

## AGENDA

Please note:  
Earlier start time of 6.30pm

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** Grove Building, Church Street, Mere, BA12 6LU  
**Date:** Wednesday 26 March 2014  
**Time:** 6.30 pm

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Including the Parishes of Alvediston, Ansty, Barford St. Martin, Berwick St John, Berwick St Leonard, Bishopstone, Bowerchalke, Broad Chalke, Burcombe Without, Chicklade, Chilmark, Compton Chamberlayne, Dinton, Donhead St Andrew, Donhead St Mary, East Knoyle, Ebbesbourne Wake, Fonthill Bishop, Fonthill Gifford, Fovant, Hindon, Kilmington, Mere, Netherhampton, Quidhampton, Sedgehill and Semley, South Newton, Stourton with Gasper, Stratford Toney, Sutton Mandeville, Swallowcliffe, Teffont, Tisbury, Tollard Royal, West Knoyle, West Tisbury, Wilton and Zeals.

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

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

**Refreshments and networking opportunities will be available from 6:00pm.**

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Please direct any enquiries on this Agenda to Lisa Moore (Democratic Services Officer), on 01722 434560 or email [lisa.moore@wiltshire.gov.uk](mailto:lisa.moore@wiltshire.gov.uk)

or Stephen Harris (South West Wiltshire Community Area Manager), Tel: 01722 434211 or (email) [stephen.harris@wiltshire.gov.uk](mailto:stephen.harris@wiltshire.gov.uk)

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

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

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### Wiltshire Councillors

Cllr Tony Deane  
Cllr Peter Edge  
Cllr Jose Green (Chairman)  
Cllr George Jeans (Vice Chairman)  
Cllr Bridget Wayman

Tisbury  
Wilton and Lower Wylde Valley  
Fovant and Chalke Valley  
Mere  
Nadder and East Knoyle



	<b>Time</b>
<p>1 <b>Welcome and Introductions</b></p>	<p><b>6.30pm</b></p>
<p>2 <b>Apologies for Absence</b></p>	
<p>3 <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>4 <b>Minutes (Pages 3 - 16)</b></p> <p>To confirm as a correct record and sign the minutes of the previous meeting held on Wednesday 5 February 2014.</p>	
<p>5 <b>Matters Arising</b></p> <p>The Board will discuss any matters arising from the minutes of the last meeting.</p>	
<p>6 <b>Chairman's Announcements</b></p> <p>The receive announcements from the Chairman including:</p> <ul style="list-style-type: none"> <li>• 'What matters to you' – 30 April 2014</li> <li>• 'Focus on A303 through Wiltshire at Area Board meeting on 4 June 2014.</li> <li>• The Big Pledge  <a href="http://www.wiltshire.gov.uk/healthandsocialcare/publichealthwilts/bigpledge.htm">http://www.wiltshire.gov.uk/healthandsocialcare/publichealthwilts/bigpledge.htm</a> </li> </ul>	
<p>7 <b>Current Consultations</b></p> <p>To note the information on current consultations, to take part and for further information, visit the consultation portal:  <a href="http://www.wiltshire.gov.uk/council/consultations.htm">http://www.wiltshire.gov.uk/council/consultations.htm</a> </p>	
<p>8 <b>End of Year Review (Pages 17 - 24)</b></p> <p>To view a short DVD looking at some of the work the Area Board has been involved in over the last year.</p> <p>To note the Priorities and Projects updates attached to the agenda.</p>	<p><b>6.45pm</b></p>

9	<p><b>Youth Provision Review</b></p> <p>To receive information on the current consultation and proposed options for the future provision of services and activities for young people in Wiltshire.</p> <p><i>Cllr Laura Mayes, Cabinet Member for Children's Services</i></p>	6.55pm
10	<p><b>Partner and Community Updates</b> (Pages 25 - 52)</p> <p>To receive any verbal updates from Partners and Community Groups present, including:</p> <ul style="list-style-type: none"> <li>• Police – Neighbourhood Teams</li> <li>• Tenants Panel</li> </ul> <p>To note the following written updates attached to the agenda:</p> <ul style="list-style-type: none"> <li>a) Fire</li> <li>b) Wiltshire Council Items for Information – No Cold Calling Zone/Toolkit</li> <li>c) Wessex Cross Border Working Group</li> </ul> <p><b>Note: Speakers are reminded that they each have a 3 minutes slot, unless they have previously discussed alternative arrangements with the Community Area Manager.</b></p>	7.40pm
11	<p><b>Tisbury Community Campus Update</b></p> <p>To receive an update from a member of the Tisbury Campus Shadow Community Operations Board (SCOB).</p> <p><i>Cllr Tony Deane</i></p>	8.00pm
12	<p><b>Community Area Transport Group (CATG) Update</b> (Pages 53 - 64)</p> <p>The Board will note the minutes from the last CATG meeting held on 10 March 2014, and consider a recommendation for funding from the allocation for 2013/14, as detailed in the attached report.</p>	8.05pm
13	<p><b>Councillor Initiative - Rights of Way Improvement Scheme</b> (Pages 65 - 68)</p> <p>The Board will consider allocating funding to the Councillor Initiative/Area Board Project – Public Rights of Way Improvement Programme, as detailed in the attached report.</p>	8.10pm

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|----|---|---------------|
| 14 | <b>Area Board Funding</b> <i>(Pages 69 - 84)</i><br><br><u>Finger Post Funding</u><br>The Board will consider 1 application for funding from the finger post funding scheme for 2013/14 as detailed in the attached report.<br><br><u>Councillor Initiative – Chamber of Commerce Support 1 year on</u><br>The Board will consider the recommendation to release a second tranche of funding to this Area Board Project for 2013/14, as detailed in the attached report.<br><br><u>Youth Advisory Group - Request to retain unspent funding</u><br>The Board will consider a request made by the Youth Advisory Group to retain the unspent balance of £284.86 from a previous award. | <b>8.15pm</b> |
| 15 | <b>Community Area Issues System</b> <i>(Pages 85 - 88)</i><br><br>To note the table of current Issues on the system, as detailed in the attached report, and to consider the recommendation to close the issues as marked in green on the report.   | <b>8.25pm</b> |
| 16 | <b>Close</b>  | <b>8.30pm</b> |

**Future Meeting Dates**

Wednesday 4 June 2014, 7.00pm  
Broad Chalke Village Hall

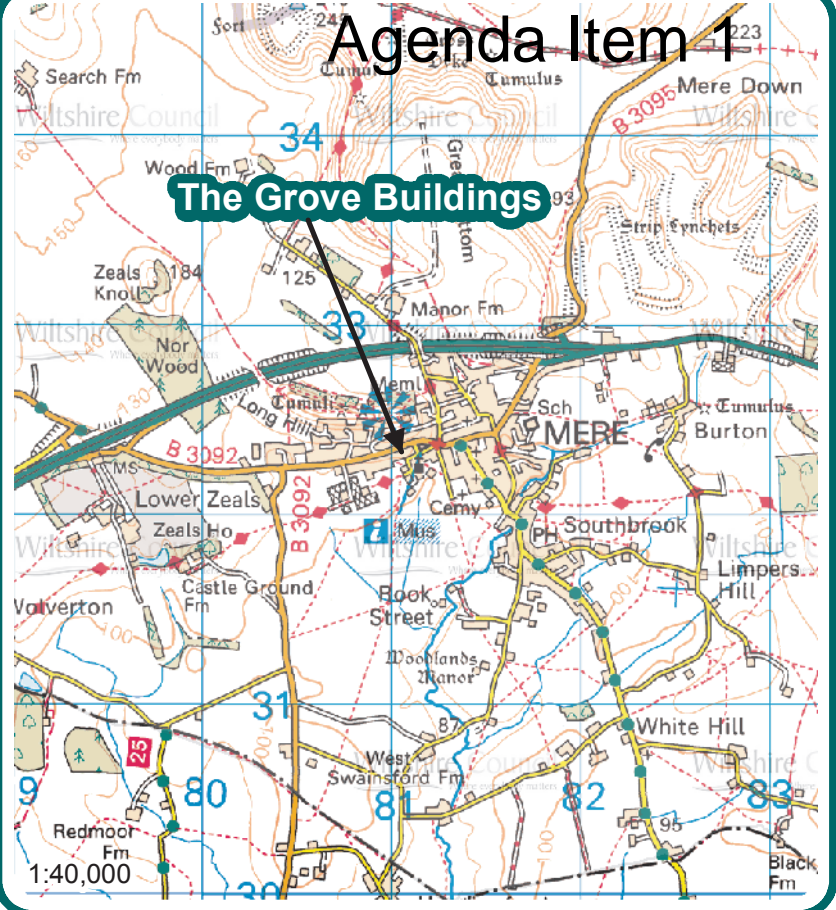
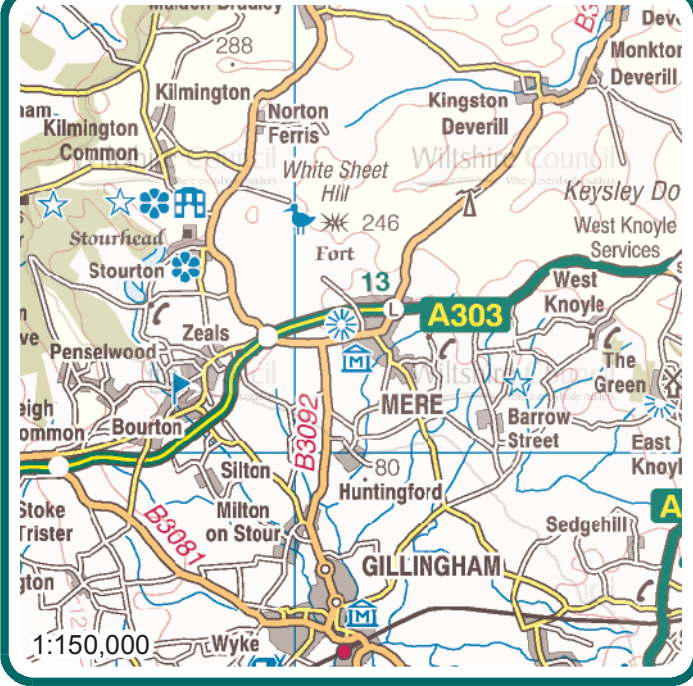
Wednesday 23 July 2014, 7.00pm  
Charlton New Remembrance Hall

Wednesday 8 October 2014, 7.00pm  
East Knoyle Village Hall

Wednesday 10 December 2014, 7.00pm  
South Newton Village Hall



# Agenda Item 1



**The Grove Buildings**  
Barton Lane  
Mere  
Wiltshire  
BA12 6JA

**Wiltshire Council**  
Where everybody matters







# MINUTES

**Meeting:** SOUTH WEST WILTSHIRE AREA BOARD  
**Place:** Nadder Hall, Weaveland Road, Tisbury, Wiltshire, SP3 6HJ  
**Date:** 5 February 2014  
**Start Time:** 6.30 pm  
**Finish Time:** 9.55 pm

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Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560

or (e-mail) [lisa.moore@wiltshire.gov.uk](mailto:lisa.moore@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Jose Green, Cllr George Jeans, Cllr Peter Edge, Cllr Tony Deane and  
Cllr Bridget Wayman

Cllr Jane Scott, Leader of the Council

### **Wiltshire Council Officers**

Stephen Harris, Community Area Manager  
Lisa Moore, Democratic Services Officer  
Jaki Farrell, Integrated Youth Services – Team Leader

### **Town and Parish Councillors**

Alvediston Parish Meeting – R Garran  
Barford St. Martin Parish Council – J Childs & J Coombes  
Bishopstone Parish Council – M Ash  
Burcombe without Parish Council – C Churchill (*also clerk for Teffont, Fovant, Dinton & Quidhampton PC's*)  
Donhead St. Andrew Parish Council – M Cullimore  
Donhead St. Mary Parish Council – J Pendrill, S Lewis & J Wright  
Ebbesborne Wake Parish Council – B Stacey  
Hindon Parish Council – D Robertson  
Mere Parish Council – J Jordin & B Norris  
Sedgehill and Semley Parish Council – J Passmore

Tisbury Parish Council – P Duffy  
West Tisbury Parish Council – J Amos & I Lacy  
Wilton Town Council – P Matthews & C Purves

**Partners**

Wiltshire Police - Inspector Andy Noble  
Office of the Police and Crime Commissioner – Angus Macpherson

**Total in attendance: 69**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions to the Youth Funding Section of the Agenda</u></p> <p>The Chairman, Councillor Jose Green opened the meeting and welcomed everyone who had attended for the Youth Funding section.</p>
2	<p><u>Youth Project Applications</u></p> <p>The Board considered 10 applications for funding from the Youth Funding Initiative for 2013/14.</p> <p>The Chairman invited each of the applicants to present their project to the Board. Following discussion and questions the Board then voted on each application in turn.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board awarded the following Youth Funding Initiative grants:</b></p> <ol style="list-style-type: none"> <li>1. <b>Kilmington &amp; Stourton Cricket Club Under 9 team was awarded £295 towards starting an under 9 cricket team.</b></li> <li>2. <b>Fovant Youth Club was awarded £2,000 towards new fence for along the river bank and replaced kerbing.</b></li> <li>3. <b>Wilton Youth Centre was awarded £1,000 towards the set up of a new youth group based in Barford St Martin.</b></li> <li>4. <b>LGBT+Q Support Group was awarded £500 towards the setup of a support group for isolated young people that are lesbian, gay, bisexual, transsexual or questioning their sexuality.</b></li> <li>5. <b>Wilton Community Garden was awarded £1,000 to create a community garden behind the Wilton Community Centre.</b></li> <li>6. <b>Hindon Playground For All was awarded £1,000 to purchase and install a special needs nest swing in Hindon playground.</b></li> <li>7. <b>Ebbesbourne Wake Village Hall Committee was awarded £950 to purchase a full size wheel-able football goal.</b></li> <li>8. <b>Tisbury Cub Scout Group was awarded £993 to purchase new camping equipment.</b></li> </ol>

	<p>9. <b>Seeds 4 Success</b> was awarded £325 to purchase Hoodies and a sign to promote the group.</p> <p>10. <b>Sunday Club</b> was awarded £500 to purchase new equipment for new youth club in Tisbury.</p>
3	<p><u>Welcome and Introductions to the Main Agenda</u></p> <p>Following a short recess, the Chairman reopened the meeting for the main agenda items and welcomed Councillor Jane Scott, Leader of the Council and Angus Macphearson, Police and Crime Commissioner to the meeting.</p>
4	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Mike Franklin – Wiltshire Fire &amp; Rescue Service</li> <li>• Morwenna Brewer – Ansty Parish Council</li> </ul>
5	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
6	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on Wednesday 11 December 2013 were agreed as a correct record and signed by the Chairman.</p>
7	<p><u>Matters Arising</u></p> <p>There were none.</p>
8	<p><u>Chairman's Announcements</u></p> <p><u>Neighbourhood Planning Event</u> A workshop for town and parish councils had been scheduled for 11 February 2014, in Salisbury.</p> <p><u>Area Board Projects Update</u> The Chairman drew attention to the report attached to the agenda. There had been good attendance at the Footpaths Project launch event held on 16 January, with over 90 people in attendance.</p> <p>The launch event for the 'Discover Chalke Valley' website would be held on February 27, local communities would be invited to get involved in putting the content for the site.</p> <p><u>Cycle Wiltshire Event on 3 &amp; 4 May 2014</u></p>

	<p>The Leader of the Council gave further details on this event during item 10 of the agenda.</p> <p><u>Affordable Housing</u> The Board had been involved in ongoing discussions with the Housing Officers, and was a great advocate for local housing for local people. The next discussion was planned for March 2014.</p> <p><u>Review of the Delivery of Youth Services</u> The Chairman urged people to take part in the current consultation as detailed in the attachment for Item 9 on the agenda. The Board would be considering the four proposed options along with any suggestions for alternative options at the next Board meeting on 26 March 2014.</p> <p><u>Questions and Comments were then received, these included:</u></p> <ul style="list-style-type: none"> <li>• What had happened to the budget setting road shows for this year? <u>Answer:</u> Cllr Scott explained that only 20 people had attended the various events held the previous year, so it had been decided that a one day event at County Hall Trowbridge would take place this year instead. All of the information papers for the event could be made available either electronically or in hard copy.</li> <li>• How do the villages get the tailgate spreader to come to their villages for use? <u>Answer:</u> The routes and training is all coordinated through the Weather and Emergency Officer, Simon Rowe. He keeps a list of all those trained and insured to use the equipment, he contact these people when they are required to go and grit their routes.</li> <li>• Does Wiltshire Council cover the insurance of the farmers using the tail gate spreaders? <u>Answer:</u> If the farmer drives into another vehicle, then that would be for his insurance to cover, however if the grit which had been spread on the road, then later caused a problem, then the council's insurance would cover that type of incident.</li> </ul>
9	<p><u>Current Consultations</u></p> <p>The Board noted the current consultations ad detailed in the link: <a href="http://www.wiltshire.gov.uk/council/consultations.htm">http://www.wiltshire.gov.uk/council/consultations.htm</a></p>
10	<p><u>A Lasting Legacy for Wiltshire: Looking forward to 2014</u></p> <p>In 2013, Wiltshire built on the legacy of the 2012 Olympics with a range of community activities and new initiatives. As we enter 2014, it is time to look forward to see how the Area Boards can build upon the good work delivered so far to create a lasting legacy for Wiltshire.</p> <p>Councillor Jane Scott, Leader of the Council outlined some of the work carried out so far and new opportunities available to the Area Board in 2014, these included:</p>

#### Events Supported in 2013:

- Supported Salisbury EXPO
- Organised 5 Wealth of Wiltshire Fayres throughout the year
- Hosted business breakfasts
- Main sponsor of the Big Business event in Salisbury
- Organised EXPO event in Trowbridge
- Main sponsor Salisbury Christmas market

#### Events Planned for 2014:

##### Economy

- More Wealth of Wiltshire Fayres to support small businesses
- Business and sporting dinner to support future Olympians and Paralympians - March
- Hosting business breakfasts
- Support for the Big Business event in Salisbury - April
- A large EXPO event in Chippenham - June

##### Supporting local Olympians and Paralympians

- Business and sporting dinner to raise funding
- Set up a foundation for the future
- Connecting business and sports stars
- Promoting our local talent

##### The Big Pledge

On 2 April 2014 the Big Pledge will be launched. Individuals, groups, businesses or communities are being encouraged to pledge what they will do to make a difference to either their own health and wellbeing or for others in their local community.

