200 was returned to its owners after police came across the burglar in the early hours of the morning. Police Officers were out on patrol at 4am when they saw a man all in black and wearing a beanie hat crossing London Road at Pewsham. The man dropped a set of bolt cutters and the bike he was carrying and ran off. A police dog was brought out and tracked a man across a field but lost his track just before the Derry Hill turning. Although the offender has not been identified, the owner of the stolen push bike was extremely grateful to the Wiltshire police in recovering his stolen property.
- The NPT have been proactively Policing the rural areas following a spate of thefts from sheds and fuel thefts and we have been passing relevant information to our partners and conducting highly visible patrols. The proactive approach in our rural community has seen a dramatic reduction in reported crimes. Work in this area is still ongoing with our intelligence unit and through communication with other Police Forces.
- PC Toni Evans has joined the Neighborhood Policing Team in Chippenham as the rural Community Beat Manager. Toni has a wealth of experience and shares my passion to ensure we continue to increase our visible presence in the rural community, and work closely with Parish Councils. Toni has already set up a scheme whereby representatives from the rural Parish Councils are invited to meetings at our new facilities at Monkton Park, promoting information sharing wherever possible.

### **Performance**

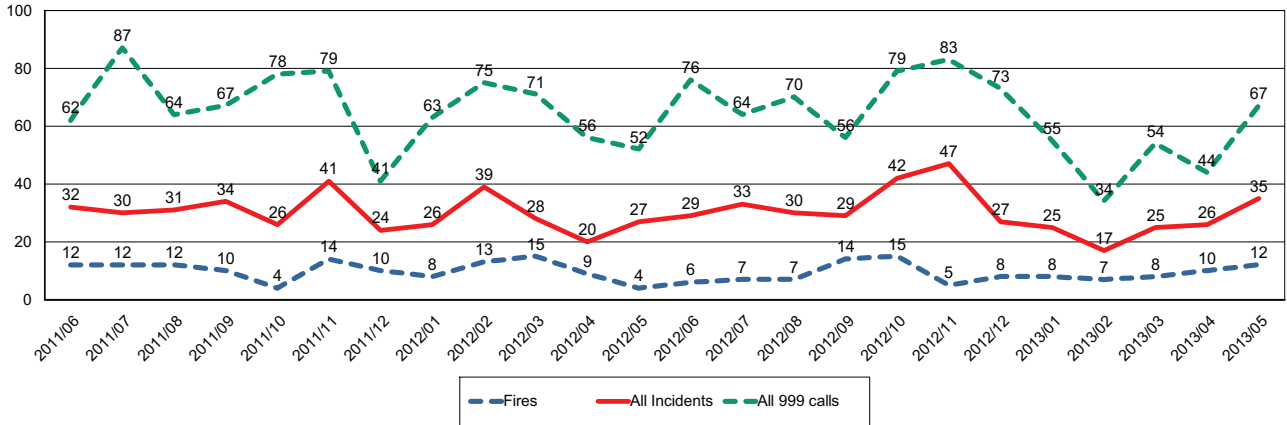
EP Chippenham NPT	Crime				Detections*	
	12 Months to May 2012	12 Months to May 2013	Volume Change	% Change	12 Months to May 2012	12 Months to May 2013
Victim Based Crime	2308	1960	-348	● -15.1%	18%	27%
Domestic Burglary	102	59	-43	● -42.2%	8%	12%
Non Domestic Burglary	174	149	-25	● -14.4%	4%	7%
Vehicle Crime	248	204	-44	● -17.7%	6%	8%
Criminal Damage & Arson	519	417	-102	● -19.7%	11%	13%
Violence Against The Person	395	355	-40	● -10.1%	39%	46%
ASB Incidents (YTD)	350	235	-115	● -32.9%		
Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Victim Based Crime and significantly better than peers for Domestic Burglary in the previous 12 month period (April 2012 - March 2013).						
<small>* Detections include both Sanction Detections and Local Resolutions</small>						



