

AGENDA

Meeting: CHIPPENHAM AREA BOARD
Place: Monkton Park Offices, Chippenham Wiltshire SN15 1ER
Date: Monday 8 September 2014
Time: 6.30 pm for 7:00pm

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 Kevin Fielding, on 01249 706612 or email kevin.fielding@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

Items to be considered	Time
<p>1 Chairman's Welcome and Introductions</p>	<p>7:00pm</p>
<p>2 Apologies</p>	
<p>3 Minutes (<i>Pages 3 - 14</i>)</p> <p>To approve and sign the minutes of the meeting held on 30 June 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 15 - 20</i>)</p> <p>To include:</p> <ul style="list-style-type: none"> • Review of Pavements • Community Awards • Changes to the Electoral Registration System • Chippenham Campus Project 'Equality & Inclusion' workshop • Project IMPRESS Initiative 	
<p>6 Better Care Plan</p> <p>To receive presentations on the Bettercare Plan followed by an opportunity for questions and answers.</p>	
<p>7 Town, Parish and Partner Updates (<i>Pages 21 - 30</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 <ul style="list-style-type: none"> To include a proposal to form a Parish Forum ii. Wiltshire Police iii. Wiltshire Fire and Rescue Service 	

- iv. Wiltshire Clinical Commissioning Group (CCG)
- v. Chippenham and Villages Area Partnership (ChAP)
- vi. Chippenham Vision
- vii. Chippenham Campus Development Team
- viii. Youth Issues update
To include a proposal to form a Local Youth Network (LYN)
- ix. Chippenham Partnership of Schools
- x. Skate Park update
- xi. Other Community Groups

8 Area Board Focus Areas 2014/15

To receive updates on the following priority areas, as follows:

- a) Crime & Community Safety (Cllr Desna Allen)
- b) Child Poverty (Cllr Chris Caswill)
- c) Outdoor Spaces (Cllr Linda Packard)

9 Funding (Pages 31 - 44)

a. Community Area Grants

To consider the following applications:

- i. Sheldon Road Methodist Church Chippenham

Grants application packs are available from the Community Area Manager or at:

www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm

b. Area Board Projects

To consider the following applications:

- i. Street Pastors

10 Community Area Transport Group (CATG) (Pages 45 - 80)

To consider the report arising from the last meeting of the CATG and any recommendations within.

11 Evaluation and Close (Pages 81 - 82)

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 on Wednesday 19th September at 10am at Monkton Park Offices. Any parish or

9:00pm

town council representative interested in attending should contact the Community Area Manager victoria.welsh@wiltshire.gov.uk or the Chairman linda.packard@wiltshire.gov.uk

The meeting is asked to note the future meeting dates below and is reminded to complete the evaluation forms in the packs.

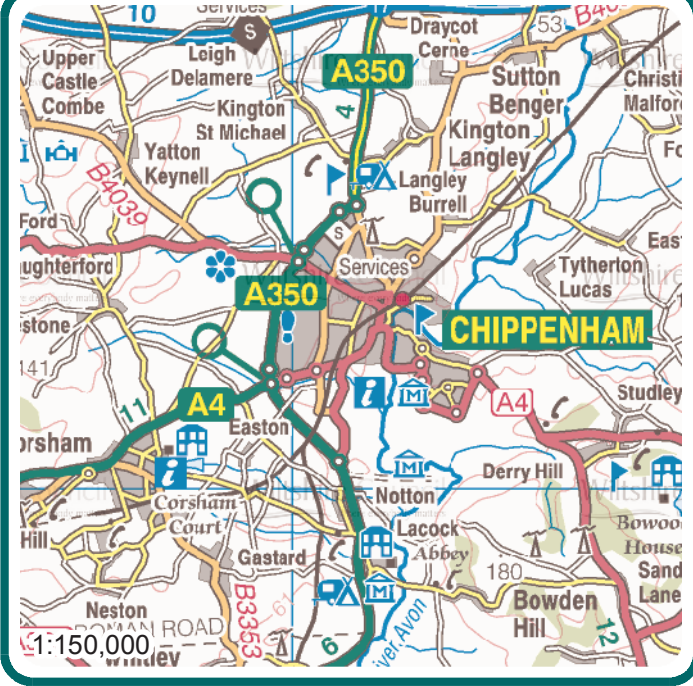
The Forward Plan is attached for information.

Future Meeting Dates

Monday 10 November 2014
6.30 pm for 7.00 pm
Needle Hall, Chippenham

Monday 19 January 2015
6.30 pm for 7.00 pm
(Venue to be confirmed)

Monday 2 March 2015
6.30 pm for 7.00 pm
(Venue to be confirmed)



Wiltshire Council
Monkton Park
Chippenham
SN15 1ER


 Where everybody matters



MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Kington Langley Village Hall, Church Rd, Kington Langley,
Chippenham SN15 5NJ
Date: 30 June 2014
Start Time: 6.30 pm
Finish Time: 8.50 pm

Please direct any enquiries on these minutes to:

Sharon Smith (Senior 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 Linda Packard (Chairman)
Cllr Mark Packard
Cllr Nina Phillips
Cllr Jane Scott OBE

Wiltshire Council Officers

Parvis Khansari, Associate Director
Victoria Welsh, Community Area Manager
Sharon Smith, Senior Democratic Services Officer,
Alan Byrne, Multi Media Officer
Helen Bradley, Youth Development Coordinator
Richard Dobson, Community Co-ordinator, Highways
Paul Pritchard, Senior Sports Development Officer

Town and Parish Councillors

Chippenham Town Council – Sue Wilthew, Martin Coates
Biddestone and Slaughterford Parish Council – Rachel de Fossard
Castle Combe Parish Council – Fred Winup
Christian Malford Parish Council – Martin Helps, David Mortimer
Grittleton Parish Council – Leslie Palmer
Kington Langley Parish Council – Sue Webb, Maurice Dixson, Graham Trickey
Kington St Michael Parish Council – Adrian Cole
Nettleton Parish Council – David Pearce
North Wraxall Parish Council – Jane King
Stanton St Quinton Parish Council – I. Plummer, Marina Cowan
Sutton Benger Parish Council – David Alexander

Partners

Wiltshire Police – Sgt Phil Connor
Office of Police and Crime Commissioner – Pam Gough
Wiltshire Fire and Rescue Service – Kit Watson, Mike Franklyn
Wiltshire CCG – Melanie Blackman GP
Chippenham and Villages Area Partnership – Julie Stacey

Total in attendance: 73

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Election of Chairman</u></p> <p>Decision: Cllr Linda Packard was appointed Chairman of the Chippenham Area Board for the ensuing year.</p>
2	<p><u>Election of Vice Chairman</u></p> <p>Decision: Cllr Desna Allen was appointed Vice-Chairman of the Chippenham Area Board for the ensuing year.</p>
3	<p><u>Welcome and Introductions</u></p> <p>The Chairman, Councillor Linda Packard, welcomed everyone to the meeting and explained the order of proceedings for the meeting which would commence with the presentation of the Voluntary Awards.</p>
4	<p><u>Chippenham Area Board Community Awards - Recognising Volunteers</u></p> <p>The Vice Chairman, Cllr Desna Allen, introduced the nominations for each of the 3 categories before the Chairman announced the winners and presented the awards as follows:</p> <p><u>Team award</u></p> <p>Shortlisted teams/groups:</p> <ul style="list-style-type: none"> • Dauntsey Vale Link Scheme • DEVELOP Volunteers • Riverbank Volunteers <p>Highly commended awards were presented to:</p> <p>Riverbank Volunteers DEVELOP Volunteers</p> <p>Winner: Dauntsey Vale</p> <p><u>Individual Awards</u></p> <p>Nominations were:</p> <ul style="list-style-type: none"> • Alan Brinkworth • Andy Short

	<ul style="list-style-type: none"> • Janet Smith <p>Winners: Alan Brinkworth, Andy Short and Janet Smith</p> <p><u>Youth Award</u></p> <p>Winner: Tom North</p> <p>The Chairman congratulated all the volunteers for their work on behalf of the Board and announced a 5 minute refreshment break before moving on to the next item.</p>
5	<p><u>Identifying priorities for the rural communities</u></p> <p>The Chairman confirmed that the session would take the form of round table discussions with each table given 10 minutes to identify what they considered to be the top 3 priorities for rural communities.</p> <p>The following feedback on priorities was received:</p> <ul style="list-style-type: none"> • Planning (i.e. help on Neighbourhood Planning) • Resilience Planning (i.e. for flooding) • Strategic Planning (i.e. a say on what future developments should include) • Highway Maintenance (i.e. road management, signage) • Rural Transport (i.e. better cycling routes) • Broadband (better coverage) • Crime policing • Youth provision (i.e. jobs, entertainment, training) • Volunteering in the community • Improved communications between Wiltshire Council and Parish/Town Councils <p>In response to some of the priorities raised the following information was made available.</p> <p>The Operational Flood Working Group for the North should be contacted for any flood related concerns. The Group could also provide guidance on flooding grants for those understood to have been affected by flooding.</p> <p>Contact details were: Renate Malton E-mail renate.malton@wiltshire.gov.uk Tel: 01225 712514</p> <p>Wiltshire Council had invested significantly into Broadband across the county and was working with BT to provide super-fast broadband to a minimum of 91% of Wiltshire by 2017.</p>

	<p>Wiltshire Council had contacted town and parish councils to seek clarification on the type of Planning training required. All were encouraged to respond as soon as possible and to consider whether the resulting training could be provided to more than one parish at a time.</p> <p>The recent youth activity review had now been considered by Wiltshire Council's Executive and funding would be made available to each area board who would be able to fund activity to meet the needs of the younger people within the community.</p> <p>A regular newsletter was sent to Parish Councils from Wiltshire Council to communicate key messages and the Community Area Network, maintained by the Community Area Manager, was also an invaluable site for key information relevant to the community area.</p> <p>All those in attendance were thanked for their contributions which would now be reviewed by the Chairman and Community Area Manager. Anyone wishing to take forward any of the priorities detailed were encouraged to discuss with the Community Area Manager and Chairman accordingly.</p> <p>The Chairman announced a short recess before proceeding to the next item of business.</p>
6	<p><u>Apologies</u></p> <p>Apologies for absence were received from:</p> <p>Cllr Peter Hutton Stephanie Davies (Chippenham Partnership of Schools)</p>
7	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 28 April 2014 were agreed a correct record and signed by the Chairman.</p>
8	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
9	<p><u>Chairman's Announcements</u></p> <p>The following announcements, as detailed within the agenda, were provided:</p> <ul style="list-style-type: none"> • Garden Waste Collection – The Council would be undertaking a consultation on kerbside garden waste collection which would run from 1 July to 1 September 2014.

