

# AGENDA

**Meeting:** CORSHAM AREA BOARD  
**Place:** Colerne Village Hall, Martins Croft, Colerne, Wiltshire SN14 8DT  
**Date:** Thursday 5 June 2014  
**Time:** 7.00 pm

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Including the Parishes of Box, Corsham, Colerne and Lacock

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

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

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

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Please direct any enquiries on this Agenda to Sharon Smith (Senior Democratic Services Officer) on 01225 718378 / [sharonl.smith@wiltshire.gov.uk](mailto:sharonl.smith@wiltshire.gov.uk) or Dave Roberts (Corsham Community Area Manager), 07979 318504 / [dave.roberts@wiltshire.gov.uk](mailto:dave.roberts@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

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Alan MacRae (**Chairman**) – Corsham Pickwick

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Sheila Parker (**Vice Chairman**) – Box & Colerne

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Dick Tonge – Corsham Without & Box Hill

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Philip Whalley – Corsham Town

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	<b>Time</b>
<p>1     <b>Election of Chairman</b></p> <p>To elect a Chairman for the forthcoming year.</p>	7.00pm
<p>2     <b>Election of Vice Chairman</b></p> <p>To elect a Vice Chairman for the forthcoming year.</p>	
<p>3     <b>Chairman's Welcome and Introductions</b></p> <p>To welcome everyone to the Area Board.</p>	
<p>4     <b>Apologies for Absence</b></p> <p>To receive any apologies for absence.</p>	
<p>5     <b>Minutes (Pages 1 - 10)</b></p> <p>To approve and sign as a true record the minutes of the previous meeting held on Thursday 20 March 2014.</p>	
<p>6     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7     <b>Chairman's Announcements (Pages 11 - 12)</b></p> <p>To receive the following chairman's announcements:</p> <ul style="list-style-type: none"> <li>a) Recycling success</li> <li>b) Community Health Trainers</li> </ul>	
<p>8     <b>Partner Updates (Pages 13 - 22)</b></p> <p>To receive any updates from the following partners:</p> <ul style="list-style-type: none"> <li>(a) Wiltshire Police</li> <li>(b) Wiltshire Fire and Rescue Service</li> <li>(c) NHS Wiltshire</li> <li>(d) Town and Parish Council Nominated Representatives</li> <li>(e) Corsham Community Area Network (CCAN)</li> <li>(f) Chamber of Commerce</li> <li>(g) Shadow Community Operations Board</li> <li>(h) Schools</li> </ul>	
<p>9     <b>Appointments to Outside Bodies (Pages 23 - 38)</b></p> <p>To appoint representatives to local outside bodies and to working groups of the area board.</p>	

10	<b>Leader funding 2015 - 2020</b>	<b>7.30pm</b>
	To explain how Local Action Groups with Leader funding can help projects in the Corsham community area and to seek views on priorities for expenditure.	
11	<b>Welcome and introductions for the Community Engagement Officer</b>	<b>7.45pm</b>
	To welcome and introduce the new Community Engagement Officer, Penny Bell, who will explain her role in relation to the new campus.	
12	<b>Local Highways Maintenance Schemes</b> ( <i>Pages 39 - 50</i> )	<b>7.55pm</b>
	To present the local Highways maintenance schemes in the Corsham Community area for 2014/15, agree the final list for implementation and the procedure for any future alterations.	
13	<b>Member Initiatives</b> ( <i>Pages 51 - 56</i> )	<b>8.10pm</b>
	To consider the following member initiatives:	
	a) Mobile CCTV units.	
	b) Ground conditions in the play area near Katherine Park	
14	<b>Community Area Grants</b> ( <i>Pages 57 - 62</i> )	<b>8.25pm</b>
	The Wiltshire Councillors will consider the following applications to the Community Area Grants Scheme:	
	<ul style="list-style-type: none"> <li>• Colerne Community Marquee – requesting £2,500 towards the purchase of a marquee and associated lighting equipment.</li> <li>• Royal British Legion – requesting £3,090 towards the restoration of the war memorial</li> <li>• Corsham Hockey Club – requesting £810 to purchase new equipment.</li> </ul>	
15	<b>Area Board Grants update from 2013/2014</b>	<b>8.35pm</b>
	To receive a roundup of the community area grants awarded in the past year.	
16	<b>Community Issues Review</b>	<b>8.45pm</b>
	To receive an explanation of how to raise a community issue and a roundup of the issues raised this year and their outcomes.	
17	<b>Next Meeting Date</b>	<b>8.55pm</b>
	24 July 2014	



# MINUTES

**Meeting:** CORSHAM AREA BOARD  
**Place:** Corsham Town Hall, High St, Corsham SN13 0EZ  
**Date:** 20 March 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 8.50 pm

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Please direct any enquiries on these minutes to:

Eleanor Slack (Democratic Services Officer) on 01225 718255 or  
eleanor.slack@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 Alan MacRae (Chairman), Cllr Sheila Parker (Vice Chairman), Cllr Dick Tonge and  
Cllr Philip Whalley

### **Wiltshire Council Officers**

Dave Roberts, Community Area Manager, Eleanor Slack, Democratic Services Officer,  
Alan Byrne, Technical Support Assistant.

### **Town and Parish Councillors**

Corsham Town Council –  
Box Parish Council –  
Colerne Parish Council – T Houl, A Clench  
Lacock Parish Council -

### **Partners**

Police – Inspector Nick Mawson  
Fire – Mike Franklin  
NHS Wiltshire –  
CCAN – Kevin Gaskin  
Schools – Tim Awmack, Marcus Chapman, A Welch  
Corsham Chamber of Commerce – Roger Stockley

**Total in attendance: 52**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
27	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the Area Board meeting at Corsham Town Hall.</p>
28	<p><u>Apologies for Absence</u></p> <p>Apologies were received from:</p> <p>CLlr Pauline Lyons - Box Parish Council  CLlr Jennie Hartless - Box Parish Council  Dave Martin – Corsham Town Council</p>
29	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 23 January 2014 were confirmed and signed as a correct record.</p>
30	<p><u>Declarations of Interest</u></p> <p>CLlr Shelia Parker declared an interest in the Box Twinning Group and the Box Community Speed Watch grant applications and would not participate in the vote on these applications.</p> <p>CLlr Alan Macrae declared an interest in the Air Training Corps, Corsham for Walking and Corsham Twinning Association grant applications and would not participate in the vote on these applications.</p> <p>CLlr Philip Whalley declared an interest in the Corsham town Council WW1 Group grant application and would not participate in the vote on this application.</p> <p>CLlr Dick Tonge declared an interest in the Corsham School grant application and would not participate in the vote on this application.</p>
31	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the announcements as provided within the agenda pack.</p> <p>These included:</p> <p style="padding-left: 40px;">a) <u>Housing allocations policy</u></p> <p>There was a high demand for affordable homes in Wiltshire. Housing is allocated according to the Council's Allocations Policy. The introduction of the</p>