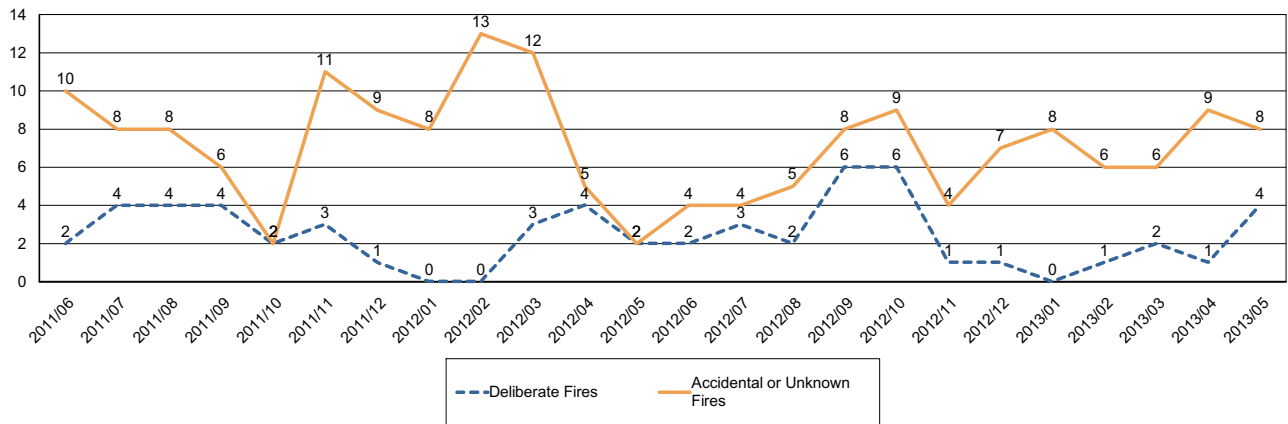
## Report for Chippenham Area Board

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

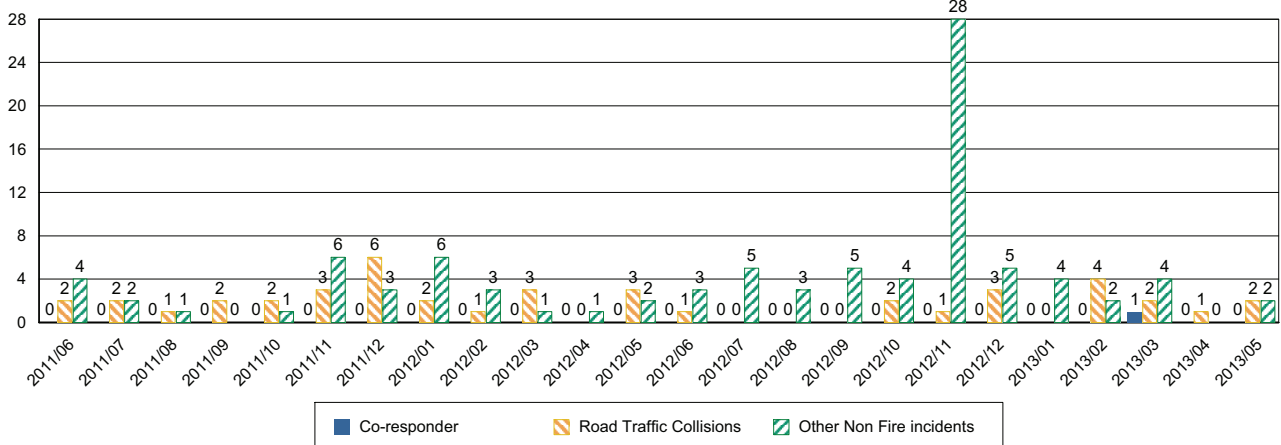
### Incidents and Calls



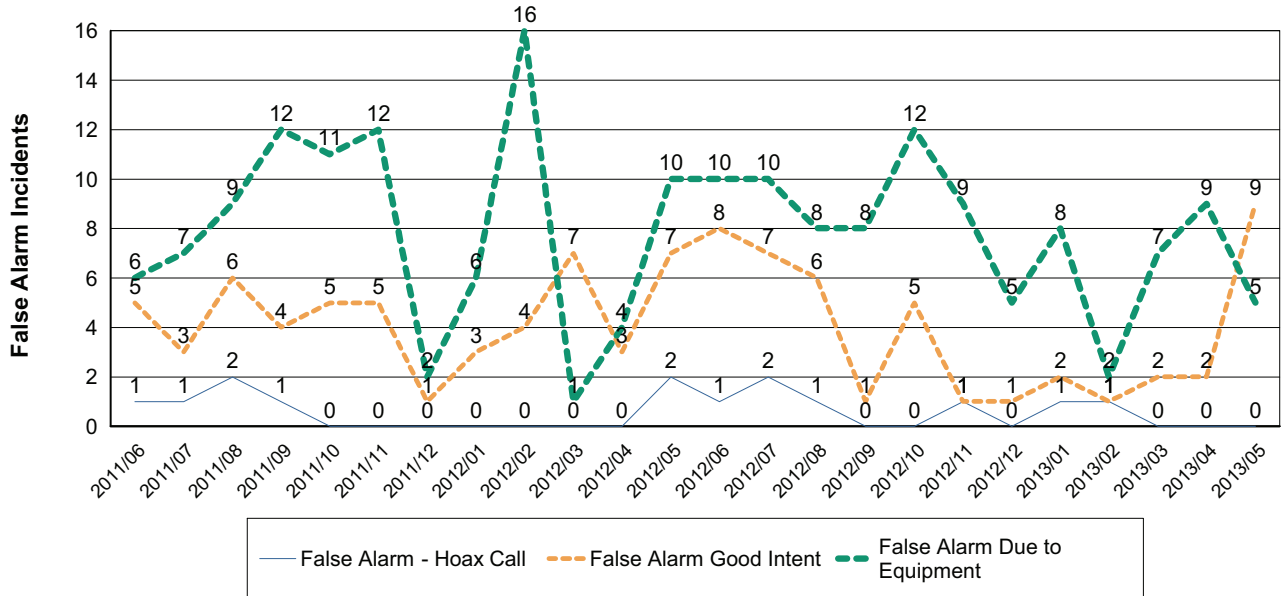
### Fires by Cause



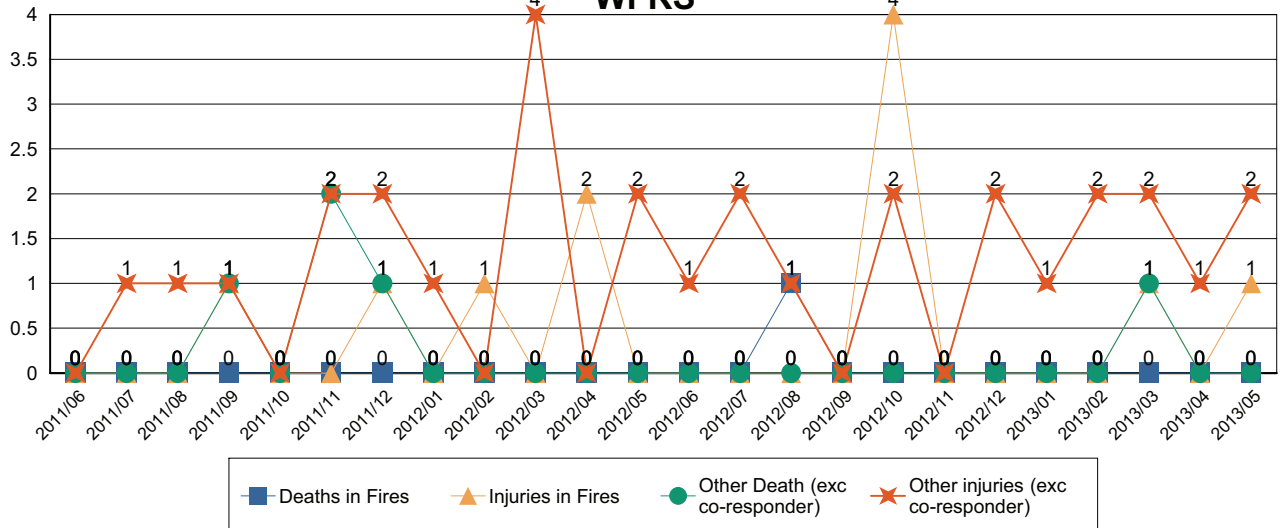
### Non-Fire incidents attended by WFRS



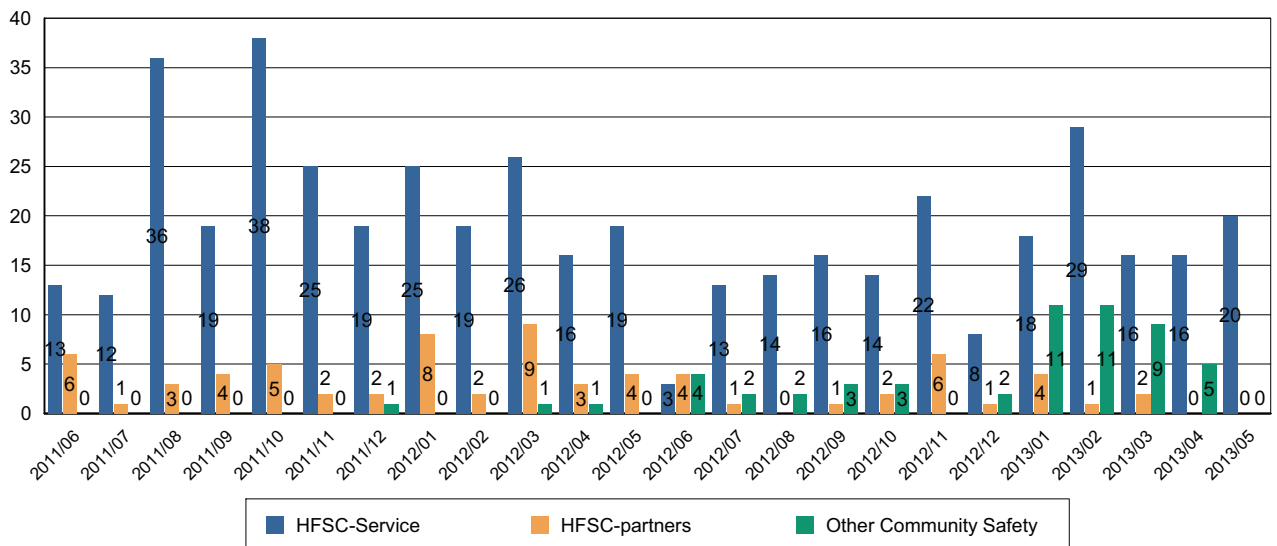
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

## **AREA BOARD UPDATE – MAY 2013**

On 1 April 2013, the GP led Wiltshire Clinical Commissioning Group (CCG) became the statutory body responsible for commissioning local health services for Wiltshire. Wiltshire CCG is passionate about commissioning the highest quality care for our patients as close to their homes as possible - 'The right healthcare, for you, with you, near you'

Our vision will ensure that NHS care in Wiltshire can operate with improved effectiveness. Implicit in this will be greater integration between community services, general practice and working in close partnership with Wiltshire Council.

The vision puts the patient in control whilst ensuring that every opportunity is given for the residents of Wiltshire to improve their health. It's about the CCG working with people in the community, the Local Authority and other organisations to identify and understand patients' requirements so that services can be designed to meet their needs. Key to our approach is that the CCG is clinically led with GPs proactively involved in the decision making as they are in the best place to engage with the local population to help improve health and wellbeing.

As Wiltshire is a relatively dispersed, rural community which naturally divides into three areas of population, our structure incorporates three local groups to gain the collective, specific and local knowledge of general practitioners across the county. The three local groups cover the communities of:

- South Wiltshire – (Sarum Group)
- North and East Wiltshire (NEW Group)
- West Wiltshire (WWYKD Group)

The CCG will commission services for the population of Wiltshire using local information obtained from members of GP practices in each group. The groups will be responsible for ensuring delivery of quality health services from acute and community providers of health services.

We aim to ensure that all our stakeholders are engaged in a meaningful, consistent and timely manner in having a say regarding health services. The feedback we garner will be used to assist in the decision making process for healthcare improvements in Wiltshire.

Our aims are to:

- To make clinically led commissioning a reality in providing local solutions to local needs
- To deliver strategic plans which address the needs of local populations and involve patients, practices and partners
- To address the growing needs of our ageing population, and the mental health and emergency needs of our combined populations
- To encourage and support the whole population in managing and improving their health and wellbeing
- To ensure sustainability of the emerging organisation in delivering cost effective healthcare
- To communicate effectively, staying engaged with all of our patients, partners and stakeholders.

**Our 7 key priorities are:**

- 1 – Staying healthy and preventing ill health
- 2 – Planned care
- 3 – Unplanned care and frail elderly
- 4 – Mental health
- 5 – Long term conditions (inc Dementia)
- 6 – End of life care
- 7 – Community services and integrated care.

Contact:

Tracy Torr  
Communications and Engagement Officer  
Wiltshire Clinical Commissioning Group  
Tel: 01380 736010 or [tracy.torr@nhs.net](mailto:tracy.torr@nhs.net)

## **Update for Chippenham Area Board**

<b>Update from</b>	<b>ChAP Chippenham &amp; Villages Community Area Partnership</b>
<b>Date of Area Board Meeting</b>	July 2013

### **Headlines**

- Health & Social Care Team – Hospital Discharge meeting. This meeting was well attended. Presentations were made by managers from the Royal United and Great Western hospitals, explaining their arrangements for hospital discharge. Evaluations confirmed the meeting to be very useful for those who attended. A follow-up meeting is planned for September, when issues around hospital discharge, in relation to Adult Care, will be presented.

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- July in Monkton Park – ChAP is delighted to be holding the 2013 Chippenham River Festival as one of the planned series of exciting events in Monkton Park during July. This year's festival is about taking part. There will be a variety of taster sessions offered on the river, as well as the popular Big Swim & Kids Width. Our Clean-Up volunteers have been working hard throughout the year to ensure that the river bank is in the best of condition for these events.

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- Awareness Raising Campaign – ChAP are planning to launch its new awareness campaign by hosting a showcase event to be held later in the year. Many exciting new initiatives and plans are developing in the Chippenham area. A great deal of work is going on by various groups. We anticipate that these projects, any new information about the Chippenham area, along with opportunities for involvement and engagement, will be presented. We aim to celebrate and highlight all that Chippenham and its villages has to offer and to identify issues to be addressed.

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- July 20<sup>th</sup> Monkton Park Chippenham River Festival 2013





# Update for Chippenham Area Board

<b>Update from</b>	<b>Chippenham Campus Development Team (CDT)</b>
<b>Date of Area Board Meeting</b>	1 <sup>st</sup> July 2013

## Overview

The Chippenham Campus Development Team (CDT) has been working on developing a working proposal for the Chippenham campus based on the first round of consultation feedback received from the local community.