	<p>Details of the consultation was available on the Council's Consultation webpage which could be found at:</p> <p>http://www.wiltshire.gov.uk/council/consultations.htm</p> <ul style="list-style-type: none"> • Mini Recycling Sites – Following an initial announcement on the closure of mini recycling sites around the County due to the success of kerbside collection, the Council having listen to comments received, would now keep open 13 key sites. These were detailed on page 19 of the agenda but included sites at both Sainsburys and Morrisons supermarkets in Chippenham. • Community Infrastructure Levy (CIL) – Wiltshire Council submitted its draft Charging Schedule for examination on 23 June. A Statement of Modification (which sets out proposed changes to the Schedule) had been published for a 4 week consultation period at the same time. Further details were provided in the announcement, including how to respond to the Modification. • Further details on the Bell Ringing announcement as provided on page 25 of the agenda would be provided at the end of Item 11 whilst the arrival of some of the bell ringers was awaited.
10	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <p>i. Wiltshire Police The written report from Wiltshire Police was noted. Sergeant Phil Connor had nothing to add to the report but did confirm that the team were looking to improve consultation with parish councils. Reporting was taking place on a quarterly basis but parish councils were also welcome to contact the team at Monkton Park with any issues.</p> <p>Details of the Neighbourhood Policing team were: http://www.wiltshire.police.uk/index.php/policing-in-your-area/county/2791?npt=EP</p> <p>ii. Parish and Town Councils The following written reports were noted.</p> <ul style="list-style-type: none"> • Christian Malford Parish Council • Grittleton Parish Council • Kington Langley Parish Council • Seagry Parish Council • Sutton Benger Parish Council <p>No further updates were provided. However, some Parish Councils in attendance highlighted that many issues raised were duplicated from other parishes and requested that future agendas could perhaps include</p>

specific items on these subjects.

The Chairman reminded Parishes that they were welcome to attend agenda setting (ABC) meetings and could contact either the Community Area Manager or the Chairman to request attendance or indeed to request specific consideration of items if unable to attend.

Ensuing discussion included the benefits of some meetings taking place in a rural setting within the parishes themselves and how parishes had the opportunity to network at the meetings and work together on key issues. Parish representatives were also reminded that they could also raise issues of concern with their local Wiltshire Councillor.

The Chairman acknowledged the comments received and confirmed that the Board would welcome suggestions for future items which would be considered at the agenda setting meeting accordingly.

iii. Wiltshire Fire and Rescue Service

Due to ongoing technical difficulties there was no update provided for the agenda, however Kit Watson was in attendance to answer any operational questions arising.

Mike Franklyn was given the opportunity to read out an announcement from the Chief Fire Officer as follows.

Wiltshire Fire and Rescue were undertaking a public consultation on closer working arrangements with Dorset Fire and Rescue Service. An annual budget shortfall of between £3.1m to £3.9m was expected and required resolution by 2017/18. To protect frontline services an options appraisal was undertaken and a business case to combine authorities was being developed.

No decisions had or would be made until October when the business case would be made by the fire authorities of Wiltshire and Swindon. Stakeholders would be consulted as part of the process which would include providing leaflet information and questionnaires in public buildings (such as libraries), details available on line, information sent to key partners, including parish and town councils and forums held. The draft business case would be supported by other documents all of which would be made available on fire authority website and upon request. The consultation itself would run from 21 July to 20 October.

Although unable to answer any questions about the consultation, Mike Franklyn confirmed that he was able to take questions back to the Chief Fire Officer should there be any. No questions arose.

iv. Wiltshire Clinical Commissioning Group (CCG)

The written report was noted.

	<p>v. Chippenham Partnership of Schools The written report was noted.</p>
11	<p><u>Local Priorities - update</u></p> <p>Updates were received as follows:</p> <p>i. Crime and Community Safety Councillor Desna Allen reported that work continued on the Purple Flag status for Chippenham. A second meeting would be held at 6:30pm on 15 July at Monkton Park offices to discuss the community resilience plan.</p> <p>The 'Safe Places' project was now developing within the town with thanks given to the police for their cooperation as well as members of the BIG project and the Town Council all of whom were supporting the project.</p> <p>'Safe Places' was a project that allowed vulnerable individuals a safe place to seek assistance. Those taking part displayed a logo in the window identifying themselves as a safe place following training.</p> <p>Cllr Bill Douglas was given the opportunity to provide an update on road safety as a member of the Wiltshire Council Task Group on Policy for Safety in the Villages.</p> <p>This included the 'No Need to Speed Project' which had received funding from the area board. The project was taking longer than initially expected. However two winning poster designs from schoolchildren had been agreed which would be displayed up around Pewsham. These would then be withdrawn for a short period before an official launch took place.</p> <p>ii. Child Poverty Cllr Chris Caswill reported that group meetings had taken place to discuss child poverty which had included representatives from housing associations, churches, schools, Citizens Advise Bureau (CAB), children's centre and parents. A document setting out the purpose of a future Forum was now being prepared and it was hoped that further details would be announced at the next meeting.</p> <p>Reference was made to the draft Wiltshire Child Poverty Strategy consultation which ended on 4 July. Further details could be found on the Wiltshire Pathways Website.</p> <p>iii. Outdoor Spaces Cllr Linda Packard reported that an initial meeting had taken place. Kevin Oliver, Environmental Authorising Officer, was happy to provide guidance to those organising events using outdoor spaces belonging to Wiltshire</p>

	<p>Council. Further updates would be provided at future meetings.</p> <p>Bell Ringing Chairman's Announcement Cllr Nick Watts introduced the Chairman's announcement on bell ringing, noting that two bell ringers were now present. All those interested in becoming bell ringers were encouraged to speak to Cllr Nick Watts who was keen to encourage participation.</p> <p>Contact details: Cllr Nick Watts e-mail nick.watts@wiltshire.gov.uk Tel: 01249 654600</p>
12	<p><u>Appointment to Outside Bodies/Working Groups</u></p> <p>The Board was asked to appoint representatives to Outside Bodies and to reconstitute and appoint to Working Groups for the year 2014/15 as outlined in the report presented. Full details of the membership of each working group could be found attached to the minutes as an appendix.</p> <p><u>Decision:</u></p> <p>To make the following Area Board appointments:</p> <p><u>Outside Bodies</u></p> <ul style="list-style-type: none"> • Chippenham Community Area Partnership – Cllr Mark Packard • Chippenham Youth Advisory Group – Cllr Peter Hutton and Cllr Bill Douglas • Kingsley Road Community Hall Association – Cllr Nina Phillips • Lyneham Steering Group – Cllr Mark Packard • Chippenham Vision – Cllr Nick Watts • Cherish Chippenham – Cllr Nina Phillips • The Nature of It - Cllr Howard Greenman <p><u>Working Groups</u></p> <ul style="list-style-type: none"> • Community Area Transport Group (CATG) - Cllr Howard Greenman, Cllr Nina Phillips, Cllr Linda Packard and Cllr Bill Douglas • Campus Development Team – Cllr Mark Packard. Cllr Howard Greenman to deputise when required. • Chippenham Community Safety Group - Cllr Peter Hutton and Cllr Desna Allen • Older Peoples Development Working Group - Cllr Chris Caswill and Cllr Nina Phillips
13	<p><u>LEADER Funding - 2015-2020</u></p>

Alan Truscott, Plain Action Programme Manager, was welcomed to the meeting and gave a presentation on LEADER funding which included the following information.

LEADER had plans to bid for Rural Development Programme for England (RDPE) funding and was consulting with local communities to make them aware of what local projects and rural businesses might be eligible for the funding once available.

The previous funding round had ended in 2013 and LEADER were now in a transition period before commencement of the next round began in January 2015.

Plain Action consisted of a panel of Board members made up of local businessmen. Although the previous funding round allowed the Board an element of flexibility over the criteria it was expected that the next funding criteria would be more rigid.

Wiltshire was previously split into 3 Local Action Groups (LAG), namely:
Plain Action
North Wessex Downs
Sowing Seeds

From 2015 there would be 5 LAGs with Plain Action covering the Chippenham rural community area, these would be:

Plain Action
Cotswold Area of Outstanding Natural Beauty (AONB)
Heart of Wessex
North Wessex Downs
New Forest

The above Groups would now cover the majority of Wiltshire and a map showing the expected boundaries of each was shown.

Guideline indicated that 70% of funding should be prioritised on creating jobs with the remaining 30% on increasing economic activity in rural areas.

