

AGENDA

Meeting: CHIPPENHAM AREA BOARD
Place: Abbeyfield School, Stanley Lane, London Rd, Chippenham SN15 3XB
Date: Monday 3 March 2014
Time: 7.00 pm

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

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 Senior Democratic Services Officer.

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

Please direct any enquiries on this Agenda to Sharon Smith (Senior Democratic Services Officer) on 01225 718378 or email sharonl.smith@wiltshire.gov.uk

Or Victoria Welsh (Chippenham Community Area Manager) direct line 01249 706446 or email victoria.welsh@wiltshire.gov.uk

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

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

Wiltshire Councillors

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

	Time
<p>1 Chairman's Welcome and Introductions</p>	7:00pm
<p>2 Apologies</p>	
<p>3 Minutes (<i>Pages 1 - 12</i>)</p> <p>To approve and sign the minutes of the meeting held on 6 January 2014.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements (<i>Pages 13 - 24</i>)</p> <p>To receive the following announcements:</p> <ul style="list-style-type: none"> i) Salamander stand ii) Lyneham MOD Development iii) Dementia Strategy Consultation iv) Library Memory Groups v) New Housing Allocations Policy vi) One Stop Shop for Your Heart vii) West of England Bus Fair Consultation 	
<p>6 Town, Parish and Partner Updates (<i>Pages 25 - 46</i>)</p> <p>To note the written updates provided and answer any questions arising from the floor:</p> <ul style="list-style-type: none"> i. Parish and Town Councils ii. Wiltshire Police iii. Wiltshire Fire and Rescue Service iv. Chippenham and Villages Area Partnership (ChAP) v. Chippenham Partnership of Schools 	7:05pm
<p>7 What Matters to You (<i>Pages 47 - 62</i>)</p> <p>The Board will be asked to:</p> <ul style="list-style-type: none"> • Consider the outcomes from the 'What Matters to You' event on 18 February; and • Select priorities for 2014/15 	7:25pm
<p>8 Campus presentation (<i>Pages 63 - 72</i>)</p> <p>The Campus Development Team will provide a presentation which will include a recommendation for the Board to give approval to fully test the feasibility of a Monkton Park/Olympiad site proposal.</p>	7:45pm

9	<p>Youth Activity Review</p> <p>Communities across Wiltshire are being consulted on what youth activities they would like in their local communities as part of a wide-ranging review. Cllr Richard Gamble, Portfolio Holder for Education, Skills and Youth at Wiltshire Council, will present details of the review being undertaken.</p>	8:00pm
10	<p>Legacy for Wiltshire</p> <p>In 2013, Wiltshire built on the legacy of the 2012 Olympics with a range of community activities and new initiatives. As we enter 2014, it is time to look forward to see how the Area Boards can build upon the good work delivered so far to create a lasting legacy for Wiltshire. Cllr Jane Scott OBE, Leader of Wiltshire Council will outline some of the new opportunities available to the Area Board in 2014.</p>	8:15pm
11	<p>Funding Applications (Pages 73 - 84)</p> <p>The Board will be asked to consider the following funding applications:</p> <ul style="list-style-type: none"> • Chippenham Sailing and Canoeing Club – £20,000 towards new hygiene facilities • Wiltshire MIND – £494 for the purchase of a laptop, software and a broadband dongle • The Nature of It – £3,009 towards the creation of Chippenham Community Garden • Biddestone Cricket Club – £4,990 towards the provision of new toilet and shower facilities • BCHA (Unity House) – £500 for the provision of a ‘Living Communities’ art therapy project • CLOGS Musical Theatre – £1,899 towards the purchase of a radio microphone system • Kauri Centre – £3,365 towards the virtual baby project • Chippenham Rugby Football Club – £4,000 for the upgrade of flood-lighting • ASCEND – £500 for the purchase of promotional banners and a storage cupboard • Councillor-led Initiative - £20,000 towards the purchase of a CCTV vehicle 	8:30pm
12	<p>Community Asset Transfer (Pages 85 - 96)</p> <p>The Board will be asked to consider the request for the Community Asset Transfer of Malford Meadows to Christian Malford Parish Council.</p>	8:45pm

13 **Community Area Transport Group (CATG) (Pages 97 - 116)**

8:50pm

The Board will be asked to consider the report arising from the last meeting of the CATG held on 27 January 2014 and approve any recommendations within.

14 **Evaluation and Close**

9:00pm

The Chairman will invite any remaining questions from the floor and will welcome the submission of new Community Issues.

The next agenda planning meeting will take place Wednesday 26 March at Monkton Park, Chippenham. Any parish or town council representative interested in attending should contact the Community Area Manager or the Chairman.

The meeting is asked to note the future meeting dates below.

Future Meeting Dates

Monday 28 April 2014

2:00pm for 2:30pm

Neeld Hall, High Street, Chippenham SN15 1ER

Monday 30 June 2014

6.30 pm for 7.00 pm

Kington Langley Village Hall, Church Rd,
Kington Langley, Chippenham SN15 5NJ

Monday 8 September 2014

6.30 pm for 7.00 pm

Abbeyfield School, Stanley Lane, London Rd,
Chippenham SN15 3XB

Monday 10 November 2014

6.30 pm for 7.00 pm

Neeld Hall, High Street, Chippenham SN15 3ER

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MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Neeld Hall, High St, Chippenham SN15 3ER
Date: 6 January 2014
Start Time: 7.00 pm
Finish Time: 8.15 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Desna Allen (Vice Chairman), Cllr Chris Caswill, Cllr Bill Douglas, Cllr Nick Watts, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Linda Packard (Chairman), Cllr Mark Packard, Cllr Nina Phillips and Cllr Jane Scott OBE, Cllr Philip Whitehead

Wiltshire Council Officers

Victoria Welsh, Chippenham Area Manager
Sharon Smith, Senior Democratic Services Officer
Richard Dobson, Community Coordinator
Richard Williams, Team Leader Integrated Youth
Martin Rose, Principal Traffic Engineer

Town and Parish Councillors

Chippenham Town Council – David Powell, Andy Phillips, John Scragg
Biddestone and Slaughterford Parish Council – Rachel de Fossard
Chippenham Without Parish Council – Ken Kennedy
Kington Langley Parish Council – Maurice Dixson
Langley Burrell Parish Council – Brian Patterson
Nettleton Parish Council – David Pearce

Partners

Police and Crime Commissioner – Angus Macpherson
Wiltshire Fire and Rescue Service – Mike Franklin
Chippenham and Villages Area Partnership (ChAP) – Julia Stacey, Alison Butler

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Community Area Young Peoples' Issues Group
Chippenham Partnership of Schools – Stephanie Davis

Total in attendance: 47

<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 Linda Packard, welcomed everyone to the meeting and introduced the councillors and officers present.</p> <p>The Board were reminded that there several guest speakers this evening each of which would give an overview of their respective areas of expertise followed by an opportunity to ask questions.</p> <p>The panel members would be introduced at the beginning of the relevant item.</p>
2	<p><u>Apologies</u></p> <p>No apologies were received.</p>
3	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 4 November 2013 were signed and agreed as a correct record.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest received.</p>
5	<p><u>Chairman's Announcements</u></p> <p>Although no announcements were available at the time of the agenda publication, several had subsequently been made available, copies of which were at the meeting and could be found on the Wiltshire Council website.</p> <ul style="list-style-type: none"> • Community Infrastructure Levy (CIL) – A consultation would be undertaken on the Draft Charging Schedule. The consultation would commence on Monday 13 January and end at 5pm on Monday 24 February. • Core Strategy – Following the Council's submission to the Inspector, it was found that parts of the Strategy required change. Two areas of importance to Chippenham were the increased housing requirement to 42,000 across Wiltshire and specifically the options for strategic sites. <p>Further information on the Inspector's preliminary findings and the Council's response could be found on the Council's website at:</p> <p>http://www.wiltshire.gov.uk/wiltshirecorestrategyexamination.htm</p>

	<ul style="list-style-type: none"> • Integrated Performance Management Report – The announcement, provided by the Clinical Commissioning Group (CCG) also included details of the webpage where a copy of the Report itself could be found, namely: http://www.wiltshireccg.nhs.uk/wp-content/uploads/2013/11/Paper-09-Integrated-Performance-Report.pdf <p>Connecting Wiltshire – The Chairman drew the Board’s attention to the display stand at the meeting which included leaflets on cycling and walking routes in and around Chippenham. All were encouraged to take a look if not already done so.</p> <p>Area Board Focus Areas – Although not included within the agenda, Councillors would be given the opportunity to provide updates on their identified areas at the end of the Partner Updates item.</p>
6	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> i. Parish and Town Councils The written reports were noted. ii. Wiltshire Police The written report from Wiltshire Police was noted. <p>The Police and Crime Commissioner, Angus McPherson, was invited to the podium to give details on the proposed precept.</p> <p>Angus McPherson confirmed that a consultation was taking place with regards a proposed increase in the police and crime element of the council tax of £3.15 per annum for the average home (based on a band D property).</p> <p>This proposed increase would reduce the potential funding shortfall for the next 3 years by £2.3m meaning that £12.5m savings would be required rather than the estimated £14.8m without.</p> <p>It was noted that the precept level, inclusive of any increase, would still remain the lowest within the South West.</p> <p>The proposed increase would help to minimise the impact proposed savings could have on front line services. £1.5m from reserves would also be used to enable continued recruitment of officers.</p> <p>All in attendance were encouraged to take part in the consultation with paper copies circulated at the meeting.</p>

	<p>iii. Chippenham Campus Development Team The update was noted.</p> <p>iv. Chippenham Partnership of Schools The update was noted.</p> <p>v. Wiltshire Time Credits The update was noted.</p> <p>As indicated within Chairman’s Announcements the relevant Councillors were invited to give updates on the following Focus Areas for 2013/14.</p> <p>Road Safety</p> <p>Councillor Bill Douglas confirmed that he continued to work with the Highways team. It was hoped that the ‘No Need for Speed’ campaign would be up and running within the next few months.</p> <p>Crime & Community Safety</p> <p>Cllr Desna Allen had no further news to report since the last update.</p> <p>Deprivation</p> <p>Councillor Chris Caswill confirmed that a useful meeting had taken place before Christmas which had been hosted by Green Square. Cllr Caswill hoped to bring some proposals back to the Board for its next meeting.</p>
7	<p><u>Highways and Transport</u></p> <p>The Chairman welcomed the panel members in attendance to give details on their respective work relating to highways and transport.</p> <p>Due to the extreme weather conditions currently being experienced two of the presenters originally scheduled were now unable to attend as they were dealing with highways related problems around the county. The revised running order would therefore be:</p> <ul style="list-style-type: none"> • Parvis Khansari – the presentation would now include details on local highways and street scene (originally scheduled to be presented by Bill Parks) • Martin Rose – the presentation would include details of the CATG and its work. • A DVD highlighting the responses received from the public would be shown. • Cllr Philip Whitehead – the presentation would now include details on

weather and emergency plans (originally scheduled to be presented by Simon Rowe)

- Claire Walker – details of the Colerne Parish Council Snow Plans.

The Chairman requested that the minutes reflect her thanks to the emergency planning team of Wiltshire for all their hard work in dealing with the extreme conditions over recent weeks before welcoming the guests to speak.

Copies of all presentations made can be found attached to these minutes but included the following highlights:

Parvis Khansari, Associate Director Highways & Transport

- The UK was ranked 24 in terms of quality of roads with France currently holding first place. This was in part due to the emphasis of investment in recent years being placed on protecting frontline services.
- There had been a significant increase in traffic over the past 50 years resulting in much heavier usage specifically on A and B classified roads.
- Since 2001 the authority had taken advantage of available funding and had increased expenditure significantly in highways with plans for further investment over the next 6 years.
- Various data collections were used to measure conditions of the road networks to ensure they remained fit for purpose.
- The Chippenham community area consisted of approximately 275km of road, the condition of which was better than in some other areas of Wiltshire.
- Details of the maintenance scheme for 2013/14 were provided, further details of which could be found in the presentation.
- The potential future road maintenance sites identified for 2014-2020 were to be considered by the authority's Cabinet. If approved the list relating to the Chippenham area would be brought back to the Area Board for discussion.
- Central government had recently announced the release of funding that each local authority was able to bid for works that required urgent attention. Wiltshire Council was successful in its bid regarding the A350 project with utilities expected to be in place shortly to begin construction works.
- Further details on how services were being delivered at a local level were then provided on behalf of Bill Parks (who was unable to attend). This included:

- The Highways and Streetscene teams within the Council had now been merged as part of the new structure with staff for the Chippenham area as detailed below:
 - Western Area Manager – Chris Clark
 - Area Engineer – Paul Bollen
 - Chippenham Area Coordinator – Richard Dobson
- Contact details for the team were provided and could be found on the attached presentation.

Martin Rose, Principal Traffic Engineer and CATG member was welcomed to the podium. His presentation included the following:

- Community Area Transport Groups (CATGs) had been formed in 2010 across all 18 area boards.
- Since 2010 the Chippenham CATG, with town and parish councils, had funded 15 highways schemes. In 2013/14 there was a further commitment to fund a further 9 which included:
 - Langley Road (new footway and crossing)
 - Lowden Hill Tunnel (pedestrian and signing improvements)
 - Kington St. Michael Road (footway/bus stop improvements)
 - Lowden Tunnel (shuttle signals feasibility study)
- The vast majority of spend related to pedestrian projects with the remainder including road safety, signing, feasibility and lighting.
- Further information on how the CATG managed new requests was provided. This included that where issues were identified as priority engineers would review and report potential solutions to the CATG. For projects not identified as priority or for those exceeding the available funding allocation these could be put forward for substantive scheme consideration.
- Following the presentation a Voxpop DVD was shown where members of the public were asked the following two questions:
- What highways improvements would you most like to see in the Chippenham area? The responses included:
 - Better lighting
 - Improved cycle routes
 - More regular grass cutting
 - Better parking around the cinema
- Do you have a question about highways and transport that you would like us to put forward? The responses included:
 - What is being done about potholes?
 - What plans are there for future cycle paths?
 - Whether additional parking could be provided?

The presentation made by **Cllr Philip Whitehead, Portfolio Holder Highways Contracts**, included:

- That the transformation of teams should improve the service provided. The change was made to ensure a coordination of activity by one team with the community deciding on the priorities.
- The Council were working on how information could be better communicated, including what planned works there were and current works being undertaken in the local area.
- The 'My Wiltshire' app would at some point in the future replace the existing on-line reporting system. The 'My Wiltshire' allowed those wishing to download the app to report issues to the council via a remote device.

Cllr Whitehead also gave a presentation on behalf of Simon Rowe relating to the weather and emergency plans. This included:

- That the authority had a duty to ensure 'safe passage along a highway is not endangered by snow or ice' in accordance with the Highways Act 1980.
- Once informed the team had an approximate 2 hour window to salt all routes. This required the use of approximately 150 tonnes of salt covering a quarter of the Wiltshire roads. Where conditions fell below a set level for 5 days or more secondary routes were also covered, increasing the salt usage to 250 tonnes.
- The fleet consisted of 24 frontline vehicles and 40 vehicles for extended all route salting with Balfour Beatty on standby beyond this point. Some of the current vehicles had 'clever' technology which, although not used at present, would allow for a programme on board the vehicle to dictate appropriate dispersal of salt in the future.
- Approximately 130 farmers were on-call to provide further assistance to the team where required. The assistance of the local community was required to keep smaller c classified roads open. Each Parish was being encouraged to develop a Snow Plan utilising the help of the local community.

Claire Walker, Colerne Parish Council, gave a presentation on the Parish Council Snow Plan, which included:

- The benefits of a snow plan were demonstrated last year when the parish of Colerne, with the exception of just one day, were able to keep the roads clear during extreme weather conditions.
- Colerne, being the second highest village in the county, was an ideal candidate to take part in the snow plan pilot study.

- The aim of the plan was to provide a coordinated response to keeping the access routes into and within the parish open and to help vulnerable members of the community.
- The appointment of snow wardens had not been as successful as was hoped. Further work to address this was being done in the hope that additional wardens would be in place shortly.
- The parish had use of a Western gritter trailer but acknowledged that there was a need to provide clarity on insurance. There was currently some confusion over whether private vehicles were covered. Further details were awaited.
- The coordinator would be the initial contact who would then make contact with other named persons within the plan.
- The key to success was to ensure the areas covered by snow wardens was small. A member of Wiltshire Council would be able to visit any parishes working on their snow plans to provide guidance and this had proved extremely useful for Colerne.
- It was recommended that salt supplies were split and held around the local area. Colerne had 2 sites in 2013 and were hoping to expand to 4 sites this year.
- Communication was key with the use of such sources as parish magazines to draw attention to the Plan and to seek volunteers highlighted as a positive example.

The Chairman of the Board thanked all the officers for their presentations and opened discussion to the floor where the following information was clarified.

Those reporting issues using the Clarence system were now provided with a log number to allow them to follow up on the reported problem if desired.

The 'My Wiltshire' app was still at an early stage of its release and had been further developed since its initial release. The app had been extended to allow the user to select description criteria and was likely to continue being developed as and when appropriate.

To allow for better preparedness Parish Councils were encouraged to produce a Snow Plan.

