

AGENDA

Meeting: BRADFORD ON AVON AREA BOARD
Place: Longleat Room, County Hall, Trowbridge, BA14 8JN
Date: Wednesday 23 October 2013
Time: 5.30 pm

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

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

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

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

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

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

Wiltshire Councillors

Cllr Rosemary Brown (Chairman) - Bradford on Avon North	Cllr Magnus Macdonald - Winsley & Westwood
Cllr Trevor Carbin – Holt & Staverton	Cllr Ian Thorn (Vice Chairman) – Bradford on Avon South

	Time
<p>1 Chairman's Welcome, Introduction and Announcements</p>	5:30pm
<p>2 Apologies for Absence</p>	
<p>3 Minutes (Pages 1 - 28)</p> <p>To approve and sign as a correct record the minutes of the meetings held on the 19 June and 18 September 2013.</p> <p>To approve and sign as a correct record the minutes of the Bradford on Avon Community Area Transport Group meeting held on the 2 September 2013.</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 Ratification of any Recommendations made at the 18 September 2013 Area Board Meeting</p> <p>a. The following Community Area Grants were recommended for approval:</p> <ul style="list-style-type: none"> • BoA Youth Advisory Group requesting £2,850 towards improvements at the Poulton Skate Ramps. • Winsley Parish Council requesting £4,000 towards a bus shelter at Bradford Road/ Dane Rise, Winsley. • Bradford on Avon Friends of Palestine requesting £3,000 towards a visit to Bradford by young Palestinian dancers. <p>b. Application submitted by Bradford on Avon Preservation Trust for the transfer of Nursery Field, Bradford on Avon Trust in accordance with Wiltshire Council's Community Asset Transfer Policy.</p>	5:40pm
<p>6 Future Meeting Dates</p> <ul style="list-style-type: none"> • 20 November 2013 – Cereal Partners Conference Facility, Staverton. 	5:55pm
<p>7 Close</p>	6:00pm

MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: Westwood Social Club, Lower Westwood BA15 2AP
Date: 19 June 2013
Start Time: 7.00 pm
Finish Time: 9.15 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Rosemary Brown, Cllr Trevor Carbin, Cllr Magnus Macdonald and Cllr Ian Thorn

Wiltshire Council Officers

Peter Dunford – Community Area Manager
Kevin Fielding – Democratic Services Officer
Chris Clark – Area Manager, Local Highways & Streetscene Service
Jen Wilcocks – Community Co-ordinator, Local Highways & Streetscene Service
Andy Cadwallader – Engineer, Local Highways & Streetscene Service
Ian White - Head of Passenger Transport

Town and Parish Councillor

Holt Parish Council – Jane Grant
Monkton Farleigh Parish Council – Matthew Midlane
Westwood Parish Council – Geoff Edwards, Allan Parker
Wingfield Parish Council – Alan Mines
Winsley Parish Council – Pam Bennett

Partners

Wiltshire Police – Inspector Lisette Harvey
Wiltshire PCC – Angus Macpherson (Police & Crime Commissioner)
Bradford on Avon Community Area Network – Jim Lynch, Tony Haffenden & Kim Samouelle
Youth Advisory Group – Kath Brownlee and several young people

Total in attendance: 42

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Election Of Chairman of the Area Board</u></p> <p>Cllr Rosemary Brown was elected Chairman of the Area Board.</p>
2	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to Westwood Social Club, and introduced the Wiltshire councillors who made up the board, as well as the Community Area Manager and Democratic Services Officer.</p> <p>All town, parish, partner and youth representatives in attendance were welcomed by the Chairman.</p>
3	<p><u>Election of the Vice-Chairman of the Area Board</u></p> <p>Cllr Ian Thorn was elected Vice-Chairman of the Area Board.</p>
4	<p><u>Appointments to Working Groups, Task Groups and Outside Bodies</u></p> <p>The following Outside Body Representatives were appointed:</p> <p>Bradford on Avon Community Area Network (BoACAN) - Cllr Ian Thorn.</p> <p>Bradford on Avon Historic Core Zone Project Board – Cllr Ian Thorn.</p> <p>Bradford on Avon Youth Advisory Group (YAG) – Cllr Rosemary Brown & Cllr Trevor Carbin.</p> <p>Community Area Transport Group (CAT-G) – Chairman Cllr Rosemary Brown, all Area Board members to attend.</p> <p>Bradford on Avon Neighbourhood Plan Steering Group – Cllr Ian Thorn.</p> <p>Bradford on Avon Air Quality Alliance Steering Group – Cllr Rosemary Brown (Chairman) & Cllr Ian Thorn.</p> <p>Shadow Campus Operations Board (SCOB) – Cllr Rosemary Brown.</p>
5	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Gwen Allison – Bradford on Avon Town Council, Terry Biles – Westwood Parish Council, Andrew Pearce – Holt Parish Council,</p>