	<p>Localism Act in 2011 gave Wiltshire Council the opportunity to review its policy and make necessary changes. A summary of the outcome of the changes could be found in the agenda pack.</p> <p>b) <u>Balfour Beatty Contract</u></p> <p>Information regarding what services are provided to the local community through Balfour Beatty living places contract were circulated at the meeting.</p>
32	<p><u>Partner Updates</u></p> <p>a) <u>Police</u></p> <p>Inspector Nick Mawson drew attention to the update contained within the agenda pack. Following a wallet theft in the area, attendees were reminded to keep their pin numbers safe and secure.</p> <p>b) <u>Fire and Rescue</u></p> <p>An update was contained within the agenda pack.</p> <p>c) <u>Box Parish Council</u></p> <p>The Parish Council's review of working arrangements had resulted in savings. A set precept had been used for the year, which had been a success. The Council were in the process of planning WW1 commemoration events.</p> <p>d) <u>Colerne Parish Council</u></p> <p>The BMX track was being refurbished and would include a picnic area. The scheme, which was partially funded by the Area Board, was expected to be completed in June.</p> <p>e) <u>Corsham Town Council</u></p> <p>An update was included in the agenda pack. The council was in the process of planning a summer fete, which would include a fly pass. Corsham had also been awarded Walkers are Welcome status.</p> <p>f) <u>Corsham Chamber of Commerce</u></p> <p>An update was included within the agenda pack. It was confirmed that the error relating to the Hartham Park planning application had been rectified. The annual general meeting was due to take place on Wednesday 26 March.</p> <p>g) <u>Shadow Campus Operations Board</u></p> <p>The transition board were in the process of considering how existing services</p>



	would transition into the campus building.
33	<p><u>Presentation from Neston School</u></p> <p>Tim Awmack, Governor of Neston School gave a presentation to the Area Board. He explained that two additional classrooms had recently been built at the school. A number of parking issues had resulted and the school were seeking to accommodate coaches outside the school through street marking.</p>
34	<p><u>Transcoco update</u></p> <p>Adam Walton updated the Area Board on the work of Transcoco. Corsham had recently been awarded fair-trade status. The premium paid on fair-trade products ensured a fair price for producers and addressed environmental issues in local communities. Towns must demonstrate a proven commitment to fair-trade products and a minimum number of businesses in the area must use fair-trade products before fair-trade status can be awarded. Transcoco were holding a meeting on Tuesday 25 March starting at 7.30pm at the Corsham Pound.</p>
35	<p><u>Youth Activity Review</u></p> <p>Communities across Wiltshire were being consulted on what youth activities they would like in their local communities. Cllr Laura Mayes, Cabinet member for Children's Services at Wiltshire Council gave a presentation on the review being undertaken.</p> <p>The review was sparked by a youth services report presented to Cabinet on 21 January 2014. The current youth service was 10 years old and required updating. The council sought to ensure the continued protection of vulnerable children. In accordance with Department of Education guidance, focus of the review was on enabling local communities rather than purely providing services.</p> <p>In the Corsham community area, there were 1,700 potential users of the youth service. The Area Board had initially allocated £4,000 for the provision of youth services, but had spent approximately £26,000.</p> <p>The consultation outlined four potential options, these were:</p> <ol style="list-style-type: none"> <li>a) Retain the current in-house service but reduce the cost</li> <li>b) Outsource youth service to a third party</li> <li>c) Encourage and support staff to form a Public Service Mutual</li> <li>d) Develop a community led approach</li> </ol> <p>The consultation which started on Friday 31 January would run for 10 weeks. The Area Board were encouraged to contribute to the consultation which could be accessed on the Wiltshire Council website.  <a href="http://www.wiltshire.gov.uk/consultationypactivitiesreview">www.wiltshire.gov.uk/consultationypactivitiesreview</a>. The new youth plan was due to go before Cabinet on 15 May.</p>

	<p>Following questions, provision for young people in the Corsham Campus building was discussed.</p> <p>A petition was also presented to Cllr Laura Mayes.</p>
36	<p><u>What Matters to You?</u></p> <p>The ‘What matters to you?’ conference was held on 20 March 2014 and over 120 members of the public and partner agencies took part. The event focused on the data set out in the Community Area Joint Strategic Assessment 2014-16 and used themed roundtable discussions to identify local priorities underpinned by JSA evidence. All participants had an opportunity to vote on the priorities and the results were included within the agenda pack. Project ideas were developed which related to the priorities identified.</p> <p><b>It was resolved to:</b></p> <ul style="list-style-type: none"> <li>• <b>Adopts the priorities identified by the ‘What matters to you’ community event and works to facilitate local action to tackle those priorities.</b></li> <li>• <b>Considers earmarking funding to promote, initiate and support community-led action around the selected priorities.</b></li> <li>• <b>Considers appointing a lead member to champion any priority (priorities) adopted.</b></li> <li>• <b>To submit reports to the Board on progress made to address the priorities to ensure that positive outcomes are delivered.</b></li> </ul>
37	<p><u>Dementia Strategy</u></p> <p>Rhian Bennett, Commissioning Manager gave a presentation on Wiltshire Council’s dementia strategy. She explained that nationally 1 in 3 people were affected by the condition. In Wiltshire, approximately 6,500 people were living with dementia, two thirds of whom were living in the community. Around 250 people were living with the condition in the Corsham community area.</p> <p>Wiltshire council’s dementia strategy aimed to treat each person living with the condition as an individual, ensuring that they had access to appropriate care and support. Local communities had an important role to play as the council sought to enable those with the condition to continue living in the community.</p> <p>The Dementia strategy was developed by the Council and the Dementia board. A public consultation was taking place and would end on 19 May 2014. The consultation could be accessed via the Wiltshire Council website <a href="http://www.wiltshire.gov.uk/council/consultations/consultationwiltsdementiastrategy.htm">http://www.wiltshire.gov.uk/council/consultations/consultationwiltsdementiastrategy.htm</a>.</p>

38	<p><u>Library Memory Groups</u></p> <p>Rhian Bennett, Commissioning Manager gave a presentation on library memory groups in Wiltshire. There were four library memory groups across the county, located in Mere, Pewsey, Purton and Warminster. Research had shown that taking part in community activities could be beneficial for individuals living with dementia by improving their social interaction and mood. The weekly groups were aimed at people with memory loss and their carers. The groups had been set up as part of a 18 month pilot which was being funded by Wiltshire Council and the CCG. The Area Board were encouraged to contact Rhian Bennett for more information.</p>
39	<p><u>CATG Report</u></p> <p><b>It was resolved to:</b></p> <p><b>Contribute a maximum of £2,000 from the CATG budget towards alterations to Mon's Lane noting that Lacock Parish Council have also been requested to contribute £1,000.</b></p>
40	<p><u>CCAN Update and Funding Request</u></p> <p>Kevin Gaskin gave an update on the work of Corsham Community Area Network (CCAN). The group had focused on supporting local projects, and were encouraging project ideas from the community. The group were working on campus travel plans which sought to identify how individuals would travel to the campus. The next meeting was due to take place on 31 March.</p> <p><b>It was resolved to:</b></p> <ul style="list-style-type: none"> <li>• <b>Allocate Administrator/Project Officer (including travel) costs amounting to £2,700 for 200 hours to cover Network activities including the JSA 2014 Consultation Event and WW1 Projects.</b></li> <li>• <b>Allocate £300 for the purchase of sound recording equipment.</b></li> </ul>
41	<p><u>Funding Applications</u></p> <p><b><u>Decision:</u></b></p> <p><b>To award 1<sup>st</sup> Corsham Sea Scout Group - £2,000 towards new boating equipment.</b></p> <p><b>Reason for decision: the application meets grant criteria for 2014</b></p> <p><b><u>Decision:</u></b></p>