Pledges can be wide-ranging just as long as they focus on improving the health and general wellbeing of themselves or others, or are geared toward doing something as a community.

Anybody and everybody can pledge, those under 16 can be part of a pledge group which is hosted by an adult over 18. More information can be found at [www.wiltshire.gov.uk/bigpledge](http://www.wiltshire.gov.uk/bigpledge)

##### Cycle Wiltshire

Cycle Wiltshire is a two day cycling event taking place on 3 and 4 May, 2014. The event which has been organised by Wiltshire Council in partnership with British Cycling aims to encourage people to keep fit and active, bring local people together and boost the local economy – the three aims of A Legacy for Wiltshire – the programme of events organised following the local interest and enthusiasm generated by the London 2012 Olympic and Paralympic Games.

Starting from [Salisbury's Five Rivers Leisure Centre](#), the Cycle Wiltshire Sportive will take place on Saturday 3 May 2014. The sportive is suitable for all

levels with the choice of three distances (100 miles, 64 miles and a family adventure route of 20 miles). Rides start from 8.30am, with registration between 4pm - 8pm on Friday 2 May and from 7am on Saturday 3 May 2014. To sign up visit the [British Cycling website](#).

There will also be a village style area will be set up to include cycling display stands, and additional cycling activities to entertain spectators and participants with family riding opportunities.

The following day on Sunday 4 May, 2014, The Cycle Wiltshire Grand Prix, a round in the [British Cycling National Road Race Series](#) starts at 11am in Wilton and will include 100 riders from 10 - 12 professional teams.

The Cycle Wiltshire Grand Prix starts and finishes in Wilton, with a circuit which takes in a numerous parishes. Communities are being encouraged to line the route to cheer on some of the world's top cyclists.

#### WWI in Wiltshire – Community commemoration

As part of remembering 100 years since the commencement of the First World War a county-wide commemorative event will be held on Wednesday 30<sup>th</sup> July to recognise the sacrifice of all those who gave their lives. All communities of Wiltshire are invited to contribute to this event by joining in with research and remembrance of the impact the war had on the people of their community.

It is up to each community area to decide how it wishes to carry out the project. This could be by working with a local school, museum or community group, or perhaps form a small working party to carry out the research.

Through the Area Boards each community will be offered expert advice from members of the Wiltshire's Great War steering group to guide their research and produce their commemoration cross or marker.

In most community areas there are already lots of commemorative activities being planned for 2014 onwards. The Fovant Badges had been awarded a heritage lottery grant to enable educational opportunities for schools. A group in Sutton Mandeville intended to restore the two badges on the downs.

These projects would hopefully sit neatly alongside other work locally and provide an opportunity for the whole community to come together.

Questions and comments were then taken, these included:

- Will the potholes along the cycle route be repaired prior to the cycle event? Answer: The cycle route will be looked at nearer the time, and repairs carried out.
- Would it be possible to have a link to the 'Discover Nadder' and 'Discover Chalke Valley' web sites from the Visit Wiltshire website? Answer: This should be possible, Cllr Scott asked the CAM to emails the details.

**Action: CAM to email details of website request to Cllr Scott.**

	<ul style="list-style-type: none"> <li>• There is a link from the Councils website to the local 'Our Community Matters' sites for each area, where people can enter details about local community events.</li> <li>• The pot holes along the B3092 are filled in but within 12 hours they have been scuffed out again by the large lorries. These potholes need to be properly repaired. <u>Answer:</u> Cllr Scott asked Cllr Jeans to email the details to her.</li> </ul>
11	<p><u>Partner and Community Updates</u></p> <p><u>Police &amp; Crime Commissioner (PCC) - Angus Macpherson</u></p> <p>The Police and Crime Commissioner, Angus Macpherson explained that the current consultation on the police and crime element of council tax for 2014/15, which had been running since 6 January 2014 would close at midnight tonight.</p> <p>The Commissioner was considering an increase in the police and crime element of council tax of £3.15 a year for the average home (band D property). This would help reduce the impact of significant central government grant reductions on policing and crime services in Wiltshire and Swindon.</p> <p>An average increase of £3.15 per household would provide the Commissioner with an additional £740,000 of local income for 2014-15.</p> <p>Questions and comments were then taken, these included:</p> <ul style="list-style-type: none"> <li>• When the Salisbury custody suite is closed and you use the one in Melksham, why cant you get a temporary one up and running in Salisbury? <u>Answer:</u> There will be a purpose built custody suite in Salisbury in the future, however until that is built there will be an interim period where we must use the one at Melksham.</li> </ul> <p>Inspector Noble – Temporary solutions for the 18 month period it was expected to take for the new suite to be built, had been explored, but were found to be not feasible due to cost and acceptability.</p> <p>When prisoners are arrested, they can be processed using mobile technology, and then handed over to drivers to transport to Melksham in a custody vehicle. This would leave officers free to remain in their local area.</p> <ul style="list-style-type: none"> <li>• Will the local Neighbourhood Police Teams be maintained, and what has happened to the PCSO in Tisbury? <u>Answer:</u> Wiltshire is one of only a few counties in the country which has retained its Neighbourhood Police Teams. They will be staying. Inspector Alan Webb is in the process of recruiting to the vacant PCSO position in Tisbury.</li> <li>• You are investing in new IT equipment, but the rural areas have a very poor network, how will this be tackled? <u>Answer:</u> Cllr Scott – Cabinet member responsible for Broadband; Cllr Thomson had made a bid for</li> </ul>



funding to improve Broadband hotspots.

Angus – we are looking at how we can get Wifi into our police vehicles.

- Do you feel the Community Speedwatch (CSW) re-launch was going well? Answer: The number of CSW teams has increased and was working well. The system can now detect when a person has had two letters and the NPT can be tasked around the data collected by the CSW teams.
- In Mere we have a police station with two volunteers, as we do not have any plans at present for a campus, would the police station remain open? Answer: There are no plans in relation to changing anything in Mere.

#### Police - Inspector Andy Noble

The Board noted the written updates attached to the agenda, in addition Andy gave an update on forthcoming burglary tactics, further information would be reported back at the next Area Board meeting.

Additional funding recently acquired had been used to pay for additional night shift hours for Officers in Mere.

Two people which had been arrested and bailed by West Dorset Police had been found to have been active in East Knoyle area.

#### Fire

The Board noted the written update attached to the agenda.

#### Wiltshire Council Items for Information

The Board noted the Core Strategy written update attached to the agenda.

#### Speed Indicator Devices (SIDs)

Charles Smith reported that there had been a delay in having the SID moved to a new location.

**Action: CAM to liaise with the Road Traffic Technician to move this forward.**

#### Youth – Jaki Farrell, Integrated Youth Services Team Leader

Over the past few months, despite the horrific weather, young people had attended various sessions being run through the youth development centres in Mere, Tisbury & Wilton.

The poor weather had proved a challenge for some of the conservation activities running, with the support of Seeds4Success however jobs in Chilmark and at Wardour Cemetery had recently been completed.

Young people had also been making bird tables and a small amount of stock was now available for sale – all proceeds are returned into the charity.

	<p>The Youth Advisory Group (YAG) had been involved in encouraging and reviewing applications to the South West Wiltshire Youth Fund and this process had helped members look at the variety of opportunities available to all young people and identified gaps in existing provision.</p> <p>A training and development residential for young people involved in YAG would be taking place over the weekend of 7-9<sup>th</sup> March.</p> <p>Wiltshire Council Integrated Youth Service was currently carrying out a review of positive leisure time activities for young people, this would ultimately mean a change in the way services for young people are delivered locally. There are 4 possible delivery models being suggested which would enable the required significant savings to be made, and there is presently a public consultation taking place on this.</p> <p>We will be consulting with young people to find out their views and will present the findings at the Area Board meeting in March. We would welcome feedback from local parish councils, community groups and local residents on the four proposals and are happy to discuss the options and how these may look locally, with you.</p> <p>Jaki gave thanks to the local communities and the Area Board for their continued support with youth matters.</p>
12	<p><u>Tisbury Community Campus Update</u></p> <p>The Chairman of the Community Operations Board (COB), Councillor Tony Deane gave an update to the Board.</p> <ul style="list-style-type: none"> <li>• It was hoped that the planning application would be ready in spring 2014.</li> <li>• Some problems had been encountered, however these were being worked through one at a time.</li> <li>• There had been some difficulties during public consultation, as information which had been circulated, had been subject to change.</li> <li>• All Stakeholders would be consulted prior to going for planning application.</li> <li>• It was hoped that the Campus would open in late 2015.</li> </ul> <p>Questions and comments were then received, these included:</p> <ul style="list-style-type: none"> <li>• The Chairman of the Tisbury Arts Group (TAG) expressed the groups upset regarding the proposals to remove the current stage in Nadder Hall, as they hire the storage facility, beneath it and had been using the stage for many years. <u>Answer:</u> The COB was in discussion with Nadder Hall Committee and would liaise with TAG to discuss the matter further.</li> </ul>

	<ul style="list-style-type: none"> <li>An update on the provision of learning and skills courses at the Campus was requested. <u>Answer:</u> There would be provision within the Campus for space to be allocated to learning and skills courses. Agreement would need to be reached with Yeovil College on which courses could be provided from the Campus.</li> </ul>																												
13	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Board considered the recommendations for funding CATG schemes for 2013/14 as detailed in the attached report.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board awarded the following CATG funding:</b></p> <table border="1" data-bbox="336 1021 1482 1877"> <thead> <tr> <th>Scheme</th> <th>Estimated Total Cost</th> <th>Amount Allocated by CATG</th> <th>Notes and Actions Required</th> </tr> </thead> <tbody> <tr> <td>White lining request near Semley School, Church junction</td> <td>£100</td> <td>£100</td> <td></td> </tr> <tr> <td>White lining at narrow part of Hindon Lane in Tisbury</td> <td>£200</td> <td>£200</td> <td></td> </tr> <tr> <td>West Tisbury, Monmouth Hill changes to roundabout</td> <td>£1,000</td> <td>£1,000</td> <td>Contribution from Parish Council £100 confirmed.</td> </tr> <tr> <td>Warning light system for Brook Hill, Donhead St Andrew</td> <td>£8,000</td> <td>£8,000</td> <td>This funding is to cover the cost of a feasibility study with associated topographical survey. If viable, overall scheme is estimated to cost £100,000.</td> </tr> <tr> <td>Post for SID on A30, Donhead St Andrew</td> <td>£500</td> <td>£450</td> <td>£50 contribution from Donhead St Andrew Parish Council agreed.</td> </tr> <tr> <td><b>Total</b></td> <td><b>£9,800</b></td> <td><b>£9,750</b></td> <td></td> </tr> </tbody> </table>	Scheme	Estimated Total Cost	Amount Allocated by CATG	Notes and Actions Required	White lining request near Semley School, Church junction	£100	£100		White lining at narrow part of Hindon Lane in Tisbury	£200	£200		West Tisbury, Monmouth Hill changes to roundabout	£1,000	£1,000	Contribution from Parish Council £100 confirmed.	Warning light system for Brook Hill, Donhead St Andrew	£8,000	£8,000	This funding is to cover the cost of a feasibility study with associated topographical survey. If viable, overall scheme is estimated to cost £100,000.	Post for SID on A30, Donhead St Andrew	£500	£450	£50 contribution from Donhead St Andrew Parish Council agreed.	<b>Total</b>	<b>£9,800</b>	<b>£9,750</b>	
Scheme	Estimated Total Cost	Amount Allocated by CATG	Notes and Actions Required																										
White lining request near Semley School, Church junction	£100	£100																											
White lining at narrow part of Hindon Lane in Tisbury	£200	£200																											
West Tisbury, Monmouth Hill changes to roundabout	£1,000	£1,000	Contribution from Parish Council £100 confirmed.																										
Warning light system for Brook Hill, Donhead St Andrew	£8,000	£8,000	This funding is to cover the cost of a feasibility study with associated topographical survey. If viable, overall scheme is estimated to cost £100,000.																										
Post for SID on A30, Donhead St Andrew	£500	£450	£50 contribution from Donhead St Andrew Parish Council agreed.																										
<b>Total</b>	<b>£9,800</b>	<b>£9,750</b>																											
14	<p><u>Area Board Funding</u></p> <p><u>Finger Post Funding</u></p>																												

The Board considered bids from Dinton Parish Council for Fingerpost funding for 2013/14, as detailed in the attached report. In addition, The Board considered a bid from Sutton Mandeville Parish Council.

**Decision**

**The South West Wiltshire Area Board awarded £515 to Dinton Parish Council and £550 to Sutton Mandeville Parish Council towards the replacement/repair of one fingerpost each, from the Fingerpost Funding Scheme for 2013/14.**

**Community Area Grants**

The Board considered 6 applications for funding from the Community Area Grants Scheme for 2013/14, as detailed in the attached report. Applicants present were invited to speak in support of their projects. Following discussion, the Board members voted on each application in turn.

**Decision**

**Fovant Village Hall was awarded £1,900 towards re-wiring of original part of hall.**

*Reason*

*The application met the Community Area Grant Criteria for 2013/14.*

**Decision**

**Mere Historical Society was awarded £3,218 towards creating a museum catalogue.**

*Reason*

*The application met the Community Area Grant Criteria for 2013/14.*

**Decision**

**Chilmark Reading Room was awarded £2,475 towards kitchen improvements.**

*Reason*

*The application met the Community Area Grant Criteria for 2013/14.*

**Decision**

**Donhead St Mary Parish Council was awarded £5,000 towards a new mowing machine to maintain the remembrance field.**

*Reason*

*The application met the Community Area Grant Criteria for 2013/14.*

**Decision**

**Wilton Town Council was awarded £5,000 towards enhancement of Minster St play area.**

*Reason*

*The application met the Community Area Grant Criteria for 2013/14.*

	<p><b><u>Decision</u></b>  <b>Teffont Village Hall was awarded £7,117 towards improvements to the village hall.</b></p> <p><i>Reason</i>  <i>The application met the Community Area Grant Criteria for 2013/14.</i></p> <p><i>Councillor Deane declared an interest relating to this application as he lived in Teffont. He did not take part in the vote for this application.</i></p>
15	<p><b><u>Community Issues Update</u></b></p> <p>The Board noted the table of current Issues on the online system, as detailed in the report attached to the agenda, and considered the recommendations to close issues as marked.</p> <p><b><u>Decision</u></b>  <b>The South West Wiltshire Area Board agreed to close issue number 3027, as no further action was required.</b></p>
16	<p><b><u>Close</u></b></p> <p>The Chairman thanked everyone for coming and closed the meeting.</p> <p>The next meeting of the South west Wiltshire Area Board will be held on Thursday 26 March 2014, <b>6.30pm</b> at The Grove Buildings, Mere.</p>

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## South West Wiltshire Area Board Priorities 2013/14