	Mike Franklin – Wiltshire Fire & Rescue Service and Shay Parsons – Climate Friendly Bradford on Avon.
6	<p><u>Minutes</u></p> <p>Decision</p> <ul style="list-style-type: none"> • The minutes of the Bradford on Avon Area Board meeting held on 13 March 2013 were approved and signed as the correct record. • The minutes of the Bradford on Avon Community Area Transport Group meeting held on 3 June 2013 were approved and signed as the correct record. • The minutes of the Bradford on Avon Air Quality Alliance meeting held on 13 June 2013 were approved and signed as the correct record.
7	<p><u>Declarations of Interest</u></p> <p>Agenda item 10ii Community Area Grants, Friends of the Strips – Cllr Rosemary Brown, local resident.</p>
8	<p><u>Delegated Powers</u></p> <p>Decision</p> <ul style="list-style-type: none"> • That in respect of urgent matters that may arise from time to time between meetings of an Area Board, the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Bradford on Avon Area Board, be granted delegated authority to make decisions provided any expenditure does not exceed £1,000 from the budget delegated to the area board. A report explaining the decision and the reasons why it was considered to be urgent shall be reported to the next ordinary meeting of the area board to ensure that such decisions are subject to public examination.
9	<p><u>Chairman's Announcements and Updates</u></p> <p>Shadow Community Operations Board update – the report contained in the agenda pack was noted.</p> <p>Neighbourhood Plans update - the report contained in the agenda pack was noted.</p>

	<p>Safeguarding Thresholds - the report contained in the agenda pack was noted.</p> <p>Community Area Grant Scheme 2013/14 - the report tabled on the night was noted.</p> <p>Poulton Recreation Ground and The Strips/Youth Advisory Group consultation on skate ramps and BMX jumps – the report contained in the agenda pack was noted.</p> <p>YAG representatives were in attendance at the meeting and talked about the public consultation carried out regarding planned improvements to the skate ramps at Poulton and the BMX jumps at The Strips.</p> <p>Wiltshire Police - Insp Lisette Harvey gave a verbal presentation.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That three town based Special Constables were soon to join her team. • That there had been a number of shed burglaries in the Bradford on Avon and Holt areas, Wiltshire Police had launched Operation Magpie to combat these thefts. • The public were being encouraged to follow the local Police teams on twitter. <p>Wiltshire Fire and Rescue - the report contained in the agenda pack was noted.</p> <p>NHS Wiltshire - the report contained in the agenda pack was noted.</p> <p>The Chairman thanked everybody for attending and presenting their reports.</p>
10	<p><u>Grants and Funding</u></p> <p>Community Area Grants</p> <p>I. Holt War Memorial Restoration Project were awarded £1,750 capital funding towards the restoration of the village war memorial in time for the centenary of the First World War in 2014.</p> <p><i>Reason</i></p>

The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support to community facilities and to cultural life in the village.

II. Friends of the Strips were awarded £777 capital funding towards the restoration of the woodland on the condition that no further applications from the applicant will be considered in the current financial year.

Reason

The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for community facilities and nature conservation.

III. The Scouts were awarded £500 capital funding towards maintenance equipment and a secure store at Scout Camp at West Ashton, subject to contributions also being forthcoming from the Trowbridge and Melksham Area Boards.

Reason

The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for youth and community facilities.

IV. Friends of Woolley were awarded £500 capital funding towards a community noticeboard outside the George Pub.

Reason

The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for essential community facilities and cultural life.

V. Winsley Parish Council requested £4,000 towards a bus shelter at Dane Rise/ Bradford Road. It was agreed that this application would be considered at the September Community Area Transport Group meeting.

VI. Bradford on Avon Community Sports were awarded £1,350 capital funding towards outdoor table tennis tables as an Olympic legacy project.

Reason

The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for sport and culture.

	<p>Councillor Initiative Funding</p> <p>I. Councillor Rosemary Brown was awarded £1,500 revenue funding on behalf of the Shadow Campus Operations Board towards the Bradford on Avon Campus Phase 1 Consultation starting September 2013. <i>Reason</i> <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for community facilities and access to services.</i></p> <p>II. Councillor Rosemary Brown was awarded £200 revenue funding on behalf of the Friends of Barton Farm Group towards the grand opening of the refurbished facilities at Barton Farm and Victory Field childrens' play areas. <i>Reason</i> <i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its support for community facilities, parks and open spaces.</i></p> <p>Core Funding</p> <p>BoACAN were awarded £9,415 revenue funding in 2013/14 towards community networking, consultation and planning in support of the work of the Area Board.</p> <p>The Chairman commended BoACAN for its sterling community work.</p>
11	<p><u>Introduction to the new Local Highways and Streetscene Service</u></p> <p>Chris Clark, Area Manager, introduced Jen Wilcox as the new Community Co-ordinator and Andy Cadwallader as the Area Engineer in the Local Highways & Street Scene team, with responsibility for Bradford on Avon. Jen's role would be to act as a focus for information, consultation and problem solving regarding the delivery of local highways and street scene services, while Andy will continue to provide technical support on highways matters to the CATG as well as supporting the wider streetscene service. The team will monitor the services provided by the Council's new contractor, Balfour Beatty Living Places.</p> <p>A direct dial contact number is coming but meanwhile the CLARENCE hotline is still operational. Occasional 'sparkle days' would be held to clean up local communities, these can be requested by parish councils through Jen Hiscock.</p> <p>Questions raised included:</p> <ul style="list-style-type: none"> • Are the Parishes aware of the new system? <ul style="list-style-type: none"> a. <i>A series of workshops had been run, which had been set up to give the Parishes all the necessary information on the new system, more</i>