**To award Leafy Lane Playing Fields - £1,841 towards movable goals and a defibrillator.**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Box Preschool Playgroup - £5,000 towards toilet and kitchen refurbishment**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award BW Cups - £1,000 towards a marquee/tent**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Corsham Primary School - £2,477 towards community computing literacy project**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Wiltshire Youth Arts Partnership - £990 towards instrument amnesty project**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Corsham Parochial Church Council - £1,336 towards WW1 war memorial restoration**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Suffrage Centenary Committee - £493.34 towards a commemorative plaque**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Box Twinning Group - £500 towards exchange visits**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Air Training Corps - £500 towards training computers**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Corsham for Walking - £500 towards an annual walking festival**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Corsham Twinning Association - £497 towards public address equipment**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Corsham Town Council/WW1 Group - £1,465 towards war memorial restoration**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Corsham Town Council/WW1 Group - £500 towards WW1 recruiting office re-enactment**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award The Corsham School - £5,000 towards parent/child literacy programme**

**Reason for decision: the application meets grant criteria for 2014**

**Decision:**

**To award Box Community Speed Watch - £493 towards 'Be Bright, Be**

	<p><b>Safe, Be Seen' project</b></p> <p><b>Reason for decision: the application meets grant criteria for 2014</b></p>
42	<p><u>Future Meeting Dates</u></p> <p>Future meeting dates:</p> <p>5<sup>th</sup> June 2014 – 7pm - Colerne Village Hall  24<sup>th</sup> July – 7pm – Corsham Campus  25<sup>th</sup> September – 7pm – venue TBC</p>

## Chairman's Announcements

**Subject:**

**Recycling success means mini recycling sites are no longer needed**

### Summary of announcement:

The success of Wiltshire's kerbside collection of plastic bottles, cardboard, paper, cans, textiles, glass bottles and garden waste has led to a review of the county's mini-recycling sites.

Households across Wiltshire recycled more than 68,000 tonnes last year through the kerbside collections, including garden waste. 36,000 tonnes of this came from the black box and blue lidded bin collections meaning the smaller recycling sites in the county are now used very little – less than 3,000 tonnes is expected to be collected through the mini recycling sites this year.

Since the introduction of the new kerbside collections there has been a sharp fall in the amount of waste being taken to mini recycling sites, such as those in car parks. As a result, the remaining 126 mini-recycling sites in Wiltshire will be removed, with the money saved by reducing this service duplication being ploughed back into vital council services.

Signs informing people about the proposed changes will be displayed from early April, and the sites will close from 5 May. Recycling bins will be removed from the site before the end of May.

Any households without a blue lidded plastic bottle and cardboard bin or a black recycling box, can obtain one by contacting the council. Households can also have up to two black recycling boxes for recycling paper, glass, cans and textiles. On occasions where households have more recyclables than can fit into two black boxes, we ask that the extra materials are separated out into carrier bags and placed out for collection alongside the black box (mixed materials may not be collected). Anyone who feels they do not have space for extra bins or boxes can contact the council to discuss alternatives.

The key messages are:

- All mini recycling sites in Wiltshire will close on 5 May 2014 and the bins will be removed from the sites shortly afterwards.
- The sites collect materials that we already collect through the black box kerbside service. It is therefore a *duplication* of service.
- The use of these sites has declined dramatically over recent years, as the council has invested in more kerbside collections – we collected 36,000 tonnes of dry recyclables through the kerbside services last year, compared with less than 3,000 tonnes collected via the mini recycling centres.
- Householders can have up to two black boxes for their glass bottles and jars, newspapers, magazines and telephone directories, food and drinks cans and textiles. Any excess recycling can be placed out in carrier bags (one material type per carrier

## ***Chairman's Announcements***

bag please – mixed materials may not be collected). Residents unable to manage black boxes can be offered smaller black baskets with handles.

- Sites will be regularly cleaned after the containers have been removed to manage any littering or flytipping issues that may occur in the short term.



## Crime and Community Safety Briefing Paper Corsham Community Area Board June 2014



### 1. Neighbourhood Policing Team (NPT).

**Sgt:** PS Nick Cooke

#### **Town Centre Team**

Beat Manager – PC Hazel Anderson  
PCSO – Shaun Redmond

#### **Rural Team**

Beat Manager – PC Mandie Ball  
PCSO – Barry Mussard

### 2. NPTs - Current Priorities & Consultation Opportunities:

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

□ Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

### 3. Performance and Other Local Issues:

**Drugs** – Corsham NPT carried out unexpected drug searches at Public Houses in and around the Town on Friday 16<sup>th</sup> May. The passive drugs dog indicated that two adult males had handled drugs within a 24 time frame. They were searched but not in possession of any illegal substances. The community and the Landlords welcomed our positive approach.

An adult male was issued with a Street Caution for being in possession of a small amount of Cannabis.

An adult male was arrested for drink driving and was also in possession of cannabis. He was issued with an Adult Caution.

**Litotes** – An elderly lady living in Bargates, Box was subject to a distraction burglary whilst male cold callers tried to encourage her to pay an extortionate amount for unnecessary gardening work. The lady had her purse stolen whilst being distracted - Investigations are still being carried out. Please warn senior members of family, friends, neighbours not to engage in conversation with cold callers. These people turn up unannounced and are sometimes known as rogue traders, bogus callers, and distraction burglars. In some cases they pretend to be legitimate builders or gardeners offering to do household maintenance. They will try to convince you that the work needs doing as it may be a danger if not done. They often start by verbally quoting a low price which dramatically increases when you agree to have the work done as they will invariably find something else that needs fixing so they can complete the original job quoted for. They will also try and trick their way into your house.

**Non-Dwelling burglary** – An adult male was issued with a Caution as a result of taking items from a shed in Oliver Avenue. He was quickly identified with the help of the public.

**Theft** – Two youths have been issued Local Resolutions for shoplifting from a local shop. They have re-paid the amount for the stolen goods and wrote a letter of apology.

An adult female has been identified for shoplifting from the same shop on two occasions, this is still ongoing.

**Anti-Social Behaviour** – A number of youths attended the SPLASH Project over the Easter holidays. This is a charity which engages with youths who have offended or at risk of offending and they offer projects such as the Wiltshire Wildlife Project.

Two males were issued with a Local Resolution for assaulting one another. A youth was issued with a Local Resolution for assaulting another youth.

Targeted patrols and an increased Police presence have been in place for Hatton Way to reduce Anti-social behaviour. The same has been put in place for the playing fields and tennis courts in Lacock.

**Update on the Copenacre Site** - Over the past 2 weeks PC Ball has been in Consultation with the owners of the Copenacre Site (Summix Ltd on behalf of Copenacre Developments LLP Ltd) and the Key-holders for the Site (GVA). Discussions included the state of the Site and the vandalism etc that has been reported to the Area Board and ourselves.