The issue of flooding was raised with the work of the Flood Working Groups highlighted. It was understood that the funding allocation had increased from £600k in 2013 to £800k for 2014.

	The Chairman thanked all for their time and the interesting presentations made.
8	<p><u>Funding applications</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2013/14 and noted that the application from 'The Nature of It' had been withdrawn following publication of the agenda.</p> <p>i. <u>Chippenham Rotary Hall</u> The sum of £1,050 was requested for an IT improvement project.</p> <p><u>Decision</u> The Area Board awarded the sum of £1,050 to Chippenham Rotary Hall. <u>Reason:</u> <i>The application met the Community Area Grant Criteria 2013/14</i></p> <p>ii. <u>Kington Langley Village Hall Committee</u> The sum of £960 was requested towards display screens.</p> <p><u>Decision</u> The Area Board awarded the sum of £960 to Kington Langley Village Hall Committee. <u>Reason:</u> <i>The application met the Community Area Grant Criteria 2013/14</i></p> <p>iii. <u>Chippenham River Bank Clean-Up Project</u> The sum of £439 was requested for the purchase of cutting tools.</p> <p><u>Decision</u> The Area Board awarded the sum of £439 to Chippenham River Bank Clean-Up Project. <u>Reason:</u> <i>The application met the Community Area Grant Criteria 2013/14</i></p> <p>iv. <u>Happy Caterpillars Pre-School</u> The sum of £5,000 was requested for the purchase of a new heating system.</p> <p><u>Decision</u> The Area Board awarded the sum of £5,000 to Happy Caterpillars Pre-School. <u>Reason:</u> <i>The application met the Community Area Grant Criteria 2013/14</i></p> <p>v. <u>Chippenham 'Parkrun' Organising Committee</u> The sum of £3,000 was requested towards the start-up costs.</p>

Decision

The Area Board awarded the sum of £3,000 to Chippenham 'Parkrun' Organising Committee.

Reason: The application met the Community Area Grant Criteria 2013/14

vi. Wiltshire & Berks Canal Trust

The sum of £4,849 was requested towards bank stabilisation.

Decision

The Area Board awarded the sum of £4,849 to Wilts & Berks Canal Trust.

Reason: The application met the Community Area Grant Criteria 2013/14

vii. Sevington Victorian School

The sum of £1,000 was requested towards an adult workshop.

Decision

The Area Board awarded the sum of £1,000 to Sevington Victorian School.

Reason: The application met the Community Area Grant Criteria 2013/14

viii. Chippenham Under 12s Girls Football Team

The sum of £498 was requested towards the purchase of a training kit.

Decision

The Area Board awarded the sum of £498 to Chippenham Under 12s Girls Football Team.

Reason: The application met the Community Area Grant Criteria 2013/14

ix. Chippenham Sports Club

The sum of £2,722 was requested towards sports equipment.

Decision

The Area Board awarded the sum of £2,722 to Chippenham Sports Club.

Reason: The application met the Community Area Grant Criteria 2013/14

x. Chippenham Folk Festival 2014

The sum of £3,150 was requested towards a community dance workshop and sound system.

Decision

The Area Board awarded the sum of £3,150 to Chippenham Folk

	<p>Festival 2014. <u>Reason:</u> <i>The application met the Community Area Grant Criteria 2013/14</i></p> <p>xi. <u>Councillor Initiative - Defibrillator Workshop</u> The sum of £985 was requested towards an event to raise awareness.</p> <p><u>Decision</u> The Area Board awarded the sum of £985.</p>
9	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for their attendance before asking those present to take part in an electronic evaluation of the meeting.</p> <p>The next meeting of the Chippenham Area Board would take place on Monday 3 March 2014 at Abbeyfield School, Chippenham. The focus would be on the results of the Joint Strategic Assessment (JSA) event taking place on 18 February.</p> <p>The Chairman reminded all present that the meeting to be held on 28 April would now take place at 2:30pm and not 7:00pm as previously advertised.</p>

Chairman’s Announcements

Subject:	Dementia Strategy Consultation
Officer Contact Details:	Rhian Bennett 01225 712554 dementiaconsultation@wiltshire.gov.uk
Weblink:	www.wiltshire.gov.uk/council/consultations.htm
Further details available:	Please contact Rhian Bennett

Summary of announcement:

A draft dementia strategy for Wiltshire has been developed and a consultation process will be launching in mid February (anticipated to be 19th February) for three months.

The draft strategy was agreed by Wiltshire Council Cabinet and the Governing Body of NHS Wiltshire Clinical Commissioning Group in January and these organisations will be inviting people with an interest in dementia, whether through personal or professional experience, to contribute their comments and viewpoints.

The strategy outlines plans for how organisations in Wiltshire will work together to support people with dementia and their carers and families to live well in Wiltshire. With the number of people with dementia predicted to rise by 28% in 2020 to 8,350 people, the key message of the strategy is that dementia is everyone’s business and we all need to play our part in making Wiltshire a good place to live with dementia.

To make this happen, one of the priorities within the strategy is to develop dementia friendly communities in Wiltshire. These will involve bringing together partners within local communities, including people with dementia, to deliver small improvements that make a difference to the quality of life for people living with dementia. Examples might include giving bus drivers dementia awareness training or local areas deciding that they want to set up dementia friendly activities. Community area boards will be central to this and Royal Wootton Bassett will be acting as the pilot area to test a new dementia friendly community toolkit, which will then be made available to all areas across Wiltshire. Work will be commencing in February and area boards will be kept informed of progress.

The strategy also looks at the care and support services that are available for people from the point at which they start to have concerns about their memory through to the end of lives.

The consultation documents will be placed upon the consultation pages of Wiltshire Council and NHS Wiltshire Clinical Commissioning Group websites on the launch date, allowing all interested parties to respond accordingly.

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Chairman's Announcements

Subject:	Library memory groups
Officer Contact Details:	Rebecca Bolton Email: rebecca.bolton@wiltshire.gov.uk Tel: 01225 713706
Weblink:	
Further details available:	Please contact Rebecca Bolton

Summary of announcement:

Library memory groups launched

Four new library memory groups started in January for people with memory loss and dementia and their carers in Pewsey, Purton, Warminster & Mere.

Funded by Wiltshire Council and NHS Wiltshire Clinical Commissioning Group, they are run by The Reader Organisation and designed to provide an enjoyable environment where people with dementia can meet with each other to enjoy literature and reading.

Sessions are free of charge and run on a weekly basis in libraries. One or two pieces of literature are used as the focus of each session and people are encouraged to contribute as much or as little as they wish to. No one has to be able to read and no one has to read aloud – although many people do, as their confidence improves.

They will be taking place as follows:

Wednesdays

- Warminster Library, Three Horseshoes Walk, BA12 9BT - 11.30am – 1.00pm
- Mere Library, Barton Lane, BA12 6JA - 2.30pm – 4.00pm

Thursdays

- Purton Library, High Street, SN5 4AA - 11.30am – 1.00pm
- Pewsey Library, Aston Close, SN9 5EQ - 2.30pm – 4.00pm

As well as promoting this opportunity to people with memory loss and dementia and their carers, Wiltshire Libraries are keen to speak to anyone who may be interested in volunteering at these groups.

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Wiltshire Council's New Allocation Policy (To be implemented during Summer 2014)

Area Board Briefing

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

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

There is a high demand for affordable homes in Wiltshire, and across the UK in general. At the current time, over 19,000 households are registered for re-housing with the numbers growing daily. Demand will always outweigh supply so the Council needs to ensure that those with the greatest need are prioritised for re-housing.

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

Housing is allocated according to the Council's Allocations Policy which represents the fairest and most transparent way for the Authority to decide who should be prioritised. The Localism Act in 2011 introduced new freedoms for local authorities to decide to whom and how properties should be allocated and Wiltshire Council has used this opportunity to review its policy and make important changes that residents have advised us that they want to see. The review was far reaching and took into account the views of elected members, residents, area boards and the landlords and partners that we work with. Our new policy, which will be implemented during Autumn 2014, is substantially different from the current way we allocate our homes.

What came out from our review was primarily that:

- People wanted to see local homes go to local people.
- People wanted honesty in being able to manage the expectations of what people can expect in terms of their housing options.
- We should make the best use of the housing stock available due to the high demands
- It should reward those who have demonstrated that they will make good tenants.

This will be done by:

- Giving priority to those with a local connection – Local homes for local people
- Changes to the banding system

- Adopting the national bedroom standard
- Introducing qualifying persons criteria

Giving priority to those with a local connection – Local homes for local people

If an applicant does not meet the connection criteria to live in the Wiltshire Council area they will not qualify to register. An applicant's individual circumstances will be considered when deciding if they meet the connection requirement to live in Wiltshire, and will comply with any appropriate statutory guidance by using a local connection exclusion group. This group will include amongst other things the statutory guidance regarding members of the Armed Forces and Reserve Forces, statutory homeless and those fleeing from violence.

The majority of vacant homes will now be matched to applicants with a strong local connection within an adopted neighbourhood plan area or the town or parish, based on the following criteria:-

- A person who is resident in that area. The residency will need to be permanent and have lived in the area 6 months out of the last 12 or 3 years out of the last 5, or
- A person who is in permanent paid employment or has a fixed term contract for a minimum of one year or permanent offer of paid employment in the area, or is self employed and works predominately in the area or
- A person with close family (grand-parents, parents, legal guardian, adult children or brothers and sisters) who have lived in the parish or town for 5 years or longer.

Once local connection has been confirmed we will allocate to the applicant in the highest band with the longest effective date, which is the date of application.

Changes to the Banding System

The banding system has changed and we have simplified the structure to ensure social housing is accessible to those most in need. Applicants will, however, still have their housing need assessed in the same way and be banded according to their assessed need to move.

Band 1 (urgent need)	Statutory requirement Move on Urgent medical or welfare need
Band 2 (high need)	Under occupying and suffering financial hardship Social care
Band 3 (medium need)	No fixed abode Temporary accommodation Supported accommodation Seriously overcrowded Medical and welfare need Under occupying in social housing Other statutory requirements
Band 4 (low need)	Lacking or sharing facilities Overcrowded Armed forces & reserve forces Intentionally homeless Sheltered or extra care
Eligible to bid on selected properties ONLY	
Open Market Register	Low Cost Home Ownership Home Buy Shared Ownership

	Market rented properties Older people accommodation Specialist accommodation for those with specific needs
--	--

Adopting the national bedroom standard

When deciding the size of property for which applicants are eligible the Government's bedroom standard will now be used. This means that houses will be allocated strictly according to household size to ensure every allocation is made to best effect and to counter the imposition of the "bedroom tax". It will bring the policy in line with housing benefit rules and housing in the private sector.

Introducing "qualifying persons" criteria

The Localism Act in 2011 gave local authorities the freedom to determine who should and shouldn't qualify for social housing. The Council, through its review, has chosen to exclude the following:

- Unacceptable behaviour – those who have caused unacceptable behaviour enough to make them unsuitable as a prospective tenant, including those with rent arrears and those who have caused anti social behaviour
- Local connection – those who do not meet the connection criteria to live in the Wiltshire council area
- Financial resource limit – those who have assets or income above the financial resource limit and could resolve their own housing needs themselves
- No identified housing need – those who are already adequately housed
- Housed within the last 12 months – those who have moved into social housing within the last 12 months
- Those who have deliberately worsened their circumstances - those whose own actions have made their housing worse.

The new criteria means that there will be a greater onus on people taking responsibility for their actions.

Everyone currently registered for housing with Homes 4 Wiltshire will be contacted and moved onto the new scheme in a transition process over the Spring/Summer 2014 period and need to do nothing at the current time.

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

Nicole.smith@wiltshire.gov.uk

01249 706567

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CHIPPENHAM AREA BOARD 4th March 2014

Chairman's announcement : 'The One Stop Shop for Your Heart'

This event will take place on Friday 15th May, 10.00am-3.00pm at Stanley Park Chippenham

There are already a number of public access defibrillators installed in the Chippenham Area, but there is a need to raise awareness and for full geographical coverage, particularly in the more rural locations where emergency services may have slower response times.

The event will be open to representatives of communities and organisations who wish to learn more about defibrillators.

It will be supported by British Heart Foundation, Community Heartbeat Trust, St Johns Ambulance, Wilts Fire & Rescue, and other partners.

The programme will include the following:

How to perform CPR

Demonstration of defibrillator

General information on Automated External Defibrillators (AEDs)

Information and advice on installation of AEDs, funding sources, possible planning considerations, ongoing maintenance & costs, liability

Opportunities for practical individual support and networking

Flyers are available giving further information, parish councils and other organisations will be invited.

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Chairman's Announcements

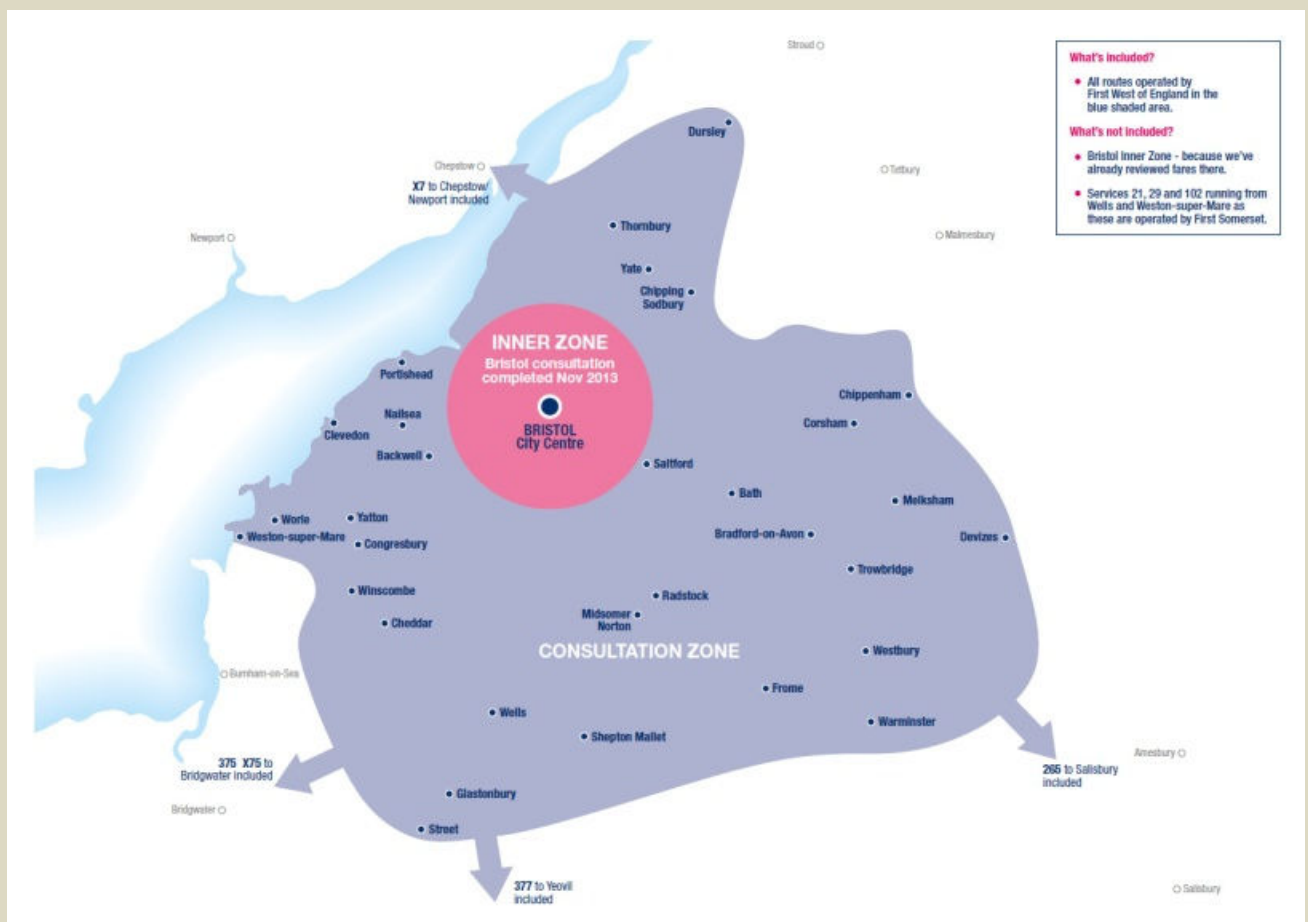
Summary of announcement:



First Launches Bus Fare Consultation Across West of England

Local residents across the West of England are being asked what they think of bus services in their area in a major consultation exercise being run by bus company, First.

The latest review will look at all First's bus services covering the West of England areas outside of Bristol's inner zone. The consultation follows a similar major review of bus fares in and around Bristol last year, which led to significant changes being implemented with children and young people getting much bigger discounts on travel and the whole structure of fares in the city changed.



Under the banner 'Fairer Fares for All', people will be asked to fill in either hard copy or online questionnaires regarding their use of buses, sharing their opinions regarding the fares charged. The results of the questionnaires will then be analysed by independent transport consultants before decisions regarding any subsequent changes are made.