	<p style="text-align: center;"><i>workshops would be run later on in the year.</i></p> <ul style="list-style-type: none"> • Would the Co-ordinator be able to attend the occasional Parish Council Meeting. <ul style="list-style-type: none"> <i>a. Yes and regular contact would be maintained with parish clerks.</i> • Councillor Carbin raised serious concerns regarding grass cutting failings, particularly in Staverton and Hilperton <ul style="list-style-type: none"> <i>a. Yes, there was a backlog of maintenance works but extra staff have been brought in to clear the backlog.</i> <p>The Chairman thanked Chris Clark and his team for attending the meeting.</p>
12	<p><u>Review of Bus Services in the Bradford on Avon Community Area</u></p> <p>Ian White, Head of Passenger Transport at Wiltshire Council, gave a presentation to highlight proposals to review the most infrequently used bus services in Wiltshire with a view to reducing subsidies on some routes.</p> <p>The key impact on the Bradford on Avon community area was a planned reduction in the Zig Zag service, affecting Bradford, Holt and Staverton, which is currently subject to public consultation, deadline 2 August.</p> <p>Points made included:</p> <p>Part of ongoing process of bus service reviews</p> <p>Context;</p> <ul style="list-style-type: none"> • Pressure on public spending increasing year by year. • Financial Plan requirement to make savings. • Contract prices beginning to rise again. • Reviews looking for more financially sustainable ways of meeting needs. <p>Current Zig Zag Service</p> <p>Created by combining several poorly used services to provide new links Tries to meet a variety of different needs;</p> <ul style="list-style-type: none"> • Only service for Holt and Broughton Gifford, and for Gastard.

- Links to Corsham from Melksham and villages.
- Links to Trowbridge and Bradford from Corsham and Atworth.
- Two journeys from the villages to Chippenham.

Use and costs

Remains poorly used;

- 28500 single passenger trips / year.
- Average of only 8 on whole length of each bus journey.
- Use is particularly low north of Melksham.

Expensive to provide;

- Costs £108,000 a year.
- Subsidy for each single passenger trip around £3.70.
- Costs expected to rise when re-tendered.

Proposals

Proposed timetable;

- Reduces cost by using fewer vehicles.
- Retains similar service south of Melksham.
- Fewer journeys north of Melksham, and none to Chippenham.
- But should still meet the needs of many users.

Consultation and next steps

- Letter and information sheet sent out via Area Board managers.
- Questionnaire for bus users – available on the bus and on website.
- Asks for specific information on needs that would not be met.

	<ul style="list-style-type: none"> • Information from consultation considered before decision made. • Invite tenders to operate. • Implementation in January 2014. <p>Comments from the floor included:</p> <ul style="list-style-type: none"> • Bus services like the Zig Zag are vital for people in rural communities. • Vulnerable and young people need safe public transport links. <p>Other Services</p> <ul style="list-style-type: none"> • The 264/265 service is planned to be re-instated as a Bath to Salisbury service, passing through Winsley. Consultation starts on 29 July. • The 98 Town Bus service may be reduced to an hourly service • The 94 service may see a slight reduction in frequency. • The 96 service is very poorly used. <p>The Chairman thanked Ian White for his presentation.</p>
13	<p><u>Evaluation of Westwood 20 mph trial sites</u></p> <p>It was agreed to defer this agenda item until the 18 September meeting, when Cllr John Thomson - Cabinet Member for Highways, Streetscene and Broadband would be in attendance.</p> <p>Westwood Parish Council representatives expressed their frustrations at the length of time it was taking for Wiltshire Councillor to approve its 20MPH policy. The trial period had lasted over two years and has suffered from poor project management. Over this time there has been no Police enforcement of the 20mph zone in the village; the Community Speedwatch programme is also currently halted.</p> <p>Decision</p> <ul style="list-style-type: none"> • It was agreed that a letter would be drafted to Cllr Thomson expressing the Bradford on Avon Area Board's support of Westwood Parish Council and its frustrations in length of time it was taking for Wiltshire Councillor to approve its 20MPH policy.