### ACTION LOG

Issue prioritised by Area Board	Action identified	Latest update (17 March 2014)
Improve rural footpaths and promote walking	Co-ordinated response to improving accessibility of footpaths in area and enabling better links between parishes	<b>South West Wiltshire Public Rights of Way Improvement Programme</b> launched on 16 January 2013, 97 people attended sessions. Parishes (using volunteers) have been asked to audit their rights of way and provide an initial response by <b>9 March 2014; 16 parishes responded</b> . Area Board now considering initial funding and programme of work. Full details of scheme available from Community Area Manager. <b>Chalke Valley Tourism Initiative</b> funding agreed in December 2013, to create a new 'Discover Chalke Valley' website putting together local walks, cycling and riding routes and hold information about local businesses. Joint project with AONB, launch took place in February 2014. Currently recruiting volunteers to trial new routes.
Promote local tourism	More awareness of events / things to do across the community areas	Community blogsite launched in September 2012. Weekly mailshot sent to Community Area Network. <b>Cycle Wiltshire</b> Professional cycle race due to take place in Wilton on 4 May 2014. 2012 Legacy discussed at AB meeting on 17.10.12 and will be raised again on 5.2.14. Area Board re-allocated funding on 16.10.13 for joint working project with the AONB to populate new ' <b>Discover Nadder</b> ' website, which will include new walking routes (cycling/horse trekking routes to follow) and information on local businesses. AB agreed funding in December 2014 to assist AONB to put together ' <b>Discover Chalke Valley</b> '. Funding agreed in December 2013 to promote <b>Cecil Beaton exhibition at Salisbury museum</b> as a way of attracting people to the area.
Encourage volunteering/training opportunities for young people, long term unemployed and those with learning/physical	Transportation required - cost of car insurance and fuel means car ownership not viable	Plans to provide educational training more locally at Tisbury Community Campus are part of proposal agreed by Cabinet.
	Young people need to be able to access local, relevant training opportunities	Plans to provide educational training at Tisbury Community Campus are part of proposal agreed by Cabinet. Wiltshire apprenticeship campaign launched in Salisbury on Tuesday 9th October 2012 <a href="http://bit.ly/Orhjrj">http://bit.ly/Orhjrj</a>

Learning/physical disabilities.	Volunteering a way into work	Volunteering item brought to Area Board in June 2012 to raise awareness. Local groups/organisations engaged to promote opportunities on new community blogsite. Area Board agreed on 6.2.13 to fund expenses for an intern to work alongside AONB on their sustainable rural tourism pilot programme in the Nadder Valley. Opportunities for volunteering through the <b>Rights of Way Improvement Programme</b> and <b>Discover Chalke Valley</b> projects.
Assist existing small / medium sized businesses and encourage new businesses	Support required for managing role (business mentor)	Wiltshire Business Support Service is available through Wiltshire Council partnership with Wessex Chambers. More information available at <a href="http://www.wessexchambers.org.uk/business-support/introduction.php">http://www.wessexchambers.org.uk/business-support/introduction.php</a> .
	Favourable business rates for new businesses	Tisbury campus site will benefit from successful European funding bid for business incubation units.
	Support the needs of local businesses	Area Board project approved on 6.2.12, to support work of local businesses through the local business chambers/association for a series of projects that will be delivered over 2 year period. 6 month update provided at Area Board meeting on 16 Oct 13. Includes close working with the AONB, particularly in connection with sustainable rural tourism pilot programme in the Nadder Valley.
Broadband / mobile phone reception	Increase in downloading speeds, filling in 'not spots.'	Wiltshire Council, in partnership with South Gloucestershire Council, has agreed a deal with BT which should enable 91 per cent of homes and businesses in the Wiltshire authority area to have access to world class broadband speeds by the end of March, 2016. The remaining premises within the project area will see a significant improvement in their speeds with the vast majority receiving greater than 2Mbps. Installation of new fibre network due to begin in Wilton community area in early 2014 and Mere/Tisbury community areas in late 2014. The Area Board will receive area specific updates in the future as they are made available. More information available at <a href="http://www.wiltshire.gov.uk/wiltshireonline">www.wiltshire.gov.uk/wiltshireonline</a> . Grant funding awarded to East Knoyle Village Website on 17.10.12 to complement infrastructure work. Digital Literacy grants available through the Area Board. Volunteer co-ordinators recruited in area as part of Wiltshire Online Digital Literacy programme. Ron McKinlay in Mere, Mike Lennard in Tisbury and Wilton.
Health issues relating to aging population	Support local initiatives	Link to Wiltshire Falls and Bone Health Strategy 2012-14 <a href="http://bit.ly/OOgwjc">http://bit.ly/OOgwjc</a> . Area Board granted funding for Nadder Close Gardening Club on 17.10.12 to launch group, enabling people to socialise and remain fit/healthy. Focus on health issues at AB meeting on 11.12.13.



Affordable housing	Change social housing criteria	Area Board consulted on 17.10.12 on review of Wiltshire's Housing Allocations System. This led to an extraordinary meeting being held on 12.12.12 to explore issues around housing in more detail. Attendees were invited to vote and a majority voted that a priority for social housing should be given to those with a local connection to the area. This feedback from South West Wiltshire Area Board has formed part of the full Housing Allocations review. Local Councillors are currently exploring opportunities with officers for new affordable housing in the area.
	Local houses for local people	
	Key worker housing	



## South West Wiltshire Area Board - Current Projects

### UPDATE

Project	Funding committed	Financial year	Brief outline	Latest update (17 March 2014)
Public Rights of Way Improvement Programme	TBC	TBC	Joint initiative with Public Rights of Way team (WC) and parishes willing to engage. To enhance the local rights of way through improving accessibility; schemes could include replacing stiles with kissing gates, new stiles, linking existing rights of way, new surfacing etc.	Launch event held on 16 January 2014; 97 people attended one of the sessions. All parish councils and volunteers provided with audit forms and guidance, requested an update by <b>9 March 2014</b> so that the Area Board can gauge the willingness to engage and make a decision on funding. 16 parishes responded by deadline; proposal to be considered at Area Board meeting on 26 March 2014.
Discover Chalke Valley	£5,000	2013 /14	To mirror the Nadder Valley Tourism Project undertaken by the CC&WWD AONB (see below), this time for the Chalke Valley.	Launch event took place in February 2014. Walking/cycling routes currently being finalised; volunteers wanted to trial new routes.
Discover Nadder	£4,800	2013 /14	Expenses for an unpaid intern position to work in partnership with the CC&WWD AONB to research information for a new 'Discover Nadder' website ( <a href="http://www.discovernadder.org.uk">www.discovernadder.org.uk</a> ). Funding also used to populate the site which contains local walking/cycling/riding routes, details of local B&Bs, businesses, things to do etc.	Website now fully populated. Information on Mere and Wilton to be added, as 'gateways to the AONB'.
Community Winter Weather Response Scheme	£11,894	2013 /14	6 tailgate spreaders and 10 push-along devices to be used in a strategic way to cover all of the parishes within the Mere, Tisbury and Wilton areas that do not have their own devices and do not already have roads/areas cleared by Wiltshire Council	Training for using the tailgate spreaders has now taken place with some volunteers; further session to take place in Spring 2014 to ensure scheme is completely live for winter 2014. Final routes being determined and salt due to be delivered to agreed locations. Purchase of push-along devices taking place.
Cecil Beaton exhibition	£5,000	2013 /14	Supporting Salisbury museum by contributing towards the cost of marketing the exhibition, in return for a specific focus on promoting tourism and supporting local businesses in the Chalke Valley and the South West Wiltshire area	Promotion of exhibition underway. Salisbury Museum and CC&WWD AONB linking up re. a Beaton walking route that will be added to 'Discover Chalke Valley' website.

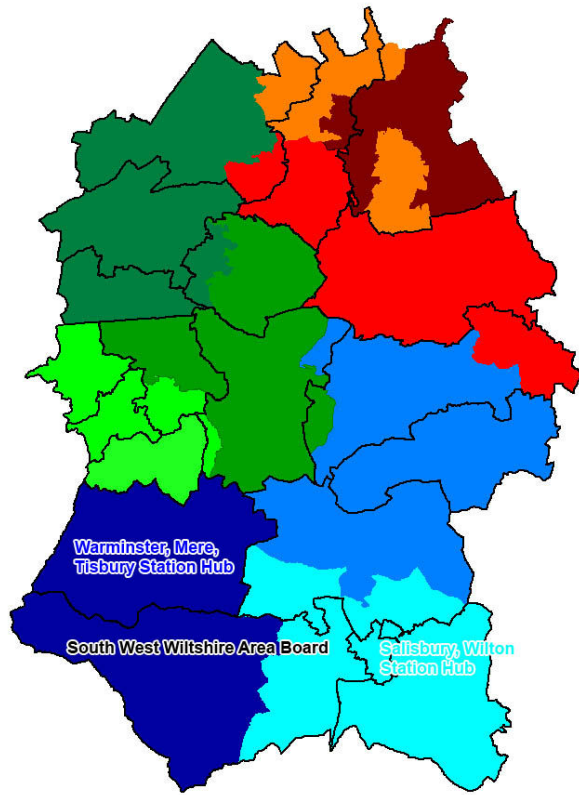
Finger post funding	£7,000	2013 / 14	Parish and Town Councils able to make one application in the financial year for a replacement finger post, up to £550 can be requested (including £200 Highways fee for removing/re-inserting the post)	Finger post funding agreed for; Sedgehill & Semley, East Knoyle, Zeals, Sutton Mandeville and Dinton. Mere have made application to be considered on 26 March 2014.
Joint working initiative with local business chambers/association	£42,000	2012 / 13	Series of projects and activities delivered over a two year transitional period, after which they expect to be financially self supporting.	6 month update provided at Area Board meeting on 16 October 2013. Reports can be viewed at <a href="http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=169&amp;MId=7467&amp;Ver=4">http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=169&amp;MId=7467&amp;Ver=4</a> (item 9). 1 year reports and 2nd tranche of funding to be considered on 26 March 2014.







**Briefing report for South West Wiltshire Area Board**



Wiltshire Fire & Rescue Service has grouped together neighbouring fire stations into station hubs, to work more effectively and efficiently, supporting each other to improve the service we provide.

**Responding to incidents:**  
Your Area Board's / Locality's communities immediate emergency response will be provided by staff at these stations and where necessary additional support from staff and specialist equipment from other stations.

**Prevention work:**  
Staff from other departments also provide the community with specialist services giving fire safety and road safety advice and interventions such as talks and visits.

**Protection work:**  
Specialist staff provide expert knowledge, give advice and undertake enforcement action working very closely with the planning authorities to keep communities safe from fire.

In an **emergency dial 999**, for other non urgent matters you can either visit our website: [www.wiltsfire.gov.uk](http://www.wiltsfire.gov.uk) or contact the following people:

	<u>Manager / Department</u>	<u>Telephone</u>	<u>email</u>
Operational matters	Station Manager - Dan Cooke, Warminster, Mere, Tisbury Station Hub	07557 015657	dan.cooke@wiltsfire.gov.uk
Operational matters	Station Manager - Mike Bagnall, Salisbury, Wilton Station Hub	07734 483891	mike.bagnall@wiltsfire.gov.uk
Operational matters			
Partnership and community engagement issues	Michael Franklin (Wiltshire Council Area)	07919 306037	mike.franklin@wiltsfire.gov.uk
Home fire safety visits and for talks and visits	Community safety department	0800 389 7849	<a href="http://www.wiltsfire.gov.uk">www.wiltsfire.gov.uk</a> and then complete the on line request

Incident details for your community area

Incident Type	Detail	February, 2013	March, 2013	April, 2013	May, 2013	June, 2013	July, 2013	August, 2013	September, 2013	October, 2013	November, 2013	December, 2013	January, 2014	February, 2014
Chimney Fire		3	4	6	1	1	0	1	1	0	3	1	4	2
Emerg Spec Svc Calls		18	24	29	27	16	18	15	25	24	21	22	20	2
	Advice - App/Eq not Specd	0	0	0	0	0	0	0	0	1	0	0	0	0
	Animal Rescue	0	0	0	0	1	0	0	0	0	0	0	0	0
	Assist Amb/Social Service	0	0	1	0	0	0	0	0	0	0	1	0	0
	Effecting Entry	0	0	0	0	0	0	0	0	0	0	2	0	0
	Flooding	0	0	0	0	0	0	0	0	0	0	14	9	0
	Lift Release	0	0	0	0	0	0	0	0	0	0	0	2	0
	Making safe	1	0	0	0	0	0	1	0	1	0	2	1	0
	Person Rescue/Release	0	0	0	0	0	0	0	0	0	0	1	2	0
	RTC - Make Safe	1	2	0	0	0	1	0	0	0	0	4	1	0
	RTC - Person Trapped	1	0	2	0	1	2	0	1	0	3	2	1	0
	RTC - Services not req'd	0	0	0	0	0	0	0	0	0	0	0	1	0
	Spills and Leaks	0	0	1	0	0	0	0	0	0	0	1	0	0
False Alarm Good Intent		2	2	0	4	1	5	0	6	2	0	1	1	0
FDR1 Fire		2	1	2	1	4	3	4	3	7	3	2	1	0
Secondary Fire		0	0	0	0	0	0	0	5	0	1	0	0	0
	Grass/Heath/Railway/Tree	0	0	1	2	0	3	2	1	0	2	0	0	0
	Refuse/Container	0	0	0	0	0	0	0	0	0	1	0	0	0

To see more detail on incidents and fire service activity in your area please go to our website and select community area (In development)

Local news from your Station Manager.







# Guide/Toolkit No Cold Calling Zones



### **What is cold calling?**

Cold calling is a form of marketing. For the purposes of this guide we are concentrating on those who call unexpectedly, and uninvited at a home with the purpose of selling goods, or offering a service, we refer to them as “doorstep traders”.

There have been some expressions of concern that a NCCZ may deter political or religious canvassers. A zone is not set up with the intention of preventing canvassing or to deter local authority officers and genuine utility providers. Nor is it to stop local agents known to residents such as the Avon lady. It does not prevent mail drops from local businesses provided they do not intend the resident to open the door to them. It is recognized that from time to time genuine callers may have a need to visit a home within a zone, but these occasions will not be regular, and it is hoped that any person making an essential visit within a zone will recognize and respect the special needs of obviously vulnerable residents. A prior appointment is always the preferred method of carrying out a visit within a zone.

Are all cold callers a potential threat?

It must be stressed that many of those who cold call are from legitimate businesses who wish to provide goods or services in accordance with the law. There are however, some businesses that operate in a less than ethical fashion, using “hard sell” tactics to get a sale, and targeting the less able or more vulnerable members in our communities. Often what they offer is completely unnecessary and overpriced. We have had many examples of this in Wiltshire in recent years, including a few rogue companies selling alarm systems, solar panels and home improvements such as roof repairs/coating. Some companies offering these services will be genuine and ethical, but others will be willing to exploit the vulnerable. Add to this, the fact there is a minority of cold callers with the prime objective to commit fraud or theft, and it becomes clear how impossible it is for a vulnerable person to know when a caller is safe to deal with. ID cannot be relied upon, as it is not proof that the caller is genuine, or from an ethical business. For this reason an effective No Cold Calling Zone has to apply restrictions to all doorstep traders who wish to call without appointment.

Cold calling is not illegal, but it can be a problem for many reasons. A lot of people simply believe cold calling is intrusive and annoying, and would like to prevent it, but are perfectly capable of dealing with those callers they do not want on their doorstep. Others find it difficult and even alarming, because of the pressure applied by the caller - they prefer not to be faced with the dilemma of how to deal with the caller.

The main concern for trading standards and the police is that vulnerable older people often tell us how frightening it is for them to have strangers calling at their door. Poor hearing and sight, as well as memory problems or mobility issues make it very difficult. They become confused and can be persuaded to agree to have work carried out on their homes which may be unnecessary and overpriced. They may feel intimidated into paying, even though they are not happy with the work or the amount being demanded. They fear reprisals if they refuse. Traders who successfully victimize an older person will often return, or provide the victim’s details to criminal associates. Repeat victimization of vulnerable elderly people is very much a concern.

Doorstep crime against elderly vulnerable people is difficult to prevent, because to do so relies on a resident’s own awareness of the risks, as well as his or her understanding of what steps to take to avoid becoming a victim. A well set up community no cold calling zone is just one way to reduce the risks.

### **Helping residents to help themselves**

When setting up your zone it is important to identify and build a relationship with those more isolated residents within the zone who may require a little more advice about cold calling. A visit from someone that person knows or will trust, such as, a neighbour, police community support officer, Neighbourhood Watch Co-Ordinator or Parish Councillor can help raise awareness, without raising the fear of crime. A discussion should:

a) Explain simply that Wiltshire is a low crime and safe area but that care needs to be taken when dealing with some callers and explain why. Do not overstate and cause alarm.
b) Emphasize the importance of locking doors even when at home and using door chains when there is someone at the door.
c) Advise of the importance not to offer information to a caller “are you from the council”, “I am a widow” , or “I always go to my daughter on a Wednesday” etc etc.
d) Say it is wise to keep handbags and valuables out of sight of windows and opened doors
e) Advise where a safe key box may be of benefit.
f) Discuss password schemes where this is appropriate.
g) Confirm that it is fine <b>not</b> to answer the door to unexpected callers, and that genuine callers will be happy to put a card through the letterbox for an appointment to be made.
h) Suggest the best way to deal with callers who are expected – checking ID etc.
i) Advise about the Bobby Van and what they can do to help including checking security, fitting key boxes and door chains etc and that this is free for elderly people.
j) Investigate whether there is the need and/or opportunity to tidy up frontage/garden
k) Ensure that the local Neighbourhood Policing Team is aware of any particular vulnerability.
l) Find out whether there are nearby relatives, friends or a reasonable relationship with neighbours.
m) Ask if there are any issues worrying the householder. Offer a contact number for any queries or worries.
n) Finish by reassuring that simple safety measures will ensure that Wiltshire remains a very safe and low crime area

Of course there are some sophisticated measures, such as electronic recorded messaging systems, that can be put in place to remind very vulnerable householders what to do when they get someone at the door. A simple visual reminder is included as part of our door sticker.

This part of our sticker should be placed on the inside of the door at eye level:



What is doorstep crime?