The first phase of consultation was delivered by three main methods; an online form, a paper form and image boards. In total 631 responses were received with a split of 318 paper forms completed, 262 online forms completed and 51 responses to the image boards.

The consultation highlighted the following points:

- 83.1% of respondents highlighted that services should be located together
- 88.1% of respondents highlighted that the campus should have a central location
- 83.1% of respondents would like council services to be included within the campus
- 80.9% of respondents would like advice services to be included within the campus
- 77.8% of respondents would like the campus to provide community information.

Once the working proposal is completed, it will be formally presented to area board for their approval. If agreed the Campus Development Team will initiate their second phase consultation. The second phase consultation will be based on the working proposal and ask local residents more specific questions in relation to the Chippenham campus.

The Development Team have recently been working on determining an indicative floor area requirement for the Campus which has been derived from the consultation results, core facility specification and the emerging Public and Voluntary sector requirement. The team have also been liaising with several potential key partners to gather requirements for the campus that may also have an impact on the potential floor plan for the campus. This work is ongoing and the CDT is currently awaiting responses from some partners. Gathering key information at this stage of the process will ensure the first outline requirement (working proposal) contains essential information for the Area Board decision.

## Key Headlines

## ***Update for Chippenham Area Board***

- Formulation of first working proposal to be presented back to the area board.

Signed:

Date:

<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>1 July 2013</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

### **Purpose of Report**

To ask Councillors to consider officer recommendations in respect to:

1. Chippenham Rugby Football Club - award **£1,612** towards an emergency first aid package (including defibrillator), conditional on the balance of funding being in place, that the applicant agrees to register the AED with an ambulance station if required and also ensures it is regularly maintained.
2. Biddestone Village Hall & Recreational Trust - award **£1,960** towards 3 sets of replacement fire safety doors, conditional on the balance of funding being in place.
3. Hullavington Village Hall Management Committee - award **£4,805** towards their car park project (resurfacing and adding a soakaway), conditional on the balance of funding being in place.
4. Ford Community Speedwatch Group - award **£2,018** towards 4 village gates, conditional on the balance of funding being in place.

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2013/2014.
- 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 for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. The area board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. Chippenham Area Board has been allocated a 2013/2014 budget of **£112,590** for community area grants, digital literacy grants, community partnership core funding, area board operational funding and area board/councillor led initiatives. In 2013/14 only capital funding is available for community area and digital literacy grants.
- 1.6. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. In support of the Olympic and Paralympic legacy, in 2013/14 the Chippenham area board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.
- 1.9. New for 2013/14 is a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. The

application process and funding criteria can be found [here](#).

- 1.10. Area boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.11. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire councillors on the area board.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their area board [blog-site](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<b>Background documents used in the preparation of this report</b>	<u>Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</u> <u>Chippenham Community Area Plan</u> <u>Local Area Joint Strategic Assessment for Chippenham 2011</u>
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## 2. Main Considerations

- 2.1. Chippenham Area Board has been allocated a 2013/2014 budget of **£112,590** that may be allocated through Community Area Grants, Digital Literacy Grants, Area Board/Councillor Led Initiatives and core funding for the CAP.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.3. Councillors will need to be satisfied that grants awarded in 2013/2014 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. There are 5 funding rounds during 2013/14. Deadlines for receipt of

funding applications are as follows:

- Monday **20 May 2013** to be considered at the Chippenham Area Board meeting on **1 July 2013**
- Monday **22 July 2013** to be considered at the Chippenham Area Board meeting on **10 September 2013**
- Monday **23 September 2013** to be considered at the Chippenham Area Board meeting on **4 November 2013**
- Monday **25 November 2013** to be considered at the Chippenham Area Board meeting on **6 January 2014**
- Monday **20 January 2014** to be considered at the Chippenham Area Board meeting on **3 March 2014**

2.5. On 30th April 2012, Chippenham Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Area Board Chairman and/or Vice Chairman, to approve expenditure of up to £1,000 between Area Board meetings.

2.6. The delegated power is only intended to be used for matters of urgency which cannot wait until the next meeting of the area board and would not be used as a matter of routine. The majority of decisions will continue to be taken at a public meeting.

### **3. Environmental & Community Implications**

3.1. Area Board Grants 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 Chippenham Area Board.

4.2. If grants are awarded in accordance with officer recommendations Chippenham Area Board will have a balance of **£102,195**.

### **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 will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications will be outlined in section 8, 'Officer Recommendations' of the funding report.

## 8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Chippenham Rugby Football Club	Emergency First Aid Package (including defibrillator)	£1,612

- 8.1.1. Officers recommend that Chippenham Rugby Football Club is awarded £1,612 towards an Emergency First Aid Package (including defibrillator), conditional on the balance of funding being in place.
- 8.1.2. Officers recommend that two further conditions be placed on the applicant to ensure that the device is registered with an ambulance station if required and that it is regularly maintained.
- 8.1.3. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council's finance department.
- 8.1.4. A defibrillator is a machine designed to deliver an electric shock to a person whose heart has stopped. Termed a cardiac arrest, this is different from, but may be caused by, a heart attack, where blood flow to the heart is impaired.
- 8.1.5. Advice from the Director of Public Health states that defibrillators are best used when installed in public places where crowds congregate and there is high footfall. Chippenham Rugby and Football Club meet this criterion with respect to its home and visiting players, spectators and other hirers of its facilities.
- 8.1.6. Ambulance data for Wiltshire in 2011/12 shows that the number of heart attack calls in the Chippenham Community Area was 10; however, not all of these would have required the use of a defibrillator. (see appendix 5 – Wiltshire Cardiac Arrests)

- 8.1.7. Advice from the Associate Director of Public Health states that the purchase should not be seen as a 'buy and forget' item. It should be part of a local education and training programme to raise the awareness of cardiac conditions and in particular what to do if a suspected cardiac arrest is witnessed. It needs to be part of a general first aid and Cardiopulmonary Resuscitation training activity as people collapse for many different reasons.
- 8.1.8. The rugby football club intend to train all their first aiders (two per age group) in the use of the first aid equipment and defibrillator.
- 8.1.9. Well-equipped first aid facilities at the rugby football club may encourage more participants to engage in sporting activities thus addressing Community Area Plan 6.8: 'Support for people to improve their own health, through increased exercise'.
- 8.1.10. Safe sporting facilities help to address local aspirations to combat childhood obesity as stated in the Community Area Plan 6.5: 'Concerns about the general health of children and young people, especially within the urban areas' and the Local Agreement for Wiltshire 'Lives not services: provide the strong foundations for children and young people's development'.
- 8.1.11. The rugby football club maintains an accident log for all accidents that occur on-site and this data will show how often the AED and first aid equipment have been used.
- 8.1.12. Chippenham Area Board may also wish to note that the project has received funding from Chippenham Borough Lands Charity and Awards for All plus their own fundraising for this project and their grant request represents 50% of the total project cost.
- 8.1.13. Chippenham Area Board may also wish to note that several other area boards have also made contributions towards similar projects around the county. However there are also examples of other area boards declining requests for defibrillators.

Ref	Applicant	Project proposal	Funding requested
8.2.	Biddestone Village Hall & Recreational Trust	Replacement fire safety doors (3 sets)	£1,960

- 8.2.1. Officers recommend that Biddestone Village Hall & Recreational Trust is awarded £1,960 towards 3 sets of replacement fire safety doors, conditional on the balance of funding being in place.



- 8.2.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council's finance department.
- 8.2.3. A recent annual fire safety audit advised replacement of the current doors and the village hall doesn't have sufficient funds to meet 100% this purchase as the Trust has only a small operational budget.
- 8.2.4. Replacing the doors will enhance the existing village hall asset.
- 8.2.5. The Trust considers this to be a high priority given the implications of fire safety and the general security of the building.
- 8.2.6. The project is a one-off capital cost and there are no associated running costs beyond general maintenance which the Trust will meet.
- 8.2.7. The Trust provides open space, sports & recreational facilities and community services for a village population of around 500 and also to many from the wider communities of Chippenham thus meeting the aspirations of the Community Area Plan that aims to improve: outdoor sports facilities and playing fields (8.1), insufficient community halls (8.4), insufficient play and recreational areas for children up to the age of 16 (7.1) and lack of funding for community halls and village halls (7.4).
- 8.2.8. Communities that can make use of village hall facilities are likely to be stronger and more inclusive.

Ref	Applicant	Project proposal	Funding requested
8.3.	Hullavington Village Hall Management Committee	Car Park Project (resurfacing and adding soakaway)	£4,805

- 8.3.1. Officers recommend that Hullavington Village Hall Management Committee is awarded £4,805 towards a Car Park Project (resurfacing and adding soakaway), conditional on the balance of funding being in place.
- 8.3.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council's finance department.
- 8.3.3. The management committee are committed to a long-term programme of fund-raising to purchase solar heating and lighting

along with the repair of the village hall floor. Consequently, the committee are requesting financial help from the area board to address flooding issues in the hall's car park.