The situation is that Copenacre Developments have submitted a planning variation to the Plans under Section 73. This is in the advance stages of consultation with the Planning department and they are expecting an answer very shortly. Once they have the variation of the plans confirmed they will be going ahead with the exchange of the Site to Barrett Homes for development.

PC Ball has reminded the owners that if an Offender gets onto the Site and injure themselves then Copenacre Developments will be liable. The owners understand this and state that they have public liability insurance for such incidents.

They have a security officer who checks the Site once a week and will report back to the owners with any further damage on a weekly basis. Talks are continuing with the owners regarding better security of Copenacre to limit further damage.

**Information** – Corsham NPT showed a presence in the High Street whilst the recent filming of Poldark was taking place.

Corsham Policing Team held a Bluez 'n' Zues disco at Corsham School on Friday 23<sup>rd</sup> May. The theme was black and white.

We have been attending multi-agency meetings and found working closely together with partner agencies has proved beneficial.

Corsham NPT will moving from the Police Station on Priory Street to the new Springfield Community Campus on 2<sup>nd</sup> July. There should be real benefits from being based at this hub with other community services.

**Community Engagement** – In addition to the Wiltshire Police website, Corsham NPT also regularly update a Facebook Page at [facebook.com/CorshamPolice](https://www.facebook.com/CorshamPolice). This has been effective in

putting out local crime warnings (in addition to usual methods such as Neighbourhood Watch), appeals for witnesses or information and for putting out good-news stories. We also use the site to tell the community about upcoming consultations. So far over 489 people have joined the page to receive updates posted by the NPT – if you are on Facebook please join us.

EF Corsham NPT	Crime				Detections*	
	12 Months to April 2013	12 Months to April 2014	Volume Change	% Change	12 Months to April 2013	12 Months to April 2014
Victim Based Crime	506	501	-5	-1.0%	18%	11%
Domestic Burglary	30	22	-8	-26.7%	10%	0%
Non Domestic Burglary	50	62	+12	+24.0%	0%	3%
Vehicle Crime	61	49	-12	-19.7%	0%	0%
Criminal Damage & Arson	123	156	+33	+26.8%	18%	6%
Violence Against The Person	89	95	+6	+6.7%	33%	21%
ASB Incidents (YTD)	375	355	-20	-5.3%		
* Detections include both Sanction Detections and Local Resolutions						

Nick Cooke  
Neighbourhood Policing  
Corsham



## CCAN Co-ordinator : Projects Update and Report for Area Board

### ONGOING COMMUNITY PROJECTS

#### Campus Travel Group

**Theme:** Transport

**Start Date:** 2011

**Coverage:** Community Area

**Lead:** Transcoco Transport Group.

**Others involved:** Wiltshire Council, Corsham School,

**CCAN Coordinator Role:** Continuity from initial consultation as member of small Working Group. Direct links to the COB and lead for car parking and public transport. Will continue to support through Transition and transfer to a Travel Plan Co-ordinator.

#### Corsham 2013 Suffrage Centenary Celebration

**Theme:** Art and Culture

**Start Date:** August 2013

**Coverage:** Corsham

**Lead:** CCAN.

**Others involved:** Civic Society, Corsham Town Council

**CCAN Coordinator Role:** Collection and collation of photos taken on the day to be brought together and sorted to produce a commemorative album and commentary for the Town.

**Next Steps:** Anyone who might have photos to share (we have photos of people taking photos) is invited to send them to [kevingaskinccan@hotmail.co.uk](mailto:kevingaskinccan@hotmail.co.uk)

#### World War 1 Project

**Theme:** Art and Culture

**Start Date:** October 2013

**Coverage:** Community Area

**Lead:** Corsham Town Council.

**Others involved:** Parishes, Community Groups including RBL, Army Cadets, Air Cadets, Scouts, Civic Society, Pound Arts, Corsham Schools Cluster, and Bath Spa

**CCAN Coordinator Role:** Supporting co-ordination role hoping to encourage interest, publicise events and to acknowledge key events. Research into local history, family detail behind the war memorial names and information about survivors.

**Latest:** Corsham Commemorates website now live and being populated

<http://corshamcommemorates.weebly.com> Stories and events beginning to be added – all names on Corsham War Memorial added by Army Cadets. Facebook and Twitter accounts created.

**Next Steps:** Aim to co-ordinate and support the RBL and Wiltshire Council WW1 event in Salisbury in July. All primary schools (years 5 and 6) have been asked to engage in a project to produce commemorative markers for each name on their Town memorials. Recruitment Office to be recreated in Corsham Town Hall and planning an archaeological dig at the site of the Batters.

**Further information:** If you have Corsham family World War 1 stories or photos or would like some help researching your family records then contact [kevingaskinccan@hotmail.co.uk](mailto:kevingaskinccan@hotmail.co.uk)

### **Sustainable Homes Project**

**Theme:** Housing

**Start Date:** November 2013

**Coverage:** Potentially across Community Area

**Lead:** Transcoco

**Others involved:** Potential for links with local business and housing associations, BWCE.

**CCAN Coordinator Role:** Advice and support – as member of small Working Group picking up the Priority from the Community Area Plan regarding energy saving and fuel poverty. An initial meeting of a Sustainable Homes Group was held in November 2013 with a good level of interest and support.

**Next steps:** Still being considered – particularly in terms of the legal standing of any group providing advice but further awareness events or learning from experience workshops might be held.

## **EMERGING COMMUNITY PROJECTS**

### **Corsham Area Joint Strategic Assessment – Community Event 5<sup>th</sup> March 2014 and resulting Area Board Priorities**

The Corsham Area event to review and discuss the issues from the JSA was held on 5<sup>th</sup> March and the emerging priorities were adopted by the Area Board as community projects for Area Board support in the coming year. Community Area groups will be encouraged to take a lead on individual projects and Area Board grants will be linked to the priorities.

### **Katherine Park Lakes Project**

**Themes:** Environment, Health and Wellbeing

**Start Date:** November 2013      **Coverage:** Corsham – lessons learned could apply more widely

**Lead:** Katherine Park Residents Association

**Others involved:** Wiltshire Council and Wiltshire Wildlife Trust

**CCAN Coordinator Role:** Advice and support – as member of small Working Group to deliver a community self help project to improve the Lakes area and develop a nature trail.

**Next Steps:** Community meeting with the Residents Association in Katherine Park to help develop a project vision and plan. Intention is to present a project to the Area Board.

### **Corsham Area Arts and Culture**

As a 'spin-off' from the piece of work to develop the content for the Arts and Culture Chapter of the Joint Strategic Assessment for the Corsham Area we have the core information for a local directory of groups and organisations that contribute in some way to the community area Arts and Culture scene. This presents a possible project to better publicise what is available and perhaps to better co-ordinate and support events and resources across the community area. Initial discussion held with Director of Pound Arts and with Penny Bell as the new Community Engagement Officer to connect into the role and opportunity of the community campus.

## **COMMUNITY LIAISON**

### **Area Board and Agenda Setting**

To represent community issues or suggestions to be part of the Area Board programme.

### **Community Area Manager and Town/Parish Clerks**

Regular meetings and contact with Dave Roberts regarding CCAN support and engagement opportunities. Good contact with Town Council and through Parish representatives but this remains an area where more could be done at a Network level in terms of sharing common issues.