There are two main types of doorstep crime, distraction burglary and rogue trader. Predominantly these crimes are carried out during the daylight hours. Both types of doorstep crime are often carried out by the same criminals, who will seize whatever opportunity presents to them. They can quickly turn from being a rogue trader to a distraction burglar and vice versa depending on what opportunity they have. It is also easier to appear to be a normal trader or caller when working the daylight hours. Homeowners are less wary of callers during daylight than they are of those calling at night.

It must be understood that these criminals see what they do as “their work” and unfortunately they have no compassion for someone old or vulnerable – they are quite simply an “easy target”.

**Distraction burglary** is where the resident is distracted by a caller using a trick such as a false story and/ or false identity, in order to gain entry to a home with the intention to steal.

**Rogue trader crime** is where a caller offers a home maintenance service for which a disproportionate sum of money will be demanded, and poor work carried out. The rogue trader will often quote low to get the work, but later demand more; use scare tactics to get the work; intimidate the householder into paying up. On occasion they will even begin the work without permission, leaving the resident unsure of what to do next.

Both rogue trader crime and distraction burglary cause enormous psychological harm to victims, often resulting in deterioration in health and loss of independence. Rogue trader crime has a great potential for financial harm as the sums involved are often very significant indeed and can mean the loss of life savings.

The most common services offered by rogue traders are:

Gardening, especially cutting shrubs and trees  
Replacing damaged roof tiles.  
Re-pointing of ridge tiles or gable ends  
Applying plastic covering to gable ends  
Moss removal from roof tiles  
Cleaning/applying sealant or “thermal” coating to roof tiles  
Repair of leaking guttering  
New fascia/soffit boards  
New driveway surface  
Cleaning/power washing of driveway

There is no disputing that in some circumstances, the homes of the elderly in particular, do require maintenance work, but allowing a cold caller, who has insufficient skill to work on a home, can result in damage, and end up costing far more than the job was worth. It is very likely that it will also expose a vulnerable person to future exploitation.

Any householder needing to access competent and honest trades people can do so through various schemes.

AgeUK Devizes operates a registered trader scheme. Members are mostly small businesses prepared to do small jobs. They have had their trading history and complaint record checked by trading standards before being included on the register.

Buy with Confidence is a national scheme operated by trading standards and members are thoroughly checked and must have CRB clearance before working with the elderly and vulnerable.

The Federation of Master Builders offers an insurance scheme for those who might require more complex work. Details can be found at:

<http://www.fmbuildassure.co.uk/>

Members of the Federation can be found at

<http://www.fmb.org.uk/>

It is a legal obligation for any person working on gas heating or appliances to be GasSafe registered. The Gas Safe website can be used to check registration:

<http://www.gassaferegister.co.uk/>

Those installing solid fuel stoves must by law be HETAS registered and details can be found on:

<http://www.hetas.co.uk/search/>

For roofing contractors it is important to source the right expertise. Those that specialize in flat roofing may not be the best to do tiling. There are laws relating to trades that have to use ladders for their work and it is especially important to ensure that a reputable business is used to avoid any risk of injury or claims for damages. For details of roofing businesses that belong to the trade association see:

<http://www.nfrc.co.uk/>

<http://www.corc.co.uk/>

Distraction burglary usual takes place after the caller claims to be from the council or gas or electricity provider, a policeman or other official organization, but it can be carried out by simply distracting the householder with stories of a lost pet, lost ball, using the telephone to make an emergency call etc. Sometimes the caller will use a child or female to try to add some legitimacy to their reason for calling.

The activities of cold callers are difficult to control, and therefore any means by which we

can minimize the opportunity for crime is to be welcomed, and reducing the incidence of cold calling on the elderly and vulnerable is one way we can seek to do that.

What makes a good No cold Calling Zone?

A NCCZ is a small defined area, such as a “close” or street or simply a collection of homes that includes a proportion of vulnerable or elderly people who could potentially benefit from the restriction of cold calling. The best zones are small areas with approx thirty homes or so, with a **mix** of elderly residents and young families. The mix of residency is beneficial to a zone because younger families are likely to be at home during the day, out and about their property, and more alert to what is going on around their locality.

Whilst a mix of residency is preferable, any area where vulnerable people could benefit from the introduction of a zone may be suitable.

A zone is officially recognized and supported by the police and trading standards, and many organizations such as utility providers are now bound to recognize the zones and avoid calling within them.

### The Practical Steps

Residents must be consulted about the proposal, given information about how it works and how to react to cold callers. Signs must be erected on the street and stickers displayed on doors to deter cold callers by making it clear that the occupants are not willing to do business on the doorstep and that they will report cold callers who ignore the signs.



A caller who refuses to leave when asked may commit a criminal offence, and therefore making the wishes of the occupant clear is an important aspect of any effective zone. Trading Standards may be able to take action where a business ignores the requests of residents and remains on private property, and so prompt reporting of the name of the business and any vehicle registration details that can be safely and discreetly obtained will be essential.

### Why set up a No Cold Calling Zone – will it really solve the problem of cold calling?

A NCCZ will never completely eradicate cold calling, but it will reduce the incidence. It is just one of the ways in which we can try to protect our most vulnerable from both the nuisance of cold calling and the threat of doorstep crime.

Wiltshire is a low crime area, but Trading Standards and the Police are particularly concerned that a few elderly and vulnerable people are targeted, and often more than once.

Partnership working between the Police and Trading Standards over the past ten years has significantly reduced doorstep crime and detection has improved but we can do more to raise awareness.

Because cold calling is not in itself illegal, it is difficult to determine if a cold caller has criminal intent and therefore a NCCZ will attempt to restrict access to **all** cold callers in that designated area.

Even “legitimate” cold callers can cause considerable disturbance to a disabled or very elderly person and Trading standards want to encourage all businesses to be respectful of the needs of the elderly. Utility companies are on board with our concerns and as mentioned above, now have a Code of Practice which requires they do not call at homes displaying No Caller stickers, and do not enter designated no cold calling zones. Trading Standards are regularly contacted by more ethical businesses who wish to advise of their intention to cold call and to ask which areas they must avoid. Such businesses are always very happy to conform – there are, after all, many doors at which they will be able to call and successfully trade!

### **Will a zone actually help criminals to identify where vulnerable people live?**

The rogue trader or bogus caller needs no help in identifying the home of an elderly or vulnerable person. Grab Rails, ramps or simply a general look of neglect in a garden are all tell tale signs that an elderly or vulnerable person may reside. The look and condition of a property is indeed how the criminal identifies potential victims. Whilst it is often difficult to achieve, keeping front gardens tidy, property well maintained and residents informed, are the best ways to prevent rogue trader crime. The intention of creating a zone is to make it clear to would be callers that residents within it are more informed and will report cold callers to the police. The cold caller with criminal intent seeks to carry out his activity with the least risk of detection. By asking every resident within a zone to display a sticker, there is no additional identification of a particular resident, other than that which would be present anyway, such as grab rails and ramps.

The information pack you send out to those residents within a zone should offer advice and a point of contact to report concerns. The Citizens Advice Consumer Service will offer advice to any resident, record complaints and notify local trading standards departments. You should also include information about legal rights a consumer has if he or she does do business with a trader in the home. This guide gives all the information you will require to fully inform your zone residents. The primary objectives are to reduce cold calling and empower residents.

## **Getting Started with your No Cold Calling Zone (NCCZ)**

### **1. Discuss with Trading Standards**

Contact your local trading standards service by emailing: [tradingstandards@wiltshire.gov.uk](mailto:tradingstandards@wiltshire.gov.uk) or by calling 01225 713248

Most of the information you require to set up your scheme is included in this guidance,

but it may be useful for a full understanding of the scheme, to speak with a Public Protection Officer from Trading Standards who will tell you the basic requirements, how the scheme works and how to make a start on setting it up. If you wish an officer can visit to speak with you or the Parish Council about it and view your proposed area. You may wish to ask an officer to attend any local meeting and an officer will be pleased to attend any public meeting you organize, to answer any questions and talk about doorstep safety generally.

## **2. Consultation**

You must carry out a consultation within the proposed zone area. There are many ways to do this, none of which are right or wrong, but it is important that the residents are involved in the project and that they understand their role and how to deal with uninvited callers. You do need to show that you have contacted each resident in order to establish an official no cold calling zone, as their agreement and co-operation is vital. Consultation can be done by:

Personal visits – these can be very effective, especially when dealing with the harder to reach residents who are unlikely to attend a meeting or respond to letters/leaflets. These visits should be carried out by someone who knows the resident and by appointment.

Group meetings – these are an ideal way of getting the message across, but are difficult to organize, and it can be hard to persuade residents to attend. Make use of existing groups in the area, and ensure that those attending sign a document showing their attendance and agreement to the zone.

Where face to face consultation is not possible, a formal letter is important to show that all residents have been contacted about the proposed scheme and that there is majority agreement. \* You should provide an easy way for any resident to object and opt out of any proposed scheme which could be by way of tear off slip and pre paid envelope, as well as provision of an e-mail address and telephone contact with a designated person. A sample letter is included in this pack.

You should also consult with any existing organization representatives such as Neighbourhood Watch and Good Neighbour Co-ordinators, as well as your Area Board if appropriate.

*\*You must be prepared that, although unlikely, some residents may not want, or will object to a scheme. If this is the case, then you should discuss their objections or problems and ultimately must keep a record of their wish not to be included in the scheme if this is the final outcome. It is important that the majority affected are in agreement with a zone. Street signage is an issue that can be controversial, but street signage is a non negotiable aspect of any scheme, and so its positioning should be appropriate and any objections addressed if a zone is to be effectively enforced.*

## **6. Signage**

**You will need to purchase street signs, and so will have to establish how many each zone will require. If you plan to set up more than one zone then it may be more economical to make an order for a sufficient number within one order. Signs can be heavy duty metal signs with appropriate metal band fixings, or the more popular polycarbonate with appropriate ties. The lighter polycarbonate signs have fewer**



implications for health and safety, and are a lot cheaper to



purchase. Re-produced Courtesy of Nuneaton Signs

If you decide to go ahead with setting up a zone the next step will be to carry out a site survey to establish exactly where the signs will be placed.

You will need to:

- a) **Get permission** from your local Highways Department to attach signs to a suitable point, and at a height of about 2 metres.
- b) **Be aware of any health and safety requirements** relating to the erection and maintenance of signs – a basic sample risk assessment for the use of ladders is included in this pack, but a small platform or “hop-up” will often be most suitable given the relatively low fixing height.
- c) **Demonstrate that the person who will affix these signs is capable of doing so safely.** It is very simple to do this, but it will be your choice as to how this is achieved. You may decide to employ a business to erect signs for you. Whatever decision you make should be included in your own written procedures.
- d) **Place signs at any entrance and exit to the area,** including any footpaths which lead directly to the proposed zone.
- e) **Position signs so as to be visible to any vehicles or pedestrians** entering the area. If signs are not placed at a high enough position, they may be subject to vandalism or removal and so a lamp post is often the most suitable point for fixing, but at a height that allows wording to be legible
- f) **Take note of any existing signs** such as “NHW scheme” and where appropriate position the NCCZ signs close to these.
- g) **Periodically check** the fixing on the signs to ensure it remains effective.

It is preferable for wording on signs to be consistent across the County but it is your scheme and your decision. The example above is the Artwork provided by Nuneaton signs for you to consider, but if you have a Parish logo or something specific to your area that you wish included then you should consult with your preferred supplier and get appropriate quotation. Nuneaton signs <http://www.nuneatonsigns.co.uk/> will produce a minimum 10 signs, but it is important that you do obtain an exact quotation before contracting with them. This guide contains a recent sample quotation as a guide to potential costs but is not an offer to produce at that price. You will need to obtain your own quotation.

Any artwork produced by a supplier will remain their intellectual property and you should not re-produce it yourself or ask any other company to re-produce it without their permission. This is a requirement of Copyright legislation.

## **5. Launching your zone/information pack for residents**

Once your consultation is complete you will need to ensure that you inform trading standards that the scheme will be set up and when that is likely to happen, so that trading standards can monitor any complaints from the zone in the future.

At this point you will need to establish how many homes will be included in the zone. You should decide what you will include in your pack for residents within the zone, and include a door sticker in each (which you can obtain from trading standards).

The pack you provide to each household should include as a minimum:

- a) A letter about the scheme and how it works
- b) A door sticker
- c) Useful local contact numbers - perhaps laminated version to keep by the phone
- d) Advice about buying from sellers at home and the legal provisions relating to cancellation rights
- e) A slip/contact details for those intending to opt out of the scheme. You should keep a note of this.
- f) Any specific information relevant to the locality such as neighbourhood watch schemes, good neighbor co-ordinator etc.
- g) What information to provide when reporting a caller's breach of the zone.
- h) General advice about doorstep safety and home security
- i) Advice on local schemes for obtaining home maintenance services such as the AgeUK registered traders scheme. <http://www.ageuk.org.uk/wiltshire/our-services/traders-list/>

## **7. Maintenance of your zone signage**

Once in place, the signs will need to be checked on a regular basis to ensure they are in place, safely affixed and are still legible. This is more relevant where heavy duty metal signs are used, to address any potential issues relating to injury from falling signs, but also to see that the signs are still there to advise traders. It is a good idea to keep a basic record of when signs are inspected and by whom, to meet any health and safety requirements. Your local health and safety officer will be happy to advise if necessary.

## **8. Publicity**

There are mixed opinions about publicity for zones. Some think it essential and others believe that it gives rise to problems such as ill feeling from those who live in areas not so designated. You should discuss carefully the pros and cons of publicity. Whatever your decision regarding publicity it is important that you notify key organizations in your locality such as Neighbourhood Watch co-ordinators, Good neighbour Co-ordinators etc.

Including local business in your plans is essential, especially if any business premises, community centre, or someone that trades from home is located within a zone, because they will need to make regular callers they have, aware of the zone and its purpose to

avoid confusion. If anyone has any queries relating to your scheme which you cannot answer they should be referred to trading standards. The police are supportive of schemes and will make every effort to assist where necessary.

## **9. Staying in Touch/Evaluation**

You will want to consider how you will stay in touch with your zone members. It may be that you will designate someone as a point of contact who will organize regular contact with residents in zones, or you may wish to prepare a simple periodic newsletter with local news/safety tips etc., to let residents know that you are still interested in them and their zone. Whatever method you choose, regular contact will undoubtedly be appreciated by zone members.

Inviting comment from residents in the zone, asking whether there are any improvements they consider necessary. Involving residents will ensure that the zone remains in focus and that cold calling issues are regularly evaluated. An evaluation form could be included with a newsletter asking residents whether they feel more empowered since the scheme was introduced, or whether cold calling has continued to be a problem. Evaluation may be a condition of any funding application you make from a source such as your Area Board.

## **10. Intelligence reporting.**

Cold caller behavior which gives rise to concern should always be reported for example:

- Remaining within a zone after being asked to leave
- Using aggressive or high pressure sales tactics
- Poor standard of work carried out to a property
- Misleading a resident into buying goods or services by making false claims

Such Incidents should be reported to the Citizens Advice Consumer Service on

**0845 4040506**

Trading Standards will be made aware of all such reports and will take action locally where appropriate.

Any serious incident where a cold caller causes a resident to feel concerned or intimidated should be reported immediately to the police on 999. If it is not an emergency but still of concern then calling either the police number 101 or the Citizens Advice Service on 08454 040506 is appropriate to make the report. Gathering intelligence about cold calling problems is an important aspect of police and trading standards' work and all Wiltshire residents, not only those in zones, should be reassured that in reporting issues of concern they are contributing to the crime detection work of the police and trading standards.

Detailed Below:

1. Sample letter of introduction for residents in proposed zone
2. Sample Q-Card (useful contacts)
3. Information Link for Health and Safety Executive - use of ladders
4. Explanation of Cancellation Regulations applicable to contracts made in a consumers home.

## 5. Sample Quotation from Nuneaton Signs for supply of street signs

### Appendix

#### 1. Sample Letter of introduction for residents in proposed zone

Dear Sir/Madam,

Your local Parish Council is aware that some streets and roads within its locality are subject to cold calling which causes alarm and distress to some residents. To try to help reduce the problem, we are identifying some small areas which could benefit from being part of a nationally recognized initiative known as the "No Cold Calling Zone" Scheme.

Your street/road has been identified as an area which could benefit. We can only set up a zone in your area if the majority of residents are in agreement, and this letter is to ask whether you do agree to be part of a No Cold Calling Zone. Being a member of a zone will mean that you agree to display a sign which will be provided, on your door or window saying you do not want to do business with doorstep callers without appointment.

If you are in agreement you need take no action and will be contacted again when we ascertain majority agreement. If you wish to opt out of any scheme then please complete the attached slip and return it or telephone.....

No Cold Calling Zones are supported by the Wiltshire Trading Standards Department and Wiltshire Police. The majority of residents are perfectly able to deal with callers that are not invited, but a small number of vulnerable and elderly people are targeted by callers who see the opportunity for crime and zones are put in place to protect those vulnerable residents less able to deal with callers. The aim is not only to reduce the number of uninvited callers, but also to empower (assist) residents and to raise awareness of cold caller problems.