	<ul style="list-style-type: none"> • It was agreed that a letter would be drafted to Angus Macpherson – Wiltshire Police & Crime Commissioner requesting his support of Westwood Parish Council and its frustrations in length of time it was taking for Wiltshire Councillor to approve its 20MPH policy. <p>The Chairman thanked the representatives of Westwood Parish Council for attending the meeting.</p>
14	<p><u>Future Meeting Dates</u></p> <p>Wednesday 18 September at St Laurence School.</p> <p>Wednesday 20 November at Cereal Partners, Staverton.</p>
15	<p><u>Close</u></p>

MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Laurence School, Ashley Rd, Bradford on Avon BA15 1DZ
Date: 18 September 2013
Start Time: 7.00 pm
Finish Time: 9.20 pm

Please direct any enquiries on these minutes to:

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

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In Attendance:

Wiltshire Councillors

Cllr Magnus Macdonald, Cllr Trevor Carbin and Cllr John Thomson

Wiltshire Council Officers

Peter Dunford – Community Area Manager
Kevin Fielding – Democratic Services Officer
Parvis Khansari – Service Director Strategic Services
John Goodall – Associate Director, Public Health

Town and Parish Councillor

Bradford on Avon Town Council – Janet Repton
Holt Parish Council – Jane Grant
Limpley Stoke Parish Council – Simon Coombe
Westwood Parish Council – Allan Parker, Terry Biles & Ian Richardson
Wingfield Parish Council – P Furnell
Winsley Parish Council – Linda Lardner

Partners

Wiltshire Police – Acting Inspector James Brain
Wiltshire PCC – Kiran Kilgallen – Chief Executive, Office of Police & Crime
Commissioner

Total in attendance: 52

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome & Introductions</u></p> <p>The Democratic Services Officer, (Kevin Fielding) welcomed everyone to St Laurence School, and advised that apologies had been received from both the Chairman and Vice Chairman of the Area Board.</p> <p>This meant that the meeting was not quorate as there were only two members in attendance. The meeting could still take place but no decisions could be made at the meeting. The members present could make recommendations which would then be ratified at a future meeting.</p> <p>The Democratic Services Officer therefore asked for one of the elected councillors present to propose a chairman for this meeting.</p> <p>Cllr Magnus Macdonald was proposed as the Chairman for the meeting.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Cllr Rosemary Brown and Cllr Ian Thorn.</p>
3	<p><u>Minutes</u></p> <p>It was agreed that the minutes of the Bradford on Avon Area Board meeting held on 19 June 2013 and the minutes of the Bradford on Avon Community Area Transport Group meeting held on 2 September 2013 would be approved and signed off at the next quorate meeting of the Bradford on Avon Area Board.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements and Updates</u></p> <p>The following Chairman's Announcements were included as part of the agenda pack were noted:</p> <ul style="list-style-type: none"> • Colonel Llewellyn Palmer Educational Charity inviting applications for funding to help schools, groups and individuals in Bradford on Avon. • Wiltshire Core Strategy consultation. • Pest Control update.

	<ul style="list-style-type: none"> • What Matters To You? Survey 2013. <p>The following Partner updates were noted:</p> <ul style="list-style-type: none"> • Wiltshire Police – Acting Inspector Brain. • Wiltshire Fire & Rescue Service.
6	<p><u>Grants and Funding</u></p> <p>The following Community Area Grants were approved pending ratification at the next quorate Bradford on Avon Area Board meeting:</p> <ul style="list-style-type: none"> • BoA Youth Advisory Group requesting £2,850 towards improvements at the Poulton Skate Ramps. • Winsley Parish Council requesting £4,000 towards a bus shelter at Bradford Road/ Dane Rise, Winsley or at an alternative location to be agreed by First Bus and the Wiltshire Council Passenger Transport Unit. • Bradford on Avon Friends of Palestine requesting £3,000 towards a visit to Bradford by young Palestinian dancers. • Wiltshire Global Education Centre requesting £1,350 towards a Global Spotlight Competition – (Note, that this grant application was withdrawn).
7	<p><u>Evaluation of Wiltshire 20 mph trial sites and Wiltshire Policy on 20 mph</u></p> <p>Councillor John Thomson - Deputy Leader and Cabinet Portfolio Holder for Highways, Streetscene and Broadband, Wiltshire Council and Parvis Khansari - Service Director Strategic Services, Wiltshire Council outlined the background to the Evaluation of Wiltshire 20 mph trial sites and the Wiltshire Policy on 20 mph speed limits and zones.</p> <p>The report was included in the agenda pack.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • That Wiltshire Council set the speed limits but Central Government setting the guide lines for 20 mph limits. • There are 75 examples of 20 mph zones and limits in Wiltshire, including Salisbury city centre.

- 20 mph zones work extremely well in built up areas, housing developments, but are much less effective on open roads.
- Limits have 20mph signs, which are cheaper, whereas zones typically feature engineering works to calm the traffic.
- That Wiltshire Council would come back to the Area Boards when it had formulated its 20mph policy for local input as to areas that would benefit from 20mph zoning.

Points made from the floor included:

- That there had been positive feedback from pedestrians living in villages that had been part of the trial.
- That slowing down vehicles would create higher emissions, and conflict with trying to improve the air quality in Bradford on Avon.

Allan Parker, Chairman - Westwood Parish Council gave a short presentation on the Westwood experience of the 20mph trial.