Plain Action were currently looking at specific themes:

Military
Economy
Climate change/environment
Business and employment
Communities
Low carbon

LEADER were now in the final stage of consultation and would need to submit their bid for funding by 5 September. It was expected that a decision on funding would be known in November. Indicative targets suggested an available funding

	<p>of between £1.3m to £1.4m in the Plain Action area with a total of approx £6m to 7m available within the Wiltshire area.</p> <p>A meeting with DEFRA representatives was understood to be taking place the following week to discuss the boundaries although LAGs could work together on projects and a pilot of this approach was understood to be taking place.</p> <p>The criteria would not include long term apprenticeships but it was reported that European funding would also be allocated to the Swindon and Wiltshire LEP who would take the lead on training. LAGs could make recommendations to the LEP where a rural need was identified.</p> <p>Alan Truscott was thanked for the presentation and the Board looked forward to receiving details of the final decision on funding and criteria in due course.</p>
14	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2014/15:</p> <p>i. <u>Chippenham Community Arts Festival Committee</u> The sum of £915 was requested towards the festival.</p> <p><u>Decision</u> The Area Board awarded the sum of £915 to Chippenham Community Arts Festival Committee.</p> <p>ii. <u>Seagry Spitfire Project</u> The sum of £2,500 was requested towards erecting a stone memorial and plaque.</p> <p><u>Decision</u> The Area Board awarded the sum of £2,500 to Seagry Spitfire Project.</p> <p>iii. <u>Chippenham Area Partnership (ChAP) funding</u> The sum of £6,750 was requested to allow ChAP to deliver specified projects in 2014/15.</p> <p><u>Decision</u> The Area Board awarded the sum of £6,750 to ChAP.</p> <p>iv. <u>Approved inter-meeting spending via delegated decision</u> The sum of £360 towards cheques and trophies for the Chippenham Area Board Community Award winners.</p> <p><u>Decision</u> The Area Board noted the inter-meeting spend of £360 towards</p>

	<p style="text-align: center;">cheques and trophies for the Chippenham Area Board Community Award winners.</p> <p>Specific note was made to the increased match funding limit of £1,000 within the criteria for 2014/15 of which the Board were supportive. The Board also expressed the need for town and parishes to meet the fund matching criteria accordingly.</p>
15	<p><u>Evaluation and Close</u></p> <p>Attendees were reminded of the Wiltshire World War 1 commemoration event taking place on 31 July at Tidworth Military cemetery. The event would start at 9:30am and was open to all.</p> <p>The Chairman thanked everyone for attending the meeting and requested all to take part in a brief electronic evaluation of the meeting before closing.</p> <p>The next meeting of the Chippenham Area Board would take place on 8 September 2014 with the next agenda planning meeting being held at 10:30am on Wednesday 6 August at Monkton Park Offices, Chippenham. Any parish or town council representative interested in attending or wishing for a specific item to appear on the agenda were encouraged to contact the Community Area Manager or the Chairman.</p>

Revue of Pavements

The slab replacement works for Chippenham High Street, are currently being dealt with by our Term Maintenance consultants Atkins. We have been informed, that the work force to undertake these works are provisionally programmed to start in two weeks time.

The works initially will be to initially replace the tarmac patches where the existing slabs have been removed, and upon completion any cracked slabs will be assessed to be replaced. In the meantime, if any defects arise at this location, we will instigate a temporary repair prior to the scheme commencing.

The footways in Chippenham are visually inspected at the given frequency based on hierarchy, defects which are found on these inspections which meet intervention levels are repaired accordingly.

Chairman's Announcements

Subject:	Changes to the Electoral Registration System
Officer Contact Details:	Donna Mountford - Communications Officer
Further details available:	www.gov.uk/yourvotematters

Summary of announcement:

Over the summer, all Wiltshire residents will receive a letter through the post telling them about the biggest change to the electoral registration system in nearly 100 years.

The letter will explain that a new, more secure, system of Individual Electoral Registration is being introduced to replace the old Victorian system where the "head of household" registered everyone living in a property. Now, each individual will be responsible for registering themselves.

Many Wiltshire residents will automatically move onto the new electoral register. However, some will need to take action to join or remain on the register, which they will now also be able to do quickly and easily online. People will need to provide their National Insurance Number and date of birth when registering. This will be used to verify that the person making the application is who they say they are and will in turn reduce the risk of fraud and inaccurate entries on the register.

This summer the Electoral Commission is running a major advertising campaign that will raise awareness of the change to Individual Electoral Registration. Leaflets are also available here tonight for you to take away with you.

For more information visit www.gov.uk/yourvotematters .

Draft Press release

Chippenham Campus Project 'Equality & Inclusion' workshop

Plans for Chippenham Community Campus are progressing, and local people and groups are being invited to help ensure it is accessible for all.

Local residents, members of clubs, societies, groups and charities are encouraged to attend one of two equality and inclusion workshops next month (September 29), to help shape the delivery of the new community campus.

This open sessions will help inform the future buildings setting, design and facilities offered. The discussion topics will include:

- access to the building
- internal design features
- facilities
- activities
- anticipated use

Each topic will be discussed against a requirement to remove barriers to access and offer equal opportunities and accessibility to all.

Ian Bridges, Chairman of the Chippenham Campus Development Team, said: "The planning clock is ticking, and it is now very important that we provide further opportunities for local residents, groups and future users of the facility to be a part of the development of their campus. I would encourage everyone to come along and share their experiences, views and opinions, as everyone's voice really does matter".

There will be two workshops, organised in partnership with Develop held at the Chippenham & Swindon History Centre, Chippenham on Monday, September 29 at 10am- 12 noon and 6.30pm – 8:30pm.

The campus development proposes to improve riverside access to council and community facilities by linking the Monkton Park and Olympiad buildings and changing their aspect to face the River Avon.

To book a place or for more information please contact Carl Davis on carl@developecs.org.uk or 0845 034 5250.

Chairman's Announcements

Subject:

Project IMPRESS Initiative

Summary of announcement:

Project IMPRESS is an initiative that supports individuals who are new (or returning after a spell of unemployment) to the workforce, through the following:

- Support of a mentor/support worker who can offer assistance with the transition into work (i.e. help with budgeting, identifying childcare, negotiating with employers, confidence, etc.).
- Financial assistance with transport and childcare costs for the first month, as well as accessing other support such as counselling.
- Working with the employer to access funding to assist with training
- Access to various tools and support documents to help people feel confident in their job, and balancing home and work.

In terms of criteria, support is available to individuals who are:

- 16 or above
- full resident of the UK
- live in Wiltshire
- newly employed (i.e. up to six months, or in exceptional circumstances up to 12 months in work), following six months or more of being out of work (i.e. due to unemployment, education, etc.) Or newly self employed, following six months or more of being out of work (i.e. due to unemployment, education, etc.)

IMPRESS also works with businesses across the county offering a free service to help Wiltshire's employers develop their HR capabilities, improve staff retention, attract quality recruits and develop and up-skill their workforce in line with their business goals. In light of this the council is hosting free HR seminars targeting the needs of Wiltshire businesses at the **Neeld Hall in Chippenham on 15 October 2014 between 9.30am and 3.30pm.**

The project has been in operation since early 2013 and the project, which is European funded, will come to a close in March 2015. However, it is likely that the initiative will be continued, utilising funds that will be available to the Council in Spring next year.

Wiltshire Fire & Rescue Service Consultation

As you may be aware, the Wiltshire and Swindon Fire Authority and the Dorset Fire Authority were due to commence consultation on a number of options including a preferred option to 'combine and work more closely with local councils, police and other public services' on Monday 16th June. Due to feedback requesting that we consider extending the consultation beyond the holiday period, the nomination of a new Chairman and Members to the Wiltshire and Swindon Fire Authority and in order to provide more time to finalise the consultation documents, the consultation period has now been moved to the 21 July to 20 October. A full and comprehensive selection of information will be made available on our website (www.wiltsfire.gov.uk) at the start of the consultation to ensure you are fully informed and best placed to respond. This will mean that the pre-arranged public meetings have had to be postponed and will need to be re-arranged. I am sorry for any inconvenience caused. Further information will follow in due course on the revised dates. If you have any questions, then please e-mail: michael.franklin@wiltsfire.gov.uk (Partnership & Community Engagement Manager). Thank you for your patience.

Simon Routh-Jones

Chief Fire Officer and Chief Executive

Wiltshire Fire & Rescue Service

Update for Chippenham Area Board

Update from	Grittleton Parish Council
Date of Area Board Meeting	8 th September 2014

Headlines/Key Issues

-
- A Metro Count has been requested in Leigh Delamere, following concern expressed by parishioners in relation to the speed of traffic.
-
- Parishioners in Clapcote have expressed concern re speed of traffic and a Metro Count will be requested.
-
- Measures to deter parking on Church Bend under consideration.
 - Wiltshire Council has confirmed that Crowdown Road will be resurfaced to correct the uneven ride quality – and that the quality of the surface to be applied will represent a long-term solution to this issue.

Crime and Community Safety Briefing Paper Chippenham Community Area Board August/ Sept 2014



1. Neighbourhood Policing Team

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

PCSO Sarah MOTH

Town North East

Beat Manager- PC Ashleigh JONES

PCSO- Lyn STAPLES

PCSO Robert DENT

Town West

Beat Manager- PC Ronnie LUNGU

PCSO- Val WAGSTAFF

PCSO- Helen BRAY

Rural Team

Beat Manager – PC Les FLETCHER

PCSO – Elizabeth DUNCAN

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on the Wiltshire Police Website.

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

3. Performance and Other Local Issues:

Anti-Social Behaviour

Over the past 2 months Chippenham NPT has seen an increase in begging outside The One Stop Shop, Market Place, Chippenham. A group of street drinkers are regularly intimidating people in Chippenham into giving them cash so they can buy alcohol. The group usually hangs around Market Place and St Andrew's Church-yard demanding money. There have been more than 15 complaints in the last 2 months. Police have visited The One Stop Shop and they have been told they must not sell alcohol to the group concerned. Officers are advising people not to give the street drinkers any money; and if they want to help donate cash to Doorway.

The churchyard is covered under the designated public place order (DPPO), meaning if police ask anyone to hand over alcohol, they must comply or will be arrested. We will be actively patrolling the area to enforce that.

Doorway runs a drop-in centre at the Salvation Army Hall on Monday mornings and Thursday afternoons, for people who are homeless. It has an office in Station Hill and can also be reached on (01249) 445385.

Violence/wellbeing.