- 8.3.4. This application meets the aspirations of the Community Area Plan: lack of funding for community halls and village halls (7.4), insufficient community halls (8.4) and insufficient play and recreation areas for children up to the age of 16 (7.1).
- 8.3.5. According to the Joint Strategic Assessment (JSA) for Chippenham 2011, the Chippenham Community Area is below average when it comes to the percentage of people who say they feel they belong to their immediate neighbourhood and who say they can influence decisions in their area. It was also below the Wiltshire average for volunteering. Good village hall facilities can help to address this issue particularly where they are used for a variety of activities including local democracy meetings – parish meetings and elections.
- 8.3.6. This application meets the aspirations of the Local Agreement for Wiltshire: 'building stronger and more inclusive communities'.
- 8.3.7. The management committee have secured match-funding from the Land Fill Tax Credit scheme and received a contribution from the parish council. The management committee are also contributing from their own funds.
- 8.3.8. Lying surface water is causing safety issues, especially when it freezes, for all who use the hall - a footfall which is estimated at 6,000 per year.
- 8.3.9. The hall has a very high usage rate with 3 booking sessions per day in the two rooms allowing several group activities to occur at the same time.
- 8.3.10. Repair of the car park and construction of the soakaway are one-off costs that do not require on-going funding other than maintenance which the Hall has committed to do.

Ref	Applicant	Project proposal	Funding requested
8.4.	Ford Community Speedwatch Group	4 Village Gates	£2,018

- 8.4.1. Officers recommend that Ford Community Speedwatch Group is awarded £2,018 towards 4 Village Gates, conditional on the balance of funding being in place.

- 8.4.2. This application meets grant criteria 2013/14 and has been classified as a capital project by Wiltshire Council's finance department.
- 8.4.3. This application meets the aspiration in the Community Area Plan that wishes to address speeding vehicles particularly through villages (5.8).
- 8.4.4. This application meets the aspirations in the Local Agreement for Wiltshire that aims to
- Help local communities develop their own priorities and improvements
  - Improve the way Wiltshire organisations work together to plan and deliver services in local communities
  - Build a strong and vibrant voluntary sector
  - Create stronger and more inclusive communities
  - Reduce road casualties in Wiltshire
- 8.4.5. The JSA for Chippenham 2011 states that Chippenham Community Area is below average when it comes to the percentage of people who say they feel they belong to their immediate neighbourhood and who say they can influence decisions in their area. It was also below the Wiltshire average for volunteering. Projects like Community Speed Watch which involves voluntary community action to tackle community issues will contribute to better social cohesion and empowerment.
- 8.4.6. Officers understand that the area is extremely popular with walkers and the "MacMillan Walk" takes place here every year increasing the need for road safety measures.
- 8.4.7. Ford Community Speed Watch has been in operation for 9 months and has supplied the following summary of speeding / traffic data through Ford which has a 40mph speed limit:
- A metro count organised by Wiltshire Police over 9 days logged 26,328 vehicles which equates to an annual figure of over 1 million vehicles
  - Ford Community Speed Watch Group has monitored for 135 hours over 9 months
  - 1,250 warning letters have been sent to those doing over 47 mph
  - 419 vehicles exceeded 50mph with the fastest vehicle recorded at 76 mph
  - 75 drivers were repeat offenders
  - A ROSPA report in January 2011 states that 'pedestrian

survivability rate in a 40 mph collision is 10%...in a 50 mph collision the rate is NIL...if average speeds (on 40 mph rural roads) reduced by 1mph the accident rate would fall by 3%-4%’.

8.4.8. Officers are of the opinion that Ford Community Speed Watch Group have excelled in their work to keep speeds down around the village and recommend that an exception is made to the normal maximum award of 50% of the project costs. The group are requesting 59% of the project cost. The exceptional costs arise due to necessary safety measures at the western village entrance which required the re-positioning of existing traffic signs to provide safe vision as recommended by Martin Rose, Principal Traffic Engineer, Wiltshire Council. Under ordinary circumstances this level of work is not required for the installation of village gates and is entirely due to the extant road layout.

8.4.9. North Wraxall Parish Council has committed 30% of the current year’s precept to this project and the Community Speed Watch Group also has donations from the Parochial Parish Church Council and the Community Hall Fund for this project.

<b>Appendices</b>	<p>Appendix 1 Grant Application - Chippenham Rugby Football Club</p> <p>Appendix 2 Grant Application - Biddestone Village Hall &amp; Recreational Trust</p> <p>Appendix 3 Grant Application - Hullavington Village Hall Management Committee</p> <p>Appendix 4 Grant Application - Ford Community Speedwatch Group</p> <p>Appendix 5 Appendix – Wiltshire Cardiac Arrests</p>
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

<b>Report Author</b>	<p>Julia Densham, Community Area Manager</p> <p>Tel: 01249 706496</p> <p>Mobile: 07766 603962</p> <p>E-mail: <a href="mailto:julia.densham@wiltshire.gov.uk">julia.densham@wiltshire.gov.uk</a></p>
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## Community Area Grant Applications for Chippenham on 1 July 2013

ID	Grant Type	Project Title	Applicant	Amount Required
59	Community Area Grant	Hullavington Village Hall - Car Park Project	On behalf of Hullavington Village Hall Management Committee	£4805
34	Community Area Grant	Emergency First Aid Package	Chippenham Rugby Football Club	£1612
37	Community Area Grant	Replacement Fire Safety Doors - Biddestone Village Hall	Biddestone Village Hall & Recreation Trust	£1960
68	Community Area Grant	Ford Village Gates	Ford Community Speed Watch	£2018

## Community Area Grant Applications for Chippenham on 1 July 2013

ID	Grant Type	Project Title	Applicant	Amount Required
59	Community Area Grant	Hullavington Village Hall - Car Park Project	On behalf of Hullavington Village Hall Management Committee	£4805

**Submitted:** 26/04/2013 15:22:32

**ID:** 59

**Current Status:** Application Appraisal

**To be considered at this meeting:**  
01/07/2013 Chippenham

**1. Which type of grant are you applying for?**  
Community Area Grant

**2. Amount of funding required?**  
£501 - £5000

**3. Are you applying on behalf of a Parish Council?**  
No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**  
Hullavington Village Hall - Car Park Project

**6. Project summary:**  
Applying bitumen emulsion tac-coat to existing tarmac regulating it to achieve fall from boundary wall to existing edging. Laying an average of 25mm of 6mm dense surface courts to tarmac area. Positioning a gully adjacent to low point and laying 100mm diameter perforated pipe in trench to soakaway position from gully backfilling trench with granular material. Constructing 2.4m<sup>3</sup> soakaway from polystorm units to position in corner.

**7. Which Area Board are you applying to?**  
Chippenham

**Electoral Division**  
By Brook

**8. What is the Post Code of where the project is taking place?**  
SN14 6EB

**9. Please tell us which theme(s) your project supports:**  
Children & Young People  
Arts, crafts and culture  
Festivals, pageants, fetes and fayres  
Health, lifestyle and wellbeing  
Heritage, history and architecture  
Inclusion, diversity and community spirit  
Safer communities  
Sport, play and recreation

## Community Area Grant Applications for Chippenham on 1 July 2013

Other

If Other (please specify)

Community democracy - elections, parish council meetings etc.

### 10. Finance:

#### 10a. Your Organisation's Finance:

**Your latest accounts:**

03/2012

**Total Income:**

£17401.00

**Total Expenditure:**

£11785.00

**Surplus/Deficit for the year:**

£5616.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£50000.00

#### **Why can't you fund this project from your reserves:**

The committee is hoping to install solar heating and lighting in the next couple of years at a cost of approx. Â£35K. The hall floor will also need replacing in the not too distant future. A grant from the Area Board to resolve the flooding problems in the car park would enable us to keep saving for these projects.

We are a small community group and do not have annual accounts or it is our first year:

#### 10b. Project Finance:

Total Project cost		£9610		
Total required from Area Board		£4805		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Prangle and Carey	9610	Landfill Tax Credit Grant		3000
		Parish Council		250
		Village Hall Reserves	yes	1555
<b>Total</b>	<b>£9610</b>			<b>£4805</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

## Community Area Grant Applications for Chippenham on 1 July 2013

No

### 12. If so, which Area Boards?

Chippenham

### 13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

There is a very high usage of the Hall every day of the week. There are three booking sessions for each of the two rooms available with several groups using the Hall at the same time. The footfall is estimated at approx 6,000 per year. After rain a considerable area of the car park, on a direct route from the car park entrance to the entrance of the Village Hall, is deeply flooded making it very difficult for people to gain entrance without getting their feet wet. With the increased rainfall of 2012/2013, this problem has become a real safety hazard. The community has expressed deep concerns about the flooding as it raises concerns amongst elderly people with mobility problems and mothers with baby buggies especially. Although we had given this project some thought before, when the flooded area froze over this last winter, work on this project has had to be prioritised.

### 14. How will you monitor this?

The area will be monitored on a regular basis by members of the Village Hall Management Committee.

### 15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

One off project, area will be maintained by Village Hall Management Committee.