Points made included:

- Villagers felt safer when using the roads in and around the village.
- There had been positive feedback from users of the virtual pavement.
- 45% of Westwood residents felt that the village was safer with a 20 mph speed limit in place.
- The project appeared to have had little project management, and was very ad hoc.
- It was unfortunate that Community Speed Watch had not been able to be utilised during the trial period.

Kieran Kilgallen – Chief Executive, Office of the Police and Crime Commissioner advised that the Community Speed Watch scheme had now been re-launched across Wiltshire with new resources, an automated system and 50 new cameras.

Questions raised from the floor included:

- Why was there no Police presence during the trial?
a. The 20mph scheme shouldn't need Police enforcement to operate successfully, leaving the Police free to better utilise their resources where

	<p><i>needed.</i></p> <p>The Chairman thanked Cllr Thomson, Parvis Khansari and Allan Parker for their input on this project.</p>
8	<p><u>Wingfield Parish Council - Request for reduction in speed limit from 40 to 30mph</u></p> <p>Cllr Magnus Macdonald outlined Wingfield Parish Council's request for reduction in speed limit from 40 to 30mph.</p> <p>Cllr John Thomson accepted a letter on behalf of Wiltshire Council from Wingfield Parish Council requesting a 30mph speed limit.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • The Parish Council's requests that Wiltshire Council reduce the speed limit from 40mph to 30 mph had so far been un-successful. • That there had been several incidents on the B1389 due to the speed of vehicles. <p>Parvis Khansari - Service Director Strategic Services, Wiltshire Council advised that Wingfield does not meet the Department of Transport criteria for a 30mph speed limit, due to the density of housing that borders the B1389.</p> <p>Cllr John Thomson advised that this issue should be forwarded to the Community Area Transport Group for its consideration, Cllr Thomson could then be fed back its views.</p> <p>Cllr Magnus Macdonald thanked Dave Thomas – Wiltshire Council, Highway Department for his ongoing help with this matter.</p>
9	<p><u>Questions to Councillor John Thomson</u></p> <p>Councillor John Thomson - Deputy Leader and Cabinet Portfolio Holder for Highways, Streetscene and Broadband, Wiltshire Council was in attendance to answer any questions.</p> <p>Questions raised included:</p> <ul style="list-style-type: none"> • How could more sustainable transport be implemented in Bradford on Avon? <ul style="list-style-type: none"> a. <i>Some 50% of bus routes are funded by Wiltshire Council, there certainly is a lack of funding from Central Government.</i> • What is happening with the rollout of Broadband by Wiltshire Council?

	<p>a. <i>Wiltshire Council would be announcing in the near future plans for the next stage, with Council working with broadband providers to provide 95% broadband coverage. Wiltshire Council were challenging BT to release more information to speed the rollout up.</i></p> <p>The Chairman thanked Cllr Thomson.</p>
10	<p><u>Bradford on Avon Campus - Phase 1 Consultation</u></p> <p>Jonathon Brown – Chairman of the Bradford on Avon Shadow Campus Operations Board gave a brief update on the proposed Bradford on Avon Campus – Phase One consultation.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • Meetings had taken place between the SCOB and service providers in the Bradford on Avon community area. • Consultations had started with local residents, with roadshow events planned and displays in the Library. St Laurence school pupils had also be canvassed for their views. • Consultations were also taking place with villages across the community area. • A web site had now been set up. <p>The Chairman thanked Jonathon Brown for his update.</p>
11	<p><u>Local Authority responsibilities for Public Health</u></p> <p>John Goodall – Associate Director, Public Health, Wiltshire Council presented a short DVD film that sought to highlight Local Authority responsibilities for Public Health.</p>
12	<p><u>Update on Joint Strategic Needs Assessment Community Profiles</u></p> <p>John Goodall – Associate Director, Public Health, Wiltshire Council outlined the The JSA for Wiltshire 2012-13 which was published in late 2012 on behalf of the Public Services Board (PSB).</p> <p>The CAJSAs had taken on board feedback from Councillors, officers, organisations and feedback from our community events (held in 2012) and would build on the existing document and include more information on changes; trends; qualitative survey data (such as the results from the What Matters to You survey 2013) and other primary research such as the Census 2011.</p>

	<p>The aim was to publish the CA JSAs at a second round of community events between January and April 2014. Officers have discussed these plans with the Chairs of the Area Boards meeting and also have met with Area Board managers.</p> <p>The date for the Bradford on Avon event has been provisionally set for Monday 3 February 2014 at St Laurence School.</p> <p>The Chairman thanked John Goodall for his presentation.</p>
13	<p><u>Community Asset Transfer - Nursery Field, Bradford on Avon</u></p> <p>The Area Board members were asked to consider an application submitted by Bradford on Avon Preservation Trust for the transfer of Nursery Field, Bradford on Avon Trust in accordance with Wiltshire Council's Community Asset Transfer Policy.</p> <p>A report was included in the agenda pack.</p> <p>Recommendation</p> <ul style="list-style-type: none"> • Members in attendance were minded to recommend approval of the transfer with ratification at the next quorate meeting of the Bradford on Avon Area Board.
14	<p><u>Next Meeting Date</u></p> <p>The next Bradford on Avon Area Board meeting would be held on Wednesday 20 November at Cereal Partners, Staverton.</p>