A female has been causing problems in and around Chippenham for about a year. She was causing a nuisance to neighbours by making false allegations and sending threatening letters to them. This female had some mental health issues and was referred by NPT to the mental health team and a referral to Wiltshire Council Anti Social Behaviour team (ASBRAC) where she received ongoing care and was discussed at the monthly meeting with all partners having actions to complete. She continued to be a problem in the community and was issued many harassment information notices to protect the neighbours. The females poor behavior continued and she became aggressive towards officers and members of the public. She was also served a housing injunction from her housing association after many hours of partnership working between the Police and Jephson Housing. In the latest incident this female was arrested for robbery of a local business and has since been remanded in prison until the 31st October.

Injunctions/ Drugs/ Partnership Working

The NPT Team continue to work closely with our partners to disrupt those in our community who cause the most harm.

The NPT team have been proactively targeting known drug dealers , working closely with our dedicated Crime team, executing warrants, plain clothes operations and targeted patrols of known locations where drug dealers operate from. As a direct result of this proactive work a known drug dealer is currently on remand , and he is looking at a substantial custodial sentence. A female who has been involved in drug dealing and anti social behavior has also recently been arrested, the female was already the subject of an injunction brought about by the NPT Team working closely with the housing association, the female is currently on bail and

the NPT Team have provided supporting evidence to her housing Officers to support a breach of her injunction.

The NPT Team recently assisted anti social behavior Officers of Greensquare to obtain an injunction against a male in the Hill Rise area of Chippenham. The male breached his injunction within days of it being served and was arrested by the NPT Team. The male was found guilty of the breach at the County Courts providing further evidence to support possession of the property. The male is due to be evicted in September 2014.

ASBOS.

The NPT Team successfully obtained an ASBO against a young male who has been responsible for anti social behavior and crime for a considerable period.

The ASBO has specific prohibitions, all with a power of arrest for any breaches. The young male continued to engage in criminal and anti social activity and the Police have arrested him at every opportunity. The male was referred to Wiltshire Council Youth Offending Team by the Courts for numerous matters, however ,he failed to comply with the order as directed by the courts and was in breach of his YOT referrals and continued to cause considerable harm in the community . The Male youth was the subject of the Wiltshire council ASBRAC team and his behaviour was discussed at the monthly meeting with Officers raising their concerns about the escalating poor behaviour. Despite every effort of all partner agencies, this young male refused to improve his behaviour and is now serving a custodial sentence

Emergency Road Show

Don't miss 999 show

It is now only three weeks to until this year's Emergency Services Show, and the organising committee is busy finalising the event. The show is being held at Hullavington airfield, near Chippenham, on Sunday, September 7 and will be open between 10am and 4pm. Activities already confirmed are demonstrations by the Wiltshire Police dog section, displays of new and vintage emergency service vehicles, the Wiltshire Air Ambulance and the Great Western Air Ambulance, a funfair, fire engine and police car rides, and the opportunity to chat with police officers, firefighters and paramedics. Pre-sale tickets are available at www.emergencyservices.com at £6 for adults and £3 for children under 16 (under threes free) until August 31. Then tickets will be available on the day also.

Sgt Phil Connor.

EP Chippenham NPT	Crime				Detections*	
	12 Months to August 2013	12 Months to August 2014	Volume Change	% Change	12 Months to August 2013	12 Months to August 2014
Victim Based Crime	1794	1286	-508	-28.3%	28%	23%
Domestic Burglary	76	52	-24	-31.6%	11%	6%
Non Domestic Burglary	128	70	-58	-45.3%	9%	6%
Vehicle Crime	174	103	-71	-40.8%	7%	5%
Criminal Damage & Arson	302	246	-56	-18.5%	17%	20%
Violence Against The Person	354	311	-43	-12.1%	43%	32%
ASB Incidents (YTD)	1563	2265	+702	+44.9%		
* Detections include both Sanction Detections and Local Resolutions						

Update for Chippenham Area Board

Update from	Chippenham & Villages Area Partnership
Date of Area Board Meeting	8 th September 2014

Headlines/Key Issues

• **Defibrillators** ChAP would like to thank all the Parishes, groups and individuals who attended the 'One Stop Shop For Your Heart' event which took place at Stanley Park on May 15th 2014. The SWAS, Community Heartbeat Trust St John Ambulance, AED Locator & My Skills for Life attended and contributed to a very productive day. Information, First Aid training and planning considerations, as well as individual support and networking, were part of the day. ChAP will continue to be committed to facilitate the availability of defibrillators across the community area and will work with partners to get complete coverage and to inform the general public about locations of AEDs. So far 5 Parishes are working to take on a total of 10 defibrillators. Other organisations taking on AEDs are Castle Combe Colts who have trained 15 coaches in their use, Chippenham Street Pastors (a mobile AED) , and the Beacon Centre. ChAP also hope to facilitate the adoption of a mobile defibrillator for use at community events.

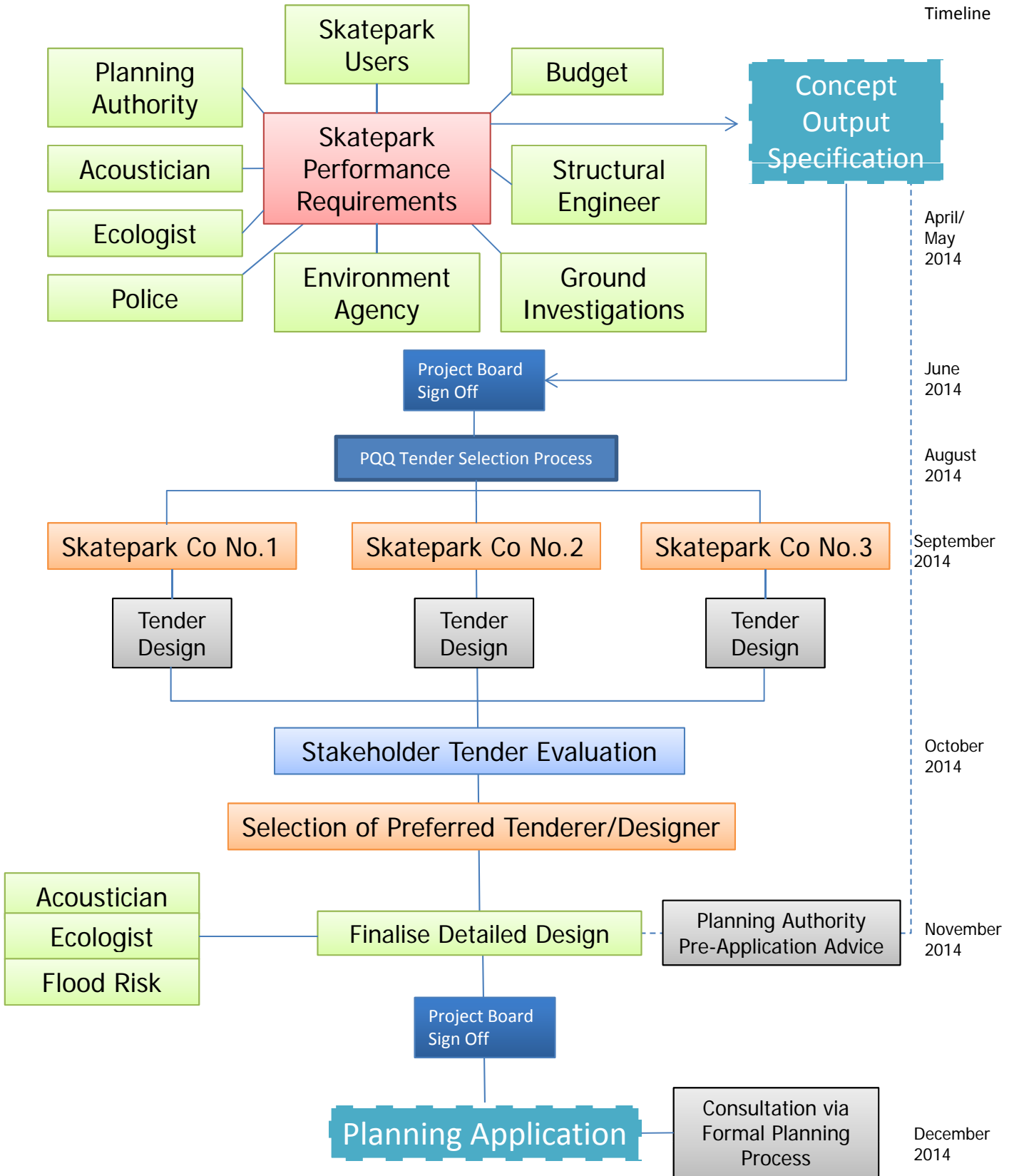
Better Use of Open Spaces ChAP is working with Wiltshire Council to produce a Chippenham Supplement to the WC Public Events Toolkit. This will be available to anyone planning an event in the Community Area

Chippenham River Festival 2014 The River Festival took place in Monkton Park on Saturday 19th July. Despite a stormy start the festival was opened by Mayor John Scragg. The Zip Wire across the river was very popular with all ages of participants. Over 30 swimmers completed the Big Swim in blazing sunshine. The festival would like to thank the following organisations for their support- Chippenham Borough Lands Charity, Chippenham Area Board, Borough Parade, Chippenham Town Council, Chippenham Hospital Radio, Olympiad Leisure Centre, Hatts Coaches, Calne Divers, The Nature of It, Chippenham Sailing & Canoeing Club, Wilts & Berks Canal Trust, Chippenham Air Cadets, Oceanrock Adventure, Wiltshire Fire & Rescue Service.

Rural Parishes The ChAP Rural Representative has been working with the parishes and the Area Board. As a result of this work ChAP is pleased that a Parish Forum is being set up by the Area Board . This group will build on the work done by the ChAP Parish Forum.

BSO Project ChAP has made a successful bid to Chippenham Borough Lands Charity which will enable a community music project with the Bournemouth Symphony Orchestra to go ahead. The project comprises three different programmes and will involve children, young people and adults.