Hard copy questionnaires will be available on buses, in libraries, in council one-stop-shops and in First's own travel shops to further aid people's ability to feed back their thoughts. A number of customer-facing road shows around the region are also being arranged. Separate consultation

Chairman's Announcements

events will be organised for the region's councillors, which MPs will also be invited to attend. Further details will follow.

Talking about the consultation, Paul Matthews, Managing Director for First in West of England, says: "We need to better understand how people use our buses, how frequently they travel and for what purpose. We would also like to know what type of tickets they're buying at present and how they rate them in terms of value for money. All this data will then help us, and our transport consultants, determine the way forward. This is a mammoth task but it is an important one to enable us to provide the bus services that local people want."

Brian Allinson, Chair of the West of England Joint Transport Executive Committee, commented: "This is excellent news, buses play a vital role moving people around the area, and we need to make them as affordable as possible – the councils will be working with First to spread the word and encourage people to take part in this consultation. It is really important that as many people as possible take part in the consultation so we can be sure that people from more rural areas as well as villages, towns and edge of the city have their say."

The online questionnaire will be found at www.firstgroup.com/fairerfaresforall from 1 February and the consultation will run from then until 16 March 2014.

More information about the consultation can be found at www.fairerfaresforall.co.uk (this website includes details of the process, the location of roadshow events, links to the online survey and a list of frequently asked questions. Email queries regarding the consultation process can be sent to: fairerfaresforall@firstgroup.com.

For more information about First West of England, contact Karen Baxter, PR Manager, First on 0117 373 6470. Email: Karen.baxter@firstgroup.com

Update for Chippenham Area Board

Update from	Chippenham Town Council
Date of Area Board Meeting	3 March 2014

Headlines/Key Issues

Schools Engagement Project

As part of Chippenham Town Council's plans to engage more actively with the community, the town's schools have agreed to welcome a 'link' councillor.

The chosen councillor will be invited to attend and present at one or two Council meetings a year with the intention of extending the knowledge of the Town Council's roles and responsibilities.

The councillor will report back to full Council on issues which concern the young people. There will be a standing agenda item to facilitate this.

This project has been welcomed and is supported by all Chippenham schools.

Councillor David Powell
Leader, Chippenham Town Council

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Update for Chippenham Area Board

Update from	Christian Malford Parish Council
Date of Area Board Meeting	3 rd March 2014

Headlines

- Adoption of the Redundant Village Telephone Kiosk

The Parish Council are pleased to report that the purchase of the redundant BT telephone kiosk has been completed. Some suggests have already been received for the future use of the kiosk but residents are still invited to make their own suggestions before the Parish Council comes to a decision.

- Mallford Meadow & Allotments

The Parish Council's application to take direct control of the future management of Malford Meadow under the scheme known as Community Asset Transfer (CAT), is expected to be considered by the Wiltshire Council Area Board at tonight's meeting. Once the CAT application has been determined the Parish Council intend to proceed with a long-awaited scheme/funding application to site the proposed allotments in the Meadow.

- Community SpeedWatch

The Parish Council expressed its appreciation to a local volunteer for all of the hard work that he has put into setting up the team operating on Main Road AND NOW on Station Road/The Green as well.

- Vacant Seat on the Parish Council

There is currently one vacant seat on the Parish Council and applications are currently being sought for co-option.

- The next two meetings of the Parish Council will be on Tuesday 4th March and Tuesday 1st April 2014 starting at 7:30pm in the village hall.

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Update for Chippenham Area Board

Update from	Grittleton Parish Council
Date of Area Board Meeting	19 th February 2014

Headlines/Key Issues

- Grittleton Parish Council approved a further contribution to the ongoing repair and improvement work at All Saint's Church, Littleton Drew.
- Grittleton community to consider how best to commemorate the centenary of the start of WW1.
- Blocked highway drains in Leigh Delamere to be cleared.
- Events at Grittleton Village Hall 2014
Moviola – www.moviola.org for details:-
Wednesday evenings
February 26th Le Weekend
March 26th Philomena
April 30th GRAVITY
Rural Arts Touring www.poundarts.org.uk for details:-
Saturday March 1st – Gavin Robertson, Crusoe

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Update for Chippenham Area Board

Update from	Kington Langley Parish Council
Date of Area Board Meeting	3 rd March 2014

Headlines

- The Chippenham Gateway site For Sale notices have caused concern - The Parish Council has expressed its wishes to be included in any process that may transpire.

- Drainage issues are ongoing - a meeting has been set up with Danny Everett and Councillor Greenman to discuss the way forward. The minutes of the last Flood Working Group were incorrect and a request to amend them has been made.

- Richard Dobson is working well with our Councillor Armor - gully clearing, footpath/kerb clearing.

- The Dualling project will be well received - it is hoped that this will improve the traffic hold-ups at the Plough traffic lights at busy times

- The Plough Public House is being processed as a Community Asset.

- The Parish Council continues to take an interest in all planning applications relating to Kington Langley. It is much appreciated that the Officers extend time limits for comments when the limits do not coincide with parish council meetings.

- The Parish Council would be interested to know if parish council clustering/merging is a subject of discussion within Wiltshire Council.

- At a recent CATG meeting it was noted that work will start shortly on the KSM footpath incorporating a low level fence around an area of grass that is being constantly driven on.

Also the news was well received that the slip road between the A350 and the KSM road - moves are in motion to designate it a 30MPH area and that it is to be resurfaced together with Jackson's Lane.

- Future meeting dates: 10th March, 8th April (APM) 14th April, 12th May (AMPC), 9th June, 14th July, 11th August, 15th September, 13th October, 17th November and 8th December.

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Update for Chippenham Area Board

Update from	Kington St Michael Parish Council
Date of Area Board Meeting	3 rd March 2014

Headlines

- Following flooding issues in Stubbs Lane and of properties at the bottom of Tor Hill and elsewhere in the village, the PC has been assisting residents in meeting and getting help from the relevant officers at Wiltshire Council, including Steve Scothern, the Land Drainage Engineer. Cllr Durno has also met with Richard Dobson from the Highways department
-
- The official opening of our community shelter, which benefited from an Area Board grant, is scheduled for March 10th. Members of the Area Board Committee are invited and details are available from Vicky Welsh
-

Projects

- As previously reported, there is still one more phase of the Tor Hill footpath that needs completing. This will take the north end of the footpath alongside the front of Magpie Cottage (on land bought by Wiltshire Council for this purpose) to join up completely with the village footpath system, with a more open and visible crossing point. We have begun planning this phase, but are awaiting a response from Wiltshire Council before we can take it further.
-
- The Parish Council is still awaiting a final decision regarding the application for a grant to fund an upgrade to the village website.
-

Future Events/Dates for the diary

- Next KSM Parish Council Meetings – 27th February and 27th March 2014
-
-

Update for Chippenham Area Board

Signed: Emma Tyler, KSM Parish Clerk

Date: 18/12/2013

Update for Chippenham Area Board

Update from	Seagry Parish Council
Date of Area Board Meeting	3 rd March 2014

Headlines

- Budget and Precept - 2014/15
The Parish Council have agreed its budget for 2014/15 and will retain the same level of precept on Wiltshire Council as in 2013/14: i.e. £8,500 gross of grant from Wiltshire Council.

- Neighbourhood Planning
The Parish Council has agreed to organise a future meeting to discuss the possibility of drafting a Neighbourhood Plan for the village and, in due course, residents and other organisations operating in the village will be invited to contribute to this important exercise.

- Parking on grass verges in the village
Following the meeting of the Community Area Transport Group (CATG) on 27th January 2014, Wiltshire Council will be costing a scheme to alleviate damage to verges caused by parked cars. An application for Area Board funding will then be considered further.

- Defibrillator
The Parish Council has been invited to consider hosting a presentation on the life-saving potential of purchasing community-based defibrillators. Local organisations and other parish councils will be invited to attend.

- The next two meetings of the Parish Council will be on Tuesday 11th March and Tuesday 13th May 2014 starting at 7:30pm in Goss Croft Hall.

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SUTTON BENGER PARISH COUNCIL

Summary Notes from PC Meeting on Wednesday 12 February 2013

Public Forum

Main point of discussion was about the flooding in Seagry Road. Cllr Smedley and Jones outlined the discussions at meeting of Redrow, the County Engineer, County Councillor Howard Greenman, local residents and the Environment Agency (EA). From this meeting a number of solutions were put forward and further discussions at county level were continuing. A short term solution is unlikely; however, the Chairman reiterated the PC support of the residents in finding a solution but pointed out that any action and funding needed to be carefully considered to provide a long term answer without moving the problem elsewhere. It was also intimated in the public forum that the EA had written to landowners along the brook asking for them to be cleared. It was thought worthwhile that the PC did the same.

Sewage Overflow in High Street

This is an ongoing problem causing a number of issues for residents. Traffic, particularly heavy vehicles, mean many including children are having to run the gauntlet of being soaked. Wessex Water have been out and tested the overflow water, saying that it does not pose any health risk. They have also done some running repairs to the manholes. With regard to a solution this is weather related at the moment and the sewage system is very old. However the PC acknowledge that with increase in number of houses connected now and in the near future the problem may get worse in future years. The PC will be writing to Wessex Water to ask for clarification on whether work is being planned to remedy the problem and the PC will ensure we keep up the pressure in the coming months. The PC was also concerned that this particular issue was not tackled adequately by the Planning Department during the approval of the 2 major developments within the village and hope that the infrastructure will be capable of supporting a population increase of 25%.

Highways and Transport

A number of promised road repairs in the village did not take place as promised on the 23rd Jan - this is still being chased.

Update on S106 Developer Contribution

Cllr Woodville has continued to pursue details of how S106 money is likely to be spent – the allocation of in excess of £20K towards Public Art when the Village faces serious issues around flooding and sewerage capacity, neither of which will be helped by the 2 major developments is difficult to reconcile and questions decisions taken at a higher level. The PC will continue to apply pressure to try and ensure that the money is spent in the right areas to benefit only the village and not the wider community, such as Chippenham.

The next meeting of Sutton Benger Parish Council is scheduled for Wednesday 12th March 2014 in the Village Hall, starting at 7.45 pm.

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Crime and Community Safety Briefing Paper Chippenham Community Area Board March 2014



1. Neighbourhood Policing Team (NPT).

Sgt: PS Phil CONNOR

Town Centre Team

Beat Manager – PC John BRIXEY
PCSO – Barbara YOUNG
PCSO- Alistair DUNCAN

Town South Team

Beat Manager- PC Paul MCQUILLAN
PCSO- Toni BROWN
PCSO Claire HANNAM

Town North East

Beat Manager- PC Ashleigh JONES
PCSO- Lyn STAPLES

Town West

Beat Manager- PC Sarah PULMAN
PCSO- Val Wagstaff
PCSO- Helen BRAY

Rural Team

Beat Manager – PC Les FLETCHER
PCSO – Elizabeth DUNCAN
PCSO- Dee CURRAN

We have two new PCSO's joining us this week on Chippenham NPT. We look forward to welcoming PCSO Robert DENT and PCSO Sarah MOTH to the team.

2. NPTs - Current Priorities & Consultation Opportunities:

Chippenham NPT have recently updated our Team Priorities. For Up-to-date details about current priorities and forthcoming community consultation events go to the Wiltshire Police Website.

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

3. Performance and Other Local Issues:

Drugs –Two males were arrested in mid-January in Borough Parade Shopping Centre in Chippenham after a PCSO was alerted by Borough Parade Security. The males were seen to be acting suspiciously and one male was a known shoplifter in Chippenham. The males were searched and a large quantity of Class A Drugs were found on one

male. The other male had a large sum of money in his possession. Both males were arrested on suspicion of drug supply. Both were charged and are currently on bail.

Oil Thefts – We have seen an increase in oil thefts in the last few months, both residential and commercial. The areas effected have mostly been the rural villages. Secluded rural properties are targeted with rear oil tanks located away from the property. These thefts are occurring overnight, we believe that the the properties are being canvassed during the daytime. Alerts have been distributed in Parish Newsletters, on The Chippenham Police Facebook Page and through Neighbourhood Watch.

Burglaries – There has been a spate of shed breaks in Chippenham Town and rural areas, high value tools and pedal cycles are being stolen. These have been occurring overnight.

A small number of rural burglaries have continued with high value jewellery being targeted. These have been occurring during the daytime whilst occupants are out. The properties targeted are not overlooked. Entry has been via insecure rear windows or the rear door/window has been smashed to gain entry.

On Tuesday 18th of February an elderly female's property in The Tynings in Biddestone has been targeted by a male claiming to be from the Police- an ID badge was shown (no picture) and he stated that he had come to discuss the burglaries in the area. The male was let into the property and stayed for 15 minutes. After the male had left the occupant noticed that her handbag was missing. Enquiries are still ongoing.

Anti-Social Behaviour – Wiltshire Police continue to receive reports regarding youths using Bewley House car park as a skate park in the evening and at weekends. There has also been minor damage to the area. Patrols are continuing in the area to identify and deter offenders.

Partnership Working- Chippenham NPT continue to work closely with partnership agencies. We have recently worked with Greensquare Housing and have gained an injunction on a male in the Greenway Lane area, this has excluded him from the property where he was causing a disturbance to residents.

An Anti-Social Behaviour Contract has been given to a female who has been causing issues in the Larkham Rise area. A male from this area has already been evicted due to disorder and drug related crime.

We continue to monitor injunctions that are served by our partners and support them in the arrest process when the injunctions are breached.

A male who has been served with an ASBO after much work from the NPT and partner agencies including Wiltshire Council and Youth Services has recently breached this and was arrested for this on 21st of February.

EF Chippenham NPT	Crime				Detections*	
	12 Months to January 2013	12 Months to January 2014	Volume Change	% Change	12 Months to January 2013	12 Months to January 2014
Victim Based Crime	1900	1672	-228	-12.0%	25%	21%
Domestic Burglary	77	66	-11	-14.3%	9%	6%
Non Domestic Burglary	165	101	-64	-38.8%	4%	9%
Vehicle Crime	195	130	-65	-33.3%	8%	4%
Criminal Damage & Arson	350	291	-59	-16.9%	16%	10%
Violence Against The Person	374	344	-30	-8.0%	45%	30%
ASB Incidents (YTD)	1512	1173	-339	-22.4%		

Community Engagement – In addition to the Wiltshire Police website, Chippenham NPT also regularly update a Facebook Page at [facebook.com/ChippenhamPolice](https://www.facebook.com/ChippenhamPolice). This has been effective in putting out local crime warnings (in addition to usual methods such as Neighbourhood Watch), appeals for witnesses or information and for putting out good-news stories. We also use the site to tell the community about upcoming consultations. So far over 827 people have joined the page to receive updates posted by the NPT – if you are on Facebook please join us.

Nick Mawson
Sector Inspector for Chippenham, Calne and Corsham

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Update for Chippenham Area Board

Update from	Chippenham & Villages Area Partnership
Date of Area Board Meeting	3 rd March 2014

Headlines/Key Issues

-
- **Defibrillators** Following the Area Board allocation of funding to the project, ChAP is working in partnership with the Area Board and the NPT and other stakeholders. We are collecting information about AEDs already installed. An event is also planned for May 15th 2014 which intends to increase awareness and understanding about the installation of defibrillators, to demonstrate their use, and to give information about the funding and installation.
-
- **Partnership Working** ChAP has established a partnership arrangement with The Nature of It organisation to support community projects. Resources will be shared and projects mutually supported. We are currently working with Wiltshire Council officers to draw up a management plan for the area of the river bank and park adjacent to the town centre.
-
- **Chippenham River Festival 2014** Plans are already underway to hold the 2014 Festival on Saturday 19th July. ChAP Projects will be seeking funding to support the festival. We intend to build on the success and popularity of last year's event, when the focus was on participation, offering taster sessions and enjoying the river and its surroundings.
 - **H&SC Team** The team continues to monitor improvements to hospital discharge procedures and has recently welcomed Nicola Gregson WC Head of Commissioning for Older People to their meeting. Representatives have attended GWH Board meeting, and the Clinical Commissioning Group Stakeholders Assembly, and also provided feedback at a Listening Event hosted by the CQC, covering the delivery of the Continence Service.
The next meeting will be held on 11th March when there will be a presentation explaining her role, from the newly appointed Care Co-ordinator for Hathaway Medical Centre

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Update for Chippenham Area Board

Update from	Chippenham Partnership of Schools
Date of Area Board Meeting	Monday 3 rd March 2014

Headlines

- Next Partnership meeting Friday 21st March 2014. Abbeyfield School

- Next Multi Agency Forum (MAF) Thursday 27th March 2014. Stanley Park

- SEN (Special Educational Needs) Information Sessions. 2 Twilight sessions, Monday 10th February and Thursday 27th February 2014, held in partnership with Hardenhuish for school staff to find out more regarding the new Code of Practice for SEN which will come into effect from 1st September 2014.

- Children's Parliament Wednesday 5th March 2014, at Monkton Park Offices. Launch of the eco project, with the Whales and Dolphins Conservation Society based in Chippenham.

- ASD (Autism Spectrum Disorder) Forums. Thursday 6th March 2014, forum for school staff regarding dealing with challenging behaviour and also ASD. Held and facilitated at St Nicholas School.