### 16. Is there anything else you think we should know about the project?

### 17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

#### **Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

#### **Accounts:**

yes I will make available on request the organisation's **latest accounts**

#### **Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

#### **Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land



**Community Area Grant Applications for Chippenham on 1 July 2013**

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

**Community Area Grant Applications for Chippenham on 1 July 2013**

<b>34</b>	<b>Community Area Grant</b>	<b>Emergency First Aid Package</b>	<b>Chippenham Rugby Football Club</b>	<b>£1612</b>
<p><b>Submitted:</b> 18/04/2013 21:57:25</p> <p><b>ID:</b> 34</p> <p><b>Current Status:</b> Application Appraisal</p> <p><b>To be considered at this meeting:</b> 01/07/2013 Chippenham</p> <p><b>1. Which type of grant are you applying for?</b> Community Area Grant</p> <p><b>2. Amount of funding required?</b> £501 - £5000</p> <p><b>3. Are you applying on behalf of a Parish Council?</b> No</p> <p><b>4. If yes, please state why this project cannot be funded from the Parish Precept</b></p> <p><b>5. Project title?</b> Emergency First Aid Package</p> <p><b>6. Project summary:</b> We hope to purchase first aid equipment that will assist in treating injuries effectively, including an Automated External Defibrillator</p> <p><b>7. Which Area Board are you applying to?</b> Chippenham</p> <p><b>Electoral Division</b> Chippenham Cepen Park and Derriads</p> <p><b>8. What is the Post Code of where the project is taking place?</b> SN14 0YZ</p> <p><b>9. Please tell us which theme(s) your project supports:</b> Children &amp; Young People Health, lifestyle and wellbeing Safer communities Sport, play and recreation</p> <p>If Other (please specify)</p> <p><b>10. Finance:</b></p> <p><b>10a. Your Organisation's Finance:</b></p> <p><b>Your latest accounts:</b></p>				

## Community Area Grant Applications for Chippenham on 1 July 2013

04/2012

**Total Income:**

£290361.00

**Total Expenditure:**

£290295.00

**Surplus/Deficit for the year:**

£66.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£0.00

**Why can't you fund this project from your reserves:**

It costs more than we have

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£3232		
Total required from Area Board		£1612		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Automatic External Defibrillator	1503	Own Fund-raising	yes	870
Stretcher	185	Awards 4 All		500
Spinal Board & straps	451	Borough Lands		250
Head Immobiliser & Head Blocks	94			
Vacuum Splints	325			
Ice Machine	275			
Blankets x 10	127			
Bag / Mask Resuscitator - Adult & Child	28			
Extrication Collars	53			
Rehabilitation Equipment	191			
<b>Total</b>	<b>£3232</b>			<b>£1620</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

## Community Area Grant Applications for Chippenham on 1 July 2013

No

### 12. If so, which Area Boards?

### 13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Sudden Cardiac Arrest in sport was highlighted last year when 23-year-old Bolton midfielder Fabrice Muamba collapsed during an FA Cup match. More recently a 13 year old boy from Trowbridge suffered a SCA whilst playing Football and our vice chairman's nephew died also whilst playing football, he was 32. Chippenham Rugby Club has training / games 6 out of 7 days a week ranging from U6's through to Senior level and regularly hosts players from other clubs. As well as rugby training throughout the year the club sees fitness classes, Aussie rules as well as motorbike training on the grounds. The clubhouse regularly holds external events such as parties, meetings, etc. and is in use daily by a large variety of people from around the area. Hundreds of people pass through the door weekly and although we hope for there never to be a medical emergency we wish to be fully prepared. Although not directly linked with the local priorities the club is open to anyone in the surrounding area and our aim is to make a safer environment for everyone to partake in sport as well as socialise - 6.5, 6.11, 8.1, 8.5. SCA is a condition in which the heart suddenly and unexpectedly stops beating resulting in blood flow stopping to the brain and other vital organs, it strikes people of all ages and fitness levels, usually without warning. The UK Resuscitation council estimates that around 30,000 cardiac arrests happen in the UK every year and 95% die from it. Every minute that passes without defibrillation chances of survival decreases by 10%. Research shows that applying a controlled shock within five minutes of collapse provides the best possible chance of survival and if delivered promptly survival rates can be as high as 75%. In the youth section alone the club has seen a visit from the paramedics over 20 times in the last 2 seasons and the air ambulance has been called out 5 times. This demonstrates the need to be fully prepared for any incidence allowing first aiders to make the players as comfortable as possible as well as preventing further injury. If we have the capabilities to move a player safely it will mean that players can be kept warm and dry whilst waiting for the emergency services.

### 14. How will you monitor this?

Any incident that happens at the club has to be recorded so we will have a record of how many times the equipment is used and whether it has helped.

### 15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

n/a

### 16. Is there anything else you think we should know about the project?

n/a

### 17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

#### Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section

**Community Area Grant Applications for Chippenham on 1 July 2013**

above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

## Community Area Grant Applications for Chippenham on 1 July 2013

<b>37</b>	<b>Community Area Grant</b>	<b>Replacement Fire Safety Doors - Biddestone Village Hall</b>	<b>Biddestone Village Hall &amp; Recreation Trust</b>	<b>£1960</b>
<p><b>Submitted:</b> 20/04/2013 21:11:44</p> <p><b>ID:</b> 37</p> <p><b>Current Status:</b> Application Appraisal</p> <p><b>To be considered at this meeting:</b> 01/07/2013 Chippenham</p> <p><b>1. Which type of grant are you applying for?</b> Community Area Grant</p> <p><b>2. Amount of funding required?</b> £501 - £5000</p> <p><b>3. Are you applying on behalf of a Parish Council?</b> No</p> <p><b>4. If yes, please state why this project cannot be funded from the Parish Precept</b></p> <p><b>5. Project title?</b> Replacement Fire Safety Doors - Biddestone Village Hall</p> <p><b>6. Project summary:</b> Replacement Fire Safety Doors - Biddestone Village Hall constructed in 2003 has three sets of double fire safety evacuation doors, two sets in the main hall and one set in the committee meeting room. Our recent annual fire safety audit advised replacement of the current doors as they they are judged to be of an inappropriate type, have become distorted making them prone to jamming and are insecure. We have not budgeted for this replacement and the potential costs are significant in relation to our limited running cost budget.</p> <p><b>7. Which Area Board are you applying to?</b> Chippenham</p> <p><b>Electoral Division</b> By Brook</p> <p><b>8. What is the Post Code of where the project is taking place?</b> SN14 7BZ</p> <p><b>9. Please tell us which theme(s) your project supports:</b> Arts, crafts and culture Countryside, environment and nature Health, lifestyle and wellbeing Inclusion, diversity and community spirit Safer communities</p>				

## Community Area Grant Applications for Chippenham on 1 July 2013

Sport, play and recreation

If Other (please specify)

### 10. Finance:

#### 10a. Your Organisation's Finance:

##### Your latest accounts:

03/2012

##### Total Income:

£14965

##### Total Expenditure:

£18448

##### Surplus/Deficit for the year:

£(3483)

##### Free reserves currently held:

(money not committed to other projects/operating costs)

£3000

##### Why can't you fund this project from your reserves:

We have not budgeted for this replacement and the potential costs are significant in relation to our very limited running cost budget. The trust management committee consider this to be a high priority given the potential safety and security implications.

We are a small community group and do not have annual accounts or it is our first year:

#### 10b. Project Finance:

Total Project cost		£3920		
Total required from Area Board		£1960		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Richard Lewis Glazing	3920	BVH&RT Reserves	yes	1960
<b>Total</b>	<b>£3920</b>			<b>£1960</b>

#### 11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

#### 12. If so, which Area Boards?

## Community Area Grant Applications for Chippenham on 1 July 2013

### **13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Our village hall trust provides open space, sports & recreational facilities, community services for a village population of around 500 and to many from the wider communities of Chippenham, Corsham and number of local villages probably another 500+ people. All users of the hall will benefit from improved safety, access and security.

### **14. How will you monitor this?**

Monitored through regular local input from sports & recreational organisations, village societies, parish council, the village magazine & the local community generally .

### **15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

One off capital cost - no running costs required.

### **16. Is there anything else you think we should know about the project?**

Not part of larger project.

### **17. DECLARATION**

#### **Supporting information - Please confirm that the following documents will be available to inspect upon request:**

##### **Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

##### **Accounts:**

yes I will make available on request the organisation's **latest accounts**

##### **Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

##### **Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

##### **Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

##### **And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.



## Community Area Grant Applications for Chippenham on 1 July 2013

68	Community Area Grant	Ford Village Gates	Ford Community Speed Watch	£2018
<p><b>Submitted:</b> 30/04/2013 16:36:18</p> <p><b>ID:</b> 68</p> <p><b>Current Status:</b> Application Appraisal</p> <p><b>To be considered at this meeting:</b> 01/07/2013 Chippenham</p> <p><b>1. Which type of grant are you applying for?</b> Community Area Grant</p> <p><b>2. Amount of funding required?</b> £501 - £5000</p> <p><b>3. Are you applying on behalf of a Parish Council?</b> No</p> <p><b>4. If yes, please state why this project cannot be funded from the Parish Precept</b> Re answer to Q3 above Please Note The North Wraxall parish council, encompassing five villages, has a very small precept of only £2952. The Parish Council have agreed to a contribution of £1,000 towards the project. Additional contributions from the Community Hall fund and the Parochial Church Council make up our 50% contribution towards the costs. The Parish Council will hold and pay all funds</p> <p><b>5. Project title?</b> Ford Village Gates</p> <p><b>6. Project summary:</b> To erect a pair of white 5 bar style gates, with</p> <p><b>7. Which Area Board are you applying to?</b> Chippenham</p> <p><b>Electoral Division</b> By Brook</p> <p><b>8. What is the Post Code of where the project is taking place?</b> SN14</p> <p><b>9. Please tell us which theme(s) your project supports:</b> Safer communities Transport and roads</p> <p>If Other (please specify)</p> <p><b>10. Finance:</b></p>				

## Community Area Grant Applications for Chippenham on 1 July 2013

### 10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

**Why can't you fund this project from your reserves:**

PLEASE NOTE The contribution we have raised is 50% of the cost of the gates, Welcome signs and installation. The additional cost of Â£739 for re-positioning the existing Traffic signs for safety reasons we would ask be considered as 'exceptional circumstances' and not within the 50% Criteria.