### **Transcoco**

CCAN has always been very close to Transcoco including admin support to the Transport and Environment Groups. Contact remains with Transcoco as one of the 'doing groups' in the Community Area particularly as projects relate to the Community Plan. Recycling, Fair Trade, Corsham in Bloom, Orchards, Repair Cafe, and Sustainable Homes are good examples. Communication links are to be reviewed.

### **The Corsham Cluster of Schools**

Dave Roberts, CAM, and Kevin Gaskin, CCAN Co-ordinator, are now to be regular attendees at the Corsham Cluster Heads Forum which includes the Corsham School and local primaries (Lacock is not part of the Cluster and Corsham Primary is not part of the Forum). This will be the prime contact point for links back to the Area Board and for addressing young people related issues.

## **COMMUNITY REPRESENTATION**

### **Corsham Area Transport Group**

Member of the CATG representing the Area Network and what was the Transcoco Transport Group. The CATG continues to be a useful forum to address related Area Board issues and increasingly to manage funding and responsibility being delegated to the community area level.

### **First Bus Customer Panel and Fares Consultation**

An inaugural member of the First Bus Customer Panel to represent issues put forward by First passengers and ongoing issues from the Community Plan. A passenger forum with bus providers and

companies was a community suggestion. A fares consultation has been opened and there are anomalies which affect Corsham and this is an opportunity to represent those concerns. Next meeting is June 11<sup>th</sup> 2014.

## **LOOKING AHEAD**

### **Health Forum**

Somerset Care have taken the initiative to bring groups and agencies providing services to adults together and first meeting held on 22<sup>nd</sup> May. Good attendance including the CAM, Good Neighbour Co-ordinator, Care Co-ordinator, Food Bank, Stroke Assoc, Alzheimer's, Red Cross. First initiative might be to produce a combined contact list and to look at Discharge from Hospital arrangements.

### **Corsham Business Directory**

A suggestion coming from the Chamber of Commerce membership is to bring together a directory of local businesses for the businesses themselves. Local businesses approached have intimated that an area directory would be helpful from the perspective of mutual support, local trading and common services. Research effort would be needed to bring information together from a number of sources.

### **Community Transport**

Still to be fully scoped but there are currently a number of factors combining to suggest that there should be a community wide project to examine community transport requirements and opportunities. The opening of the Campus may provide the most compelling requirement with a need to consider how it can become a real hub for the community area. Discussions are ongoing with the Community Engagement Officer likely to take a lead. Hartham Park and Royal Arthur plans will be part of any solution.

### **Corsham Station**

Similar to Community Transport the time might be right to re-examine the business requirement to re-open the Corsham Station. In 2013 Wiltshire Council identified the Station as one of its top 10 transport related projects for medium to long term funding but unfortunately the case did not receive support from the Wiltshire and Swindon Local Transport Body which must now approve all funding for major transport schemes. The suggestion was that the case required further investigation and support. A survey and consultation in Corsham and the wider area may be the next step.

### **Campus Communications**

CCAN was heavily involved in the initial consultations over the Campus and with opening of the new facilities scheduled for the summer the need to involve the community over the use of the new facility is key to its success and the network links of the Community Area Manager and CCAN will be part of that process. Initial discussions held with Penny Bell as the new co-ordinating community engagement officer.



### **Neighbourhood Plan**

Corsham Town Council have signified support to a Neighbourhood Plan bringing together local community interests and groups it would be appropriate for CCAN to be involved given the wider community input and the evidence of the community plan.

**Kevin Gaskin, CCAN Co-ordinator. [kevingaskinccan@hotmail.co.uk](mailto:kevingaskinccan@hotmail.co.uk). Tel: 07954 159995**



Corsham Area Board  
5 June 2014

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**Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2014/15**

**1. Purpose of the Report**

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2014/15.

**2. Background**

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. Similarly, the Area Board is invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2014/15.

**3. Main Considerations**

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. Some Area Boards also established Shadow Community Operations Boards to discuss and facilitate the development of Campus proposals. Similarly these groups were established as part of the Council's corporate programme for Campuses and so the Terms of Reference cannot be amended.
- 3.3. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

**4. Financial and Resource Implications**

- 4.1. None.

## **5. Legal Implications**

- 5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required.
- 5.2. Protocol 3 of the Council's Constitution sets out Guidance to Members on Outside Bodies.

## **6. Environmental Impact of the Proposals**

- 6.1 None.

## **7. Equality and Diversity Implications**

- 7.1 None.

## **8. Delegation**

- 8.1 Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.
- 8.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

## **9. Recommendation**

- 9.1 The Area Board is requested to:
  - a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
  - b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
  - c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

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**Appendices:**

Appendix A – list of appointments to Outside Bodies

Appendix B – list of appointments to Working Group(s)

Appendix C – Terms of Reference for Working Group(s)

**Unpublished background documents relied upon in the preparation of this report**

None.



**WILTSHIRE COUNCIL OUTSIDE BODIES**

<b>Outside Body Title ( A to Z )</b>	<b>Appointed By</b>	<b>Why Rep Needed</b>	<b>Organisation aims</b>	<b>Meeting schedule</b>	<b>Voting rights</b>	<b>Reps needed</b>	<b>Representative (s)</b>
Corsham Community Area Network	Area Board - Corsham	To inform on the development of the Community Area Plan	Development of the Community area Plan	Normally 6 times per year	No	1	Cllr Sheila Parker
Corsham Pound Arts Centre Trust	Area Board - Corsham	It enables the trusts board to gain a greater understanding of the councils priorities and how the organisation can work to meet some of those priorities.	The Pound Arts Trust is a charity which focuses on the promotion of education by means of artistic productions and activities for the benefit of the public by means of concerts, recitals, exhibitions, festivals (especially Corsham Festival), dramatic production, rural touring, film and other artistic media.	Bi-monthly on Monday evening at The Pound Arts Centre, Corsham	No	Provisionally 2 as no further detail available	Cllr Alan Macrae
Corsham Youth Issues Group (CAYPIGS)	Area Board - Corsham	So young people can present ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Cllr Phiiip Whalley Cllr Sheila Parker





**Appointments to Working Groups**  
**Corsham Area Board**

Community Area Transport Group (CATG)

- Cllr Alan Macrae
- Cllr Shelia Parker
- Cllr Dick Tonge
- Cllr Philip Whalley

Shadow Community Operations Board (COB)

- Cllr Alan Macrae



## **COMMUNITY AREA TRANSPORT GROUP (CATG)**

### **TERMS OF REFERENCE**

#### **Membership of the CATG**

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

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

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

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

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

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

#### **Appointment of CATG Members**

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

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

#### **Media Relations**

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

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

### **Meetings**

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

### **Officer Support**

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

### **Terms of Reference**

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

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

### Terms of Reference

#### 1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

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

*(Cabinet Member Decision HT-021-10)*

#### 2. Small scale transport schemes – substantive funding

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

*(Cabinet Member Decision HT-026-11)*

#### 3. Speed Indication Devices

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

*(Cabinet Member Decision HT-023-11)*

#### 4. C & UC roads speed limit review

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

*(Cabinet Member Decision HT-027-11)*

5. Waiting restrictions

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

*(Cabinet Member Decision HT-031-11)*

6. Other decisions

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

# CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

## Campus & Operational Estate Management Workstream

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### Draft Terms of Reference for Shadow Community Operations Board

#### 1 Background

On 15 February 2011 Wiltshire Council's Cabinet approved the implementation of the Campus and Operational Delivery Programme. The Programme will:

- Work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which seek to co-locate existing Council and partners services in one accessible location (or possibly more if appropriate) in a community area.
- Carry out the development of campus facilities in line with the Campus and Operational Management workstream principles (noted in section 2 of this document).
- Implement the Preliminary Management Project which will test the potential to develop some form of community driven strategic non-profit distributing organisation to deliver and support public services across Wiltshire.