- PCAMHS (Primary Children and Adolescent Mental Health Service) Mental Health consultations, Wednesday 12th February 2014 for school staff to discuss issues around Mental Health, held at Hardenhuish School.

- Chippenham Games Dates Tuesday 24th and Wednesday 25th June 2014 at Stanley Park. Contact Stephanie Davis for sponsorship opportunities 01249 448219

- Town Councillors and School Councillors links. Chippenham Town Council is working with linking town councillors to school councils. The purpose of this is to develop ways of working that enhances the Town Council's relationship with children and young people.

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**WILTSHIRE COUNCIL
CHIPPENHAM AREA BOARD**

3rd March, 2014

**What Matters to You in the Chippenham Community Area?
Conference report – local priorities for action**

1. Purpose of the Report

To update members on the outcome of the ‘What Matters to You?’ Conference held at the Need Hall on Tuesday 18th February 2014 and to recommend that Chippenham Area Board uses the outcomes from the event to stimulate local action and to inform its priorities for the next two years.

2. Background

The ‘What Matters to You?’ conference was held on 18th February and over 110 members of the public and partner agencies took part. The event focused on the data set out in the [Community Area Joint Strategic Assessment 2014-16](#), (JSA) and used themed roundtable discussions to identify local priorities underpinned by JSA evidence. All participants had an opportunity to vote on the priorities and the results are set out in this report. Following identification and agreement on the priorities the themed roundtables then looked at practical community-led actions that could be taken to address the issues.

The purpose of the event was to:

- Gain a consensus around priorities for the area
- Provide the basis for community-led action and projects over the next two years
- Provide the Council and partners with a clear focus for actions

Chippenham Area Board is now invited to review the priorities and agree how it wishes to initiate and coordinate action working with partners, community groups and the public.

3. Priorities identified

The priorities identified at the event are set out at Appendix 1. These will be available to view on screen at the meeting.

4. Project suggestions

Suggestions for projects to address the priorities were discussed and are set out at Appendix 2. These will be available to view on screen at the meeting.

5. **Moving forward with community-led action**

To address the priorities, Chippenham Area Board will need to use its strategic influence and delegated powers to shape the delivery of local services and actions. It will also need to use its delegated resources to initiate and support community-led projects. Some of the actions will be easier to address than others and it is important to target areas where tangible outcomes and progress can be delivered. This will help to capitalise on the enthusiasm and momentum generated by the event.

To enable the Area Board to select such areas of focus, it is proposed that participants rank the top 10 priorities in terms of importance and by the ability of the community to make most impact. This may be facilitated by the use of hand held voting equipment at the meeting. This will provide the Area Board with a clear idea of those areas it can target most effectively. It will be up to the Area Board whether it wishes to champion a particular issue or theme over the next year and target its resources to support community-led initiatives around these themes and issues.

6. **Recommendations**



That Chippenham Area Board:

- Adopts priorities identified by the 'What Matters to You' community event and works to facilitate local action to tackle those priorities.
- Uses a participatory process to select a priority theme (s) and issues (s) to be targeted by the Board over the next 18 months.
- Considers earmarking funding to promote, initiate and support community-led action around the selected priorities.
- Considers appointing a lead member to champion any priority (priorities) adopted.
- That reports are submitted to the Board on progress made to address the priorities to ensure that positive outcomes are delivered.

Report Author: Victoria Welsh, Chippenham Community Area Manager
Tel No: 01249 706 446
E-Mail: victoria.welsh@wiltshire.gov.uk


What matters to you?

Outcome of voting


Children and young people

1. To address the 10% Increase in Child Poverty	27%
2. To help children in need	16%
3. To develop collaborative approaches for a single vision for engagement with ALL Children and young people	56%




Community safety

1. Reduce the perception of fear of crime especially among the elderly	17%
2. Better communication and partnership working across the services to reduce crime and associated ASB	67%
3. Reducing the incidents of road traffic accidents across the community area	17%




Culture

1. Refurbishment of Neeld Hall for performing and visual arts.	8%
2. Improved marketing and publicity with a dedicated user friendly what's on website.	17%
3. Understanding of and greater use of spare capacity of existing venues.	20%
4. Development of an arts centre/hub.	24%
5. Making greater use of outdoor spaces including butter cross area and the river for events/festivals.	30%




Economy

1. Targeted marketing promotion of the towns USPs as an employment and retail centre(a business location of choice)	44%
2. Consolidate car parking capacity at locations attractive to users	17%
3. Encourage further investment in town centre office space to attract and retain businesses	39%



Environment

1. Better use, management and access to green spaces including the river.	61%
2. Tackling climate change including reducing the impact of new development.	27%
3. Strategies to encourage ecological lifestyles.	12%



Health and wellbeing

1. Strengthen links between council and voluntary sector health & social care organisations.	54%
2. Recognition and support for unpaid Carers	37%
3. Further understand the data provided and address it in the future	9%




Housing

1. Strategic plan for Chippenham including employment infrastructure, housing and environment and people fully involved through consultation.	50%
2. More affordable housing throughout the community area	26%
3. More transparency in the strategic planning process	24%




Leisure

1. Need for improved sport and leisure facilities in Chippenham. Several clubs could grow participation but for lack of facilities.	43%
2. Develop a Chippenham sports club forum to drive work forward, share best practice and to work collectively for Chippenham.	15%
3. Focus on delivering sports activities to young people from deprived areas to reduce inequalities and making better link between education and leisure	42%




Transport

1. Traffic congestion – inability of the highway network to cope with existing and future traffic demand	33%
2. Lack of and declining provision of alternatives to car use and lack of integration between transport modes including parking	23%
3. Maintenance of roads not keeping up with the level of road use, HGVs and weather damage and associated safety issues	44%



Our community

1. Better marketing and communication of what the community area has to offer	35%
2. Improved engagement with the wider community when making important decisions, particularly the under-represented/ deprived/hard to reach	45%
3. Engaging people who live in Chippenham but don't consider it their 'home'	20%



Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Children & Young People	
Project idea	Contacts willing to be involved
Mission Possible Idea Card ... (Maybe call it Chip into Chippenham) Challenge all groups/organisations to come together around one issue to find new ways to work together proactively.	
Map the Gap – create monthly meeting/forum to build relationships/shared working between organisations	
Community Networks, Explore ways to develop social media technology to link groups/organisations together	

Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Community Safety	
Project idea	Contacts willing to be involved
Restore Chippenham family fun day in John Coles Park	Police, Cllrs Fire service, Housing, community groups.
Mobile Community CCTV	Police, area board community safety group town council
Community payback	Police, probation, fire service housing
Clean up day	Police , fire service, residents, housing
Easier ways of communicating issues on estates to WC, police etc especially out of hours and speedier response to resolve issue	
Safer places. Window stickers to indicate places where people can go if they feel threatened	Chamber of commerce
Salamander type projects in local neighbourhoods	Fire service / residents associations housing associations

Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Culture & Arts	
Project idea	Contacts willing to be involved
Create a group of local interested groups in Chippenham to bring these ideas together- community driven rather than council	People around the table, Cherish Chippenham, Ben Gregory, local artists, musicians, practitioners
Better signage to improve accessibility of river	
More activities, such as walks and talks, festivals (Alfred beating the Danes?), Christmas Markets and the Kandou Arts concert in John Coles Park for young people	
Looking at the whole development along the river – all development faces away from river and does not use the river to the best of its ability	

Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Economy	
Project idea	Contacts willing to be involved
Marketing of Chippenham: Chippenham (or any town) needs to be clear about what it is offering or selling to investors or incoming businesses. It needs to show what is available now but also in 6-12months time, when an investor is likely to be in place	Wilts Council Business Development is doing this kind of thing already. The new Business Improvement District (BID) needs to be out there promoting this kind of stuff
“City Dressing” – Lamppost, etc need to be dressed and look attractive (as per Trowbridge) to create greater sense of belonging. These could be sponsored by local businesses to make residents more aware they are there. (e.g. people do not know there is a Waterstone’s in town)	Chippenham TC to work with Visit Wiltshire on developing brand for Chippenham.
Further development of BID. This needs to be voted on (?) so greater support for BID needs to be generated first.	BID and Chippenham TC
Encourage land & business owners more and provide help for them to allow them to continue doing what they do now. Encourage landowners to think about the kind of development they want their land to be – not just housing	Wilts Council Business Development and BID
Consolidate the Chippenham “brand” on social media and websites, etc. Need for a consistent message about the town and what it offers. This will provide a single, clear place for people to look for this information.	Chippenham TC & BID
Making more of the festivals that happen in the town already, like the Folk Festival. Capitalise on these things that already happen, promote them more widely and encourage a wider group of people to attend. On the back of this, develop new festivals in the town making use of Monkton Park as a town centre venue, close to local shops (for people to spend money!) and close to transport links.	Chippenham TC & BID
Centralising and co-ordinating the events that happen already in town (+ the wider rural areas) into a wider listing of “what’s on”. Can be sport, pub gigs, comedy nights, events in Neeld Hall, etc. This will show there’s always something going on and create a buzz about Chippenham and could stimulate the night-time economy.	Chippenham TC & BID + local businesses.

Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Economy	
Project idea	Contacts willing to be involved
<p>Car Parking: Deliver the Chippenham Master Plan</p>	<p>Wilts Council will be doing a car parking review and might divest some car parks to private firms, which will allow more investment in them</p>
<p>Investment in town centre office space: Is linked to the marketing work. Need to deliver the Strategic Plan and tie in to marketing</p>	

Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Environment	
Project idea	Contacts willing to be involved
<p>Woodland management – turning areas in woods other than Monkton Park and John Coles Park into multi functional recreational spaces including:</p> <ol style="list-style-type: none"> 1. Dog poo bins 2. Creating 'Friends of ...' groups to look after the woods 3. Create trails for families 4. Green gyms 5. Clearing steps 6. Maintaining styles 7. Producing a family guide to Chippenham area green spaces 	The Nature of It and interested volunteers
Creating community gardens in unused hard spaces on affordable housing estates	Affordable housing organisations, The Nature of It and interested volunteers
Provision of a hard landing stage into the river at Monkton Park	Town Council and fund-raisers
Better use of green-space in new development to link trails and cycle ways	Developers and residents

Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Health & Social Care	
Project idea	Contacts willing to be involved
Understand the data, which indicates a decline in the health and wellbeing in Chippenham and identify actions which could reverse the decline	CLlr Chris Caswill
Area Board elected member to take on portfolio for voluntary Sector.	Lisa Lewis

Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Housing	
Project idea	Contacts willing to be involved
Raise with the AB re visit Neighbourhood Plan	Jenny Spoor Owen Inskip Sarah Glen Tim Church Isobel Blackburn
Clear feedback from Wilshire council about Core Strategy – simple terms	

Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Leisure	
Project idea	Contacts willing to be involved
<p>Need for improved sport and leisure facilities in Chippenham. Several clubs could grow participation but for lack of facilities.</p> <p>Chippenham Campus programme to engage with clubs who need facility support where appropriate. Leisure to work with clubs who don't into fit campus work.</p>	<p>Rhys Schell, David Mannering, Paul Pritchard, A A Thomas (01249 443566), Howard Bryan (01249 650524),</p>
<p>Focus on delivering sports activities to young people from deprived areas to reduce inequalities. Better link between education and leisure.</p> <p>Street Games Door Step programme funding confirmed as of last week. Delivery to commence from April. Clubs could link into Door Step programme. Various FA programmes (Inclusion League, Just Play), could introduce something similar to 'free time' so as YP can access mainstream activities. Have a go sessions already in place for some clubs.</p>	<p>Paul Pritchard, David Mannering, Paul Parker, Barry Stephens,</p>
<p>Chippenham Sports Forum</p> <p>Application to innovation fund so clubs have finance to deliver specific programmes.</p>	<p>Paul Pritchard, Clubs including Canoe and Moonraker Gymnastics, Paul Parker, Barry Stephens, Barry Stephens</p>

Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Transport	
Project idea	Contacts willing to be involved
Priority 1: Long term repairs rather than short term solutions, whole lane rather than individual potholes	
Priority 1: Weight restrictions on roads to prevent excessive damage	
Priority 1: More publicity over methods of reporting potholes etc	
Priority 1: Maintenance of footpaths when weather makes them inaccessible	
Priority 2: Comprehensive Transport strategy to consider all options to cope with current and future traffic congestion on the East-West route through the town Priority 2 & 3: looking at a study as to whether shared space approach could be viable	
Priority 2 & 3: looking at a study as to whether shared space approach could be viable	
Priority 3: Improved local train network, re-opening train stations i.e. Corsham, Wootton Bassett	

Project Ideas
Chippenham What Matters to You JSA Event
18-Feb-14

Our Community	
Project idea	Contacts willing to be involved
Make better use of existing channels of communication such as housing association publications and existing groups such as SPLASH to tackle social deprivation and engage people who are hard to reach	LAs/RSLs
Revolving notice boards to get messages out to people who use the town centre	Town Council
Commercial sponsorship of Town Council vehicles and property to improve communications	Town Council
Engagement with businesses – using their shop windows and building relations	Town Council/businesses
Engage young people from deprived areas to be community reporters – train them up/engage them – work with children from a young age and throughout primary school	
Rural social deprivation is particularly hidden	
Promotion in intergenerational relations – feed this into the campus delivery group	Local Authorities, Campus Development Team

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Chippenham Community Campus

Second phase public consultation report

Method

The second phase of consultation for the Chippenham Community Campus ran from Monday 7th October to Friday 29th November 2013. The Chippenham Campus Development Team (CDT) created a number of different resources for the consultation. This was to ensure that regardless of the individual needs there was an opportunity for each community resident to respond. The consultation material included:

- An easy read, eye catching and quick consultation questionnaire
- A more detailed and informative consultation questionnaire
- An online survey, accessible via e-mailed links or via the Community Campus webpage
- A5/ A6 flyers highlighting the four ways of responding to the survey, which were:
 - Via the QR code
 - Online at the campus webpage
 - Via E-mail
 - Via dropping a paper copy to one of the 4 return boxes situated within the town centre

The CDT completed a thorough and varied approach to obtaining the views of the community residents, via the completion of the following activities. The group:

- Set up 4 static displays in Monkton Park offices, Olympiad leisure centre, Chippenham Town Hall and Chippenham Library. Each display consisted of a detailed information board, two questionnaire options, A5 and A6 flyers and a consultation returns box. Forms were also distributed and returned from 3 Chippenham Children's Centre locations.
- Completed face to face consultation events at Emery Gate shopping centre, Sainsburys supermarket, Chippenham College and the Olympiad leisure centre.
- Handed out of flyers and met members of the community at the Chippenham train station.
- Travelled with the mobile Library to meet residents in the more rural community areas
- Promoted responses through local primary school newsletters.
- Completed a presentation at the Children's Parliament, which directly spoke with local Children and obtained their feedback to the campus proposal.
- E-mailed the survey out to all users of the Children's Centres and Library users in the Chippenham area.
- Wrote a press release promoting consultation responses and completed a radio interview with BBC Radio Wiltshire.

Results

Method and location of response

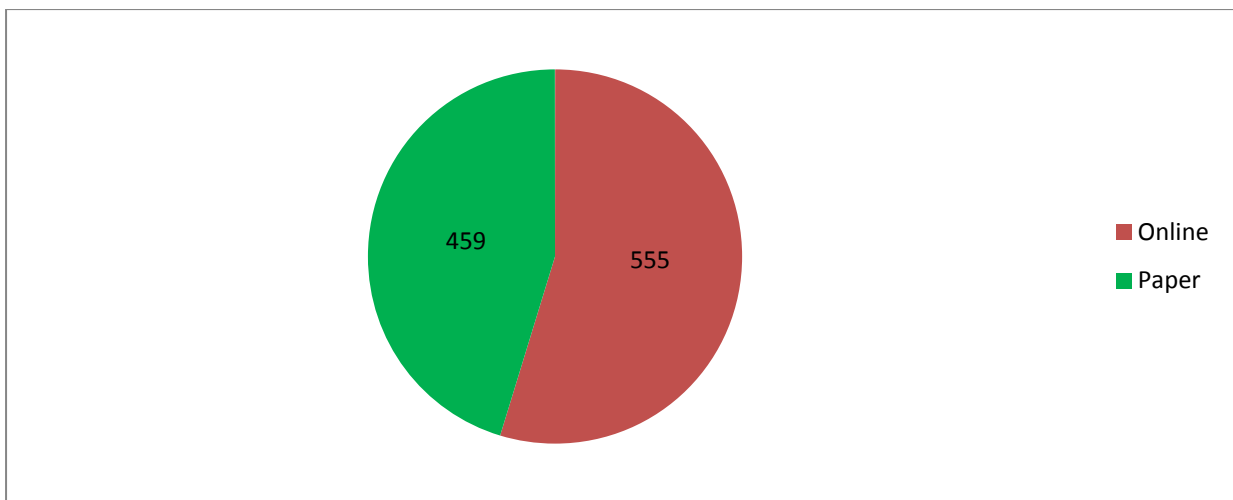
Over 1300 responses were received, 1014 of these were completed questionnaires and approximately 300 local School children provided feedback. The analysis of the results from the local Schools is shown separately later in the report.