There is no cost to residents who agree to this scheme. If you are in agreement, you will be provided with a pack of information giving advice and guidance on the scheme and who to contact in the event of a problem.. Signs will be erected in the immediate area warning would-be callers of the zone and that the police may be called in the event cold callers ignore the signs.

Your local Parish Council believes your area is very suitable for a zone, but if you have any comments or concerns, perhaps you would make these known to your local Parish Council on.....

Yours faithfully,

Tear Off and Return if you DO NOT wish to take part in the scheme

Name.....

Address.....

Date.....

If possible please state reason for opt out.....

Return to.....

## 2. Q-Card with useful numbers:

### Useful Telephone Numbers

Trading Standards via Citizens Advice Service	0845 4040506
Emergency – Police, Fire, Ambulance	999
Wiltshire Police – Non Emergency	101
Wiltshire Council	0300 4560100
Emergency duty service (DACs)	
Age Concern Wiltshire	01380 727767
Wiltshire Blind Association	01454 319777
Royal National Institute of Blind People	0303 1239999
Royal National Institute for Deaf People	0808 8080123
NHS Direct	0845 4647
National Grid – to report gas leak	0800 111999
Wessex Water – to report water leak	0845 6004600
Thames Water – to report water leak	0800 714614
Victim Support	01380 738888
Bobby Van – for security advice	01225 794652

Next of kin/friend .....

Doctor .....

Hospital .....

Other .....



Wiltshire Council  
Where everybody matters

## 3. Erecting Street Signs

Using Ladders or stepladders for access

Information from the Health and Safety Executive

<http://www.hse.gov.uk/work-at-height/wait/index.htm>

### How to manage the risks

**When planning work at height you need to carry out a 'risk assessment'. This should supplement your overall health and safety risk assessment.**

You don't need to overcomplicate the process. The risks for working at height are usually well known and most necessary control measures are easy to apply.

The law does not expect you to eliminate all risk, but you are required to protect people by minimising risk as far as 'reasonably practicable'.

A risk assessment is simply

- a careful examination of the work at height task to identify hazards and
- a consideration of whether the hazards pose a risk that could cause harm to people.

Workers and others have a right to be protected from harm caused by a failure to take reasonable control measures.

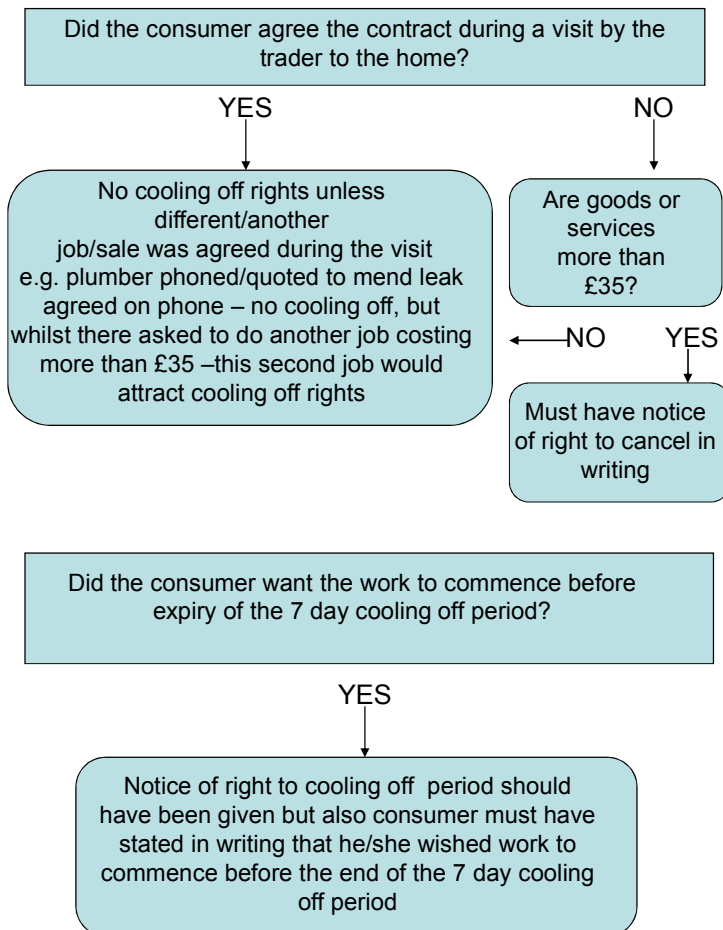
You should always consider whether you have taken enough precautions or should do more to prevent harm. If you have to work at height

- **Use an existing safe place of work to access work at height** - don't cut corners, if there is already a safe means of access such as a permanent stair and guardrail platform use it!
- **Provide or use work equipment to prevent falls**, such as scaffolding, mobile access towers or mobile elevating work platforms (MEWPs) which have guardrails around the working platform.
- **Minimise** distance and consequences of a fall, for example by using a properly set up stepladder or ladder within its limitations for low level, short duration work only.

Please note this toolkit deals with access equipment to help you get to places to carry out work - nets and airbags are not access equipment and are not listed in the access equipment table.

#### 4. Short Guide to Cancellation Rights.\*

##### Short Guide to the Cancellation of Contracts made at Home or Place of Work Regulations



Consumers who enter into a contract, to buy goods or services of more than £35, (£42 from June 2014\*) from a trader who is in their home at the time of the agreement, must be provided with a Right to Cancel Notice.

This notice can be a separate written notice, or it can be incorporated into terms and conditions, by way of a highlighted or boxed section on the contract.

The right to cancel exists for seven days (14 days as from June 2014\*), and the consumer when exercising that right, must communicate this in writing or by e-mail within that time. Any consumer who cancels by way of telephone call should follow up with a written cancellation to confirm and obtain a proof of posting.

Any linked credit agreement signed at the same time for payment of the contract will cease to take effect upon cancellation of the contract for goods and/or services.

Any payments made at the time the contract was entered into must be returned in full to the consumer upon cancellation. This will include any pre payments, or deposits.

In the event the consumer requests work to begin before the end of the cancellation period,

the consumer must provide a signed request for the work to start. The consumer who asks for work to begin within the cancellation period will still be entitled to cancel up to the end of the 7 day period (14 days from June). In the event the consumer does subsequently cancel, there will be a liability to pay the reasonable cost of that work.

It is a criminal offence for any trader who agrees a contract whilst in a consumer's home not to provide the written notice of cancellation rights. A trader who begins work during the cancellation period will have a contract he cannot enforce against a consumer who decides to legally exercise the right to cancel within the period of the cancellation notice.

**The relevant point is that both the consumer and the trader must be in the property together at the time the contract is concluded (agreement reached) for these regulations to apply. They do not apply if the trader visits the home and later supplies a quotation by letter or telephone.**

- **From 13<sup>th</sup> June new regulations will replace the current cancellation provisions and this guide will be updated at that time.**

## 5. Ordering Street Signs

Of course you are at liberty to order signs from any chosen source, but for your information we re-produce the following quotation from Nuneaton Signs to give a guide as to likely cost of signage.

**NB. Should you decide to use this company for supply of signs you should obtain a fresh quotation made out to your Parish, and provide your full details for the order and payment. Prices will be subject to change and you should ensure that the costs quoted to you meet your requirements before order. Any order will be a contract between the Parish Council and Nuneaton Signs, and Wiltshire Council will not be a party to it.**

email: michelle@nuneatonsigns.co.uk

<b>CUSTOMER</b>		<b>Wiltshire Council</b>		<b>DATE</b>	07.01.14
<b>INVOICE ADDRESS</b>				<b>Hard Copy?</b>	
<b>DELIVERY ADDRESS</b>				<b>SALES REP</b>	Michelle
				<b>source of enq.</b>	
				<b>Quote</b>	*
				<b>Quote no</b>	
				<b>CUST O/No</b>	
				<b>PROD. CODE</b>	GX
				<b>TEL:</b>	
				<b>Mobile:</b>	
				<b>CONTACT</b>	
<b>QUAN</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>		
	<b>Supply &amp; delivery of signs as: Wiltshire No Cold Calling</b>				
	5mm foamex complete with drill holes				
	Digitally printed details c/w pof. 10mm rads on corners				
	Size: 200 x 300mm				
10	Signs	£ 10.80			
25	Signs	£ 9.90			
50	Signs	£ 9.30			
100	Signs	£ 9.00			
	Zipties: 2 required per sign	£ 0.25			
		<b>sub</b>			
		<b>Delivery</b>	£ 20.00		
		<b>vat @ 20%</b>			
<b>FITTING or SPECIAL DELIVERY INSTRUCTIONS</b>		<b>Total:</b>			
		<b>LEAD TIME</b>			
		<b>DeliveryDate</b>			
Key to Source of enquiry A.referral IB. yellow pages IC.magazines ID.product label E.mailshots IF.telemarketing IG.web site IH. established		<b>PAYMENT TERMS</b>	Account status		



## Wessex Cross Border Working Group

Wednesday 26 February 2014  
2pm, Andy Young Pavilion, Mere

### Minutes

#### 1. Apologies and Introductions

In attendance:

Cllr Lester Dibben (Chair) (**LD**) – Shaftesbury Town Council  
Cllr Tony Deane (Vice-chair) (**AD**) – South West Wiltshire Area Board (Wiltshire Council)  
Cllr Steven Clinch (**SC**) – Shaftesbury Town Council  
Cllr Andrew Cattaway (**AC**) – Dorset County Council  
Cllr Fred Westmoreland (**FW**) – Amesbury Area Board (Wiltshire Council) and Amesbury Town Council  
Cllr Mike Hewitt (**MH**) – Amesbury Area Board (Wiltshire Council)  
Cllr Val Potheary (**VP**) – North Dorset District Council and Gillingham Town Council  
Cllr David Walsh (**DW**) – North Dorset District Council  
Don McLaren (**DM**) – Tisbury  
Paul Willis (**PW**) – Dorset County Council  
Steve Harris (**SH**) – South West Wiltshire Area Board (Wiltshire Council)

Apologies: Cllr Colin Winder (South Somerset District Council), Jason French (Highways Agency), Cllr Mick Hicks (Shaftesbury Town Council), Mike O'Dowd-Jones (Somerset County Council)

#### 1a. Minutes from previous meeting on 23 May 2013

DW provided Housing Register figures for North Dorset (as at 31 December 2013):

Emergency – 2

Gold – 81

Silver – 339

Bronze – 984

Total – 1709 live applications

A further 303 applications are pending waiting for further information.

AD advised that a programme for building new social housing units is being explored by South West Wiltshire Area Board. One aim of this is to address the issue of older people under-occupying their current accommodation, often because their families have now grown up and moved out. The idea would be to build new accommodation in order for under-occupiers to move into, freeing up the larger accommodation for local families.

LD approved minutes from last meeting.

2. A303 / A350 / A30

AD advised A303 is 6th out of 7 major road projects to be considered by Central Government. Programme plan was to get info together so Government can make decision by autumn 2014. A303 work has increased in importance after recent flooding affected railway line at Dawlish. English Heritage currently taking position of wanting a tunnel and don't want road duelled. Hope is for road to be duelled along current route. Somerset are pushing for their road to be duelled regardless of what happens in Wiltshire.

MH advised that a proposed route was previously agreed. Government has previously agreed that tunnel could be built but will not fund it.

FW said that there would be more impact on landscape and area by building tunnel.

DW advised there was nothing on agenda this morning for Dorset LEP re. A303.

PW advised that there are problems with improving route A350. Extremely expensive; £80m when costed in 2008. Did not have support of region as a priority in 2008 and not currently prioritised by Dorset LEP. Trying to find way of relieving pressure by improving alternative routes. One way is to use A338 up to Salisbury. Other is to improve A35 towards Dorchester, and A37 to link into an improved A303.

Dorset was initially invited to join consortium; Leader's view at the time was that priority was A350. PW went along to observe and it quickly became obvious that improving A358 improves alternative route; in view of this the County Council is now more supportive.

DW stated that there was a need for Somerset to be represented within this group in order to ensure credibility.

AC felt that the Highways Agency doing their own work but were not involving local authorities. Was previously unaware of 4 counties meeting but looking for more active involvement.

PW responded that Highways Agency will say that they have tried to engage. Have attended meeting along with directors from other local authorities.

**ACTION – LD to formulate list of all agencies involved.**

**ACTION – AD to liaise with Fleur De Rhy-Philippe to keep updated on progress re. A303 discussions and provide update(s) to group via SH when appropriate.**

**ACTION – PW to confirm date of next 4-counties/Highways Agency meeting and inform group via SH.**

MH emphasised the need to get MPs involved.

### 3. Transport

AD advised re. new campus programme in Wiltshire, with one to be in Tisbury. Issues around transport.

DM gave update on work of Tisbus. Small organisation, service areas East and West of Tisbury. Aim to alleviate issues with transport caused by rurality. 3 major issues at present:

- Social; there is a need for community transport. Factors of isolation, population growing, in need of door to door transport. Capacity of people to reach bus stops is an issue, esp in rural environment. Significant dependence on Tisbus. From charity point of view onus is to keep going to do some good.
- Financial; founded in 2000 by well meaning individuals. Money available 05-09, income sponsorship, grants, legacies allowed increase to 4 buses (disabled access, capacity up to 16). 57 numberplate is oldest registration and no loans required. Since 09 there has been a drop in income. Depend on volunteers to be viable. Short of drivers and volunteers. Creates stretch on capacity to remain viable.
- Legislation / compliance; amateur led company, vulnerable to making mistakes in good faith. Vulnerable to new rules in relation to vehicles being run. Inspections needed five times per year. Specialised equipment inspections, all cost money. Insurance issues. Liability concerns.

Cannot guarantee a service as reliant on volunteers, so can't take on contract work. Sustained by community transport association who provide advice. Younger generation don't seem to be as used to the ethos of volunteering.

Operators grant and activity funding received. Can get grants for specific purposes (e.g. bus purchase) but doesn't cover it all. Have managed to put £3-4k per year into new vehicle pot. At present this year just about even due to increased payments for driver hours.

DW advised that for such groups it is not about finding volunteers, the need is to take care of the ones you have as they are often doing more than one role. DM agreed there is a danger of burning out the goodwill.

DW advised of a pilot scheme in Blandford where volunteers paid travel expenses.

FW advised that over last 10 years Amesbury Town Council have been gradually picking up jobs that used to be done by volunteers.

DM advised that safety checks, such as CRBs (now known as DBS checks) are a real issue. Suggested that group liaise with Liam Tatton Bennet, Community Transport Association to consider wider issue as he has an overview of all local companies.

VP advised that a Shaftesbury Transport Action Group meeting is taking place today.

LD advised that a this item had raised a larger issue of volunteering that may need to be considered again at a future meeting.

4. Gypsy and traveller site provision

MH advised a planning meeting due to take place this evening to discuss sites in Wiltshire

DW advised that he was not happy with consultation process in North Dorset. Example; forward planning, if caravan has two children then supposed to provide two future pitches. However, lots of people move into bricks and mortar.

AD raised concern that gypsy and traveller site near Wiltshire border has blighted local businesses.

DW advised that the problem is with consultants, who work from government criteria (DCLG). No problem with gypsies and travellers in the area but not knowing where the sites are going to be is a real problem.

**ACTION – FW to request maps shared between officers of neighbouring authorities.**

5. Any other business

DW advised that North Dorset has 8 neighbourhood areas designated. DW suggested that neighbourhood plan groups are asked to provide transport background papers when they are done.

6. Future meeting arrangements / topics (Education)

To be confirmed.

# **Highways Agency Update for Wessex Cross Border Working Group Meeting Wednesday 26<sup>th</sup> February**

## **Route Based Strategies**

The Agency is currently developing Route Based Strategies (RBS) for the entire Strategic Road Network. Stage 1 of the RBS included evidence gathering and involved stakeholder workshops which were held in September and October last year. We are currently inviting comments on the draft evidence reports from stakeholders, this includes representatives from both Dorset and Wiltshire Councils who attended the stakeholder workshops, with the deadline for which is 5 March. After this we will make any necessary amendments before we publish the final Stage 1 Evidence Reports later in Spring 2014.

After publication of the evidence reports we will move into Stage 2 of the RBS which will identify the priority challenges and opportunities for each route and where appropriate explore potential solutions. Stage 2 is due to start around May 2014 and we expect to publish the final Stage 2 reports in Spring 2015.

## **A303 Feasibility Study**

On 27 June 2013, the Government announced the biggest ever upgrade of the strategic national roads network, tripling annual investment on major roads enhancements from today's level to over £3bn by 2020/21. As part of this, the Government announced that it will tackle some of the most notorious and long-standing road hot spots in the country by undertaking a small set of feasibility studies targeted at key locations and problems. One of these studies is currently being undertaken on the A303 corridor.

Our general approach to the studies very much recognises that some issues have been considered in detail in the past. We therefore intend to build on previous and more recent work, including the A303 Corridor Improvement Programme work, rather than starting from scratch.

We will obviously look to understand the history of previous proposals but also ensure we have the latest evidence and analysis available. Where appropriate we would want to consider updating the evidence and cost base for previous proposals, if there is a view that that the solution remains appropriate.