Some of the benefits that the Council is seeking to achieve from a campus are:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Reducing the Council's estate producing an estimated 40% reduction in operational costs across all estate (this is an estimation based upon an initial assessment of the impact of the Workplace Transformation Programme which preceded the Campus and Operational Delivery Programme).
- Combining point of contact arrangements and improving accessibility to services.
- Developing and providing sustainable and energy efficient buildings.
- Ensuring long term flexibility in terms of the use of space is fundamental to the design.
- Developing the synergies between the management of individual services at a community level.
- Working with communities to develop a coherent and effective volunteering policy relevant to the local campus.
- Reducing the current overall risk to the Council from aging, disparate and inefficient buildings.
- Increased, beneficial and sustainable partnership working.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities.

The Preliminary Management Project will initially be focused on Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett. This will encompass the creation of Shadow Community Operations Boards, reporting into the Area Board who will make final recommendations to Cabinet for their consideration. The Shadow Community Operations Boards, will, subject to the agreement of the Area Board, take on a key role in coordinating and leading communications, influencing, and local engagement. This will cover areas such as the consultation processes, commenting on facility design and development and the ongoing indirect management and strategic planning of the resulting campus facility.

The preliminary management project will be in place from April 2011 through to April 2013 unless the Council determines otherwise.

#### 2 Campus Management Principles

The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

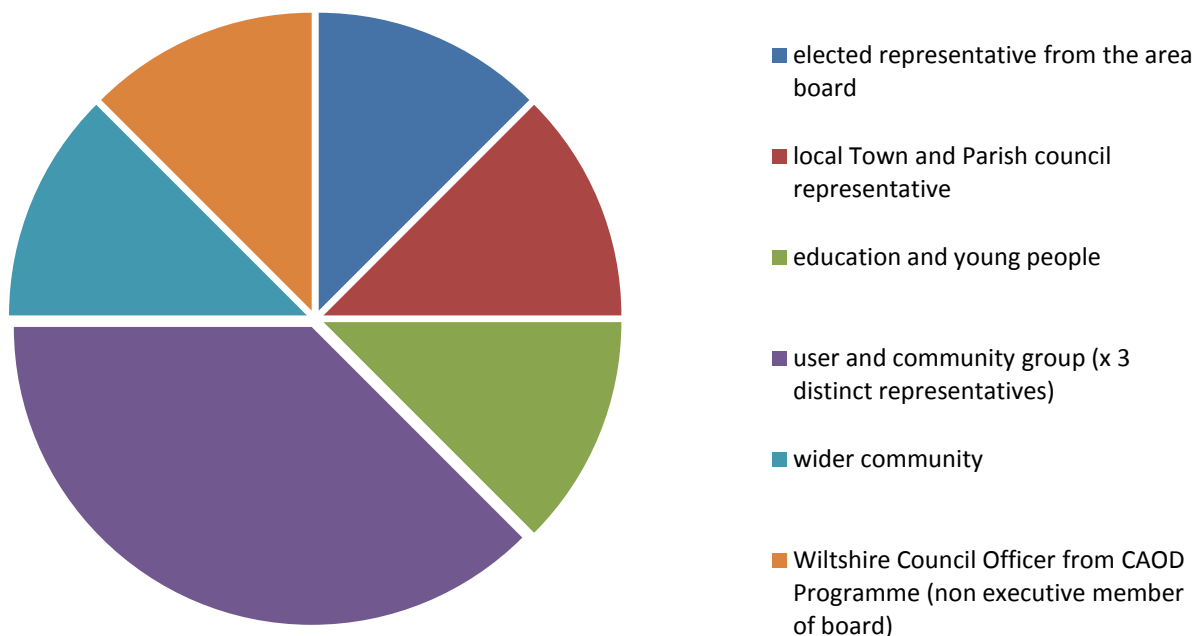
- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

Version3 – 5/4/11

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

### 3 Membership

The shadow community operations board membership will be determined by the Area Board and should consist of an appropriate, mutually agreeable representative from the following broad sectors of the local community area:



- (i) There will be one representative for each party identified.
- (ii) The board will need to nominate a chairperson at its inaugural meeting.
- (iii) The board will need to determine if the suggested representation appropriately reflects the description of the party.
- (iv) There will be up to three representatives identified by the user and community group sector and approved by the Area Board. Such representatives should be selected so as to ensure proper representation from distinct interest groups within that sector.
- (v) The Wiltshire Council liaison representative will be an officer from the Campus and Operational Delivery Programme team and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavour to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.

### 4 Roles and responsibility

#### 4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability for the preliminary management project and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications plan complements the wider strategic communications plan.



- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

#### **4.2 Responsibility for outcomes**

- (i) To define community need and make recommendations to the Area Board over facility specification and operations.
- (ii) Support the Area Board in the delivery of the campus building.
- (iii) On behalf of the Area Board develop, and subject to future cabinet approval, implement a local volunteering strategy (specific framework for the engagement and management of volunteers) to support the campus.
- (iv) Influence the campus design and specification where appropriate by recommendation to the Area Board
- (v) Positive engagement in the ongoing strategic planning, programming and operation of the campus

#### **4.3 Project coordination and reporting**

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider not for profit distributing management options and governance appraisal

#### **4.4 The role of Wiltshire Council**

- (i) The ultimate responsibility for all service delivery and responsibility for the delivery of the Campus will remain with the Council for the duration of the preliminary management project.
- (ii) There may be elements or decisions required within the preliminary management project that will need to be determined by elected members of the Area Board or Cabinet following recommendation to them by the Area Board
- (iii) The Council will endeavour to support the approach the Shadow Community Operations Board takes where that approach supports the principles set out in section two of this document and has been supported by the Area Board

### **5 Outcomes**

- (i) The local community and partners in the widest sense are informed and proactively engaged with the process of delivering and the future operation of a community campus.
- (ii) The community campus is delivered within the timescales set, with full proactive engagement from the local community and the service delivery meets local needs.
- (iii) The community-led aspect of campus delivery is clearly defined, managed and continually assessed to ensure maximum use of the facility by the local community and continued engagement in concept of local people directly influencing the delivery of local services.