Of the 1014 questionnaire responses, the method in which they were made is shown below:

Online – 555 (54.7%)

Paper – 459 (45.3%)

Figure 1 - Method of consultation response



The percentage of the responses that were completed online shows how effective the direct e-mailing of the consultation had been and how well opportunity to participate online had been publicised.

The paper responses can be further analysed into the exact location the response was received. There were 4 static displays set up in the Chippenham town centre, 3 Children's Centre locations and the CDT completed a number of face to face events. The responses from each location are as follows:

Chippenham Library – 245 (24.2%)

Monkton Park offices – 0 (0%)

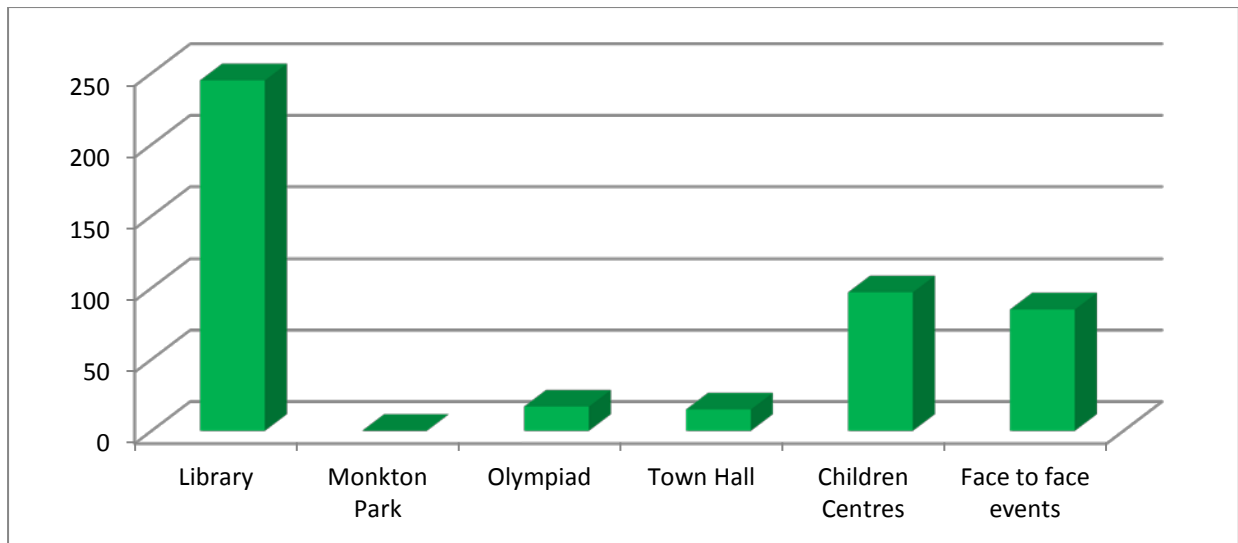
Olympiad leisure centre – 17 (1.6%)

Chippenham Town Hall – 15 (1.5%)

Chippenham Children's Centres - 97 (9.5%)

Face to face events – 85 (8.4%)

Figure 2 – Source of paper consultation responses



Numerical data of responses

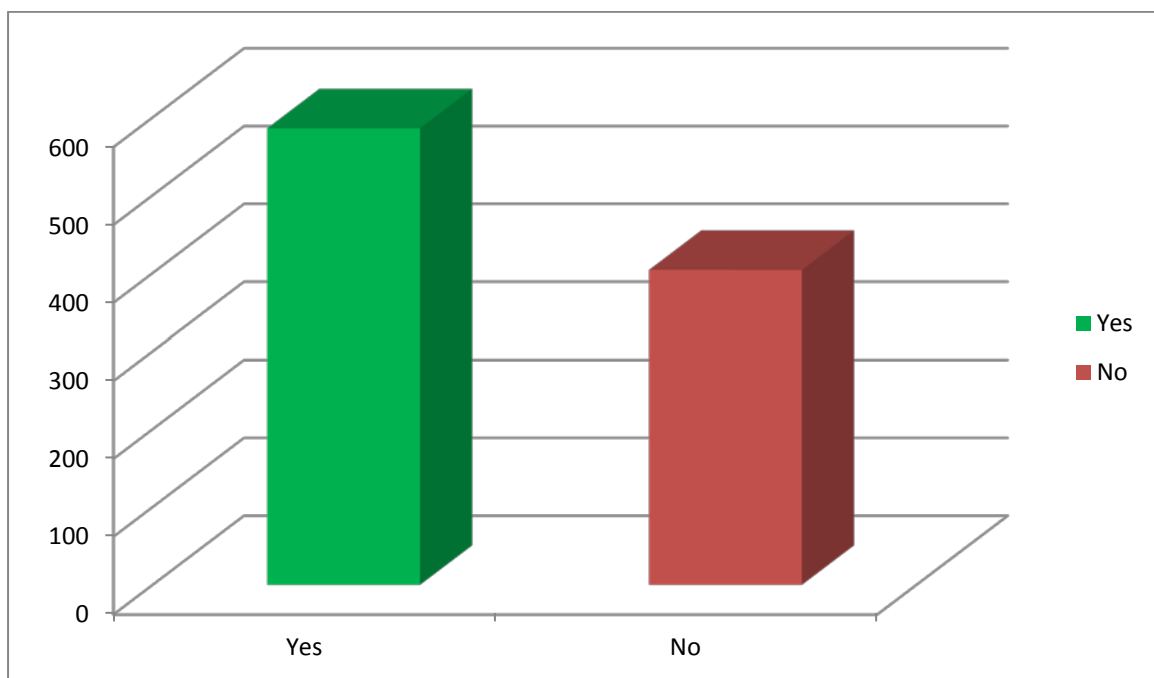
The questionnaire simply stated the CDT's proposal for the Chippenham Community Campus and asked the respondent whether they agreed with this proposal – yes or no. The overall responses to this question are shown below:

Yes - 586 (59.2%)

No - 404 (40.2%)

There were an additional 24 incomplete responses where comments have been analysed but a yes or no answer has not been provided.

Figure 3 – Do you agree with the Chippenham Community Campus proposal?

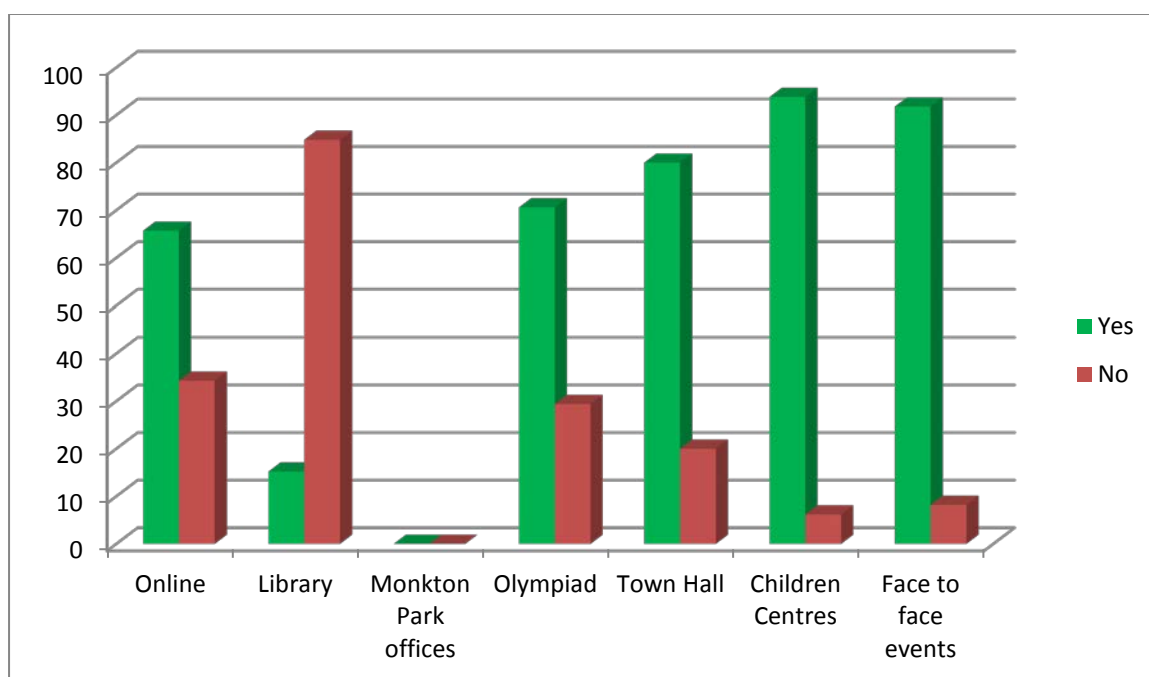


This result shows that the Chippenham Community Campus does have the support of the majority of the residents that responded to the questionnaire. Due to the complexity of the proposal, (a number of different elements being suggested) further analysis of the numerical data was completed to create a better understanding of the responses. The first stage was to breakdown the responses by method and location, to understand which user groups supported or opposed the proposal.

Figure 4 – Percentage of Yes/ No responses by method and location (table)

Method/ Location	Yes	No
Online	358 (65.7%)	187 (34.3%)
Library	35 (15.2%)	196 (84.8%)
Monkton Park	0 (0%)	0 (0%)
Olympiad	12 (70.6%)	5 (29.4%)
Town Hall	12 (80%)	3 (20%)
Children Centres	91 (93.8%)	6 (6.2%)
Face to face	78 (91.8)	7 (8.2%)

Figure 5 - Percentage of Yes/ No responses by method and location (graph)



The above graphic shows that the respondents from the vast majority of the sources gave considerable support to the Campus proposal. There was however, a large number of Library users who disagreed with the proposal. The proposal suggests to integrate the Library into the Campus in Monkton Park, so a conflict in opinion is understandable. 48.5% of the total 'no' votes came from returns box within the Chippenham Library. Given the extreme variance in response, the CDT deemed that further separation of the results would be beneficial.

By removing the 231 completed Library responses and the 24 incomplete surveys, there were 759 responses in total. These came from the online survey and paper copies from the

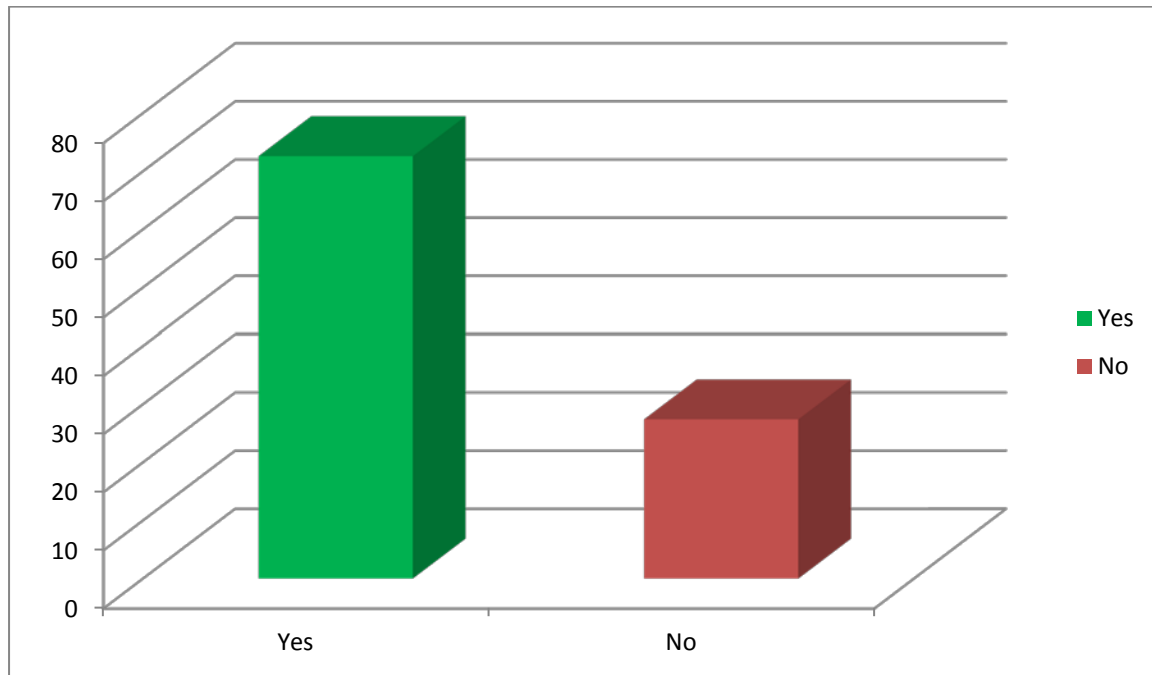
Olympiad leisure centre, Chippenham Town Hall, various Chippenham Children Centre's and face to face events. The overall response from these locations is shown below:

Yes – 551 (72.6%)

No – 208 (27.4%)

The significant figure here is that approval for the proposal increased considerably from 59.2% to 72.6%. The table below illustrates the figures provided.

Figure 6 – Percentage approval for Campus proposal (without Library responses)



It has already been established that the response from the Library users showed 84.8% against the proposal and 15.2% for. To fully understand the reasons why there was such a difference between all other user and groups and the Library users, the analysis of written responses was extremely important.

Analysis of written responses

The questionnaire invited written comments to add context to a 'no' vote and also provided space for all respondents if they wished to voice any other thoughts or considerations. All of the written considerations have been analysed and categorised. The CDT wished to use this data in two ways, which were:

- To highlight the community residents aspirations for Chippenham Community Campus and which elements from the existing proposal that they agree with
- To highlight the community residents concerns with the proposal

Figures 7 and 8 show the comments made from the 1014 respondents. Each time one of the suggestions/ concerns was mentioned it is shown within the table. Therefore each respondent could theoretically appear a number of times in the data below.

Figure 7 - Top 10 suggestions for inclusion within the Community Campus

Rank	Suggestion	No. Of people who mentioned it
1	Activities for children/ young people	24
2	Space for Arts/ Music/ Culture	19
3	Improvements to leisure	15
4	Additional meeting spaces	10
5	Free parking for users	5
6	Improve water front area	5
7	Improved transport links	4
8	Ensure it embraces community involvement/ spirit	3
9	Inclusion of health services	3
10	Activities for older people	2

The suggestions from the Chippenham community residents correlate very closely with the CDT's proposal, as all elements are being strongly considered by the group. In particular the improvements to space for arts/ music/ culture and to leisure are all very prominent in the CDT's vision.

Figure 8 - Top 10 concerns about the Community Campus proposal

Rank	Concern	No. Of people who mentioned it
1	Current Library has good access/ more difficult to access a Library at Monkton Park	198
2	Would like the existing Library to be kept where it is	136
3	Money could be better spent/ waste of money	91
4	Lack of suitable parking	69
5	General concerns about access to the Monkton Park	48
6	Moving library will hurt the town centre/ worries about vacant buildings	43
7	Current Library is convenient for town centre shopping	32
8	Concerned about everything being in one place	24
9	Insufficient information/would like more information	22
10	Campus not in right place and/or not in town centre	20

The main concern raised through the comments within the consultation is the proposal to move the Library. Almost 200 respondents made comments regarding accessibility being very good for the current Library and/ or had concerns that a change to the location would be

detrimental for accessibility.

Looking in more detail at the 198 Library access related comments, the key issues in numerical order (highest to lowest) were as follows:

- Current Library is very convenient to bus station/ Monkton Park has poor public transport links
- Monkton Park would be difficult for elderly, disabled and parents with children
- Monkton Park is not central enough
- Monkton Park is on a hill
- It would be extremely hard to park at Monkton Park

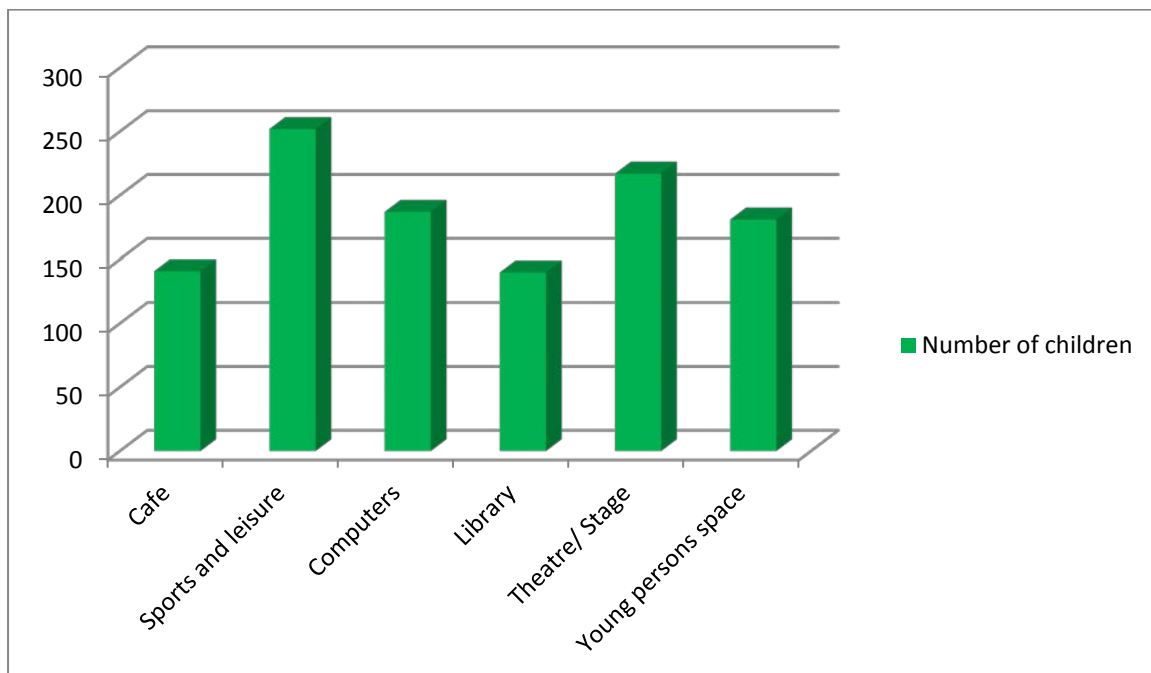
The CDT had considered these access issues prior to the consultation, however, the public response has reinforced how crucial getting this right will be. The comments and points made will be reflected and used to shape the proposal further.