We are a small community group and do not have annual accounts or it is our first year:  
yes

### 10b. Project Finance:

Total Project cost		£3418		
Total required from Area Board		£2018		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
2 x gates 1mx1.3m	720	Parish Council	yes	1000
2 x gates 1.5m x 1.3m	968	Parochial Church Council	yes	175
2x Reflective Welcome signs	103	Community Hall Fund	yes	225
Weather protection coating	240			
4 x installation @ 162	648			
Traffic Signage amendments	739			
<b>Total</b>	<b>£3418</b>			<b>£1400</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

## Community Area Grant Applications for Chippenham on 1 July 2013

No

### 12. If so, which Area Boards?

### 13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

We hope the gates will help to encourage motorists to drive closer to the speed limit in our village. Those that will benefit greatly are all the residents of Ford village - adults (including a fair number of elderly ones), children and pets, together with those people who use the A420 through Ford and all the visitors who use our village as a base from which to explore the countryside walks. In addition, motorists that are encouraged to keep to the speed limit are far less likely to be involved in an accident. The ROSPA report Jan. 2011 states

### 14. How will you monitor this?

The Community Speed Watch will continue to monitor and record vehicle numbers and speeds and keep database records of changes resulting from the project. The number and type of accidents before and after the measures can potentially be obtained from Wiltshire Police.

### 15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

No further funding will be required. The gates are made of completely recycled plastic and treated with a weatherproofing coating. On-going maintenance and cleaning will be carried out by the volunteers.

### 16. Is there anything else you think we should know about the project?

It is hoped that the A420 Route Safety Survey planned for summer 2013 will take into consideration and recommend some of the additional road markings and signage contained in Martin Rose's comprehensive report as these will act in conjunction with the gates and the Community Speed Watch to provide a safer village environment. The type and cost of any additional measures such as road markings would be subject to the route survey's recommendations and funded by Wiltshire Council.

### 17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not**

**Community Area Grant Applications for Chippenham on 1 July 2013**

**be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

**Wiltshire Cardiac Arrests**

The table below shows data for cardiac arrest hospital admissions in Wiltshire by Community Area for 2009/10, 2010/11, and 2011/12. Not all admissions would have required the use of a defibrillator.

	2009/2010	2010/2011	2011/2012
AMESBURY	7	5	14
BRADFORD ON AVON	6	6	2
CALNE	5	8	9
CHIPPENHAM	9	10	10
CORSHAM	2	1	5
DEVIZES	4	9	12
MALMESBURY	7	9	6
MARLBOROUGH	1	3	3
MELKSHAM	5	10	14
MERE	1	1	1
PEWSEY	3	2	4
SALISBURY	9	13	16
SOUTHERN WILTSHIRE	5	7	8
TIDWORTH	3	5	1
TISBURY	3	2	1
TROWBRIDGE	8	7	12
WARMINSTER	8	5	5
WESTBURY	2	4	3
WILTON	4	2	4
WOOTTON BASSETT AND CRICKLADE	5	4	8
	5	2	2
Totals	102	115	140



<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>1<sup>st</sup> July 2013</b>
<b>Title of Report</b>	<b>Local Transport Plan – Small Scale Transport and Highway Improvement Schemes</b>

**Purpose of Report**

To ask the Chippenham Area Board to consider and approve the recommendations from the Chippenham Community Area Transport Group (CATG) outlined in this report:

1. To note the progress on prioritised schemes and approve funding (see Appendix 1 & 1a):
  - a) 1591 - Sheldon Road Tunnel - allocate £4,250, conditional upon a contribution of £4,250 from Chippenham Town Council
  - b) 2086 – Langley Road- allocate £8,500
2. To approve the bids to the Substantive Scheme (see Appendix 1):
  - a) 2062 - Lowden Tunnel - allocate £5,000 in principle, conditional upon Chippenham Town Council funding the required feasibility study
  - b) 2407 - Cuttle Lane - allocate £5,000, conditional upon a contribution of £1,000 from Biddestone Parish Council
3. To approve the list of schemes recommended for prioritisation (See Appendix 2):
  - a) 1175 – Fowlswick Lane – allocate £1000, conditional upon a contribution of £500 from Chippenham Without Parish Council and £500 from Kington St Michael PC
4. To approve the list of schemes recommended for retention and further consideration (see Appendix 3)
5. To approve the list of requests recommended for removal (see Appendix 4)
6. To approve the list of requests for Speed Indicator Devices (SIDs) (see Appendix 5)

## 1. Background

- 1.1. In 2013/2014 the 18 Area Boards were again allocated a discretionary budget of **£250,000** to involve them in the assessment and selection of small scale transport schemes to be progressed in their community areas. Chippenham Area Board was allocated **£18,087**.
- 1.2. The balance of funding carried over from 2012/2013 was **£17,604**
- 1.3. The Chippenham Area Board Highways Funding balance for 2013/14 is **£35,691**
- 1.4. If funding is awarded in line with CATG recommendations outlined in this report, Chippenham Area Board will have a Highways Funding balance of **£3,159**
- 1.5. This funding allocation is for capital funding and can only be used to provide new and improved infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.
- 1.6. Chippenham Area Board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues /schemes with the support of highways officers and make recommendations to the Area Board.
- 1.7. The means by which the public, Town and Parishes can identify issues for consideration to the Chippenham CATG is via the Community Issues system.
- 1.8. Representatives from Town & Parish councils and members of the public are welcome to attend meetings where there are issues under discussion relevant to their community. Please contact your Community Area Manager Victoria Welsh should you wish to attend to ensure that numbers can be accommodated:  
[victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@wiltshire.gov.uk)
- 1.9. Summaries of Chippenham CATG meetings are made available on the Chippenham Area Board web pages of the council's website to enable information to be readily available to Town and Parish councils and the wider community.

## 2. Recommendations from CATG

2.1	<p>To note the progress on prioritised schemes and approve funding:</p> <p>2.1.1 1591 - Sheldon Road Tunnel - allocate £4,250, conditional upon a contribution from Chippenham Town Council of £4,250</p> <p>2.1.2 2086 – Langley Road- allocate £8,500</p>	See Appendix 1 & 1a
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2.2	<p>To approve the bids to the Substantive Scheme:</p> <p>2.2.1 2062 - Lowden Tunnel - allocate £5,000 in principle, conditional upon Chippenham Town Council funding the required feasibility study</p> <p>2.2.2 2407 - Cuttle Lane - allocate £5,000, conditional upon a contribution of £1,000 from Biddestone Parish Council</p>	See Appendix 1
2.3	<p>To approve the list of schemes recommended for prioritisation:</p> <p>2.3.1 1175 - Fowlswick Lane – allocate £1000, conditional upon a contribution of £500 from Chippenham Without Parish Council and £500 from Kington St Michael PC</p>	See Appendix 2
2.4	To approve the list of schemes recommended for retention and further consideration	See Appendix 3
2.5	To approve the list of requests recommended for removal	See Appendix 4
2.6	To approve the list of requests for Speed Indicator Devices (SIDs)	See Appendix 5

### **3. Environmental & Community Implications**

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

### **4. Financial Implications**

4.1. All decisions must fall within the Highways Funding allocated to Chippenham Area Board.

### **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**

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

<p><b>Appendices</b></p>	<p>Appendix 1 – Chippenham CATG Schemes in progress and bids to Substantive Scheme</p> <p>Appendix 1a – Sheldon Road Tunnel proposed footway design</p> <p>Appendix 2 – Chippenham CATG Schemes recommended for Prioritisation</p> <p>Appendix 3 - Chippenham CATG Schemes recommended for retention and further consideration</p> <p>Appendix 4 – Chippenham CATG requests recommended for Removal</p> <p>Appendix 5 – Chippenham CATG list of requests for Speed Indicator Devices (SIDs)</p>
<p><b>Report Author</b></p>	<p>Victoria Welsh, Community Area Manager  Tel: 01249 706 446  E-mail: <a href="mailto:victoria.welsh@wiltshire.gov.uk">victoria.welsh@wiltshire.gov.uk</a></p>

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Sheldon Road, Chippenham	Chippenham	1591	Improve pedestrian safety under the bridge on Sheldon Road	<ul style="list-style-type: none"> <li>• Topographical survey (£1094) carried out</li> <li>• Network Rail approval required for any proposed works</li> <li>• <b>MR</b> presented options. <b>CATG</b> selected Option 2 <i>See Appendix 1a</i> Cost £8,500</li> <li>• <b>CATG</b> agreed to recommend 50% allocated from CATG budget (£4,250) and 50% sought from Chippenham Town Council (£4,250)</li> <li>• <b>VW</b> to contact Town Council</li> <li>• <b>VW</b> to include in report to Chippenham Area Board for 1-Jul-13</li> </ul>
Pew Hill, Langley Road, Saxby Road, Chippenham	Chippenham	1762	<ol style="list-style-type: none"> <li>1. Lining improvements</li> <li>2. To increase the size of the centre circle of the mini roundabout</li> <li>3. New SLOW markings</li> </ol>	<ul style="list-style-type: none"> <li>• Delivered under budget for £1,100 (approx.) as combined with other works. <b>MR</b> to confirm figures</li> <li>• Scheme is due to be completed in the next few weeks. (Night Time closures). Some signs and lines outstanding and "Gateways" to be installed</li> </ul>