### **6 Confidentiality**

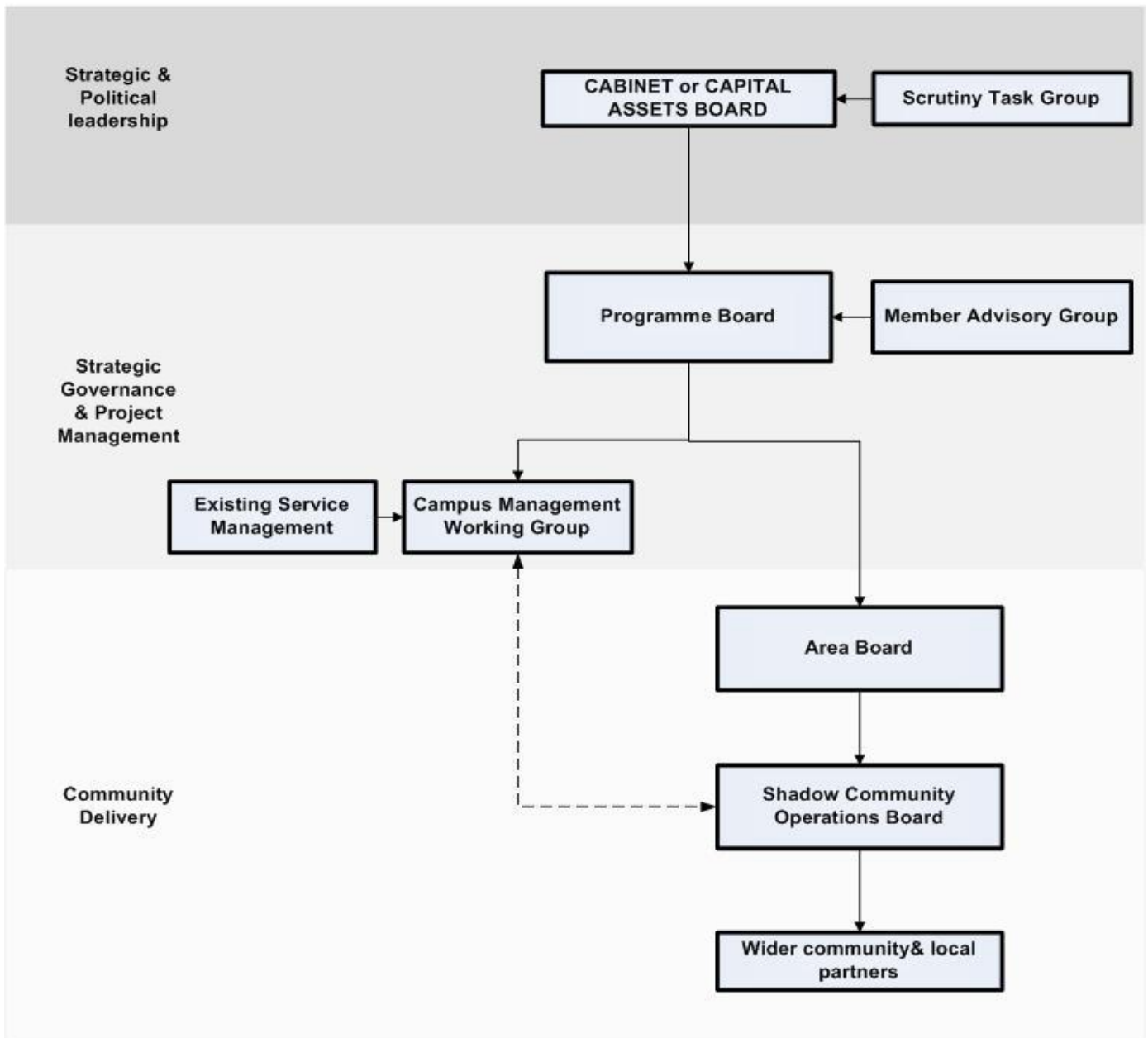
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential. Should any participant be unable to respect this request they must absent themselves from the meeting prior to discussion and consideration of the relevant item.

**7 Governance Arrangements**

The project remit currently extends up to April 2013. Prior to this there is a need to implement an interim governance structure that provides an appropriate framework to operate. It should be noted that managerial responsibility for operations, health and safety, staff etc remains with the Council for the duration of the project however there is scope for the Shadow Community Operations Board to influence, plan and programme services, subject to Cabinet approval following a recommendation from the Area Board. A chart showing the relationships between the various parties is noted below.

- (i) The Shadow Community Operations Board will meet as necessary and as determined by the Board.
- (ii) The Shadow Community Operations Board will be chaired by a representative elected by the Board.
- (iii) The Shadow Community Operations Board will report to the Area Board, but where request to do so by the Area Board, may provide advice directly to the Campus Management Working group, which is a cross departmental officer team coordinated by the Campus and Operational Delivery Programme.
- (iv) The administration of the Shadow Community operations Board will be the responsibility of the Board itself.
- (v) There may be occasions whereby sub-groups of the Shadow Community Operations Board will be necessary. In this instance any sub-group will report directly to the Shadow Community Operations Board in governance terms.

**Preliminary Management Project Governance Arrangements**



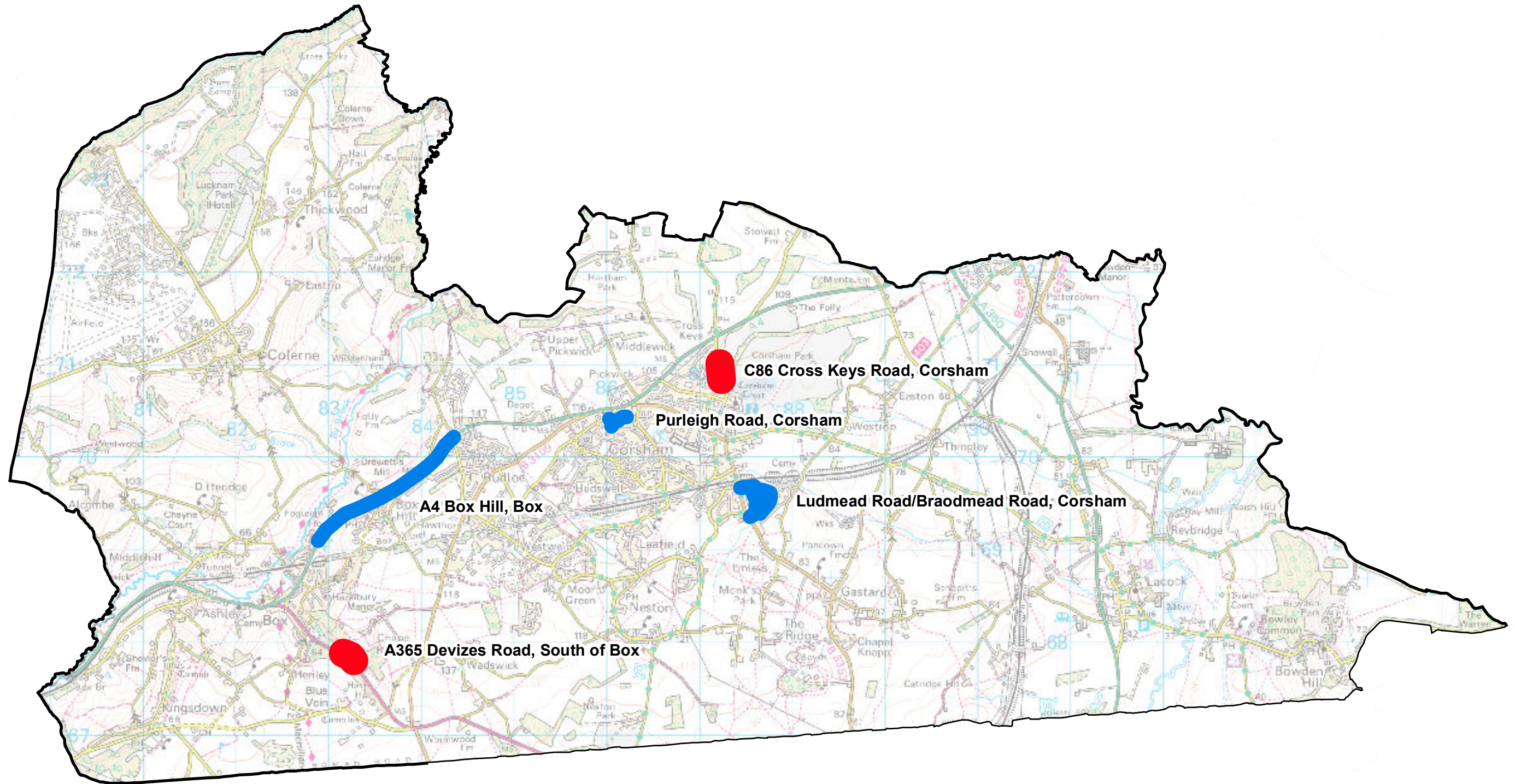
## Highways Major Maintenance 2014 -2015 – Corsham Area Board