Children’s Parliament response

The CDT completed a presentation at the Children’s Parliament meeting on Wednesday 11th November. The meeting introduced the children to the Campus concept and asked them to help shape its future by identifying what services they would like to have in it. The attendees at the meeting were also asked to return to their respective Schools and complete the task with their classmates.

Over 300 children from local Schools participated in this task aged 7 to 11 years. The children were asked what they would like to see within the new Campus facility, and were given 6 options.

Figure 9 - Services School children would like to see in the Campus



The table shows that the highest priority for local children is to ensure there is adequate sport and leisure provision, with amendments/ upgrades to the leisure pool, particularly high

on the agenda. There is also a large interest in providing stage and theatre facilities.

The children were also asked to add comments, under the heading 'What have the adults missed'. There were a large number of comments which can be found in appendix 1.

Summary

Overall the CDT are very pleased to have obtained such a large volume of response from the Chippenham community area residents. The feedback provides a comprehensive picture and enables the CDT to re-visit and further develop their proposal.

Given the nature of the consultation form (a yes or no response to the entire proposal), the CDT have identified that a number of 'no' votes, have concentrated on one element of the proposal they dislike and therefore voted against. In essence, they may have liked the majority of the proposal but due to one aspect have provided a 'no' vote. This appears particularly apparent from the Library responses, where many respondents have simply stated they do not want the Library to move, without further reference to the Campus proposal itself.

The key data that the CDT have extracted from the consultation is as follows:

- Overall the majority of the Chippenham residents are in agreement with the Campus proposal
- A large number of Library users expressed their concern about the potential relocation of the Library, with the main concern being access
- Activities for young children and an improvement to arts/ culture/ music and leisure provision are important elements to consider
- Improving access to the campus site will be fundamental to ensuring Chippenham community residents are able to make use of all Campus services

The Chippenham CDT will now continue to develop their proposal and feedback their findings to the Chippenham Area Board.

Appendix 1 – comments made from local School children

What the adults have missed?

Sport and Leisure	Music, arts and crafts	Miscellaneous
Smaller slides for youngsters	Bandstand outside	IPads/ IPods to use
Outdoor lazy rivers	Separate adult and child's Library	Aquarium
Ice Rink	Allotment Area	More parking spaces and cheaper
Ten pin bowling	Gift shop	Extend existing cafe
Rock climbing wall	Workshop for craft	Fresh fruits/ breakfast
Indoor mini golf	Music room	Take away meals
Table football/ Table Tennis	Art room/ studio	Small convenience shop
Sand pit	Lego role play	
Soft play area	Plays to watch when you wanted	
Bigger cinema	Use of kindles in Libraries	
Ball pit/ play area	Quiet zone in Library	
Outdoor playground		
Arcade		
More outdoor facilities		
Diving boards		
Laser Quest		
Toy room		
More flumes and rapids		

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Report to	Chippenham Area Board
Date of Meeting	3 March 2014
Title of Report	Area Board Funding
<p>Purpose of Report</p> <p>To ask councillors to consider 9 applications seeking 2013/14 Community Area Grant Funding and 1 Area Board Project/Councillor-led Initiative. Officer recommendations:</p> <p><u>Capital project applications</u></p> <ol style="list-style-type: none"> 1. Chippenham Sailing and Canoeing Club – award £20,000 towards new hygiene facilities, conditional upon the balance of funding being in place 2. Wiltshire MIND – award £494 for the purchase of a laptop, software and a broadband dongle 3. The Nature of It – award £3,009 towards the creation of Chippenham Community Garden, conditional upon the balance of funding being in place 4. Biddestone Cricket Club – award £4,990 towards the provision of new toilet and shower facilities, conditional upon the balance of funding being in place 5. BCHA (Unity House) – award £500 for the provision of a ‘Living Communities’ art therapy project 6. CLOGS Musical Theatre – award £1,899 towards the purchase of a radio microphone system, conditional upon the balance of funding being in place 7. Kauri Centre – award £3,365 towards the virtual baby project, conditional upon the balance of funding being in place 8. Chippenham Rugby Football Club – award £4,000 for the upgrade of flood-lighting, conditional upon the balance of funding being in place 9. ASCEND – award £500 for the purchase of promotional banners and a storage cupboard <p><u>Area board/Councillor-led initiative</u></p> <ol style="list-style-type: none"> 10. CCTV Vehicle – £20,000 towards the purchase of a CCTV vehicle for use in the Chippenham, Calne and Corsham community areas to combat anti-social behaviour. 11. To vire the balance of £8,000 unspent Area Board Funding to Chippenham CATG to enable Dropped Kerbs to be installed in the Community Area 	

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. The Chippenham Area Board has been allocated a 2013/14 capital budget of **£91,204** for community area grants and digital literacy grants, and a separate revenue budget of **£21,385** for community partnership core funding, area board initiatives, community area grants and area board operational funding.
- 1.6. In addition to CAGs and digital literacy grants councillors can submit an area board/councillor-led initiative applications. 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 (CAGs) 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.

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

- 2.1. Chippenham Area Board has been allocated a 2013/2014 budget of **£112,589** made up of a capital budget and revenue budget (see para 1.5) that may be allocated through community area grants, digital literacy grants, area board/councillor-led projects and other local initiatives.
- 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. This is the last funding round remaining during 2013/14. The deadline for the receipt of funding applications is:
 - Monday 20 January 2014 to be considered at the Chippenham Area Board meeting on 3 March 2014
- 2.5. On 30 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 board's 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 **£154**.
- 4.3. An under-spend of £468 from the Enterprise Day area board project was returned to the area board budget and is included in the figure above.

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 and Small 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 Sailing and Canoeing Club	New hygiene facilities	£20,000

- 8.1.1. Officers recommend that £20,000 is awarded towards the upgrade of floodlighting, conditional upon the balance of funding being in place.

- 8.1.2. This application meets grant criteria 2013/14 and has been classified as a **capital** project.
- 8.1.3. Officers are of the opinion that this applicant provides a unique and valuable facility for the community area including making the development of the river-scene a priority as documented in the following publications: Chippenham River Green, Chippenham 2020, Cherish Chippenham, Chippenham & Villages Community Plan, Chippenham Vision Masterplan.
- 8.1.4. Officers are of the opinion that Chippenham Sailing and Canoeing Club is a very special facility and recommends that an exception is made to the normal maximum award of £5,000.
- 8.1.5. In considering whether such an exception should be made, officers also considered the wider community benefit that this applicant seeks to provide including ongoing work with schools, ongoing work with the Youth Development Service, the club's plans to build on work with Sports Development Team at Wiltshire Council, the club's plans for community outreach work and a facility for the Duke of Edinburgh Award Scheme and the Ladies who Launch group.
- 8.1.6. An award of £20,000 will help to ensure that Chippenham Sailing and Canoeing Club can continue to expand and make its facilities available for the benefit of many more in the future.
- 8.1.7. This application meets the aspirations of the Community Area Plan – Health and wellbeing: 6.5 concerns about the general health of children and young people, especially within the urban areas, 6.11 support for people to improve their own health, and the Environment: 4.2 the river is an important asset in Chippenham and it is not used to its full potential. Much could be done to enhance the town by enhancing the river and riverside environment.

Ref	Applicant	Project proposal	Funding requested
8.2.	Wiltshire Mind	Laptop with broadband dongle	£494

- 8.2.1. Officers recommend that £494 is awarded for the purchase of a laptop, software and broadband dongle.
- 8.2.2. This application meets grant criteria 2013/14 and has been classified as a **capital** project.
- 8.2.3. Chippenham Mind supports those within the area with a range of mental health illnesses and disabilities. The project will benefit approximately 12 people per week mainly through increasing skills, communication and opportunities.
- 8.2.4. Although Wiltshire Mind operates throughout Wiltshire, the laptop will be for the sole use of the Chippenham group.

8.2.5. This application meets the aspirations of the Community Area Plan - education: 2.1 access to broadband / computers and lack of IT facilities for some sectors of the community.

8.2.6. Wiltshire Mind is an independent, not-for-profit voluntary organisation.

Ref	Applicant	Project proposal	Funding requested
8.3.	The Nature of It	Chippenham Community Garden	£3,009

8.3.1. Officers recommend that £3,009 is awarded towards the creation of Chippenham Community Garden, 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.

8.3.3. The Nature of It works in collaboration with local charities to deliver community-based outdoor projects for all ages for educational and therapeutic effect.

8.3.4. The community garden will be created in John Coles Park and the site chosen is suitable for disabled users and is in good proximity to the car-park.

8.3.5. This application meets the aspirations of the Community Area Plan – health and well-being: 6.5 concerns over the general health of children and young people, especially within the urban areas.

8.3.6. The Nature of It is a not-for-profit community group.

Ref	Applicant	Project proposal	Funding requested
8.4.	BCHA (Unity House)	'Living communities' art therapy project	£500

8.4.1. Officers recommend that £500 is awarded for the costs of a 'Living communities' art therapy project.

8.4.2. This application meets grant criteria 2013/14 and has been classified as a **capital** project.

8.4.3. Unity House provides specialist housing and social care support for people in vulnerable circumstances.

8.4.4. This application meets the aspirations of the Community Area Plan – Health and wellbeing: 6.7 range of services to allow people with learning disabilities to live as they choose and 6.11 support for people to improve their own health.

8.4.5. BCHA is a registered charity that holds their reserves centrally for operational costs. Unity House cannot access organisational funds for projects such as this and need to do so through grant-funding.

Ref	Applicant	Project proposal	Funding requested
8.5.	Biddestone Cricket Club	New toilet and shower facility	£4,990

8.5.1. Officers recommend that £4,990 is awarded towards the provision of new toilets and shower facilities, conditional on the balance of funding being in place.

8.5.2. This application meets grant criteria 2013/14 and has been classified as a **capital** project.

8.5.3. Biddestone Cricket Club is an expanding cricket club with teams of all ages but particularly a growing interest amongst young girls. Improved hygiene facilities will meet the needs of the changing and increasing club membership.

8.5.4. In addition to its own teams and league games, Biddestone Cricket Club works with local primary schools (currently By Brook, Redlands, St Mary's and Stanton St Quinton) to bringing the sport into school through after-school clubs.

8.5.5. This application meets the aspirations of the Community Area Plan – health and well-being: 6.5 concerns over the general health of children and young people, especially within the urban areas and 6.11 support for people to improve their own health, through increased exercise, reduced smoking and healthier diets.

8.5.6. Biddestone Cricket Club is a not-for-profit organisation relying on player and coaching fees and sponsorship in order to operate.

Ref	Applicant	Project proposal	Funding requested
8.6.	CLOGS Musical Theatre	Radio microphone system	£1,899

8.6.1. Officers recommend that £1,899 is awarded towards the purchase of a new radio microphone system, conditional on the balance of funding being in place.

8.6.2. This application meets grant criteria 2013/14 and has been classified as a **capital** project.

8.6.3. CLOGS Musical Theatre has been operating since 1979, producing one major performance per year and supplementing this with other fund-raising concerts through the year.

8.6.4. This application meets the aspirations of the Community Area Plan - culture and leisure: 8.5 there is a lack of facilities for teenagers.

8.6.5. CLOGS Musical Theatre is a not-for-profit community group which has been sustainable for over 30 years.

8.6.6. The purchase of a radio microphones system will help CLOGS to continue fund-raising for their main annual production through their Singing Waiters venture.

Ref	Applicant	Project proposal	Funding requested
8.7.	Kauri Centre	Virtual baby project	£3,365

8.7.1. Officers recommend that £3,365 is awarded towards the purchase of nine virtual babies and a laptop, conditional upon the balance of funding being in place.

8.7.2. This application meets grant criteria 2013/14 and has been classified as a **capital** project.

8.7.3. The Kauri Centre provides a confidential listening and signposting service for those facing a crisis pregnancy.

8.7.4. The centre has run a successful pilot project at Sheldon School, teaching young people, with the aid of a virtual baby, about the realities of parenting and wish to extend the project further.

8.7.5. The laptop is required to programme and run the virtual babies and for presentations on the project to schools and youth organisations.

8.7.6. The centre is a small charity and relies upon donations and volunteers to operate.

8.7.7. This application meets the aspirations of the Community Area Plan – Health and wellbeing: 6.5 concerns about the general health of children and young people, especially within the urban areas and 6.11 support for people to improve their own health.

Ref	Applicant	Project proposal	Funding requested
8.8.	Chippenham Rugby Football Club	Floodlight upgrade	£4,000

8.8.1. Officers recommend that £4,000 is awarded towards the upgrade of floodlighting, conditional upon the balance of funding being in place.

8.8.2. This application meets grant criteria 2013/14 and has been classified as a **capital** project.

- 8.8.3. Chippenham Rugby Football Club is the highest ranked club in Wiltshire but can no longer host matches because their floodlighting no longer meets the minimum standard set by the RFU to host competitive rugby matches.
- 8.8.4. The club's income covers its operating costs only and it relies upon sponsorship and grant funding to meet additional expenditure like the replacement of the flood-lighting.
- 8.8.5. This application meets the aspirations of the Community Area Plan – Health and wellbeing: 6.5 concerns about the general health of children and young people, especially within the urban areas and 6.11 support for people to improve their own health.

Ref	Applicant	Project proposal	Funding requested
8.9.	ASCEND	Air dome badminton banners and storage	£500

- 8.9.1. Officers recommend that £500 is awarded for the purchase of two banners and a storage cupboard.
- 8.9.2. This application meets grant criteria 2013/14 and has been classified as a **capital** project.
- 8.9.3. The Air Dome badminton club just covers its costs but is unable to replace equipment and therefore wish to purchase advertising banners for Chippenham High Street and the club to promote the club, increase membership and become more sustainable.
- 8.9.4. The badminton club runs sessions at the start of the week when the Air Dome is under-utilised.
- 8.9.5. This application meets the aspirations of the Community Area Plan – Health and wellbeing: 6.11 support for people to improve their own health and Culture and leisure: 8.1 insufficient sports facilities and playing fields.

Ref	Applicant	Project proposal	Funding requested
8.10.	Cllr Peter Hutton	CCTV vehicle	£20,000

- 8.10.1. Funding is sought to purchase a mobile CCTV unit (vehicle) for use in the Chippenham, Calne and Corsham areas.
- 8.10.2. The vehicle will support existing measures in place to combat anti-social behaviour including PubWatch, Street Pastors and radio-equipped door-staff.
- 8.10.3. This project has been identified as a priority by the Chippenham Community Safety Group (CSG).

- 8.10.4. The project demonstrates a link to the Community Area Plan - crime and community safety: 3.1 anti-social behaviour arising through drug misuse, 3.2 anti-social behaviour arising from large groups of young people gathering in the streets in the evenings, 3.3 lack of police presence and 3.4 fear of crime.
- 8.10.5. This project will be undertaken in collaboration with Calne & Corsham Area Boards who will also consider allocating Area Board funding at their forthcoming meetings.
- 8.10.6. The ongoing maintenance costs for the vehicle and CCTV equipment will be met by Wiltshire Police.

Ref	Proposal	Funding allocation
8.11.	To vire the balance of unspent Area Board Funding to Chippenham CATG to enable Dropped Kerbs to be installed in the community Area	£8,000

- 8.11.1 To vire the balance of £8,000 unspent Area Board Funding to Chippenham CATG to enable Dropped Kerbs to be installed in the Community Area, following a prioritisation exercise to be carried out by the CATG with Town and Parish Councils

Appendices	<p>The attached appendices can be found at the following link:</p> <p>http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=161&MId=7405&Ver=4</p> <p>Appendix 1 – Chippenham Sailing and Canoeing Club Appendix 2 – Wiltshire MIND Appendix 3 – The Nature of It Appendix 4 – BCHA (Unity House) Appendix 5 – Biddestone Cricket Club Appendix 6 – CLOGS Musical Theatre Appendix 7 – Chippenham Rugby Football Club Appendix 8 – Kauri Centre Appendix 9 – ASCEND Appendix 10 – Area board project – CCTV vehicle</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.