We have engaged with stakeholders, including Dorset and Wiltshire Councils, to discuss and agree the scope of the study. We understand that the scope of the A303/A30/A358 feasibility study would be road based but it would also need to consider potential local transport improvements and the interaction between the A303 and the local road network.

We are currently in the first stage of this feasibility study which consists of a data collection exercise through liaison with local stakeholders and the use of various transport models which will help to provide a view on where the issues and problems are on the A303.

We are progressing the feasibility study alongside the Highways Agency's RBS process (outlined above) which will consider the current and future performance of the network, to inform future investment decisions.

The evidence that is being gathered as part of stage 1 of the wider South West Peninsula RBS will be a key input into the evidence base for this study. This should help to focus latter parts of the feasibility study work.

Completion of the feasibility studies and the route based strategy process will allow Government to take a view on the prioritisation of future investment proposals.

Our ref: North Dorset LP  
Your ref:

Trevor Warrick  
Planning Policy Manager  
North Dorset District Council  
Nordon  
Salisbury Road  
Blandford Forum  
Dorset DT11 7LL

Andy Roberts  
Asset Manager  
Ash House  
Falcon Road  
Sowton Industrial Estate  
Exeter EX2 7LB

Direct Line: 01392 312523

23 January 2014

Via email to [planningpolicy@north-dorset.gov.uk](mailto:planningpolicy@north-dorset.gov.uk)

Dear Mr Warrick

### **North Dorset Local Plan 2011 To 2026 Part 1 - Pre-Submission Consultation**

Thank you for providing the Highways Agency with the opportunity to comment on the latest stage of the above document. Where necessary we have reviewed our consultation response to the key issues and provide comments to elements of the local plan which have changed since our last formal response in December 2012.

The Agency is responsible for operating, maintaining and improving the Strategic Road Network (SRN). Within your plan area this comprises short sections of the A303(T) at the north of your district and the A31(T) at the south. It is on the basis of these responsibilities that the comments that follow in this letter have been made.

It should be noted that the revised Circular 02/13 was published between the date of submission of our previous comments and this Pre-Submission plan. Some of the potential proposals have not been carried forward into this plan, and the Agency has not reviewed its previous comments in these cases.

The Agency also recognises that, in terms of the main towns, identification of site allocations for development will form part of the Local Plan Part 2 (not yet prepared) or through neighbourhood plans. The Agency looks forward to being involved in these processes in due course.

The Agency broadly supports the spatial strategy and the draft policies and has only minor comments to make. These have been set out in a table on the following pages for ease of reference to the relevant paragraph or draft policy number.

I trust that you are able to take these comments into account. Please get in touch should you wish to discuss matters further.

Yours sincerely



Andy Roberts  
Email: [andy.roberts@highways.gsi.gov.uk](mailto:andy.roberts@highways.gsi.gov.uk)

cc James Purkiss, Halcrow  
Paul Willis, Dorset County Council



**Highways Agency's detailed comments**

Paragraph or Policy	Commentary
Para 1.17	Mention is made of five designated neighbourhood areas within the District, but only four appear to be named.
Para 2.18	You discuss transport corridors in this paragraph and it may be useful to mention that the sections of the A31, A35 and A303 referred to are trunk roads maintained by the Highways Agency. Likewise it may be useful to differentiate between the trunk road network and other A roads on Figures 2.1 and 3.1.
Objectives for Local Plan Part 1	The Agency supports your vision and objectives, particularly the mention of making the four market towns the focus for housing (in Objectives 3 and 5) and provision of sufficient employment land (in Objective 3).
Policy 9 Rural Exception Affordable Housing	Previously the Agency objected to this proposal. However, the Agency does not think it is sustainable to maintain an objection. There is unlikely to be severe impact on the SRN. Whilst there is still a concern about the potential for unsustainable patterns of growth, we are sufficiently satisfied that the numbers are likely to be small on any individual site and the as the total numbers are also likely to be small, such that any effect will be very diluted. In addition these types of development are directed to places (villages) with some facilities which will offer some form of containment of trips and some opportunity for public transport (albeit limited). There is a need to balance the impacts of trips with the need for this form of development and the Agency is content to for the Inspector to consider the matters. The Agency would be concerned to see any significant development proposals of this sort in less sustainable places coming forward either individually or cumulatively and there will be a need to monitor this and for an effective development management framework.
Para 7.28	The explanatory text on making best use of the SRN is welcomed. The text currently goes on to say that the Agency looks to developers to 'manage down' the impact of development on strategic corridors. Government policy set out in the DfT Circular 02/2013 explains that ' <i>only after travel plan and demand management measures have been fully explored and applied will capacity enhancement measures be considered</i> ' for the SRN. As developers bring schemes forward they will need to demonstrate the impacts on the SRN and where appropriate provide mitigation to ensure safe and effective operation of the SRN. It may be useful to update the text to reflect this.
Para 7.31	The text currently states that the 'Council also will work with the Highways Agency and Dorset County Council to reduce as far as possible the potential for increased trips from development at Gillingham onto the A303.' The Circular explains that the Agency should engage in the local plan process to reduce the potential for creating congestion on the SRN and

Paragraph or Policy	Commentary
	consider capacity enhancements after demand management measures have been fully applied.
Policy 13 Grey infrastructure	Clause a) of the draft policy states that measures to reduce the potential for increased trips on the A303 will be developed in connection with growth at Gillingham. It may be pertinent to add reference to capacity enhancement to A303 junctions, if identified as being necessary by Transport Assessment.
Para 8.11	Reference is made to accessibility to the strategic road network – is this a reference to the trunk road and motorway network (A31, A35, A303)?
Figure 9.3	The Agency welcomes the proposed broad indicative route of the principal street through the Gillingham Strategic Site Allocation (SSA), as this would allow good access for the majority of residents to any bus services provided on this route. The key linkages for pedestrians and cyclists indicated on the plan also appear sound and comprehensive.
Grey infrastructure Paras 9.59 – 9.74	The supporting text on 'grey infrastructure' for the SSA is broadly supported. The Agency will expect planning applicants for the SSA to submit evidence alongside their applications which enables it to understand the impact of the development on the operation of relevant junctions on the A303(T), in line with the methodology set out in GTA and the DfT Circular.

**WILTSHIRE COUNCIL**

**SOUTH WEST WILTSHIRE AREA BOARD  
 (26 March 2014)**

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**Community Areas Transport Group allocated funding report**

**1. Purpose of the Report**

1.1. This report deals with the proposals from the South West Wiltshire Community Area Transport Group (CATG). The most recent meeting was held on 10 March 2014 at Dinton Village Hall.

**2. Background**

2.1. The South West Wiltshire Area Board has a total of £34,639 available for CATG projects in 2013/14. At the time of writing this report there is still a balance of £13,332 remaining.

2.2. The CATG is the mechanism whereby Councillors, Parish Councils and Highways officers can discuss and prioritise how the money is spent. This process requires all stakeholders to be proactive in assessing local needs.

**3. Main Considerations**

<b>Scheme</b>	<b>Estimated Total Cost</b>	<b>Amount Allocated by CATG</b>	<b>Notes and Actions Required</b>
Gateway in South Street, Wilton	£7,000	£5,500	£1,500 contribution from Wilton Town Council
<b>Total</b>	<b>£7,000</b>	<b>£5,500</b>	

**4. Implications**

4.1. Financial Implications  
 As per recommendation.

4.2. Legal Implications  
 There are none.

4.3. Equality and Diversity Implications  
 There are none.

## **5. Recommendation**

**It is recommended that the South West Wiltshire Area Board approves the allocation and corresponding action as set out in the table above.**

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Report Author: Stephen Harris – Community Area Manager  
Tel No: 01722 434211  
E-Mail: stephen.harris@wiltshire.gov.uk

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### **NB. Attendance list for 10 March 2014 – CATG:**

In attendance:

- Cllr Tony Deane (Chair) (AD)
  - Cllr Jose Green (JG)
  - Cllr Bridget Wayman (BW)
  - Cllr George Jeans (GJ)
  
  - David Thomas, Senior Engineer (TG)
  - Stephen Harris, Community Area Manager (SH)
  - Julie Wharton, Senior Highways Engineer (JW)
  - David Button, Highways Engineer (DB)
  - Tim Woolford, Highways Area Manager (TW)
  - Lee Haine, Highways Community Coordinator (LH)
  - Spencer Drinkwater, Principle Transport Planner (SD)
  
  - Clare Churchill, Quidhampton/Fovant Parish Clerk (CC)
  - Sandra Harry, Tisbury/Donhead St Andrew Parish Clerk (SHa)
  - Tony Phillips, Fovant resident (AP)
  - Clive Upton, Dinton resident (CU)
  - Richard Mitchell, Tollard Royal Parish Councillor (RMi)
  - Phil Matthews, Mayor of Wilton Town Council (PM)
  - Martin Holland, Broad Chalke (MH)
  - Michael Scott, Broad Chalke (MS)
  - Robin Garran, Alvediston Parish Chair (RG)
  - Pete Jung, Community Beat Manager Wilton NPT (PJ)
  - Richard Salter, Community Beat Manager Mere NPT (RS)
  - Michael Pont, South Newton & Stoford Parish Councillor (MP)
  - James Green, South Newton & Stoford Parish Councillor (JGr)
  - Roger Little, West Tisbury Parish Councillor (RL)
  - James Thompson, Bishopstone Parish Councillor (JT)
  - Jenny MacDougall, Chilmark Parish Clerk (JM)
  - Sheila Sheppard, Barford St Martin Parish Councillor (SS)
  - Nicky Jones, Fovant Parish Councillor (NJ)
  - Charles Smith, Dinton Parish Councillor (CS)
  - Mike Lennard, Chilmark Parish Councillor (ML)
  - Roger Weaver, Bowerchalke Parish Councillor (RW)
-

**South West Wiltshire Area Board  
Community Areas Transport Group (CATG)**

**Monday 10 March 2014  
2.00pm, Dinton Village Hall, SP3 5EB**

**Minutes**

1. Apologies and Introductions

In attendance:

- Cllr Tony Deane (Chair) (AD)
- Cllr Jose Green (JG)
- Cllr Bridget Wayman (BW)
- Cllr George Jeans (GJ)
  
- David Thomas, Senior Engineer (TG)
- Stephen Harris, Community Area Manager (SH)
- Julie Wharton, Senior Highways Engineer (JW)
- David Button, Highways Engineer (DB)
- Tim Woolford, Highways Area Manager (TW)
- Lee Haine, Highways Community Coordinator (LH)
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- James Green, South Newton & Stoford Parish Councillor (JGr)
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- James Thompson, Bishopstone Parish Councillor (JT)
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- Sheila Sheppard, Barford St Martin Parish Councillor (SS)
- Nicky Jones, Fovant Parish Councillor (NJ)
- Charles Smith, Dinton Parish Councillor (CS)
- Mike Lennard, Chilmark Parish Councillor (ML)
- Roger Weaver, Bowerchalke Parish Councillor (RW)

Apologies received from; Cllr Peter Edge (Wiltshire Councillor), Roy Sims (Mere Parish Councillor), Bev Ford (Tisbury Community Safety Partnership), Mike Ash (Bishopstone Clerk).

Mr and Mrs Nunn attended at the start of the meeting in relation to the Fovant Triangle scheme. Concern raised that option 2 (chosen by Parish Council) will result in more vehicles hitting property and putting lives at risk (bedroom directly above where impact would be). Last incident took place in Sept 2012.

2. Minutes from meeting on 20 January 2014

Minutes agreed with no amendments.

3. Budget update

Update to be circulated with minutes.

4. CATG schemes / issues sheet

See schemes / issues sheet for updates.

5. Highways and transport matters:

- Minor traffic signing improvements process

New process now in place; **ACTION – SH to provide details of new process and requests already being processed to all Parish Clerks.**

- 20mph zone / limit requests

Discussion held on relative merits of suggested 20mph speed limit assessment criteria in terms of prioritising requests received from the following parishes (10 in total); Bowerchalke, Chilmark, Bishopstone, Tisbury, Donhead St Andrew, Fovant, Quidhampton, East Knoyle, Broad Chalke, Hindon.

Agreed that a small working group will be formed initially to look at data produced by Highways team and report back to next CATG. Group will be led by AD and will also include MS, RW and RL.

6. Maintenance update including:

- Flooding
- Balfour Beatty Living Places
- Pot holes

TW shared details of new programme for major re-surfacing; details to be provided with minutes. TW introduced LH as new community co-ordinator (replaces Rebekah M'Zadeh).

Maintenance team have had two very busy months due to weather/flooding. BBLP have had local restructure and local communication has improved. CLARENCE team continuing to catch up on pot holes, extra resources brought in to ensure brought up to safe standard. Emergency funding used for small patching jobs.

TW confirmed that Cycle Wiltshire race route road surface will be brought up to scratch before 4 May 2014.

RL raised concern about communication for road closures around Tisbury.

**ACTION – TW to check that grass cutting schedules have been sent out to all parishes.**

BW raised question about decisions on maintenance being delegated to Area Boards/CATGs; TW advised that DB has submitted list to central team at this stage.

MP raised concern re. C283 in Stoford. **ACTION – DB to get road re-inspected.**

7. Any other business

RL raised question around clearing gullies after hedge cutting. DB advised that landowners are responsible if they have cut the hedge. **ACTION – SH to remind PCs that landowners are responsible.**

AD gave update on developments with proposals to dual the A303 and advised that he will invite Parvis Khansari (Associate Director, Highways & Transport) to address the Area Board meeting in June 2014.

8. Next meeting – Monday 12 May 2014, Dinton Village Hall, 2pm





Issue no & link	Street / Location	Electoral division	Summary of issue / scheme	Latest update	Action / recommendation from CATG on 10.3.14	Status
	A30 nr Whitsans Cross junction	Tisbury	Post for SID	Agreed by CATG, £500 cost. Area Board authorised on 5.2.14. Parish Council have made £50 contribution	Post to be ordered.	Approved by Area Board
	Semley School, Church junction	Mere	White lining to mark 10m point from junction	Agreed by CATG, £100 to do. Area Board authorised on 5.2.14	Being processed.	Approved by Area Board
<a href="#">3152</a>	Hindon Lane, Tisbury	Tisbury	White lining at narrow section after recent damage to property	Agreed by CATG, £200 cost. Area Board authorised on 5.2.14.	Being processed.	Approved by Area Board
	Monmouth Hill, West Tisbury	Tisbury	Changes to roundabout	Agreed by CATG, £1,000 cost (£100 contribution from Parish Council). Area Board authorised on 5.2.14	Being processed.	Approved by Area Board
<a href="#">2968</a>	Brook Hill, Donhead St Andrew	Tisbury	Warning light system	Study of scheme agreed by CATG, £8,000 cost. Area Board authorised on 5.2.14. Overall scheme estimate £100,000.	Awaiting response to brief.	Approved by Area Board
	North and South Street, Wilton Market Place	Wilton & Lower Wylde Valley	New pedestrian crossings	Works due to start on 17.2.14	Completed.	Approved by Area Board
	Water Street, Mere	Mere	Weight limit signage	DT has spoken to BBLP; remains outstanding	Remains outstanding.	Approved by Area Board
	Outside new community hub, Broad Chalke	Fovant & Chalke Valley	New layby and bus stop	Order for construction due to be issued by end of Jan 2014	Due to start work on 10 March 2014.	Approved by Area Board
<a href="#">2680</a>	South Street, Wilton	Wilton & Lower Wylde Valley	Measures to combat speeding	Town Council wishes to proceed with scheme retaining current limits. JW has ordered metro count. Town Council to confirm contribution.	Town Council have confirmed contribution of £1,500.	In progress
	Wardour School	Nadder & East Knoyle	Parents parking their vehicles on the public highway close to the school entrance. White lining requested	<b>ACTION – JW to investigate.</b>	JW has completed site visit. Could put white line down for £200, not enforceable. RS advised local priority for police, adhoc checks have been made. AD advised recent campaign by school, will wait to see result of this.	In progress
	Station Road, Tisbury	Tisbury	A project to put a foot way bridge across the river along Station Road, Tisbury as you approach the railway station.	<b>ACTION – BF to liaise with Rob Murphy (Wiltshire Council) to explore funding options through local sustainable transport fund.</b>	No further update. <b>ACTION - BF to provide update at next meeting.</b>	In progress
<a href="#">3188</a>	Ansty High Street	Fovant & Chalke Valley	Traffic calming measures	JW has written to provide advice and offer a site visit.	No response received from Parish Council.	No further action
	Kilmington	Mere	Speeding in village	SH has ordered metro count in first instance to assess traffic speeds.	Parish Council has requested assistance from Highways after metro count returned high speed limit. <b>ACTION - JW to arrange site visit with Parish Council.</b>	In progress
	Bramley Hill, Mere	Mere	Access path too steep for residents	<b>ACTION – JW to cost potential scheme.</b>	JW advised £2,000 estimate.	In progress
	All	All	Community SID scheme	CS reported delay in BBLP moving SID at Area Board meeting on 5.2.14	CS advised aiming to move SID first week in every month. Putting together a schedule, supported by Vicky Oates.	In progress
	Flamstone Street, Bishopstone	Fovant & Chalke Valley	Warning signs	<b>ACTION - SH to chase DB for update</b>	Sign is on list of schemes to be completed.	In progress