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Lowden Tunnel, Chippenham	Chippenham	2062	Pedestrian Safety	<ul style="list-style-type: none"> <li>• See archive issue 478</li> <li>• Network Rail is not in favour of lighting attached to the underside of the tunnel. Directional LED lighting into the tunnel is recommended. Cost £775.</li> <li>• CATG agreed to recommend 50% allocated from CATG budget (£388) and 50% sought from Chippenham Town Council (£387)</li> <li>• VW to contact Town Council</li> <li>• VW to include in report to Chippenham Area Board for 1-Jul-13</li> <li>• Shuttle working signals with a demarcated area for pedestrians with the possibility of a footway to be constructed within the tunnel would cost an estimated minimum £50,000.</li> <li>• The bid to the Substantive Highways Fund in 2012 for shuttle signals was not successful.</li> <li>• A second bid to the Substantive scheme was discussed. In order to bid again, it was recommended that a feasibility study is carried out by a specialist traffic engineer</li> <li>• CATG instructed MR to issue a brief and confirm cost of feasibility study. Estimated cost is £5,000</li> <li>• CATG agreed that cost of the feasibility study could not be prioritised from CATG budget</li> </ul>

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
				<ul style="list-style-type: none"> <li>• <b>CATG</b> agreed to recommend:                             <ul style="list-style-type: none"> <li>○ Chippenham Town Council is requested to consider funding the feasibility study</li> <li>○ <b>CATG</b> recommend £5,000 is allocated from CATG budget and scheme is submitted again to Substantive Scheme, conditional upon the funds for the feasibility study being secured from the Town Council</li> </ul> </li> <li>• <b>VW</b> to contact Town Council</li> <li>• <b>VW</b> to include in report to Chippenham Area Board for 1-Jul-13</li> </ul>
Langley Road, Chippenham	Chippenham	2086	Improve pedestrian safety. There is no footway provision on the Cliff House side of the road.	<ul style="list-style-type: none"> <li>• Free dedication of land has been agreed with Anchor Property to create sufficient space to install a footway.</li> <li>• Cost to install footway and signs £8,500</li> <li>• <b>CATG</b> considered approaching Anchor for financial contribution but concluded that this might delay the scheme</li> <li>• <b>CATG</b> agreed that no contribution would be sought from Chippenham Town Council</li> <li>• <b>CATG</b> agreed to recommend 100% of cost is funded from CATG budget (£8,500)</li> <li>• <b>VW</b> to include in report to Chippenham Area Board for 1-Jul-13</li> </ul>

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Cuttle Lane, Biddestone	Biddestone & Slaughterford	2407	Design changes to junction	<ul style="list-style-type: none"> <li>• Highways Engineers propose that the grass area is removed and the junction squared off to address speed.</li> <li>• As this will be a major scheme, a bid to the Substantive Fund is required Estimated costs approx. £30,000</li> <li>• <b>MM</b> confirmed that Biddestone Parish Council had ring-fenced £1,000 for this scheme. <b>MM</b> will discuss with Parish Council the possibility of allocating additional funds.</li> <li>• <b>CATG</b> recommend £5,000 is allocated from CATG budget and scheme is submitted to Substantive Scheme.</li> <li>• <b>VW</b> to include in report to Chippenham Area Board for 1-Jul-13</li> </ul>
Speed awareness Project	Chippenham Community Area	N/A	Raise speed awareness near to local schools using poster campaign	To be progressed by <b>BD</b> & <b>MR</b>







Street / Area	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Fowlswick Lane, Allington, Chippenham Chippenham Without	Chippenham Without	1175	Traffic calming	<ul style="list-style-type: none"> <li>• Parish Council is not in favour of limiting vehicle access</li> <li>• <b>MR</b> provided a proposal and cost of £2,000</li> <li>• <b>CATG</b> agreed to recommend this scheme is prioritised and recommend 50% allocated from CATG budget (£1000) whilst the remaining contribution £1000 is sought from Chippenham Without Parish Council (£500) and Kington St Michael PC (£500)</li> <li>• <b>VW</b> to contact Parish Councils for contributions</li> <li>• <b>VW</b> to include in report to Chippenham Area Board for 1-Jul-13</li> </ul>



Street / Area	Town / Village	Community Issue No	Scheme Description	Actions & Notes
78 London Rd	Chippenham	837	Request to move bus flag to reduce nuisance to home owner	<ul style="list-style-type: none"> <li>Householder requests the bus stop is moved from one side of the property to the other</li> <li><b>BD</b> advised that householder has put up signs on the railings and this has reduced the nuisance</li> <li><b>BD &amp; MR</b> will discuss and bring proposal to next CATG meeting 30-Sep-13</li> </ul>
Plough Crossroads, Kington Langley	Kington Langley	1657	Installation of footpath/cycleway	<ul style="list-style-type: none"> <li>Highways Officers advised CATG that the longer term strategic approach may include upgrading, but this is likely to be examined in respect of housing developments around Chippenham and potential upgrading of road links as part of the Core Strategy.</li> <li>Highways Officers advised that a shared use path along the length of the A350 in question is likely to be extremely expensive and is likely to fall outside the financial capability of the substantive CATG process.</li> <li><b>CATG</b> to reconsider at next meeting 30-Sep-13</li> </ul>
River Street/Borough Parade Car Park Chippenham	Chippenham	1790	Install bollards River Street pedestrian thoroughfare Revelation Bookshop end	<ul style="list-style-type: none"> <li><b>BD</b> is working with the Bookshop to progress the proposal to erect a sign on their wall.</li> <li><b>BD</b> to report back to next CATG meeting 30-Sep-13</li> </ul>

Street / Area	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Hill Corner Road, Chippenham	Chippenham	2438	Traffic calming measures	<ul style="list-style-type: none"> <li>Proposals in the Core Strategy include a new link road which will have an impact upon this issue.</li> <li>Metro Count was carried out between 15/11/2012 and 27/11/2012. A total of 14342 vehicles were checked. The 85<sup>th</sup> percentile was 37.1mph</li> <li>Awaiting comment from Town Council</li> <li><b>CATG</b> to consider at next meeting if the Town Council support this request</li> </ul>
Primary School, Grove Lane, Kington St Michael	Kington St Michael	2467	Traffic speed in Grove Lane near primary school: <ol style="list-style-type: none"> <li>Signs to warn drivers of school &amp; children crossing</li> <li>Movement of 30mph signs beyond the playground</li> <li>Traffic calming</li> </ol>	<ul style="list-style-type: none"> <li>Grove Lane is a single track hence traffic calming not required. Some merit in relocating 30mph terminal point westwards to cover development and playground.</li> <li><b>MR</b> to speak to Chris Mains of Mouchel ref. review of C154 to see if this short length could also be assessed and combined with other proposed changes in Chippenham area.</li> <li><b>MR</b> will update the CATG at the next meeting (30-Sep-13)</li> </ul>

Street / Area	Town / Village	Community Issue No	Scheme Description	Actions & Notes
The Plough at junction of A350	Kington Langley	2522	Suggestion that yellow hatches are incorporated at the traffic light junction of the A350 opposite the Plough public house, Kington Langley to relieve blockages at junction	<ul style="list-style-type: none"> <li>Request came from Parish Council.</li> <li>Highways Officers advise that obstruction of the junction appears to be at peak times.</li> <li>Extensive Traffic Management would be required; signals would need to be switched off.</li> <li>Possible consideration for introduction at likely future upgrade of signals and as part of the Pinch Point funding works.</li> <li><b>MR</b> will update the CATG at the next meeting (30-Sep-13)</li> </ul>
Park Lane, Chippenham	Chippenham	2590	Traffic lights requested Cars keep crashing in Park Lane	<ul style="list-style-type: none"> <li>Metro Count form e-mailed to requestor for completion 10-Apr-13</li> <li>Metro Count results show 85<sup>th</sup> percentile was 28.4 mph</li> <li>Highways Officers confirm signing and lining has been carried out and recommend this matter is monitored</li> <li><b>CATG</b> will review at the next meeting 30-Sep-13</li> </ul>

Street / Area	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Footway, Kington St Michael Road	Kington Langley	2618 <b>See 1889</b>	Dangerous footway from end of recently improved footway at Kington St. Michael Road to the bend leading to the A350 At Kington Langley.	<ul style="list-style-type: none"> <li>Requested by Parish Council</li> <li>Highways Officers provided following option: Footway extension and crossing point opposite the junction by The Plough (there are concerns about the forward visibility to the crossing point by approaching traffic from the west (Kington St Michael) – cost £6500 – will not qualify for the substantive scheme</li> <li><b>Kington Langley Parish Council</b> confirm they have allocated £500 to this scheme</li> <li><b>CATG</b> instructed <b>MR</b> to provide an outline design for and firm costing for next CATG meeting 30-Sep-13</li> </ul>
B4039 near Whitegates Estate, Castle Combe	Castle Combe	2677	<p>Installation of a footpath alongside the B4039 from the Whitgates Estate to the B4039 junction to the lower village and thence to the Car Park.</p> <p>Pedestrian safety along B4039 near Whitegates Estate Castle Combe</p>	<ul style="list-style-type: none"> <li>Parish Council has confirmed support.</li> <li>Officers visited the site in November 2012</li> <li>The cost to construct a new footway would be expensive. (Approx £35k +) Better and more viable option would be a permissive path from the estate around or across the field to the car park.</li> <li>Parish Council has approached landowner but landowner has declined to make land available for footpath</li> <li><b>CATG</b> asked Highways Officers to review and report back to the next CATG meeting</li> </ul>