Note of Bradford on Avon Community Area Transport Group

Monday 2 September 2013 at County Hall, Trowbridge

Present:

Rosemary Brown, Wiltshire Councillor, Bradford North

Ian Thorn, Wiltshire Councillor, Bradford South

Trevor Carbin, Wiltshire Councillor, Holt and Staverton

Magnus Macdonald, Wiltshire Councillor, Winsley and Westwood

Gwen Allison, Bradford on Avon Town Council

Linda Ladner, Winsley Parish Council

Andrew Pearce, Holt Parish Council

Bob Broadhead, Limpley Stoke Parish Council

Alan Mines, Wingfield Parish Council

Ian Richardson, Westwood Parish Council

John Veal, Monkton Farleigh Parish Council

Philip Wise, Clerk to Monkton Farleigh Parish Council

Ollie Squire, Friends of Woolley

Rosie Meachin, 20s Plenty Bradford on Avon

PC Martin Annetts, Wiltshire Police

Andy Cadwallader, Local Highways and Streetscene, Wiltshire Council

Spencer Drinkwater, Transport Planning, Wiltshire Council

Dave Thomas, Traffic Engineering, Wiltshire Council

Peter Dunford, Bradford on Avon Area Board

1. Apologies:

Shay Parsons, Matthew Midlane

2. Notes of CAT-G meeting on 3 June and matters arising

Notes agreed. All matters arising on agenda.

3. Budget Position

Dave Thomas circulated a budget update sheet to show a BoA CATG budget in 2013/14 of £ 26, 307.85 of which £ 11, 363 was already committed and **£ 14, 944.85 remains unallocated.**

4. Historic Core Zone

Dave Thomas reported that the HCZ Working Group was due to meet this week to consider the detailed designs for the Market Street/ Church Street junction. A 'de-cluttering' of unnecessary road signs and street furniture will be undertaken. Plans will be drawn up for phase 2 at St Margaret's Street/ Frome Road/ Station Car Park.

5. Consultation on proposed Wiltshire 20 mph Policy

Dave Thomas explained that the proposed policy was out for consultation until 20 September. He urged all to read the detail of the policy which is available online at <http://cms.wiltshire.gov.uk/ieDecisionDetails.aspx?id=847> All comments will be considered before a final policy is adopted by the Council. The CAT-G will have an important role in prioritising any applications arising, this process to start at the next meeting in December 2013.

Peter Dunford invited those present to attend the Bradford on Avon Area Board meeting on the evening of 18 September at St Laurence School where the proposed policy will be discussed in detail in the presence of Portfolio Holder for Highways, Councillor John Thomson, and the Police and Crime Commissioner, Angus Macpherson.

Comments were made by the 20 is Plenty group that the Wiltshire policy is not in line with Government guidance and best practice; also that a town-wide not piece-meal policy should be adopted.

Early interest in 20 mph zones and limits was expressed by a number of communities, including Woolley, Turleigh, Monkton Farleigh, Wingfield and Bradford on Avon itself.

In view of the proposal that resources would only allow for a maximum of 2 schemes to be pursued per community area per annum, it was agreed that robust processes for the receipt and scoring of expressions of interest would be needed to ensure that community priorities were fairly addressed and that limited resources were being appropriately deployed across the community area.

Dave Thomas estimated that the designation process for a 20 mph zone or limit would be in the region of £ 5, 000 per scheme.

AGREED: Dave Thomas to devise a Wiltshire-wide process to receive applications and to assess bids from communities for 20 mph zones and limits

6. **Speed Limit Review on C and Unclassified Roads**

The C225 and C213 roads had been reviewed and the recommendations arising were for no change. The parish councils in the affected villages of Monkton Farleigh and Limpley Stoke were unhappy with these decisions and were now taking the opportunity to make representations to Councillor Thomson.

Dave Thomas reported that Councillor Thomson had agreed to devolve centrally-held resources to the CATGs for future speed limit reviews. These monies were not tied to this use, however, they could be deployed as the CAT-G saw fit.

The BoA CATG had originally agreed to review the C217 and C224 roads at Cock Hill/ Westwood and Bradford Leigh/ Holt, but in the light of the chances of 'success' in achieving reduced speed limits and the cost of £ 2, 500 per review and other competing budgetary pressures, it was **AGREED not to proceed with these reviews.**

7. **Re-launch of Community Speedwatch**

Dave Thomas reminded the group that Community Speedwatch would be re-launched on 16 September at an event at Police Headquarters in Devizes to which many had been invited. The Police and Crime Commissioner has prioritised this scheme and has found resources to appoint 2 new staff members to administrate it.

Dates for Community Speed Watch volunteer training will be rolled out in October and November 2013. Training will also be provided by the Roads Policing Unit to give volunteers an opportunity to meet with members of the Roads Policing team, including senior officers, and to find out more about the role of Roads Policing in Wiltshire and how the valuable work of CSW volunteers fits into the overall speed management strategy across the county.