Julia Stacey ChAP



Report to	Chippenham Area Board
Date of Meeting	8 September 2014
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider the following applications for funding:

Capital

1. Sheldon Road Methodist Church Chippenham award £800 towards a portable community defibrillator, conditional upon the balance of funding being in place and that the applicant agrees to register defibrillator with an ambulance station if required and also ensures it is regularly maintained.

Area Board Project

2. Street Pastors award £1,600 towards a portable community defibrillator, conditional upon the applicant agreeing to register the defibrillator with an ambulance station if required and also ensures it is regularly maintained.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance.
- 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 wish to link funding to local priorities, including those identified in their Community Plan, Community Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. For the 2014/15 financial year Chippenham Area Board has been allocated a budget of **£92,383** for Community Area Grants, Digital Literacy Grants, Community Partnership Core Funding, Chippenham Area Board operational funding and Chippenham Area Board/Councillor Led Initiatives. **£1,500** was allocated to Digital Literacy funding, **£77,025** was allocated to capital funding and **£13,857** was allocated to revenue funding.
- 1.6. Following awards made by Chippenham Area Board Meeting 30th June 2014, the Chippenham Area Board balance of funding was of **£69,870** capital and **£2,374** revenue.
- 1.7. Unspent funding from previous awards has been returned as follows:
 - 1.7.1 The No Cold Calling Zone project returned £10 capital funding.
 - 1.7.2 The One Stop Shop for Your Heart Defibrillator Workshop returned £594 revenue funding.
- 1.8. At the Chippenham Area Board meeting on 3 March 2014, the following decision was made:

Decision

The Area Board awarded the sum of £13,000 towards the purchase of the CCTV vehicle conditional upon contributions being requested from Corsham Area Board, Calne Area Board and Wiltshire Police. Should no further contributions from the aforementioned be made to the satisfaction of the Chairman the sum awarded by the Board would be increased to £20,000.

Under this delegated authority, the Area Board Chairman and Community Area Manager allocated an additional £2,246 to address a funding shortfall. The total

amount of capital funding awarded by Chippenham Area Board to the Mobile CCTV Vehicle project was therefore £15,246.

- 1.9. In accordance with the decision made at Chippenham Area Board on 3 March 2014, unspent funding of £4,754 from the Mobile CCTV project has been vired across to the Chippenham Community Area Transport Group (CATG) for the Dropped Kerbs project.
- 1.10. Under the delegated powers for expenditure between Area Board Meetings, the Community Area Manager in consultation with the Chairman of the Area Board spent £24 revenue funding to hire Goss Croft Village Hall to hold the Parish Forum meeting.
- 1.11. Taking into account all of the above adjustments, Chippenham Area Board has a current balance of £69,881 capital funding and £2,944 revenue funding.
- 1.12. In addition to Community Area Grants and digital literacy grants councillors can submit an Area Board/Councillor-Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.13. Applications of up to and including £1,000 can be made for a Community Area Grant, which do not require matched funding. Amounts of £1,001 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.14. A ring-fenced budget of £1,500 has been provided specifically for Digital Literacy Grants, although the area board may spend more. Up to £500 per project is available for capital projects.
- 1.15. There is a single on-line application process for Community Area Grants and Digital Literacy grants, introduced to provide an easy step by step application process. The application process and funding criteria can be found under <http://www.wiltshire.gov.uk/council/areboards/areboardscommunitygrantsscheme.htm>
- 1.16. Area boards will not consider Community Area Grant 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.
- 1.17. The decision to support applications is made by Chippenham Area Board councillors.
- 1.18. Funding applications will be considered at every Area Board meeting whilst there is money available.

- 1.19. 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 the Chippenham 'Our Community Matters' website 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 2014/15 as approved by delegated decision</u></p> <p>Minutes of Chippenham Area Board meeting 3-March-14</p>
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2. Main Considerations

- 2.1. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.2. Councillors will need to be satisfied that grants awarded in 2014/2015 are made to projects that can realistically proceed within a year of the award being made.
- 2.3. This is the third funding round of the 2014/15 financial year.

Future funding rounds and deadline for applications will take place as follows:

- 29 September 2014 for consideration on 10 November 2014
- 8 December 2014 for consideration on 19 January 2015
- 19 January 2015 for consideration on 2 March 2015

3. Environmental & Community Implications

- 3.1. Area Board Grants contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Chippenham Area Board.
- 4.2. If grants are awarded to all of the applications considered by Chippenham Area Board on 8 September 2014, the board will have a capital balance of **£67,480** and a revenue balance of **£2,944**

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, "Applications for Consideration" of the funding report.

8. Applications for Consideration

Ref	Applicant	Project proposal	Funding requested
8.1.	Sheldon Road Methodist Church Beacon Centre	Portable Community Defibrillator	£800

8.1.1. Chippenham Area Board is asked to consider granting Sheldon Road Methodist Church Beacon Centre, a community area grant of £800 towards a Portable Community Defibrillator, conditional on the balance of funding being in place.

8.1.2. This application meets grant criteria 2014/15 and has been classified as a **capital** project.

8.1.3. Officers recommend that two further conditions be placed on the applicant to ensure that the device is registered with an ambulance station if required and that it is regularly maintained.

8.1.4. A defibrillator is a machine designed to deliver an electric shock to a person whose heart has stopped. Termed a cardiac arrest, this is different from, but may be caused by, a heart attack, where blood flow to the heart is impaired.

8.1.5. Advice from the Director of Public Health states that defibrillators are best used when installed in public places where crowds congregate. The Beacon Centre meets this criterion with respect to people using its facilities.

8.1.6. The defibrillator will be available to borrow for voluntary events around Chippenham e.g. River festival, folk festival, Christmas light switch on as well as smaller community events in schools etc.

8.1.7. This project is part of Chippenham's Purple Flag initiative.

8.1.8. Chippenham Area Board may also wish to note that the project has received funding from Chippenham Borough Lands Charity plus their own contribution towards this project and their grant request represents 50% of the total project cost.

8.1.9. Chippenham Area Board may also wish to note that several other area boards have also made contributions towards similar projects around the county.

Ref	Applicant	Project proposal	Funding requested
8.2.	Cllr Peter Hutton	Portable Community Defibrillator	£1600

8.2.1. Chippenham Area Board is asked to consider granting the Street Pastors a community area grant of £1,600 towards a portable community defibrillator.

8.2.2. Officers recommend that two conditions be placed on the applicant to ensure that the device is registered with an ambulance station if required and that it is regularly maintained.

8.2.3. This application meets grant criteria 2014/15 and has been classified as a **capital** project.

8.2.4. Chippenham Street Pastors wish to hold a portable defibrillator as one of the resources available to them when carrying out their patrols. This initiative is linked to the Community Heartbeat Project and Chippenham's bid for Purple Flag Status. When not in use by the pastors, the defibrillator would also be available for community use by other groups.

8.2.5. The Street Pastors will take responsibility for storing and maintaining the defibrillator.

8.2.6. A recent event "One Stop Shop for your Heart" was attended by representatives across the Chippenham Community Area. It was agreed that community defibrillators were an important resource for the area.

8.2.7. The defibrillator will benefit the community because when someone goes into cardiac arrest, every minute without CPR and defibrillations reduces their chances of survival by 10%.

8.2.8. Chippenham Area Board may also wish to note that several other area boards have also made contributions towards similar projects around the county.

Appendices	<p>Appendix 1 –Sheldon Road Methodist Church Beacon Centre Portable Community Defibrillator</p> <p>Appendix 2 – Area Board Project – Street Pastors Portable Community Defibrillator</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	Angela Sutcliffe Area Boards Team Tel: 01249 706 448 Email: angela.sutcliffe@wiltshire.gov.uk
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Area Board Grants – 8th September 2014

ID	Grant Type	Project Title	Applicant	Amount Required
880	Community Area Grant	Portable Community Defibrillator	Sheldon Road Methodist Church Beacon Centre	£800

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

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

5. Project title?

Portable Community Defibrillator

6. Project summary:

We would like to hold a defibrillator on the premises, not only for use for all the activities that take place here, but to lend out to community groups for the activities and functions they are putting on.

7. Which Area Board are you applying to?

Chippenham

Electoral Division

8. What is the Post Code of where the project is taking place?

SN14 0DU

9. Please tell us which theme(s) your project supports:

Children & Young People
 Festivals, pageants, fetes and fayres
 Health, lifestyle and wellbeing
 Safer communities
 Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:
05/2014

Total Income:
£63000.00

Total Expenditure:
£59000.00

Surplus/Deficit for the year:
£4000.00

Free reserves currently held:
(money not committed to other projects/operating costs)
£4000.00

Why can't you fund this project from your reserves:
We have been approached to hold this on behalf of the wider community, so this amount has not been included in our budget.

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

10b. Project Finance:

Total Project cost		£1600.00		
Total required from Area Board		£800.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Heartsine Samaritan PAD	1500.00	Church	yes	300.00
Defibrillator				
Wall bracket & fittings	100.00	Borough Lands		500.00
Total	£1600			£800

11. Have you or do you intend to apply for a grant from another area board within this financial year?
No

12. If so, which Area Boards?
Chippenham

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?
As part of the Community Heartbeat project, Sheldon Road will supply and hold a portable

defibrillator at the Beacon Centre for the west side of Chippenham, which will also be available for community use for the wider town. It will be available to borrow for voluntary events around Chippenham eg: River festival, folk festival, Christmas light switch on as well as smaller community events in schools etc. This is part of Chippenham's purple flag initiative.

14. How will you monitor this?

People will be able to apply to the council or town hall, or directly with the Beacon Centre to borrow the defibrillator. The church administrator will monitor the bookings for the defibrillator and our Parish Nurse will be in charge of training for the use of the equipment to hirers and also to ensure that the device is maintained. Regular users of the hall will also be given training on how to use the device.

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

The church will pay for the ongoing maintenance; however we will ask groups borrowing the equipment for a small donation to cover the replacement pads.