Report Author	Julia Densham, Community Area Manager Tel: 01249 706 496
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	Mobile: 07766 603 962 E-mail: julia.densham@wiltshire.gov.uk
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Report to	Chippenham Area Board
Date of Meeting	3rd March 2014
Title of Report	Community Asset Transfer

Executive Summary

This report deals with an application for the transfer the land known as Malford Meadows in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

Chippenham Area Board is asked to consider an application submitted by Christian Malford Parish Council for the transfer of Malford Meadows. See map attached at Appendix 1. The applicant's proposal is set out at Appendix 2.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

The Area Board is recommended to authorise the Solicitor of the Council to execute all documentation needed to implement the transfer subject to the following conditions:

1. The land is maintained for the benefit of the community and residents will be encouraged to enjoy the amenity
2. A standard 'reverter' clause is included in the title, which will ensure that if the land stops being used for the benefit of the community, Wiltshire Council will have the option to repurchase the land for the sum of £1.
3. An additional measure is put in place (legal mechanism to be agreed) in respect of the land identified for potential affordable housing use to ensure that this land can be made available to Wiltshire Council at nil cost if planning permission is granted. The Parish Council is not to undertake any activity which may prejudice the use of the land for this purpose.

1. Purpose of Report

- 1.1. Chippenham Area Board is asked to consider an application submitted by Christian Malford Parish Council for the transfer of allotments. See map attached at Appendix 1 and the applicants' proposal is set out at Appendix 2

2. Background

- 2.1. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. Wiltshire Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
- 2.2. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
- 2.3. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
- 2.4. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

3. The application before the Area Board

- 3.1. The application from Christian Malford Parish Council is attached at Appendix 2 and relates to the transfer of Malford Meadows.
- 3.2. The application was submitted in accordance with Wiltshire Council's application process and meets the requirements for consideration by the Area Board.
- 3.3. The Community Area Manager has consulted with the Rural Estates Surveyor, who has undertaken appropriate consultation with service departments across the Council.
- 3.4. Local consultation has been undertaken by the applicant in accordance with the application checklist. See Appendix 3

4. The views of Council officers

- 4.1. On behalf of Wiltshire Council, Rural Estates (who have overall responsibility for the Council's estates and property) has provided the following observation to the Area Board.

- 4.2. The land is currently leased by Wiltshire Council to Christian Malford Parish Council for a term of 25 years commencing 22nd October 2010. The permitted use is 'meadowland for the benefit of the local community.'
- 4.3. The Parish Council paid a premium of £4,000 at the commencement of the lease and the rent currently payable is one peppercorn per annum.
- 4.4. There is an area of land which is shown coloured green on the plan attached to the lease (or outlined in yellow on Appendix 1 of this application) which has been identified as a possible future location for affordable housing. Clause 6 of the lease provides that Wiltshire Council could serve notice to break the lease in the event that planning permission is granted for affordable housing and a similar type of clause written into the CAT transfer. In addition it will be a requirement that the Parish Council don't do anything on that particular area which might prejudice future development such as creating a wildlife area etc. The most appropriate mechanism to achieve these reservations will need to be determined by a solicitor acting on behalf of Wiltshire Council and will be in addition to the standard 'reverter' clause.
- 4.5. The property is already let to and maintained by Christian Malford Parish Council and there will therefore be no financial implication arising from the transfer.
- 4.6. At present there is a requirement for the Parish Council to request permission for any activity which they wish to carry out over and above the permitted use however minor and this requires potentially time consuming and unnecessary management input from Wiltshire Council Officers. The ability of the Parish Council to make such decisions locally may therefore result in a cost saving to Wiltshire Council.

5. Main issues for consideration by the Area Board

- 5.1. It is a requirement under Wiltshire Council's Asset Transfer Policy that there must be a clear link between the asset transfer request and local community priorities.
- 5.2. This proposed asset transfer demonstrates a link to Wiltshire Council's priorities in the Local Agreement for Wiltshire "Help local communities develop their own priorities and improvements "and "We help communities help themselves".
- 5.3. It is a requirement that a 'reverter' clause is included in asset transfer arrangements. This means that, if the site stops being used for Community Public Open Space purposes, Wiltshire Council will have the option to repurchase the land for the sum of £1.00.

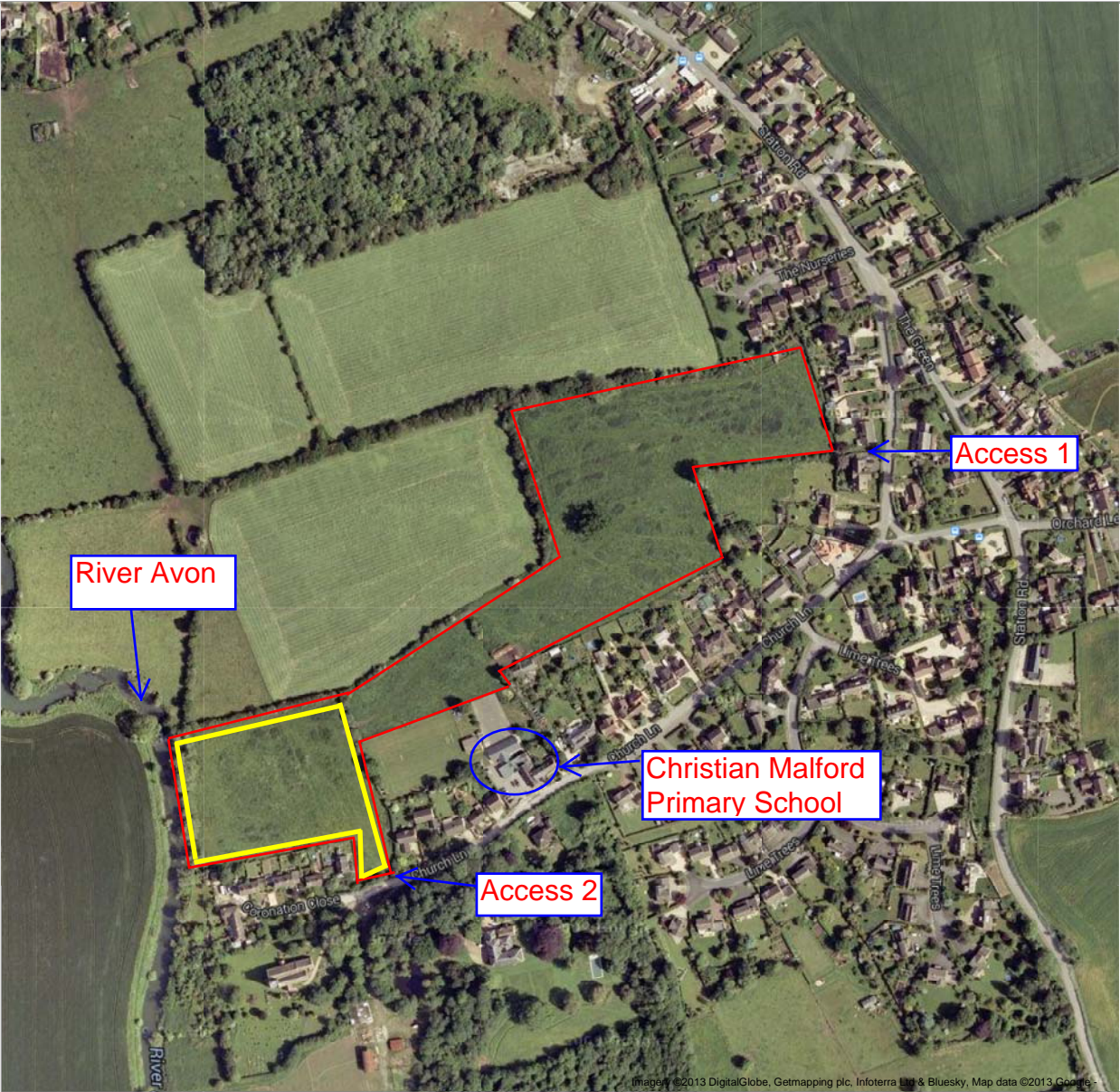
6. Recommendation

- 6.1. Having carefully considered the application and the views of Council officers, the Area Board is invited to approve the transfer subject to the following conditions:
- 6.2. The land is maintained for the benefit of the community and residents will be encouraged to enjoy the amenity.
- 6.3. A standard 'reverter' clause is included in the title, which will ensure that if the land stops being used for the benefit of the community, Wiltshire Council will have the option to repurchase the land for the sum of £1.

Appendices:	<p>Appendix 1 – Map (attached) Appendix 2 – Community Asset Transfer application (attached) Appendix 3a – Village Questionnaire Summary Appendix 3b – Questionnaire with comments Appendix 4 – Habitat Management Plan</p> <p>Appendices 3 to 4 can be found via the following link: http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=161&MId=7405&Ver=4</p>
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Report Author	<p>Victoria Welsh, Community Area Manager Tel: 01249 706 446 E-mail: victoria.welsh@wiltshire.gov.uk</p>
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Aerial View showing perimeter of Malford Meadow



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Form CAT01

Community asset transfer: application

Your details

Your Organisation

Christian Malford Parish Council

Contact name

Position held

Address

Postcode

Telephone

Email

Your proposal

(please complete Checklist CAT02 before filling in the following form)

Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

Details of the Asset

The Asset, referred to as Malford Meadow is located in the heart of the community (please see attached map Appendix 1). There are 2 vehicular and pedestrian access points, the first is from The Green and the second from Coronation Close. The Meadow occupies 11 acres, has river

Summary of proposal

Why do you want the asset and how will this benefit the local community?

Summary of the proposal.

The Meadow is predominantly used for dog walking and the parish council would like to continue to encourage this and also create additional uses that will be of benefit to the whole community. These would include establishing a community garden (in conjunction with

Community use

Please explain how the asset will be used
(Please refer to questions 5-8 in the checklist - CAT02)

Community Use

Prior to completing the CAT application the Parish Council commissioned a questionnaire to encompass the views and aspirations of the whole village. Please refer to Appendix 2a and b which provides lots of good feedback for the Parish Council to continue the good work started on the Meadow creating a truly sustainable and inclusive

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

(Please refer to questions 5-8 in the checklist - CAT02)

Suitability for purpose

The Asset is approximately 11 acres and ideally located at the heart of the village. The current use is only limited by the presence of the lease. Our commitment to using the Meadow to create a variety of community projects is possible because of the Meadows ideal location and structure. Please refer to Appendix A

Community support and consultation

Please set out who you have consulted about your proposal and how you have addressed any concerns raised

(Please refer to questions 9-14 in the checklist - CAT02)

Community Support and Consultation

In July 2013 the parish council organised a village wide questionnaire to gain a clear understanding of how users and current non users residing in the parish would like to see the Meadow used. Please refer to the attached document Appendix 2a and b.

The key feedback form the consultation was that there is strong

Legal issues

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset *(Please refer to questions 15-18 in the checklist - CAT02)*

Legal issues

The Meadow is currently leased from Wiltshire Council. The lease is restrictive and requires permissions from Wiltshire Council if the request falls outside the original remit of the lease. An example of this would be tree planting. It is proposed to remove the lease in favour of a community Asset Transfer (CAT). The Parish Council recognise that the

Financial matters

How will you fund running costs and maintenance? Are you willing to pay for the asset?

(Please refer to questions 19-23 in the checklist - CAT02)

Financial Matters

The Parish council is currently responsible for the maintenance of the Meadow, and it is not envisaged that the current costs will increase. There are no conversion or capital maintenance costs. There is a dedicated team of Friends of Malford Meadow (FOMM) who provide excellent volunteer workforce. This combined with local working

Future management

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?

(Please refer to questions 24-27 in the checklist - CAT02)

Future Management

The asset will be managed by the PC with a sub group managing the day to day implementation of the community strategy. The management group will draw up a charter that will act as a working document forming the strategy of future improvements and aspirations. It is the intention that the management group will comprise a member of the PC. users

DECLARATION

I confirm that the details included in this application are correct

Signed:

Name (please print):

Date:

22nd November 2023

Form CAT02

Community asset transfer: checklist

	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Other than in exceptional circumstances, the Council will only dispose of assets for private or commercial use by way of open market sale</i>
	2. Will the asset be hired or used by third parties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

	Question	Yes	No	Note
Is the asset fit for proposed use?	5. Is it big enough?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will only transfer assets that are fit for purpose</i>
	6. Is it in the right location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? (Water, electricity, drainage, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'no'- your application should explain if they are needed</i>

	Question	Yes	No	Note
Community Support and consultation	9. Have you consulted nearby residents?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	14. Is there community support for the change of use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

Legal

Question	Yes	No	Note
15. Are there any covenants or other legal constraints?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
16. Does the proposed use require planning consent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
17. Have you considered insurance cover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application must explain implications</i>
18. Have you assessed health and safety liabilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Your application must explain how you will deal with risks and liabilities</i>

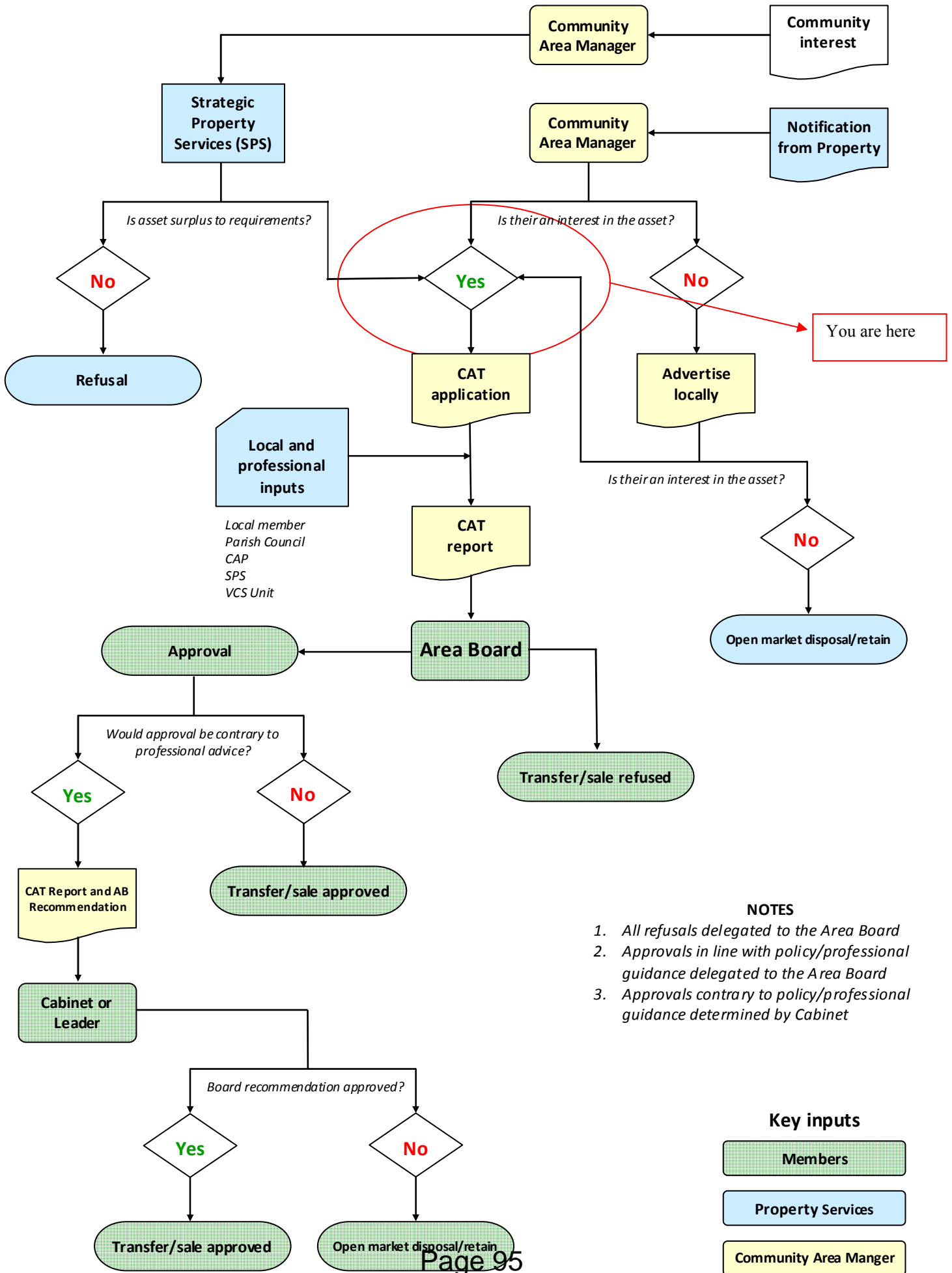
Finance

Question	Yes	No	Note
19. Can you meet all conversion costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
20. Can you meet all capital maintenance costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
21. Can you meet all day-to-day running costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
22. Will you use the asset to generate income?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
23. Will any third party be assisting with the costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
24. Do you have any contingency funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out how you will deal with contingencies</i>
25. Are you prepared to pay for the asset ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out your offer</i>

Management

Question	Yes	No	Note
26. Will you manage the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out who will manage the asset.</i>
27. Will a management committee be set up?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
28. Will users of the asset be involved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
29. Will someone be employed to manage the asset?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>

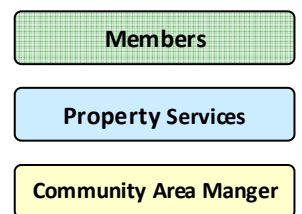
Community Asset Transfer



NOTES

1. All refusals delegated to the Area Board
2. Approvals in line with policy/professional guidance delegated to the Area Board
3. Approvals contrary to policy/professional guidance determined by Cabinet

Key inputs



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Report to	Chippenham Area Board
Date of Meeting	3rd March 2014
Title of Report	Local Transport Plan – Small Scale Transport and Highway Improvement Schemes

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:

- To note the latest information on schemes in progress (see Appendix 2)
- To approve the list of schemes recommended for prioritisation and allocate funding (see Appendix 3)
- To approve the list of schemes recommended for retention and further consideration (see Appendix 4)
- To approve the list of requests recommended for removal (see Appendix 5)
- To approve the recommendation that in future the CATG shall seek a contribution of up to 25% of the cost of specified Highways Schemes from the Town or Parish Council where the proposed scheme is located.