8. **Update on Traffic Survey of Holt and Bradford on Avon**

Spencer Drinkwater reported that there had been a delay in receiving the results of the survey due to the volume of data collected. The 'headlines' would be available by the time Allan Creedy reports on the findings to the steering group of the Bradford on Avon Air Quality Alliance in early October.

9. Bath Low Emission Zone

Spencer Drinkwater reported that a further roundtable meeting had been called by B&NES Council in October at which further details of the LEZ feasibility study should be reported.

10. Outcome of Substantive Highways Scheme 2013

Spencer Drinkwater announced that both BoA CAT-G schemes had scored highly and had been successful in the competitive process. After a period for representations, these decisions will be confirmed by the Cabinet Portfolio Holder on 10 September:

Pedestrian crossing, Woolley Green (ranked 1st)
Footways, Lower Stoke (ranked 3rd)

11. Update on CAT-G priority projects

- i) **Newtown, Bradford on Avon – bollards**
Road closure booked for 4th November for 3 days. Balfour Beatty to confirm programme. 'Bendy' bollard to be installed
ACTION: Councillor Thorn requested a detailed drawing of the scheme
- ii) **Limpley Stoke – Lower Stoke - feasibility study**
Substantive bid successful but awaiting Cabinet Member sign off.
- iii) **South Wraxall – gateways resurfacing**
Site 1 complete. Site 2 works ordered. Awaiting programme from Balfour Beatty.
- iv) **Treenwood Industrial Estate**
The problem is conflict between vehicles emerging from Sainsbury car park on oncoming vehicles moving past parked cars on Spencers Orchard. The solution is the removal of parked cars by using waiting restrictions. This would need to be endorsed by the Town Council and put forward through the annual waiting restriction review process (by Christmas).

12. Other urgent highways and transport matters

- i) Church Street, Bradford on Avon – residents parking zone request
- ii) Silver Street, Bradford on Avon – residents parking request
Requests are with Network Management team (Alister Storey).
- iii) Bath Road, Bradford on Avon – pedestrian crossing to Christchurch School

This is linked to an update of the School Travel Plan which is still awaited (it is understood this has moved forward). Timing changes to the existing signal controlled crossing are awaited to make it more responsive to pedestrian demand. An additional crossing to the north side of Berryfield Road (in the area where the school crossing patrol operates) has been requested but this needs to be confirmed in the STP before further action is taken. Simon Fisher, Town Councillor, now a member of this group.

- iv) Berryfield Road, Bradford on Avon – traffic calming
This is linked to Christchurch School travel plan. See above.
- v) Moulton Drive, Bradford on Avon – yellow lining/ speed indicator device
The SID will be deployed at this location on an occasional basis to reflect the speeding issue.
- vi) Winsley Road, Bradford on Avon – speeding near Grove Leaze
Metrocount confirms speeding issue, eligible for Community Speedwatch.
- vii) Winsley Road, Bradford on Avon- pedestrian crossing near Huntingdon Street/ Co-op
Site meeting held to discuss options. Pedestrian and vehicle counts ordered. Will be done in September when children have returned to school.
- viii) A363 Cumberwell/ Ashley Lane, Bradford on Avon – accident blackspot
Location identified on Countywide collision cluster site list. Investigation of collision type ongoing.
- ix) White Hill, Bradford on Avon – enforcement of Access Only restrictions
Additional signing at top of hill has been suggested. 2 new signs and associated electrics will cost £ 3, 000. CATG to decide whether to fund.
- x) Kingston Mill, Bradford on Avon – adoption of road
Remedial list agreed with Developer. Action is with the developer to undertake remedials which would then allow a Part 2 agreement to be signed. This would allow Wiltshire Council to then promote TRO's in the area.
- xi) Kingston Farm, Bradford on Avon – temporary closure of Cemetery Lane
Closure can be linked to Kingston Farm development (developer funds) to assess impact before deciding whether to make the closure permanent. Alternatively temporary closure could be pursued in advance of development but would have to be funded by the CATG. Concern was raised regarding a possible impact of the closure on Woolley Street and the need for new warning signs 'unsuitable for heavy goods vehicles'. SatNav companies need to amend software in line with Wiltshire Freight Portal.
ACTION: Friends of Woolley to discuss further with Dave Thomas
- xii) Holt Road to Springfield, Bradford on Avon – pedestrian safety
Being dealt with as part of the Kingston Farm development.