Area Board Projects and Councillor Led Initiatives Application Form 2014/2015

To be completed by the Wiltshire Councillor leading on the project

Please ensure that you have read the Funding Criteria before completing this form

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details

Area Board Name	Chippenham Area Board		
Your Name	Councillor Peter Hutton		
Contact number	07946 458 069	e-mail	peter.hutton@wiltshire.gov.uk

2. The project

Project Title/Name	Portable Defibrillator
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<i>Chippenham Street Pastors wish to hold a portable defibrillator as one of the resources available to them when carrying out their partols. This initiative is linked to the community Heartbeat Project and Chippenham's bid for Purple Flag Status. When not in use by the pastors, the defibrillator will also be available for community use.</i>
Where is this project taking place?	Chippenham Community Area
When will the project take place?	As soon as the we take delivery of the defibrillator
What evidence is there that this project/activity needs to take place/be funded by the area board?	A recent event "One Stop Shop for your Heart" was attended by reps across the Chippenham Community Area. It was agreed that Community Defibrillators were an important resource for the area.

How will the local community benefit?	<p>When someone goes into cardiac arrest, every minute without CPR and defibrillation reduces their chances of survival by 10%. Portable defibrillators save lives.</p> <p>Street Pastors will take responsibility for storing and maintaining the defibrillator.</p>		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)			
Does this project link to the Community Plan or local priorities? (if so, please provide details)	The project links to Purple Flag Status		
What is the desired outcome/s of this project? <ul style="list-style-type: none"> • A key strand in achieving Purple Flag Status for Chippenham • To support Community Safety initiatives led by CSG 			
Who will be responsible for managing this project? Streetpastors			
3. Funding			
What will be the total cost of the project?	£ 1600		
How much funding are you applying for?	£ 1600		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Tbc		
4. Declaration – I confirm that...			
<input checked="" type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input checked="" type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Peter Hutton			Date:
Position in organisation: Councillor			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

Report to	Chippenham Area Board
Date of Meeting	8th September 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 CATG membership for 2014/15 (see Appendix 1)
- To approve the CATG recommendation for an amendment to the Terms of Reference; to amend the words “ can be open to the public” to “is open to public” (see Appendix 2)
- To note the financial summary (see Appendix 3)
- To approve the recommendation that Issue 2407 Cuttle Lane is submitted to the Substantive Highways Scheme (see Appendix 4)
- To note the update on the Local Sustainable Transport Fund (LSTF) (see Appendix 5)
- To note progress on schemes in progress (see Appendix 6)
- To approve the list of schemes recommended for prioritisation & funding (see Appendix 7)
- To approve the list of schemes recommended for retention & further consideration (see Appendix 8)
- To approve the list of schemes recommended for removal (see Appendix 9)
- To approve the list of schemes recommended for SID deployment (see Appendix 10)

1. Background

- 1.1. In 2014/2015 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 2013/2014 was **£2,075.47**
- 1.3. The Chippenham Area Board Highways Funding balance for 2014/15 is **£20,162.47**
- 1.4. If funding is awarded in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of **£11,813.47**
- 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 approve the CATG recommendation for an amendment to the Terms of Reference; to amend the words " can be open to the public" to "open to public"	See Appendix 2
2.2	To approve the recommendation that Issue 2407 Cuttle Lane, Biddestone is put forward as a substantive CATG Highway Scheme	See Appendix 4
2.3	To approve the list of schemes recommended for prioritisation & allocate funding	See Appendix 7
2.4	To approve the list of schemes recommended for retention & further consideration	See Appendix 8
2.5	To approve the list of schemes recommended for removal	See Appendix 9
2.6	To approve the list of schemes recommended for SID deployment	See Appendix 10

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	Appendix 1 – CATG Membership Appendix 2 – Terms of Reference Appendix 3 – Financial Summary Appendix 4 – Bid to Substantive Scheme Appendix 5 – LSTF update Appendix 6 – Schemes in progress Appendix 7 – Schemes for prioritisation & funding Appendix 8 - Schemes for retention & further consideration Appendix 9 – Schemes recommended for removal Appendix 10 – Schemes for SID deployment
Report Author	Victoria Welsh, Community Area Manager Tel: 01249 706 446 E-mail: victoria.welsh@wiltshire.gov.uk

Members of Chippenham Community Area Transport Group	
Councillor Linda Packard (Chair)	Chippenham Area Board representative
Councillor Bill Douglas	Chippenham Area Board representative
Councillor Nina Phillips	Chippenham Area Board representative
Councillor Howard Greenman	Chippenham Area Board representative
Councillor Maurice Dixon	Kington Langley Parish Council representative
Councillor John Scragg	Chippenham Town Council representative
Councillor Lesley Palmer	Grittleton Parish representative
Councillor Mary Mullens	Biddestone & Slaughterford Parish representative
Tim Martiensen	Chippenham Vision representative
Julia Stacey	Chippenham & Villages Area Partnership representative
Paul Bollen	Area Highways Engineer
Chris Clark	Client Area Manager (Highways)
Martin Rose	Principal Highways Engineer
Spencer Drinkwater	Principal Highways Planner
Victoria Welsh	Community Area Manager, Wiltshire Council

Chippenham Community Area Transport Group (CATG) Terms of Reference

Membership of the CATG

The CATG will normally be made up of not more than 10 members from the following groups:

- Members of the Area Board
- Town and Parish Council representatives
- Community representatives

Representatives should act as a conduit between their organisations and the CATG by putting forward the views of the body they represent and providing feedback to its members regarding the work of the CATG. The group members will also need to be mindful of the needs of the community area as a whole when making their recommendations, as not all councils and groups can be represented on the CATG.

Recommendations to the Area Board will usually be reached by consensus but if necessary these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of CATG Members

Appointment of members to the CATG will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the CATG (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However it is preferred that the same representative attends if possible to ensure consistency of membership.

Media Relations

Members of the CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

Meetings

Chippenham Community Area Transport Group (CATG) Terms of Reference

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It is open to public if the Area Board wishes to do so. It should be noted that CATG is not a constitutional or decision making body and hence proceedings will not be minuted by Democratic Services.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary.

Terms of Reference

The CATG has no formal decision making authority on operational matters or budget expenditure but acts as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full CATG meeting before being brought to the next Area Board for approval.

The CATG's terms of reference are set out at Appendix A:

**Chippenham Community Area Transport Group (CATG)
Terms of Reference**

Appendix A

Terms of Reference

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway 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 revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

In choosing their local transport schemes Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

(Cabinet Member Decision HT-026-11)

3. Speed Indication Devices

To make recommendations to the Area Board as to the locations for speed indicator devices (SIDs) in line with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-023-11)

4. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-027-11)

**Chippenham Community Area Transport Group (CATG)
Terms of Reference**

5. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

(Cabinet Member Decision HT-031-11)

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

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

£342.00 Grittleton PC contribution to Foscode

£500.00 Kington Langley PC

£200.00 North Wraxall PC contribution to C151 chevron sign

Total Budget 2013-14**£54,483.24****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 Awaiting Final Account

Lowden Hill Road Tunnel - Pedestrian & Signing Improvements

£8,900.00 Awaiting Final Account

Total of current commitments 2013-14**£26,496.23****Commitments from 2013-14**

1. Cuttle Lane - Biddestone Topo

£1,300.00 Substantive bid for 2014/15

2. C514 Speed Limit

£4,000.00 To be advertised by the end of July

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

£500.00 To be advertised by the end of July

5. Kington St Michael Road footway works

£3,041.39 Works complete. Awaiting bus stop flag

6. New Road Chippenham - changes to Zebra Crossing

£8,222.88 Works 95% complete. Service transfer required.

7. Pewsham, Chippenham - signing works

£410.00 Complete

8. Foscode - signing and lining

£1,365.00 Complete

9. Lowden - Shuttle Traffic signals feasibility study

£5,034.00 Study complete

10. Lighting improvements - Lowden Tunnel

£1,238.27 Complete

11. C151 to Colerne Chevron Sign

£800.00 Complete

Remaining budget less current commitments (as of 24/03/14)**£2,075.47** Carryover to 2014/15**BUDGET 2014-15**

£18,087.00 CATG ALLOCATION 2014-15

£2,075.47 2014-15 under spend

£163.00 TC contribution to Blackthorn Mews Ped survey TBC

£754.00 TC contribution to Market Quarter works

£200.00 Stanton St Quinton PC contribution to Church Lane

Total Budget 2014-15**£21,279.47****New schemes 2014-15**

1. Lady Coventry Road Giveway Sign

£0.00 On hold

2. Blackthorn Mews Ped Survey

£650.00

3. Market Quarter Cycleway works

£3,016.00

4. Church Lane Stanton St Quinton - Signing & Lining works

£800.00

5. Contribution to Cuttle Lane Biddestone Substantive scheme

5,000.00

Total of current commitments 2014-15**£9,466.00****Remaining budget less current commitments (as of 01/06/14)****£11,813.47**

Chippenham Area Board 2014/15

Application for Substantive Highway Scheme Funding

This form should be completed and submitted to the highways officer serving your Area Board's Community Area Transport Group by the end of June 2014 and copied to Spencer Drinkwater in the Sustainable Transport Group

Applicant Details:

Name:	<u>Victoria Welsh</u>
Area Board:	<u>Chippenham</u>
Email:	victoria.welsh@wiltshire.gov.uk
Tel:	<u>07900 606 934</u>

Description and Location of Proposed Scheme:

Scheme name	Realignment to existing junction - Cuttle Lane / Yatton Road (2407)
Town/village:	Biddestone
Road name/area of town/village:	Cuttle Lane
Brief description of scheme:	<p><u>Re-alignment works at the junction of Cuttle Lane / Yatton Road</u></p> <p>Longstanding concerns have been expressed by the parish council and local residents regarding both the speed of traffic and safety of this junction with a number of near misses reported. The key issues are as follows:</p> <ol style="list-style-type: none"> 1. The alignment of the junction encourages northbound traffic to exit the main through route without reducing speed. The affected area of Cuttle Lane does not benefit from the provision of designated footways. 2. Entry for vehicles turning right from Yatton Road into Cuttle lane is difficult and priority is unclear. 3. The overall visibility for traffic exiting the junction is poor. 4. For southbound traffic the current alignment gives the impression of a 'through route' to traffic resulting in late braking and a failure to give-way. <p>It is proposed to remove the small grassed area in the centre of the side road and realign the junction to a standard 'T' arrangement. This would allow the junction to be effectively 'squared off' to control the speed of traffic through the junction and improve overall visibility.</p> <p>7-Jul-14 Chippenham CATG to consider recommending an allocation of £5,000 towards this scheme.</p> <p>Biddestone Parish Council has confirmed £1,000 has been allocated towards this scheme.</p>

Chippenham Area Board 2014/15

Scheme Costs and Funding Sought:

Estimated total cost of Scheme	£35,000
Contribution from CATG's Discretionary Highways Budget	£5,000
Contributions from third parties (e.g. town/parish councils)	£1,000
Funding sought from Substantive Highway Scheme Fund	£29,000

.....
Signature of Area Board Chair/Community Area Manager:

.....
Date:

Local Sustainable Transport Fund (LTSF) for the project “Improving Wiltshire’s Rail Offer”

TransWilts rail service running well and patronage is above predictions.