	The Causeway, Broad Chalke	Fovant & Chalke Valley	On carriageway footway requests	Plan to be sent to Parish Council for consideration. JW will discuss with representatives after the meeting.	Queries on proposed scheme raised by representatives of <b>ACTION - JW to confirm details of final scheme with Parish Council.</b>	In progress
	Fonthill Gifford	Nadder & East Knoyle	White lining on road from Tisbury to Hindon	£300 to do section by Church. <b>ACTION – SH to request thoughts of BW.</b>	BW advised her opinion is not to complete scheme. Issue to be closed.	No further action
	Wylve Road, Berwick Hill	Nadder & East Knoyle	New passing places	<b>ACTION – SH/JW to pass details to Fonthill Estate to see if they wish to fund scheme.</b> Information has been passed on.	No response received. DB advised he has received information confirming that estate wish to proceed. <b>ACTION - BW to contact estate. Works should be progressed via JW/DT.</b>	In progress
<a href="#">2947</a>	A36 near Quidhampton	Wilton & Lower Wylve Valley	Road crossing	CC contacting estate, could take some time to progress.	Parish Council have decided not to proceed at current time.	No further action
	Junction near Stourhead	Mere	Sign at junction causing visual obstruction	DT discussed with GJ after last CATG meeting; GJ to investigate further.	DT has sent through drawings to GJ. <b>ACTION - GJ to liaise with Parish Council and Stourhead.</b>	In progress
<a href="#">2864</a>	Tisbury, Barford St Martin and Fovant	Various	Car parking in Council-owned housing estates	PE – proposed that CATG write to tenants panel/portfolio holder demanding that issue of parking spaces is addressed immediately. CATG voted for this proposal, carried with no abstentions or objections. <b>ACTION - AD/SH to write as above.</b>	AD advised that this matter is progressing and there should be a further update in due course.	In progress
	C283, Stoford	Wilton & Lower Wylve Valley	Heavy goods vehicles using road	Metro count requested by SH; awaiting outcome	Still awaiting outcome.	In progress
	Various	Various	Local training needed for Community Speed Watch	Local training due to be made available from end of March 2014	No further update.	In progress
	Tuckingmill, West Tisbury	Tisbury	Alternative junction scheme	Design due end of March 2014	RL met with JW on 7.3.14 on site, drawings have now been produced. Awaiting feedback from Parish Council	In progress
	Fovant Triangle on A30	Fovant & Chalke Valley	Alternative junction scheme	Fovant PC meeting recently considered options. Working towards making a substantive CATG bid in 2014/15	Option 2 chosen by Parish Council. Group voted to support option 2 and move forward with substantive bid when appropriate time. JG voted against proposed scheme but acknowledged expertise of engineers.	In progress
	Main road through Quidhampton	Wilton & Lower Wylve Valley	Protection for pedestrians	<b>ACTION - DT to provide contact name within Highways Agency to CC in order to seek clarification on A36 scheme and any effect on Quidhampton.</b> DT has provided contact details to CC.	CC to meet with JW after CATG decision is made on prioritising 20mph restriction requests.	In progress
	Calais Hill, Semley	Nadder & East Knoyle	Resurfacing issues	DB has advised tickets for work have been in for some time. Has been on every list since 2002. Machine patching will take place but no date at present	On new programme for major re-surfacing.	In progress

<a href="#">2544</a>	A30, Higher Coombe, Donhead St Mary	Tisbury	Road resurfacing	Works on A30 postponed due to recent weather	Postponement actually due to detour clash with other local works on A36. Now due to start 14 Apr 2014.	In progress
	Skew Road, Quidhampton	Wilton & Lower Wylde Valley	Speeding	Metro count result sent to Parish Council	No further action at current time.	No further action
	Southern Railway bridge, Wilton	Wilton & Lower Wylde Valley	Not high enough for larger vehicles	<b>ACTION - PE to investigate</b>	<b>ACTION - PE to provide update at next meeting.</b>	In progress
	Tollard Royal	Fovant & Chalke Valley	Recent flooding, delay in signs being put out	RMi to speak to TW re. clarification on whether village can purchase own signs	Road now open with temporary traffic signals. RMi thanked DB and TW for their efforts in opening up the road through the village.	Completed
<a href="#">3249</a>	Ridge, Chilmark	Nadder & East Knole	Large potholes	Reported to CLARENCE	No further update.	In progress

No further action

Approved by CATG

Approved by Area Board

Completed

In progress

## South West Wiltshire CATG

### FINANCIAL SUMMARY

#### BUDGET 2013-14

£35,079.00 CATG ALLOCATION 2012-13

£26,042.00 2012-13 underspend

#### Contributions

£0.00 Area board grant to CATG  
 £2,500.00 Wilton TC for waterditchampton  
 £2,500.00 Wilton TC for Market Place signals  
 £1,500.00 Wilton TC for South Street gateway  
 £100.00 West Tisbury PC for Monmouth Hill  
 £50.00 Donhead st Andrew PC for post

#### Total Budget 2013-14

£67,771.00

#### Commitments carried forward from 2012-13

Wilton Waterditchampton	5,000.00	Estimate	All signs complete, some minor road markings required
Bowerchalke bus shelter	473.00	Actual	contribution to PC
Various locations drop kerbs	4,300.00	Estimate	Area Office not yet done
Fovant	1,337.00	Actual	Mouchel topo
Tisbury footbridge path	3,500.00	Actual	Structures
Mere Walnut pub junction	464.00	Actual	Complete
Broadchalke lay by and bus stop	1,500.00	Actual	Atkins topo
Tisbury waiting restrictions	1,000.00	Estimate	Works substantially complete
White line refurbishments	4,000.00	Actual	Complete
Donhead St Andrew finger posts	1,650.00	Actual	contribution to PC
Tucking Mill road Tisbury topo survey	1,165.00	Actual	Complete

#### New Schemes

Broadchalke footway and public transport improvements	10,000.00	CATG contribution to substantive scheme
Mere Water Street weight limit sign	250.00	Estimate
Wilton Market Place traffic signals	10,000.00	Estimate
Wilton South Street gateway	7,000.00	Estimate
Donhead st Mary Brook Hill feasibility study	£8,000.00	Estimate
Road markings at Semley School, Church junction	100	Estimate
Road markings Hindon Lane Tisbury at buildout	200	Estimate
West Tisbury Monmouth Hill Roundabout revised markings	£1,000.00	Estimate
Donhead St Andrew post for SID	500	Estimate

Total commitment 2013-14 **61,439.00**

balance to spend **6,332.00**

#### Potential schemes

Berwick St Leonard Wylde road passing places 6no @ £4000 Estate to fund?





Reference no

Log no

For office use

## Area Board Projects and Councillor Led Initiatives Application Form 2013/2014

**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

<b>Area Board Name</b>	South West Wiltshire		
<b>Your Name</b>	Led by Cllr Jose Green		
<b>Contact number</b>	01722 714645	<b>e-mail</b>	jose.green@wiltshire.gov.uk

### 2. The project

<b>Project Title/Name</b>	SWWAB Public Rights of Way Improvement Programme - Stage 1
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>	<p><i>This project is to enhance the public rights of way throughout South West Wiltshire by improving accessibility. The first stage of this project is to purchase kissing gates to replace stiles. The project itself also aims to identify improvement/maintenance work that can be taken on by local groups/volunteers. The priority to improve local footpaths and promote walking was voted top by members of the South West Wiltshire Community Area Network in an online consultation to determine Area Board priorities for 2013/14.</i></p> <p><i>A public event was held on 16 January 2014 to launch a project proposal; 97 people attended and 16 Parish Councils have sent an initial response within the deadline provided. The Public Rights of Way team is currently assessing responses from Parish Councils to determine a programme for implementation; full details to follow. Further funding will be sought to enhance this programme and any action will be dependent on local volunteer assistance.</i></p>

<b>Where is this project taking place?</b>	Throughout the Mere, Tisbury & Wilton Community Areas
<b>When will the project take place?</b>	March 2014 onwards

<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	Voted as a community priority for 2013/14 through an online consultation to members of the South West Wiltshire Community Area Network. 16 Parish Councils have responded within deadline.		
<b>How will the local community benefit?</b>	Improving accessibility on local public rights of way will aid current users as well as encouraging more people to walk / cycle / ride in the local countryside. This will help to improve the health & well-being of local people. The project has also encouraged large numbers of volunteers to come forward and take responsibility for something that they are passionate about. Audits returned by Parish Councils have also identified signposting and waymarking improvements, and these will also be acted upon under stage 1 of the project.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)			
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	Yes, Area Board priorities for 2013/14.		
<b>What is the desired outcome/s of this project?</b> - Improved accessibility on public rights of way in South West Wiltshire area. - Improve health and well-being of local people by encouraging increased use public rights of way for exercise and bringing people together to involved with ongoing maintenance/improvement.			
<b>Who will be responsible for managing this project?</b> The Community Area Manager will track progress and work closely with the Public Rights of Way team (Wiltshire Council) to oversee the implementation process.			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ 7,500 (stage 1 only)		
<b>How much funding are you applying for?</b>	£ 7,500		
<b>If you are expecting to receive any other funding for your project, please give details</b>	<b>Source of Funding</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
<b>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to.</b> (N.B. We cannot pay money into an individual's bank account)			
<b>4. Declaration – I confirm that...</b>			



The information on this form is correct and that any grant received will be spent on the activities specified

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:** Jose Green

**Date:** 17/03/2014

**Position in organisation:** Wiltshire Councillor

**Please return your completed application to the appropriate Area Board Locality Team [\(see section 3\)](#)**



<b>Report to</b>	<b>South West Wiltshire Area Board</b>
<b>Date of Meeting</b>	<b>26 March 2014</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

**Purpose of Report**

To ask councillors to consider applications in respect to;

**Finger Post Funding:**

To allocate funding of up to £550 to Parish Councils (up to £350 towards a finger post repair/replacement and a further £200 towards the Highways element of the necessary works to take down and reinstate the posts) who have registered their requirements with Highways and/or Community Area Manager of replacing or refurbishing finger posts on the highway in their area. Information on this funding programme can be found in the [reports pack](#) from the Area Board meeting held on 5 June 2013 (item 14).

<b>Parish Council</b>	<b>Amount</b>
Mere	£350
<b>TOTAL</b>	<b>£350</b>

**Recommendation:** To approve the finger post funding as set out in the table above with the condition that each Parish Council that receives funding to replace or refurbish a finger post must provide evidence of doing so within twelve months.

<b>Report Author</b>	Steve Harris, Community Area Manager Tel: 01722 434211 Mobile: 07584 274055 E-mail: <a href="mailto:stephen.harris@wiltshire.gov.uk">stephen.harris@wiltshire.gov.uk</a>
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# Report for SWWAB March 2014

## Introduction

This is the second report on the activities under Project Sunrise-Mere and covers the period from September 2013 to March 2014. The major activities have been to progress the various sub-projects and to organize a programme of training courses and meetings for the next year for the business community.

## Progress against Objectives

Project Sunrise-Mere effectively had twin objectives: improvement of trade, and encouragement of tourism. It addresses these through eight sub-projects. Substantial progress has been made on all of them. Subsidiary to this were the aims to increase membership of the Chamber of Trade to make it into a viable organization for the future, and to encourage more businesses to set up in the area. Membership now stands at 22 with a further 23 concerns identified which are being approached on a personal basis with an invitation to join.

This follows the development of a **Membership Benefits and Incentives** package to encourage local businesses to see the value in belonging to the Chamber. These include:- a programme of business meetings with Guest Speakers; training courses and social networking events (some in collaboration with neighbouring Chambers); Free registration on the Chamber's website, which will also showcase members and provide updates on any news; Provision of links to local businesses and organizations; Free listing on updated Community Signboards.

This programme of events will run throughout the year and is currently booked up until September 2014. Progress continues on the identification of local businesses for inclusion in a local directory, and these activities will contribute to the Chamber identifying and recruiting them. Assistance for new businesses in finding suitable premises has commenced with a local survey being commissioned.

The results of the cooperation with the AONB are disappointing, but a link has been established with **Visit Wilts**, possibly a more appropriate organization.

## Finance

No:	Project	Budget	Spend	Committed	Total
1	Business Directory	£1,500	£1,000	£300	£1,300
2	Business Website	£1,200	£500	£550	£1,050
3	A303 Signage	£1,200	£90	£750	£840
4	Stourhead Link	£600		£400	£400
5	Community Signboard	£800	£300	£700	£1,000
6	Encourage Tourism	£700	£450	£575	£1,025
7	Encourage Local Artists	£300	£400	£400	£800
8	Encourage New Business	£300		£250	£250
9	Contingency	£400			£0
		£7,000	£2,740	£3,925	£6,665

More information on spend and commitments is included in the detailed sub-project reports overleaf.

## Comment

The Committee of the Chamber of Trade has been much encouraged by the willingness of individuals to help. Mainly these are retired persons who have experience and skills (and time) to give of their knowledge and enthusiasm to identified needs of the project. In the current climate, our business members, while willing to help, are finding that running their business leaves little time for other activities. This will no doubt reflect on the future viability of the Chamber.

*Information collated on behalf of Mere & District Chamber of Trade, by Hamish Bell, President. (Final Version))*

# Detailed Reports for Project Sunrise-Mere

## 1 & 2 Local Business Directory and Business Website

This is proving more difficult and time-consuming than anticipated. Many businesses operate “beneath the radar” for a variety of reasons and so the main sources of information are personal knowledge, casual information from vehicle signs, advertisements in small local publications, and even cards in shop windows.

The Chamber is therefore considering what type of directory would best suit Mere and District and how this could be tailored to benefit our local businesses. There has been a further suggestion that a Tourism Directory advertising Mere as a destination and containing details of local businesses, establishments and places of interest i.e Stourhead and Longleat, should be developed that could be distributed out of the area to encourage visitors into Mere. This links with the *Visit Wilts* discussions.

The dedicated portal website for business has now been outlined with a designer and a trial model assessed. A quotation has been received and accepted and funds committed. This covers further work and will result in a viable offering in the next two months.

As part of the encouragement of businesses to join the Chamber of Trade and the definition of the benefit of membership, new training courses have been identified and commitments made to run these in the next nine months. They include catering hygiene and the use of social media in marketing.

## 3 & 5 Signage A303 and Community

Cooperation with *Visit Wilts* has emerged as a more useful avenue than with the AONB. A subscription for membership of the town is being arranged which will enable Mere and District to feature in the organization’s publicity. Local businesses will be encouraged to contribute as well. Links will be made to the website.

*Visit Wilts* are also more aware of the operations of the Highways Authority regarding signage processes and costs. An estimate of £1750 per sign has been obtained. Clearly provision of these signs is outside the financial scope of the project, but effort will be directed to encouraging local business and other contributions.

Initial estimates of some costs for the community signs and for re-painting local signs in the car parks have been made and are included in the committed spend.

## 4, 6, & 7 Encouraging Tourism and Artists, and links with Stourhead

The provision of walking and cycling route information to AONB for inclusion in their new website has had a disappointing result. The site is overwhelmed by Tisbury and to a lesser extent, Wilton with only two walks shown from Mere. Additionally, the map of the Nadder Valley (as the website is named), excludes Mere and its surrounding area. The Mere routes will be included in the Mere Chamber website currently being constructed.

The small booklet ‘*A Mere Meander*’ has had to be re-printed as the initial run of 100 copies has been used. A local printing firm gave a competitive quote to print 1000 copies, along with an topical insert describing local WW1 involvement, and these have just been delivered.

A flyer supported by the project and describing the local *Artists in Mere* group has been produced. It will be distributed to local shops, libraries, and businesses, showing the products and contact details for commissions and purchases. An exhibition space is still being sought.

The group is to be commissioned to design a similar flyer to be used at Stourhead, advertizing the facilities and attractions of Mere town.

## 8 New Business Activities

A specification is in process to enable the commissioning of a professional report on commercial space available in the area for new business activities.

END

## WILTSHIRE COUNCIL

6 FEBRUARY 2013  
SOUTH WEST WILTSHIRE AREA BOARD

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### SWWAB temporary support to the Nadder Valley Chambers of Commerce

#### 1. Purpose of the Report

1.1 The purpose of this report is to provide supplementary information for the Area Board project to provide temporary support to the Nadder Valley Chambers of Commerce (those covering the Mere, Tisbury and Wilton community areas).

#### 2. Background

2.1 On 5 March 2012 SWWAB (South West Wiltshire Area Board), TAPCAP (Tisbury & Parishes Community Area Partnership) and WilCAP (Wilton Community Area Partnership) hosted a Community Planning Event at Dinton Village Hall. Various stakeholders took part in this event, including local residents, Parish Councils, statutory services and voluntary groups.

2.2 As a direct result of this event, SWWAB set priorities for 2012/13 under three main headings:

- Economy, jobs and skills
- Health and the environment
- Housing

Relevant to this report, under the heading of 'Economy, jobs and skills' the following issues were identified:

- Assisting small / medium sized businesses and encouraging new businesses
- Promoting tourism

2.3 Elected members believe that the most effective way for SWWAB to promote economic development is to ensure that the Nadder Valley has effective Chambers of Commerce working in liaison with each other and with the AONB (Cranborne Chase and West Wiltshire Downs Area of Outstanding Natural Beauty), particularly its sustainable tourism initiative in the region. Chambers of Commerce, or their equivalent, are best placed to identify and support the wide range of mainly small business in the valley.