- xiii) Widbrook, Bradford on Avon – road safety
Revised chevron boards at the bend are to be provided through the ad hoc sign budget.
- xiv) Palmer Drive, Bradford on Avon – poor footpaths on list for action
- xv) Downs View, Bradford on Avon – parking on grass
Replacement wooden bollards to be installed, awaiting quote.
- xvi) Huntingdon Rise, Bradford on Avon – driving over grass verge
Recommended solution is in situ concrete over run apron along back of kerb.
Estimated cost is £2,000. CATG to decide whether to fund.
- xvii) Masons Lane Bradford on Avon – road closure 11 – 22 November
Closure is to allow for tree maintenance by private owner.
- xviii) Bridge Street, Bradford on Avon – Request for yellow box markings
Following discussion it was generally agreed that the proposal would run counter to the ethos of the Historic Core Zone where road markings will be removed where at all possible as part of the traffic calming and streetscene enhancement.
- xix) Holt Manor - removal of illegal bollards and signs
Remains in legal dispute between Mr Harris and Wiltshire Council
- xx) Holt – review of road signs at eastern end
Requires signing to warn of school and children crossing
- xxi) Limpley Stoke – speeding on Woods Hill
Metrocount done. Results are with the Parish council to consider their next action.
- xxii) Limpley Stoke – priority right of way signing at railway bridge
Location identified on countywide collision cluster site list. Investigation of collision type ongoing. Shuttle working traffic signal option – CATG to consider funding feasibility study. Vegetation blocking signs. Traffic from Bath direction not waiting. Possibly a substantive bid for a future round.
- xxiii) Monkton Farleigh – bus stop
Site meeting held and options discussed. Favoured action to be to alter the route of the bus and move the pick up point when service re tendered. Action with Parish Council.
- xxiv) Monkton Farleigh – A363 junction
Topo survey complete and drawings showing visibility splays are with the Parish Council for consideration. Improved visibility is dependent on land in 3rd party ownership being made available. Parish Council to consider an approach to the land owner.
- xxv) South Wraxall – road safety at B3109 Wild Cross junction

There have been no recorded injury collisions at the B3109 Wildcross or Lower Wraxall junctions in the last six years to 30/04/2013. Historically there have been injury collisions at both junctions and it is likely that non injury collisions continue to occur on an occasional basis, most of the recorded collisions are generally associated with the poor visibility from the side roads, but the collisions often appear to involve vehicles on the main road that are approaching from the side with the comparatively better visibility. Currently, drivers (most of whom are likely to be local) proceed with a high level of caution and whilst improved sightlines could be generally beneficial, any improvements will require careful consideration.

- xxvi) Staverton – on street parking
Meeting with Parish Council and Mr Carbin has taken place. Next stage is the formal advert of agreed proposals.
- xxvii) Staverton – speeding on New Terrace
A metrocount will be the first step necessary to confirm the speeding issue.
- xxviii) Staverton – Road safety from Slip Way turning into Marina Drive
Was looked at as part of waiting restriction site visit. Junction to be covered by proposed waiting restrictions. Give way markings required.
- xxix) Westwood – pavement survey
Ian Richardson reported that this is mostly complete now.
- xxx) Westwood – extension of virtual pavement opposite New Inn PH
Site meeting held, design complete. Awaiting information from Balfour Beatty to establish if a road closure is required to facilitate the works. Estimate £2,000 to £3,000. CATG to consider funding works at its next meeting.
- xxxi) Westwood – on carriageway footpath at Iford end of village
Site meeting held on 23rd August. A design and costing for a footway is underway.
- xxxii) Wingfield – measures to control speeding
Discussions ongoing. This matter has been escalated to the Area Board meeting in September at the request of the Parish Council.
- xxxiii) Wingfield - petition from Mrs Novotni re. pavement from Trowle Farm Lane to Loves Lane
Wingfield Parish Council is still considering the matter; has currently not agreed to match fund the scheme.
- xxxiv) Winsley – bus shelter at Dane Rise/ Turleigh
A proposal for funding was circulated and was generally supported. The Parish Council confirmed that they would be responsible for maintenance and insurance of the shelter. The wooden materials were designed to fit in with the historic environment although an aluminium/ glass shelter would cost half the price. As this is highway land no planning permission is required. The Passenger Transport Unit at Wiltshire Council is supportive subject to confirmation from First Bus that the shelter

remains on the bus route. It was agreed that the CAT-G budget was too restrained with other priorities to fund this project.

ACTION: Refer to Area Board for funding

xxxv) Winsley – parking restrictions to control conflict with buses

The buses have had problems negotiating the old part of the village due to on-street car parking and this has resulted in the bus company threatening to change the bus route through the village. Jamie Mundy from Wiltshire Highways is recommending new yellow lining in the affected areas to help resolve this issue.

13. Dropped Kerb programme

Andy Cadwallader reported that 2 kerbs at Priory Close remain on the list from last year awaiting implementation at a cost of £ 620 each or £ 1, 240 a pair. A request at Downs View is now top of the list for funding. A decision needed to be made whether a matched funded dropped kerb programme would be instigated this year, as before.

ACTION: A letter from the CAT-G to Parish Councils offering to match fund dropped kerbs in 2013/14

14. Any Other Highways Business

Sign decluttering – a letter had been issued to all parish councils from Councillor Thomson inviting them to identify surplus signs, road markings and other street furniture for removal. The same letter set out a new procedure for Minor Signing requests which would now be dealt with as a standing item by the CATG groups.

Holt – request for Speed Indicator Device near the Shop. Requires a metrocount as a first step.

15. **Date of Next Meeting – Monday 2 December 2013, County Hall at 4pm**