Cycle parking and Brompton cycle hire scheme are planned for Chippenham Station in the coming months.

- Monkton Park cycle links are substantially complete
- Long Close to Hardens Mead scheme now complete
- Long Close to Baydon’s Road - Design being undertaken which will identify the affect on third party land. It is hoped that a scheme can be constructed in the autumn.
- Marshfield Road to Dallas Road (Ivy lane Gyratory). A scheme for cycle improvements is being designed by Atkins.
- Bristol Road to Woodlands Road – this involves improvements to the existing pedestrian crossing, and lengths of shared-use path to make a link between the cycle path from the schools to Woodlands Road. Construction is anticipated in the autumn.
- High street to Gladstone Road - A feasibility study is being undertaken by Atkins and is due to be completed by the end of July. Will require Environment Agency consent to adapt the current footbridge and involves third party land. Design only in 2014/15 with construction following in a future year.
- Hungerdown Lane - Detail design of shared-use path on the southern section to be completed by end of July with construction anticipated in Jan/Feb 2015.
- Avenue la fleche/Wood Lane – cycle link comprising upgraded crossing and shared-use path. Detailed design nearing completion with construction likely in the autumn.
- Forest Lane to Lodge Lane – Provision of shared-use cycle links to existing zebra crossing. Construction in the summer.
- London Road to Habrels Close – Shared use path on London Road to make connections with paths linking Wood Lane with Habrel’s Close. Detailed design nearing completion with construction likely in the summer/autumn.

Schemes in progress Chippenham CATG 7th July 2014

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Lowden Tunnel, Chippenham	Chippenham	2062	Pedestrian Safety	<ul style="list-style-type: none"> • See archive issue 478 • 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 • Report available for anyone who would like to see. Shuttle work system in excess of £100,000. Not feasible. • MR & LP met on site and discussed feasibility study. As shuttle working signals are costly and would not provide the overall level of improvement we are seeking for pedestrians • Directional LED lighting into the tunnel agreed. Cost £775. Lighting has been installed • MR will explore alternative scheme to provide 1m wide “virtual footpath”. Narrow road to 3m with more advance signs to highlight to vehicles that they need to slow down. Cost approximately £3,000 - £4,000. • Resurfacing needs to be undertaken underneath tunnel and footpath maintenance also required. • PB will take the maintenance request away and liaise with MR. Both to report back to next meeting. 	43

Schemes in progress Chippenham CATG 7th July 2014

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Langley Road, Chippenham	Chippenham	2086	Improve pedestrian safety. There is no footway provision on the Clift House side of the road.	<ul style="list-style-type: none"> • CC requested bollards are added to the scheme • BBLP final account not yet received. Upon receipt, MR will establish to whether this is possible within existing budget. If not, additional cost would need to be considered by CATG • MR will investigate whether bollards are appropriate and affordable within the existing budget and update next CATG meeting 	43
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 • Topographical survey completed to make bid to Substantive Scheme in 2014 more robust. Cost of scheme £35,000. £5,000 from Chippenham CATG, £1,000 Biddestone Parish Council. • Substantive bid submitted in advance of Area Board meeting as deadline for submissions was 30-June-2014. CATG recommends retrospective approval by Area Board. • VW to include in report to Chippenham Area Board 	15

Schemes in progress Chippenham CATG 7th July 2014

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Grove Lane, Kington St Michael	Kington St Michael	2467	Traffic calming, relocation of 30mph signs	<ul style="list-style-type: none"> • Work is in progress • Combining work for efficiency with Kington St Michael Rd 50mph speed limit • Implementation in anticipated in autumn Mark Stansby dealing 	11
Blackthorn Mews / Canal Road / Lodge Road	Chippenham	3013	Request to upgrade pedestrian crossing	<ul style="list-style-type: none"> • Scheme supported by Chippenham Town Council on 14 October 2013: • A pedestrian count is required to inform CATG discussions this will cost £650 • CATG agreed to recommend £487 funding allocation to Chippenham Area Board, conditional upon funding contribution of £163 from Chippenham Town Council • 26-Jun-14 Chippenham Town Council confirms funding contribution of £163 towards this scheme. • MR will issue order to proceed. 	44

Schemes in progress Chippenham CATG 7th July 2014

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Market Quarter	Chippenham	3048	Connect Market Quarter to Calne Railway Cycle Track	<ul style="list-style-type: none"> • Chippenham Town Council confirmed support for this request 29-Aug-13 • Mark Hunnybun has granted permission for the hedge to be cut, however, cutting cannot take place during nesting season 1st March – 31st July • MR confirmed costs to create a break in the hedge and provide a temporary cycleway: <ol style="list-style-type: none"> 1. For hedge removal - £516 2. Informal path 1.5 width & 6m length with timber edging £2,500 • CATG agreed to recommend funding allocation of £2,262 to Chippenham Area Board conditional upon funding contribution of £754 from Chippenham Town Council • 26-Jun-14 Chippenham Town Council confirms funding contribution of £754 towards this scheme • MR will issue order to proceed after the end of the nesting season 	TBA
C86 Foscoate, Grittleton	Grittleton	3081	Traffic calming	<ul style="list-style-type: none"> • Due to be installed by the end of July 	17

Schemes in progress Chippenham CATG 7th July 2014

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Speed awareness Project	Chippenham Community Area	N/A	Raise speed awareness near to local schools using poster campaign	<ul style="list-style-type: none"> • Signs will be displayed for approximately 6 weeks; targeted in areas near schools for greatest impact • £1500 allocated, £522 spent, balance £978. • BD requested purchase of large banner to suspend across the High Street to publicise the campaign. • CATG supported purchase of banner in principle however; some felt that it should be displayed near to the schools rather than across High Street • It was agreed that care should be taken with the design of the banner the message and images need to be clear and Highways would need to be consulted regarding appropriate wording • Cost of banner and cherry picker to suspend across High Street not known but anticipated to be more than the balance available. • Design & costs to be confirmed and if possible included in report to Area Board 	N/A
Church Lane, Stanton St Quintin	Stanton St Quintin	3112	Traffic calming	<ul style="list-style-type: none"> • Church Lane is a derestricted lane with over 100 movements of pedestrians daily. It doesn't meet criteria for 30mph limit • Potential improvements to signing and lining include "Walkers in Road" signs, slow markings • Cost £800. CATG agreed to recommend funding allocation of £600 to Chippenham Area Board conditional upon funding contribution of £200 from Stanton St Quintin Parish Council • Scheme commences early autumn. MR to advise next CATG meeting. 	TBA

Schemes recommended for Priority & Funding

Chippenham CATG – 7th July 2014

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Various locations in town	Chippenham	2955	Request for the purchase of additional grit bins	<ul style="list-style-type: none"> • 4-Sep-13 Chippenham Town Council Leisure & amenities resolved : <i>“Wiltshire Council is informed that the Town Council rejects its request to refill and maintain five new grit bins to be located in unspecified locations in the Chippenham area”</i> • 4-Nov-13 Chippenham Area Board agreed with CATG recommendation to remove this request from the request list. • 5-Mar-14 Chippenham Town Council Leisure & Amenities Committee reviewed & resolved: <ul style="list-style-type: none"> ○ <i>The Town Council accepts Wiltshire Council’s offer to provide up to five grit-bins in unspecified locations in the Chippenham area</i> ○ <i>The Town Council accepts future responsibility for the filling (of salt) and maintenance of up to five new grit-bins, on the proviso that the grit-bins and salt are provided free of charge by Wiltshire Council</i> ○ <i>The Head of Service Delivery liaises with the Weather & Emergency Service Officer at Wiltshire Council to determine the exact location for the new grit-bins.</i> • CATG to reconsider 7-Jul-14 <p style="text-align: right;"><i>cont:</i></p>	N/A

Schemes recommended for Priority & Funding

Chippenham CATG – 7th July 2014

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
				<p><i>2955 continued:</i></p> <ul style="list-style-type: none"> • SR confirms cost of bins: 5 bins supplied as per our policy (different coloured lid and marked CTC) total cost £695.00 EX vat • CATG to note: Any bins funded by the CATG and approved by the Area Board will not be replaced by the Local Highway service if and when they become life expired or damaged. • Any bins funded must have a different colour lid to identify that they are not the responsibility of Wiltshire Council. • CATG recommend approval to allocate £695 to purchase additional grit bins • CATG recommend the decision regarding location of bins is delegated to PB (Paul Bollen Area Highways Engineer) and Adrian Jones, Service Delivery Manager, Chippenham Town Council • VW to include in report to Chippenham Area Board 	

Highways Requests recommended for retention & further consideration
Chippenham CATG – 7th July 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"> • 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 • 18-Apr-13 Town Council confirm support for this request • Accident 9-Sep-13 involving bus and car, no casualties • Speedwatch to be considered Councillor NW to explore whether there are local volunteers and report back to next CATG meeting • 4-Jul-14 Councillor NW advises that local residents have indicated their interest in volunteering for Speedwatch. • If sufficient volunteers come forward, Councillor NW to liaise with Speedwatch Coordinator Leanne Homewood to set up Speedwatch scheme 	30

Highways Requests recommended for retention & further consideration
Chippenham CATG – 7th July 2014

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
A350 Pretty Chimneys crossing	Kington Langley	3158	Handrails to be installed on both sides of crossing point	<ul style="list-style-type: none"> Request from Chairman of Parish Council to review this issue. Site meeting took place on 23rd March attended by MR, DG, HG, MD. MR advised that nothing can be attached to guard rail, installation must be just inside the existing rail CATG was reminded that the guard rails that have been installed meet required safety standards without hand rails No evidence available regarding the number of people crossing the road. The bus company does not keep exact statistics of passengers using the stop but stated that the numbers were “very low”. MR advised that in addition to the cost of rails, CATG should be aware that lanes on A350 would have to be closed to carry out the works, this will incur significant costs Parish Council suggest that handrails could be installed when grass cutting is taking place as lane closures are required for this too MR instructed to explore option to carry out work at the same time as grass cutting. 	28

cont..