To ask Chippenham Area Board to consider and approve delegated authority to the Area Board Chairman, in consultation with the Chairman of CATG and Community Area Manager where funding is needed urgently and the matter cannot wait until the next Area Board meeting.

- Funding may only be approved up to £1,000
- Decisions taken under this delegated power shall be reported to the next Area Board meeting

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 **£2098.47**
- 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
- 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	To note the latest information on schemes in progress	See Appendix 1
2.2	To approve the list of schemes recommended for prioritisation and allocate funding	See Appendix 2
2.3	To approve the list of schemes recommended for retention and further consideration	See Appendix 3
2.4	To approve the list of requests recommended for removal	See Appendix 4

2.5	To approve the recommendation that in future the CATG shall seek a contribution of up to 25% of the cost of specified Highways Schemes from the Town or Parish Council where the proposed scheme is located
2.6	<p>To ask Chippenham Area Board to consider and approve delegated authority to the Area Board Chairman, in consultation with the Chairman of CATG and Community Area Manager where funding is needed urgently and the matter cannot wait until the next Area Board meeting.</p> <p>2.5.1 Funding may only be approved up to £1,000</p> <p>2.5.2 Decisions taken under this delegated power shall be reported to the next Area Board meeting</p>

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.

Appendices	<p>Appendix 1 – Financial summary</p> <p>Appendix 2 - Chippenham CATG Schemes in progress</p> <p>Appendix 3 – Chippenham CATG Schemes recommended for prioritisation</p> <p>Appendix 4 - Chippenham CATG Schemes recommended for retention and further consideration</p> <p>Appendix 5 – Chippenham CATG requests recommended for removal</p>
Report Author	<p>Victoria Welsh, Community Area Manager Tel: 01249 706 446 E-mail: victoria.welsh@wiltshire.gov.uk</p>

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Chippenham CATGFINANCIAL SUMMARY**BUDGET 2012-13**

£18,087.00 CATG ALLOCATION 2012-13

£1,587.76 2011-12 underspend

Contributions

£19,922.00 Area board grant to CATG

£2,000.00 Kington St Michael PC for footway (received)

£2,083.48 Chippenham TC for Street Pride (received)

Total Budget 2012-13**£43,680.24****Expenditure**

Malmesbury Road Chippenham - Zebra crossing refurbishment

£8,809.00 Actual

Kington St Michael - Footway Improv

£12,704.00 Actual

Chippenham Street Pride

£3,469.00 Actual

Chippenham Lowden Hill topo survey

£1,094.00 Actual

Total commitments **£26,076.00**Remaining Budget 2012-13 **£17,604.24****BUDGET 2013-14**

£18,087.00 CATG ALLOCATION 2012-13

£17,604.24 2012-13 under spend

Contributions

£13,500.00 Additional contribution.

£4,250.00 Chipp TC contribution to Lowden Hill tunnel works

£500.00 Grittleton PC contribution to Foscoote

£500.00 Kington Langley PC

£200.00 North Wraxall PC contribution to C151 chevron sign

Total Budget 2013-14**£54,641.24****Commitments carried forward from 2012-13**

Chippenham New Road - Signing works

£1,335.23 Actual

Accessibility Improvements (Paul Bollen)

£3,800.00 Actual

Chippenham Lowden tunnel street lighting assessment

£1,361.00 Actual

Chippenham Pew Hill Saxby Road

£1,100.00 Actual

Chippenham Wood Lane Area road safety posters

£1,500.00 Estimate

Langley Road - Chippenham. Ped Improvements

£8,500.00 Estimate

Lowden Hill Road Tunnel - Pedestrian & Signing Improvements

£8,900.00 **£900 Cost increase due to req for Stage 2 RSA****Total of current commitments 2013-14 £26,496.23****New Schemes 2013-14**

1. Cuttle Lane - Biddestone Topo

£1,300.00 £700 cost decrease.

2. C514 Speed Limit

£4,000.00

4. Grove Lane - Kington St Michael - Speed Limit extension

£500.00

5. Kington St Michael Road footway works

£3,041.39 **£541.39 Cost increase due to additional works**

6. New Road Chippenham - changes to Zebra Crossing

£8,222.88 **£222.88 Cost increase due to surfacing uplift**

7. Pewsham, Chippenham - signing works

£410.00 **£290 Cost decrease . Works Order issued**

8. Foscoote - signing and lining

£1,500.00

9. Lowden - Shuttle Traffic signals feasibility study

£5,034.00 **£34 Cost increase . Report receipt end of March 14**

10. Lighting improvements - Lowden Tunnel

£1,238.27 **£438.27 Cost increase**

11. C151 to Colerne Chevron Sign

£800.00 £200 contribution from north Wraxall PC TBC**Remaining budget less current commitments (as of 14/1/13)****£2,098.47**

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Schemes in progress Chippenham CATG 27th January 2014

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Sheldon Road, Chippenham	Chippenham	1591	Improve pedestrian safety under the bridge on Sheldon Road	Vast majority of works complete. Signs to be installed in next 7 days	50
Page 103 Powden Tunnel, Chippenham	Chippenham	2062	Pedestrian Safety	<ul style="list-style-type: none"> • See archive issue 478 • Directional LED lighting into the tunnel agreed. Cost £775. Cost increase to lighting improvements. These should take place in next 4 – 6 weeks • Shuttle working signals and pedestrian footway within the tunnel - estimated minimum cost £50,000. • The bids to the Substantive Highways Fund in 2012 & 2013 for shuttle signals were not successful. • CATG agreed that a third bid to the Substantive Scheme will be rejected without specialist feasibility study. The group agreed to recommend funding of £5,000 is allocated for a feasibility study • Issued brief for feasibility study results due back by the end of March. MR to update at next meeting 	43
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"> • 90% complete, sign work to be done in the next week • CATG agreed better communication between Balfour Beattie & Scottish & Southern would be welcomed 	43

Schemes in progress Chippenham CATG 27th January 2014

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Cuttle Lane, Biddestone	Biddestone & Slaughterford	2407	Design changes to junction	<ul style="list-style-type: none"> • Highways Engineers propose that the grass area is removed and the junction squared off to address speed. • As this will be a major scheme, a bid to the Substantive Fund is required Estimated costs approx. £30,000 • Bid to Substantive Scheme 2013 was unsuccessful • CATG agreed that a second bid to the Substantive Scheme will be rejected without a feasibility study. The group agreed to recommend funding of £2,000 is allocated for a feasibility study • Topographical survey completed 	15
Grove Lane, Kington St Michael	Kington St Michael	2467	Traffic calming, relocation of 30mph signs	Work is in progress	
Kington St Michael Road, Kington Langley	Kington Langley	2618	Footway extension	Parish Council confirms agreement for low fencing	25
New Road, Chippenham	Chippenham	2905	Improvements to zebra crossing	<ul style="list-style-type: none"> • Resurfacing will be main element of this scheme • Work scheduled to begin in May 2014 	

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Schemes in progress Chippenham CATG 27th January 2014

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Pewsham Way, Chippenham	Chippenham	3053	Improved signage	Order issued awaiting date for implementation	44
C86 Foscote, Grittleton	Grittleton	3081	Traffic calming	Order issued awaiting date for implementation	
Speed awareness Project	Chippenham Community Area	N/A	Raise speed awareness near to local schools using poster campaign	<ul style="list-style-type: none"> BD has had a meeting with heads of the schools (primary schools and Abbeyfield School) Charter School & Kings Lodge School Pupils will design and print posters. Hope to launch in the next couple of months 	

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Schemes recommended for prioritisation Chippenham CATG – 27th January 2014

Street / Area	Town / Village	Community Issue No	Scheme Description	Score	Recommended allocation
151 bend to Colerne	North Wraxall	2957	Request for warning signs on bend		<ul style="list-style-type: none"> • Parish Council has confirmed support for this issue via e-mail 25th November 2013 • Parish Council representative attended the CATG meeting on 27th January 2014 and asked for amendments to the original request: <ul style="list-style-type: none"> ○ A reduction in the number of signs to be installed ○ A solid white line on the edge of the road to make it appear narrower • MR estimates this will reduce the cost of the scheme from £1,700 to £800 • CATG recommend the Area Board allocate £600 towards the delivery of this scheme conditional upon a contribution of £200 from North Wraxall Parish Council • VW to include in report to Area Board on 3rd March 2014

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New & existing Highways Requests for retention & further consideration Chippenham CATG – 27th January 2014

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Hill Corner Road, Chippenham	Chippenham	2438	Traffic calming measures	<ul style="list-style-type: none"> Proposals in the Core Strategy include a new link road which will have an impact upon this issue. Metro Count was carried out between 15/11/2012 and 27/11/2012. A total of 14342 vehicles were checked. The 85th percentile was 37.1mph Town Council confirm support for this request (18-April-13) Accident 9-Sep-13 involving bus and car, no casualties Speedwatch to be considered NW to explore whether there are local volunteers and report back to next CATG meeting 	30
Lady Coventry Road/Eastern Ave/School Entrance	Chippenham	2592	Dangerous Parking	<ul style="list-style-type: none"> Re-opened to consider the provision of a 'give way' sign and accompanying road marking triangle at the junction. PB to arrange for lines to be renewed MR to provide further information for CATG next meeting SD to provide score for next meeting 	

New & existing Highways Requests for retention & further consideration Chippenham CATG – 27th January 2014

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 110</p> <p>B4039 near Whitegates Estate, Castle Combe</p>	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"> • Parish Council has confirmed support. • Officers visited the site in November 2012 • Parish Council has approached landowner but landowner has declined to make land available for footpath for a permissive path • CATG asked Highways Officers to review and report back to the next CATG meeting • MR advises: • <u>Footway alongside the B4039</u> <p>Existing difficulties indentified in constructing a footway from the Whitegates Estate to Dunns Lane remain.</p> <p>The steep bank and the presence of the telegraph pole on the western side could be overcome, however it will be prohibitively expensive (£50k+) and is still likely to be substandard i.e. less than 1.5m wide for most of its length. There is no scope to widen into the existing carriageway.</p> <p>1. <u>Access using the existing footpath from the Whitegates estate (near the Playground) to School Lane</u> The footpath is not too bad in term of its overall condition, however where it is made up (tarmac) it is uneven and breaking up in places.</p> <p>Some areas have been affected by tree roots and there are some longer lengths where it's very</p>	30

New & existing Highways Requests for retention & further consideration

Chippenham CATG – 27th January 2014

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Page 111				<p>overgrown.</p> <p>If this route is promoted as a formal pedestrian route from Whitegates to Dunns Lane the issues are:</p> <ul style="list-style-type: none"> a) The length of tarmacadam path would need upgrading and improving. b) Lighting the path would need to be considered for use all year round. c) Ownership needs to be established, it might not have been adopted as a public right of way. d) Need to establish as a legal right of way e) Anticipated opposition from residents of School Lane f) Estimated construction costs in the region of £60k+ <ul style="list-style-type: none"> • MR to update next CATG meeting 	
Church Road / St Nicholas' Church	Biddestone	2962	Disabled access from pavement to church path	<ul style="list-style-type: none"> • Referred to Biddestone Parish Council on 3 October 2013 • VW to send GS further details for consideration by Parish Council 	

New & existing Highways Requests for retention & further consideration Chippenham CATG – 27th January 2014

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Blackthorn Mews / Canal Road / Lodge Road	Chippenham	3013	Request to upgrade pedestrian crossing	<ul style="list-style-type: none"> • Referred to Chippenham Town Council on 2 October 2013 • Received from Chippenham Town Council on 14 October 2013: Issue No. 3013 – request to upgrade pedestrian crossing Blackthorn/Lodge/Canal. - The Town Council recommend approval of this request • A pedestrian count is required to inform CATG discussions • MR to provide firm quote for next meeting 	
Market Quarter	Chippenham	3048	Connect Market Quarter to Calne Railway Cycle Track	<ul style="list-style-type: none"> • Referred to Chippenham Town Council • 29-Aug-13 Chippenham Town Council Planning Committee confirmed support for this request • MR to update next CATG meeting 	
Verges near the pub	Upper Seagry	3159	Request for concrete matrix sheets	<ul style="list-style-type: none"> • 14 Nov 2013 - Issue received from Seagry Parish Council who have already consulted with Martin Rose and are willing to consider part funding if a quotation can be supplied by Wiltshire Council for the work. • CATG requested firm costing from MR and score from SD for next meeting 	

Requests recommended for removal

Chippenham CATG – 27th January 2014

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Score	Actions & Notes
78 London Rd	Chippenham	837	Request to move bus flag to reduce nuisance to home owner	N/A	Councillor Douglas is working with residents to explore the possibility to move the bus stop flag No further action for CATG/Area Board at this time
Plough Crossroads, Kington Langley	Kington Langley	1657	Installation of footpath/cycleway	28	Highways Officers advise that a shared use path along the length of the A350 in question will be extremely expensive and will fall outside the financial capability of the substantive CATG process No further action for CATG/Area Board at this time
River Street/Borough Parade Car Park Chippenham	Chippenham	1790	Install bollards River Street pedestrian thoroughfare Revelation Bookshop end	N/A	Councillor Douglas is working with the Bookshop to progress the proposal to erect a sign on their wall No further action for CATG/Area Board at this time
Path running from Wood Lane alongside Charter Primary School	Chippenham	2877	Request for lighting along path between Pewsham/Wood Lane		The Community Safety Team does not have a budget for lighting improvements Councillor Douglas to liaise with Taking Action on School Journeys team No further action for CATG/Area Board at this time

Requests recommended for removal

Chippenham CATG – 27th January 2014

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Score	Actions & Notes
Vinciens Rd, Bumpers Farm Industrial Estate	Chippenham	2958	Request to resolve traffic congestion		<p>CATG agreed this was a strategic issue that falls outside of the remit of the CATG</p> <p>Reduction of pavement width cannot be carried out in isolation</p> <p>No further action for CATG/Area Board at this time</p>
Page 14 Church Lane	Stanton St Quinton	3112	Reduce speed limit to 30mph		<p>This scheme would not meet Dept for Transport criteria</p> <p>MR will work with Parish Council to consider alternatives</p> <p>No further action for CATG/Area Board at this time</p>
B4039	Nettleton	3118	Speed limit reduced to 50mph across full length of B road.		<p>The B4039 was independently assessed in accordance with DfT Circular 01/06 'setting local speed limits' (now 01/13) as part of Wiltshire's 2009 review of its 'A' and 'B' class road network. The recommendation for the derestricted length of the B4039 between Castle Combe and the County Boundary indicated <u>no change</u>.</p>

Requests recommended for removal

Chippenham CATG – 27th January 2014

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Score	Actions & Notes
Page 115					<p>“To discourage requests for the same ‘A’ and ‘B’ class roads to be repeatedly re-assessed, the Cabinet Member for Highways and Transport agreed to only reconsider those routes where a <u>significant</u> change had taken place since the original review i.e. new residential development.</p> <p>“In the case of the B4039 no significant changes have taken place and the recommendation following the initial assessment therefore remains unchanged”.</p> <p>No further action for CATG/Area Board at this time</p>
St Peter’s Primary School	Chippenham	3120	Request for disabled parking space and removal of double yellow lines.		<p>Councillor Peter Hutton is working with the school with regard to this matter.</p> <p>No further action for CATG/Area Board at this time</p>
A350 crossing	Kington Langley	3158	Request for pedestrian safety rails on the A350		<p>The scheme has been completed in accordance with safety standards. CATG agreed with Highways engineers are of the opinion that the addition of safety rails is not necessary. CATG agreed.</p> <p>No further action for CATG/Area Board at this time</p>

Requests recommended for removal

Chippenham CATG – 27th January 2014

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Score	Actions & Notes
Chestnut Rd / Cowley Estate	Sutton Benger	3203	Request for 20mph speed limit Chestnut Rd/Cowley Estate		<p>Request received from Parish Council 13/1/14</p> <p>This request will be transferred to the list of suggestions for 20mph</p> <p>No further action for CATG/Area Board at this time</p>
Bath Road Chippenham	Chippenham	3208	Dangerous road by Bank House, Bath Road, Chippenham		<p>Correspondent sent in suggested solution which was assessed by Highways Engineers. The suggestions were not supported.</p> <p>PB will examine lines and arrange for them to be repainted if appropriate</p> <p>Request for 20mph can only be accepted from Chippenham Town Council, not from individuals</p> <p>No further action for CATG/Area Board at this time</p>