Street / Area	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Chestnut Road, Chippenham	Chippenham	2738	Tarmac grass verges on left hand side to provide better parking provision Chestnut Road	<ul style="list-style-type: none"> <li>The Town Council acknowledges there are parking problems in this road and request that the Highway Authority investigate the situation.</li> <li><b>SD</b> to investigate and advise next CATG meeting 30-Sep-13</li> </ul>
Path running from Wood Lane alongside Charter Primary School	Chippenham	2877	Request for lighting along path between Pewsham/Wood Lane	<ul style="list-style-type: none"> <li>Supported by Chippenham Town Council</li> <li><b>CATG</b> instructed <b>VW</b> to refer this matter to Community Safety Manager</li> </ul>
New Rd nr Monkton Hill	Chippenham	2905	Pedestrian safety using zebra crossing	<ul style="list-style-type: none"> <li>The Town Council supports improvements to this zebra crossing and states that this should include improvements to lighting</li> <li><b>CATG</b> instructed <b>MR</b> to provide assessment and costings at next CATG meeting 30-Sep-13</li> </ul>
Redland / Brook St	Chippenham	2933	Request for clearway markings at bus stops on Redland & Brook Street	<ul style="list-style-type: none"> <li>Awaiting comments from Chippenham Town Council</li> <li>Highways Officers cautioned that there may be a loss of car parking spaces</li> </ul>

Street / Area	Town / Village	Community Issue No	Scheme Description	Actions & Notes
London Road	Chippenham	2949	Request for clearway markings at last bus stop on London Road	<ul style="list-style-type: none"> <li>• <b>MR</b> has discussed with <b>BD</b> regarding the options:                             <ol style="list-style-type: none"> <li>1. Clearway markings require 37m of no waiting restrictions which stops 6 cars from parking (there is little off-road parking along this road)</li> <li>2. Create a bus stop boarder (kerb build-out) which would lose 20m of parking spaces (4 cars).</li> </ol> </li> <li>• Awaiting comments from Chippenham Town Council</li> </ul>
Various locations in town	Chippenham	2955 *	Request for the purchase of additional grit bins	<ul style="list-style-type: none"> <li>• Officers provided the CATG with a copy of the grit bin policy</li> <li>• If the purchase of additional grit bins for the town is prioritised by the CATG, a commitment is needed from the Town Council to fill and maintain the bins</li> <li>• <b>PB</b> to confirm the cost of grit bins</li> <li>• <b>CATG</b> instructed <b>VW</b> to contact the Town Council to request that they consider a request to agree in principle:                             <ul style="list-style-type: none"> <li>○ To refill &amp; maintain 5 additional grit bins</li> <li>○ Locations unspecified at the present time</li> </ul> </li> <li>• Awaiting comments from Chippenham Town Council</li> </ul>



<b>Street / Area</b>	<b>Town / Village</b>	<b>Community Issue No</b>	<b>Scheme Description</b>	<b>Actions &amp; Notes</b>
C151 bend to Colerne	North Wraxall	2957	Request for warning signs on bend	<ul style="list-style-type: none"><li>• Awaiting comments from North Wraxall Parish Council</li></ul>
Vincients Rd, Bumpers Farm Industrial Estate	Chippenham	2958	Request to resolve traffic congestion	<ul style="list-style-type: none"><li>• Awaiting comments from Chippenham Town Council</li></ul>



**Requests recommended for removal**  
**Chippenham CATG – 3<sup>rd</sup> June 2013**

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Tor Hill, Kington St Michael	Kington St Michael	1099	Footpath required on Tor Hill	<ul style="list-style-type: none"> <li>• Rights of Way Team are dealing with this matter. CATG to be kept informed.</li> <li>• 4-Mar-13 Chippenham Area Board agreed with CATG recommendation for removal as no further action for CATG at this time</li> <li>• Kington St Michael Parish Council has requested further consideration of this scheme.</li> <li>• <b>CATG</b> reconsidered and agreed to recommend removal from the list as this matter is being dealt with by the Rights of Way Team</li> <li>• <b>VW</b> to include in report to Chippenham Area Board for 1-Jul-13</li> </ul>
Avenue La Fleche, Chippenham	Chippenham	2584	Better traffic management for junctions off Avenue La Fleche, Job Centre, Wood Lane (North)	<ul style="list-style-type: none"> <li>• Not supported by Town Council.</li> <li>• It is noted that as signage is already in place at this junction, the Town Council does not endorse expenditure on the specific measures proposed.</li> <li>• <b>CATG</b> reconsidered and agreed to recommend removal from the list as not supported by Town Council</li> <li>• <b>VW</b> to include in report to Chippenham Area Board for 1-Jul-13</li> </ul>

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Lady Coventry Road, Chippenham	Chippenham	2592	Refresh faded road markings  Include a 20 mph speed limit and fitting of traffic calming schemes such as road humps	<ul style="list-style-type: none"> <li>• <b>MR</b> has assessed and does not recommend any alterations.</li> <li>• <b>PB</b> to arrange for faded road markings to be repainted</li> <li>• <b>MR</b> to liaise with school regarding their travel plan</li> <li>• <b>VW</b> to contact NPT and request that PCSO discourages inconsiderate parking</li> <li>• <b>CATG</b> agreed to recommend removal from the list</li> <li>• <b>VW</b> to include in report to Chippenham Area Board for 1-Jul-13</li> </ul>
Westcroft, Chippenham	Chippenham	2617	Speeding along a road in a housing estate – Westcroft  A metro count to check the number of cars & to reduce speeding. Signs with go slowly housing estate etc	<ul style="list-style-type: none"> <li>• Correspondent has not confirmed the precise location on Westcroft to enable Metro Count to be set up and carried out.</li> <li>• Several reminders have been issued but no response received</li> <li>• <b>CATG</b> agreed to recommend removal from the list</li> <li>• <b>VW</b> to include in report to Chippenham Area Board for 1-Jul-13</li> </ul>

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Ladyfield Road, Chippenham	Chippenham	2699 & 2764	<p>Traffic calming.</p> <p>Speeding Ladyfield Road. Install a metro count in order to gather evidence to support resident concerns. If the Metro count concludes speeding is a problem, take further action e.g. installation of a speed indicator device or other traffic calming measures.</p>	<ul style="list-style-type: none"> <li>• A Metro Count was carried out between 06/02/2013 and 14/02/2013. A total of 12781 vehicles were checked. The 85<sup>th</sup> percentile was 32.9mph</li> <li>• This falls below the threshold for intervention with SID (Speed Indicator Device)</li> <li>• Correspondent and GreenSquare Housing request exception is made &amp; SID installed</li> <li>• <b>CATG</b> agreed to recommend removal from the list and an exception made</li> <li>• <b>VW</b> to include in report to Chippenham Area Board for 1-Jul-13</li> </ul>



**SIDs request list**  
**Chippenham CATG 3<sup>rd</sup> June 13**

Street / Location Town/Parish	Community Issue Ref No	Speed limit	Metro Count results	Actions & Notes
Bristol Road, Chippenham	2191	40mph	<ul style="list-style-type: none"> <li>• The survey was carried out between 07/05/2012 and 17/05/2012</li> <li>• A total of 83070 vehicles were checked</li> <li>• The 85th percentile was 40.0mph (the 85th percentile is the speed at which 85% of the traffic is travelling at or below)</li> <li>• This area does not meet the eligibility criteria</li> </ul>	Resident and Division Councillor request that an exception is made as there is currently capacity within the deployment schedule.
Ladyfield Road, Chippenham	2764 / 2699	30mph	<ul style="list-style-type: none"> <li>• The survey was carried out between 06/02/2013 and 14/02/2013.</li> <li>• A total of 12781 vehicles were checked.</li> <li>• The 85<sup>th</sup> percentile was 32.9mph (the 85th percentile is the speed at which 85% of the traffic is travelling at or below)</li> <li>• This area does not meet the eligibility criteria</li> </ul>	Resident and Greensquare request that an exception is made as there is currently capacity in the deployment schedule.





## CHIPPENHAM AREA BOARD FORWARD PLAN

Please note that this is a working document which is subject to change due to availability of the relevant officers/partners and relevant time scales.

Date	Location	Provisional Agenda Items	Cabinet Member Attending
September 2013	Council Chamber, Monkton Park Offices, Chippenham	<ul style="list-style-type: none"> <li>• Campus Development Team Update – to receive details of draft campus proposals for consideration</li> <li>• Local Authority responsibilities for Public Health – to raise awareness of what public health is and does</li> <li>• Update on Joint Strategic Needs Assessment Community Profiles – to provide an update on the community profiles</li> </ul>	
Upcoming		<ul style="list-style-type: none"> <li>• Review of Local Bus Services – date tbc (from May 2013 onwards)</li> <li>• Fire Authority Integrated Risk Management Plan (Business Plan) – To inform the Area Board of the Risk Management Plan (mid to late 2013)</li> <li>• Voxpops DVD – Night Time Economy</li> <li>• Police and Crime Plan and Budget – to consult with Area Boards</li> </ul>	

### Chippenham Area Board Officer Contacts:

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