Highways Requests recommended for retention & further consideration
Chippenham CATG – 7th July 2014

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
				<p>3158 continued</p> <ul style="list-style-type: none"> • MR advised that safety auditor has been consulted and has stated: <ul style="list-style-type: none"> ○ A handrail cannot be attached to the barrier, as it would adversely affect integrity of the barrier ○ The safety barrier is designed to implode upon impact. The proposed addition of a handrail could endanger drivers and is not advised. • MD asked if consideration could be given to painting the stretch of barrier a different colour • MR to investigate whether this can be done when the verges are cut to avoid expense of a separate traffic order. He will report back to CATG next meeting with costs 	
Fenway Park / Cepen Park North	Chippenham	3299	Request for pedestrian crossing	<ul style="list-style-type: none"> • 01-May-14 Chippenham Town Council confirm support for this request • Division Councillor Nina Phillips has indicated that she wishes CATG to consider this scheme as a bid to the Substantive Scheme 2015/16 • MR advises pedestrian count will be required (Average cost of count is £1,350) • CATG agreed to review this matter with the Division 	

Highways Requests recommended for retention & further consideration Chippenham CATG – 7th July 2014

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
				Councillor at the next CATG meeting	
Tugela / Langley Roads	Chippenham	3331	Issues with commuter parking	<ul style="list-style-type: none"> Parking review for Chippenham has been delayed MR will obtain an update 	
Barley Leaze	Chippenham	3332	Request for 'no access' road markings	<ul style="list-style-type: none"> Town Council confirms support 23-May-14 MR will speak with requestor to establish full picture and will report back to CATG 	
B4039	Burton. Nettleton Parish	3351	Community Speedwatch	<ul style="list-style-type: none"> Nettleton Parish Council support the proposal to launch Community Speedwatch in Burton 24-Jun-14 Metro Count request forwarded to Road Safety Unit AC advised that Parish Council would write to Cabinet Member to request reduction of speed limit MR to consider other measures 	

Requests recommended for removal

Chippenham CATG – 31st March 2014

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes	Score
Sheldon Road, Chippenham	Chippenham	1591	Improve pedestrian safety under the bridge on Sheldon Road	Scheme completed	50
Lady Coventry Road/Eastern Ave/School Entrance	Chippenham	2592	Dangerous Parking	<ul style="list-style-type: none"> • Issue re-opened to consider other measures including the installation of an illuminated Give Way sign: • 2 options: <ul style="list-style-type: none"> a) Provide an illuminated Give Way sign £1,000 b) Square junction up to mitigate problems with parking £6,700 • CC (Division Councillor) stated he did not support option 2 • CATG recommended option 1, £750 funding allocation to Chippenham Area Board, conditional upon funding contribution of £250 from Chippenham Town Council • 26-Jun-14 - Chippenham Town Council rejects the request for £250 funding in support of this scheme. The Town Council is not convinced that the proposed solution will resolve the issue. • PCSOs can reinforce the need for considerate parking. CC will liaise with NPT to request this. • CATG recommends removal from list • VW to include in report to 	N/A

Requests recommended for removal

Chippenham CATG – 31st March 2014

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes	Score
				Chippenham Area Board	
Kington St Michael Road, Kington Langley	Kington Langley	2618	Footway extension	<ul style="list-style-type: none"> Scheme completed 	25
New Road, Chippenham	Chippenham	2905	Improvements to zebra crossing	<ul style="list-style-type: none"> Scheme completed 	62
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-Oct-13 Biddestone Parish Council instructs that the original correspondent has agreed to withdraw this request as the land does not belong to Wiltshire Council CATG recommends removal from list VW to include in report to Chippenham Area Board 	24
Pewsham Way, Chippenham	Chippenham	3053	Improved signage	<ul style="list-style-type: none"> Scheme completed 	44

Requests recommended for removal

Chippenham CATG – 31st March 2014

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes	Score
Stainers Way	Chippenham	3213	<ul style="list-style-type: none"> Signage to state Stainers Way not for through traffic but estate traffic only. A possible change to the traffic lights at the roundabout on Malmesbury Road to allow traffic to flow quicker along the dual carriageway towards M4. 	<ul style="list-style-type: none"> Chippenham Town Council confirm support for this request 26-Jul-14 MR advised that the intention is to dual the entire length of A350. When implemented, this will alleviate need for traffic to seek alternative routes CATG noted that Stainers Way already has traffic calming and that prohibition of motor vehicles signage is not recommended on long length of road as it is not easily enforceable CATG recommends removal from list VW to include in report to Chippenham Area Board 	
Barnes Rd, Cepen Park North	Chippenham	3214	<p>Rat-run traffic during morning rush hour. Correspondent requests:</p> <ul style="list-style-type: none"> Signage stating road not for through traffic but estate traffic only Possible change to traffic lights at roundabout to allow traffic to flow quicker along the dual carriageway to the M4 	<ul style="list-style-type: none"> Chippenham Town Council confirm support for this request 23-May-14 MR advised that the intention is to dual the entire length of A350. When implemented, this will alleviate need for traffic to seek alternative routes CATG noted that prohibition of motor vehicles signage is not recommended as it is not easily enforceable CATG recommends removal from list VW to include in report to Chippenham Area Board 	

Requests recommended for removal

Chippenham CATG – 31st March 2014

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes	Score
Bumpers Farm	Chippenham	3227	New road markings are not visible during traffic build-up	<ul style="list-style-type: none"> Signage to be erected in addition to the existing road markings in order to improve lane discipline for drivers CATG recommends removal from list VW to include in report to Chippenham Area Board 	
Old Hardenhuish Lane	Chippenham	3242	Request for street lights along Old Hardenhuish Lane	<ul style="list-style-type: none"> 01-May-14 Chippenham Town Council confirm support for this request Estimated cost of installation £20,000 CATG agreed that this was not a priority at this time CATG recommends removal from list VW to include in report to Chippenham Area Board 	

Requests recommended for removal

Chippenham CATG – 31st March 2014

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes	Score
Long Close	Chippenham	3314	Cars parking on pavement	<ul style="list-style-type: none"> • CATG noted that it is not currently an offence to park on pavement. (Legislation is being considered to make it an offence.) • Division Councillor may wish to include a polite reminder to drivers in future newsletter requesting consideration for pedestrians • CATG agreed no further action for the group at this time • CATG recommends removal from list • VW to include in report to Chippenham Area Board 	

Additional locations for SID Deployment Chippenham CATG – 7th July 2014

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Queens Crescent	Chippenham	3377	Traffic calming measures	<ul style="list-style-type: none"> • Town Council request that a count be carried out to ascertain if traffic calming measures are required. • MR arranged SDR count: <ul style="list-style-type: none"> ○ No speeding issue identified on the convenience shop side of the crescent ○ On approach to traffic lights on the other side of the crescent, speed averaged 34 mph • 4-Jul-14 Division Councillor has requested SID if the SDR confirms the area is eligible • CATG recommends this area should be added to the SID deployment list • VW to include in report to Chippenham Area Board • 	

CHIPPENHAM AREA BOARD FORWARD PLAN

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

Date	Location	Provisional Agenda Items	Cabinet Member Attending
November	Neeld Hall, High Street, Chippenham	<p>Highways & Transport theme</p> <p>Standing items (such as minutes, partner update, Chairman's Announcements) Youth Activity Car Parking Consultation Local Highways Investment Fund? Funding CATG</p>	
19 January 2015	Neeld Hall, High Street, Chippenham	<p>Chippenham Core Strategy & Better Use of Outdoor Spaces theme</p> <p>Guest speakers/presenters could include:</p> <ul style="list-style-type: none"> • Alistair Cunningham • Leanne Taylor (The Nature of It) leanne@thenatureofit.org • Carolyn Brownell (BID) carolyn@cherishchippenham.co.uk • Tim Kaye (Wiltshire Wildlife Trust) timk@wiltshirewildlife.org <p>Standing items (such as minutes, partner updates, Chairman's Announcements) School Organisation Planning Funding Superfast Broadband Rollout update</p>	

2 March 2015	tbc	Standing items (such as minutes, partner updates, Chairman's Announcements) JSA Review Funding CATG?	
27 April 2015	tbc	Standing items (such as minutes, partner updates, Chairman's Announcements) Funding Youth?	
29 June 2015	Village Venue	Event theme? Election of Chair/Vice Chair Appointment to outside bodies/working groups Community Awards Funding surgery Feedback from previous awarded funding	
7 Sept 2015		Standing items (such as minutes, partner updates, Chairman's Announcements) Funding CATG update	
Nov 2015		Standing items (such as minutes, partner updates, Chairman's Announcements) Funding	
18 Jan 2016		Event theme?	
29 February		Standing items (such as minutes, partner updates, Chairman's Announcements) Funding CATG update	

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