2.4 There are existing Chambers of Commerce in Wilton and Mere and in Tisbury a Business Association working along similar lines. All three organisations were relaunched with funding support from the LEADER programme. This enabled

them to take on part time clerks and start to expand their membership and activities. This welcome progress is now at risk because of the ending of the LEADER programme, which was only for one year. None of the three Chambers is yet financially self-supporting.

2.5 In order to address these issues, Area Board members have been working closely with Mere & District Chamber of Trade, Tisbury Business Association, Wilton & District Business Chamber and the Cranborne Chase and West Wiltshire Downs AONB (Area of Outstanding Natural Beauty) to formulate a joined-up strategy across South West Wiltshire.

2.6 The three Chambers of Trade/Business Association have now put forward proposals which, if supported by SWWAB, should leave them in a position to continue in a self-sustaining manner within a two year period.

### **3 Aims and Objectives of the Project**

3.1 To assist the local business chambers/association by providing a one-time funding package to bridge the gap between the ending of LEADER funding and their becoming financially self supporting.

3.2 To enable the business chambers/association to expand membership and to improve services to members in order to promote economic development and employment.

3.3 To encourage and promote joint working with the AONB to meet mutual aims of growing tourism in the Nadder Valley region, and into all other areas of South West Wiltshire.

### **4 Details of Projects**

4.1 Mere & District Chamber of Trade, Tisbury Business Association and Wilton & District Business Chamber have each produced their reports according to these criteria; details of these can be found in the appendices.

4.2 South West Wiltshire Area Board, led by Cllr Richard Beattie, produced the following guidance to the business chambers/association for this project:

- The application should relate to a **single named project**.
- The application should provide a **vision statement** – a brief description of the situation the chamber/association expects to have reached by the end of the two year project
- The project should have a **clearly stated set of SMART<sup>1</sup> objectives** which are realistically capable of being achieved by the end of the period. Those objectives are likely to be focussed on improving business prospects and

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<sup>1</sup> Specific, Measurable, Attainable, Resourced, Timetabled



employment opportunities in the area by building and retaining membership and expanding the services provided to members.

- The project should be **ring fenced** from other activities carried on outside the scope of the project. That means that the SWWAB money should be separately identifiable within the accounts and that activities should be labelled as SWWAB supported or not.
- The project should comprise a set of **discrete actions/activities**
- Each action/activity should have a **timetable, output targets and a budget** but the chamber/association is free to vire between the actions/activities provided such virement is explained in the reporting process
- The application should include a commitment to work in **liaison with the AONB**, particularly on their tourism initiative.

## **5 Evaluation and Monitoring**

5.1 Each business chamber/association will provide reports to South West Wiltshire Area Board on a six monthly basis. The reports will focus on the project as a whole, showing what has been done and providing details of costs and results. The report should also show progress on delivering the actions listed in the original application. The Area Board will meet each business chamber/association after the receipt of each report in order to review progress.

5.2 An outline of the schedule for these reports is given below:

- 1 September 2013 – 6 months report
- 1 March 2014 – 1 year report
- 1 September 2014 – 1 year and 6 months report
- 1 March 2015 – final 2 year report and evaluation

5.3 Representatives from South West Wiltshire Area Board will meet with each business chamber/association to review the reports. All reports will then be made public at the next scheduled Area Board meeting.

## **6 Funding arrangements**

6.1 Each business chamber/association was asked to provide an outline of activities that will be eventually delivered over a period of two years. Based on those approximate outlines, this proposal aims to provide £14,000 to each business chamber/association, with payments made in advance in order to fund costs.

6.2 Funding for this project will be released in two tranches, as detailed below:

- To be released immediately;  
Mere & District Chamber of Trade = £7,000  
Tisbury Business Association = £7,000  
Wilton & District Business Chamber = £7,000

- To be released before the end of the 2013/14 financial year (i.e. before end of March 2014), on condition that approval is given by South West Wiltshire Area Board for this tranche to be released, according to the aims of projects being met;  
Mere & District Chamber of Trade = £7,000  
Tisbury Business Association = £7,000  
Wilton & District Business Chamber = £7,000

6.3 Therefore, the total amount of funding committed through this Area Board project is **£42,000**. The reason for releasing this funding in two stages is to ensure that the project is progressing as intended and to provide a check/balance.

6.4 Any money unaccounted for by each business chamber/association, in line with the criteria provided, will be returned to South West Wiltshire Area Board.

6.5 By agreeing to receive this funding, each of the business chambers/association agrees to the process outlined in this proposal.

## **7 Recommendation**

**7.1 It is proposed that the South West Wiltshire Area Board agrees:**

**To allocate £42,000 to this Area Board Project, according to the terms and process detailed in this report.**

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### Appendices:

Appendix 1 Project Sunrise, Mere – Mere & District Chamber of Trade

Appendix 2 Tisbury Business Association 2013-14

Appendix 3 Developing WDBC in the Community – Wilton & District Business Chamber

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## Tisbury Business Association 6 Month Report to SWWAB

7 March 2014

The project funding to the Tisbury Business Association is made up of eight activities as per our initial application. Please find detailed below the progress of each.

### **Activity 1. Website**

Specific action/target:- to establish and launch a website.

Progress;

- The site was launched in late April 2013 under the domain name [www.tisbury.co.uk](http://www.tisbury.co.uk)
- The site is now fully operational and managed by the TBA Secretary
- The site carries the TBA mission statement as well as agendas, minutes, an events page, latest news and visitors to the site can now download a membership application form
- A members directory has also been created

### **Activity 2. TBA Membership**

Specific action/target:- to increase membership, review membership fees and services and support offered.

Progress;

- TBA membership now stands at 50, an increase of 15 since April 2013

- Annual membership has been increased from £20 to £40 and we annual subscription renewals are currently being sent out to members
- A 'special offer' on membership is working well; we offer a 50% reduction on membership for referrals.

### **Activity 3. Tisbury Signage Project**

Specific action/target:- were to improve signage on main roads, to provide better gateway signage at the entrances to Tisbury and to improve awareness to rail travellers of Tisbury as a destination.

Progress;

- For some time we have tried to organise a meeting with James Stockdale of St Modwen ([www.stmodwen.co.uk](http://www.stmodwen.co.uk)), unfortunately Mr Stockdale has not been on the Tisbury site very often of late, however a meeting did take place on Thursday 6 March 2014 with Patrick Duffy representing the TBA
- Points discussed and agreed were;
  - A sign 1m x 2m will be fixed to the existing railing facing up/down line
  - St Modwen contractors will be used to erect the sign
  - St Modwen will revert with costs and will confirm within next 2 weeks
- Links with the AONB regarding main road signage have been made and are progressing, although with the resignation of Deborah Beeson, the tourism project leader we are waiting for the appointment of her successor for work to continue

### **Activity 4. Advertising**

Specific action/target:- were to undertake 2 or more business community joint advertising campaigns.

Progress;

- 10 members who have service based businesses away from the High Street have recently participated in a advertorial campaign which included the logo and an image of each business in the March issue of Valley News
- An advertisement was in the December issue of Salisbury Life as part of the 'Tiz the Season' event on 14 December and was focussed on High Street businesses
- Over the last 6 months the TBA have been able to maintain an excellent working relationship with the Valley News and we have recently secured a heavily discounted rate by booking a further 3 double page features about the TBA, their members and general activities which will take place in June, September and December 2014.

### **Activity 5. 'I'm Backing Tisbury' Campaign**

Specific action/target- to launch a campaign targeted at local residents to make full use of Tisbury businesses.

Progress;

- This campaign was launched in July 2013
- Full details at [www.tisbury.co.uk](http://www.tisbury.co.uk)
- Based on a loyalty card scheme, for every £5 spent in a participating shop/service the customers card is stamped. Once the card has been stamped 9 times (from at least 3 different shops) the customer receives an 'I'm Backing Tisbury' hessian shopping bag
- This has been a hugely popular campaign and we are looking at further marketing opportunities of this kind
- A third order of loyalty cards has just been placed

### **Activity 6. Tisbury Food Festival**

Specific action/target:- to research demand and interest in a Food Festival.

Progress;

- This project has been carefully researched and has received full support and co-operation
- Initially it was agreed at TBA meeting of 16 August 2013 that the proposed Festival take place on 3<sup>rd</sup> & 4<sup>th</sup> May 2014 however after further research it was discovered that there were several other local festivals taking place the same weekend
- TBA members discussed in their meeting of October 2013 the above and also the fact that the Tisbury Carnival (held in September 2013) was poorly attended and in danger of wrapping up and it was agreed that we would approach the carnival committee to discuss joining together and putting on a joint festival/carnival in September 2014
- After consultation with both groups a joint festival is currently being planned for Saturday 20 September 2014
- A subcommittee of the TBA has been formed to plan, manage and co-ordinate the Festival with TBA member Dale Jefferies as Project Manager with assistance from TBA secretary
- At the first meeting of the committee it was decided that the festival would take the theme of chocolate (the movie 'Chocolat' was made in Fonthill Gifford so it seemed appropriate)
- It is hoped that the Festival although based around food will also feature local music and art in order that as many local residents, groups and organisations can participate and as such will now be named Tisbury Chocolate Festival
- The Anonymous Travelling Market will be supporting the Festival but it has been decided that we will also have many more local producers and artists, with a mixture of food and craft stalls, and both local primary schools are participating. Other local groups will be involved including the Tisbury Flower group, TAG, local scouts and brownie groups, the poetry club and the newly formed Tisbury Choir will open the festival
- 

### **Activity 7. Tourist Information Point**

Specific action/targets:- to establish a TIP in or around the High Street.

Progress;

- Initial work has been carried out in association with the AONB and Tisbury Post Office has agreed to host the TIP
- Debs Beeson of the AONB has been sourcing funding to take the project to the next stage

### **Activity 8. Liaison & Training**

Specific actions/targets:- to identify and deliver training, education and coaching required by members and to promote links with neighbouring chambers and to plan a social event for members.

Progress;

- A joint event with the Chambers of Mere, Wilton, Gillingham & Shaftesbury is took place on Monday 16 September 2013 at the Michael Herbert Hall, South Street, Wilton at 7pm
- This was well attended and well organised by the Wilton Chamber
- The next 'Meet your Neighbours' is due to take place on Monday 17 March 2014 with Shaftesbury Chamber as hosts at The Royal Chase Hotel, Shaftesbury
- A HR training session run by TBA member Janet Amos took place on 17 October and was well supported by members
- A training session about the new updates to Employment Law is due to take place in April 2014 run by Janet Amos

Should any further information be required please do not hesitate in contacting me.

Jilly Sitch  
TBA Secretary  
0787 761 8031  
01747 811799  
[www.tisbury.co.uk](http://www.tisbury.co.uk)

## **Wilton & District Business Chamber 1 year summary**

- Wilton Event 2013 - costs, attracted an estimated 10,000 and gives confidence to repeat on a large scale this year.
- Membership recruitment success increase.
- Support for town team and community activities, Big Lunch, Carnival.
- Working with Shopping Village on various projects to tighten ties between town centre and village shopping centre itself.
- Still pursuing establishing a tourist information centre, central town diary, tourism development and partnership networking with others.
- Supporting Community Land Trust with its endeavours especially on safeguards and interests in Erskine Barracks with provision of low cost housing and business schemes.
- Supporting Wiltshire Council South West Wilts Area Board in the activities it is proposing across the valleys, and AONB in its promotions as a visitor attraction.





**WILTON & DISTRICT BUSINESS CHAMBER**

**SWWAB - Summary of funding and costs**

	<b>Total</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
	<b>£</b>	<b>Survey</b>	<b>Packs</b>	<b>Website</b>	<b>Visitor info</b>	<b>Expo</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Funding</b>	<u>7,000.00</u>	1,500.00	500.00	1,500.00	1,500.00	2,000.00
<b>Costs</b>						
To 31 August 2013	2,156.54	1,346.94	309.60	380.00	40.00	80.00
Business manager hours	2,130.00		180.00	640.00	40.00	1,270.00
Printing and stationery	158.15		106.08			52.07
Mileage	14.00					14.00
Event costs	2,689.60					
- banners/signs						189.60
- hog roast						500.00
- band						250.00
- disco						100.00
- equipment hire						180.00
- expenses						220.00
- advertising/design/print						1,250.00
Event income	-655.00					-655.00
<b>Total</b>	<u>6,493.29</u>	<u>1,346.94</u>	<u>595.68</u>	<u>1,020.00</u>	<u>80.00</u>	<u>3,450.67</u>
<b>Surplus/(Deficit)</b>	<u>506.71</u>	<u>153.06</u>	<u>-95.68</u>	<u>480.00</u>	<u>1,420.00</u>	<u>-1,450.67</u>



**SOUTH WEST WILTSHIRE AREA BOARD  
(26 March 2014)**

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**Your Local Issues**

**1. Purpose of the Report**

1.1. To update the board on all issues currently **in progress**.

**2. Issues in progress**

ID	Category	Location	Summary of Issue	Update
2152	Highways	Ugford	Village gateway request	Progress update awaited.
2544	Highways	Donhead St Mary	Road surface condition on A30 at Higher Coombe	Highways team have ordered work to be done.
2654	Highways	Hindon	Location of 30mph signs near builders yard	Discussed at CATG on 22.11.12 – considered for prioritisation within the c class/unclassified road review by CATG in 2013/14.
2664	Highways	Fonthill Gifford	Speeding along B3089 Chilmark to Fonthill Estate offices	Highways team report that stretch of road will be reviewed towards end of financial year (2013/14) and will consider all available options.
2680	Highways	Wilton	Speeding along Raceplain Road/South Street	Highways team estimated cost of installing gateway is £7,000. Proposed scheme has been sent to Town Council who have agreed a £1,500 contribution. To be considered for funding at Area Board meeting on 26.3.14.
2741	Highways	Wilton	Speeding on A30 Shaftesbury road, Wilton	Metro count has indicated site eligible for Community Speed Watch – Wilton NPT report that currently unable to recruit enough volunteers
2817	Highways	Bowerchalke	Raised bump on road surface in Bowerchalke	Work ticket has been issued and Highways officers have spoken directly to contractor.
2855	Highways	Stourton	Speeding on High Street	Road will be considered by CATG for prioritisation within the c class/unclassified road review in 2013/14.
2864	Car Parking	Tisbury	Additional parking bays for the Avenue in Tisbury	Request sent to Housing Management to consider increased parking as part of future investment. Housing Management due to consider requests in early 2014.
2947	Highways	Quidhampton	Road crossing needed for Wilton Road	Parish Council have decided not to pursue issue further.
2965	Highways	Bowerchalke	SID request	Request list for all parishes has been provided to Community SID co-ordinator. Scheme is gradually being rolled out.

2968	Highways	Donhead St Andrew	Safety issue on A30	Final scheme estimated at £100,000. Discussed at CATG on 20.1.14 – proposal to carry out feasibility study and topographical survey agreed at Area Board meeting on 5.2.14.
2986	Highways	Chilmark	Review signage	Traffic Management team have advised that signage is likely to be reviewed in the next financial year.
3016	Highways	Ansty	Speeding on A30 at Ansty (Horwood Farm)	Road Policing Unit now monitoring the area - In 2013, along the A30, there have been 12 fixed penalty tickets issued, 1 reported for Court and 5 others given words of advice.
3108	Highways	Broad Chalke	Various highways issues in Broad Chalke	White lining scheme on The Causeway (showing footway for pedestrians) discussed at CATG on 10.3.14.
3125	Highways	Wilton	Speeding along North Street	Metro count results returned; no further action.
3133	Highways	Wilton	Request for horse crossing signs	Traffic management team have assessed site and confirmed signs would be appropriate, approximate cost £400. Have asked originator if stables are willing to cover this cost.
3152	Highways	Tisbury	House being struck by vehicles on Hindon Lane	Proposal to put white line on road around bollards agreed at Area Board meeting on 5.2.14.
3188	Highways	Ansty	Speeding in High Street	Recent metro count indicated no further action. Highways team have provided advice on traffic calming measures and can arrange a site visit if Parish Council wishes to explore further.
3196	Highways	Semley	Road name sign either end of Butlers Lane	Referred to traffic management team on 9.1.14
3249	Highways	Chilmark	Large potholes at Ridge	Referred to CLARENCE.
3263	Highways	Quidhampton	Speeding on A3094	Metro count requested.

The following issues (highlighted above) are identified for closure:

- 2947
- 3125
- 3188

### 3. Updates for the above issues:

3.1. Full details on the issues are available online here:

<http://www.wiltshire.gov.uk/council/areaboards/southwestwiltshireareaboard.htm>

You then click on **issues tracking**. If you would like to be sent hard copies of the issues and updates please send an email to [stephen.harris@wiltshire.gov.uk](mailto:stephen.harris@wiltshire.gov.uk) or phone 01722 434211.

4. **Reporting an issue:**

4.1. To report an issue go to

[https://forms.wiltshire.gov.uk/area\\_board/areaboards.php](https://forms.wiltshire.gov.uk/area_board/areaboards.php)

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