Road	Location	Area Board	Recommended Treatment	Average Width (m)	Estimated Length (m)	Est Area of Site (m <sup>2</sup> )
U/C	Corsham Purleigh Rd.	Corsham	Resurfacing, with footway	5.2	445	2,314
U/C	Corsham Ludmead Rd / Broadmead Rd.	Corsham	Resurfacing with footways	5	1,050	5,250
A365	A365 Devizes Road, South of Box	Corsham	Resurfacing	4	100	395
C86	C86 Cross Keys Road, Corsham	Corsham	Resurfacing	7.8	130	1,014
A4	A4 Box Hill	Corsham	Resurfacing	7.4	2,000	14,800

\* Sites highlighted in yellow involve skid resistance improvements.











Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
C Class	C184/193	30 MPH TO 30 MPH COLERNE	270	Surface Dressing	1
C Class	C4/142	A4 TO 30 MPH BOX	290	Surface Dressing	1
Unclassified	UC816801/5	C152 TO C4 MIDDLEHILL BOX	80	Surfacing	1
Unclassified	UC916801/1	CHAPEL HILL LACOCK	112	Surfacing	1
Unclassified	UC806702/3	WORMCLIFF LANE (30MPH ASHLEY TO C168 ASHLEY)	85	Surfacing	1
Unclassified	UC817108/1	CHAPEL PATH COLERNE	79	Surfacing	1
Unclassified	UC826803/1	CHURCH LANE BOX	171	Surfacing	1
Unclassified	UC826809/1	BARN PIECE BOX	170	Surfacing	1
Unclassified	UC826810/2	THE LEY (SPUR SE AT KINGSMORE) BOX	181	Surfacing	1
Unclassified	UC846909/1	CLIFT CLOSE (OFF SPRINGFIELD CLOSE) RUDLOE	66	Surfacing	1
Unclassified	UC866909/2	SOUTHERWICKS (1ST SPUR RIGHT) CORSHAM	50	Surfacing	1
Unclassified	UC866916/1	FULLER AVENUE (NORTH OFF SPACKMAN LANE) CORSHAM	80	Surfacing	1
Unclassified	UC867015/2	PURLEIGH ROAD (EAST SERVICE ROAD HSE 1) CORSHAM	111	Surfacing	1
Unclassified	UC867015/4	PURLEIGH ROAD (EAST SPUR TO HSE 40) CORSHAM	186	Surfacing	1
Unclassified	UC867019/1	MEADLAND (SOUTH OFF BEECHFIELD ROAD) CORSHAM	107	Surfacing	1
Unclassified	UC867025/1	DICKENS AVE (PICKWICK RD TO ARNOLDS MEAD) CORSHAM	80	Surfacing	1
Unclassified	UC867031/1	MERITON AVE (PICKWICK RD TO ARNOLDS MEAD) CORSHAM	120	Surfacing	1
Unclassified	UC876903/1	ELM HAYES (DICKETTS RD TO LYPIATT MEAD) CORSHAM	271	Surfacing	1
Unclassified	UC876904/1	LYPIATT MEAD (DICKETTS RD TO LYPIATT RD) CORSHAM	260	Surfacing	1
Unclassified	UC876906/1	LUDMEAD ROAD (B3353 TO BROADMEAD) CORSHAM	316	Surfacing	1
Unclassified	UC876907/2	CRESCENT OFF BROADMEAD (WEST TO EAST) CORSHAM	83	Surfacing	1
Unclassified	UC876912/1	SOUTH STREET (POUND MEAD NORTH TO GROVE RD) CORSHAM	283	Surfacing	1
Unclassified	UC877001/1	GROVE ROAD (SOUTH ST E TO STATION RD) CORSHAM	116	Surfacing	1
Unclassified	UC806701/1	WORMCLIFF LANE (LOWER KINGSDOWN RD TO BIGPOOL LANE	258	Surface Dressing	1
Unclassified	UC876801/1	THE RIDGE (C157 SOUTH POND CLOSE FARM) NESTON	315	Surface Dressing	1
Unclassified	UC856901/1	SPRING LANE (UPPER POTLEY NORTH TO MOD GATE)	280	Surface Dressing	1
Unclassified	UC806702/2	WORMCLIFF LANE (BIGPOOL LANE TO 30MPH ASHLEY)	471	Surface Dressing	1
Unclassified	UC836906/6	LOVE LANE (FROM C186 NORTH TO 30 MPH) BOX HILL	129	Surface Dressing	1
Unclassified	UC856801/1	JAGGARS LANE (WADWICKS LANE NORTHWEST TO C4) MOOR	180	Surface Dressing	1
Unclassified	UC826810/1	THE LEY (BULL'S LANE TO DEVIZES RD (A356) BOX	520	Surfacing	1
Unclassified	UC906801/1	WICK LANE LACOCK OFF C155	713	Surface Dressing	1
Unclassified	UC876901/2	TELLCROFT CLOSE (MIDDLE SECT NORTH TO SOUTH) CORSHAM	147	Surfacing	1
Unclassified	UC826812/1	HAZELBURY HILL (BOX)	240	Surfacing	1
Unclassified	UC827101/1	EASTRIP LANE (EXCLUDING EAST SPLIT C184) COLERNE	618	Surface Dressing	1
Unclassified	UC826810/1	THE LEY (BULL'S LANE TO DEVIZES RD (A356) BOX	100	Surfacing	1

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC867005/1	HATTON WAY (WEST OFF VALLEY ROAD) CORSHAM	100	Surfacing	1
Unclassified	UC806701/1	WORMCLIFF LANE (LOWER KINGSDOWN RD TO BIGPOOL LANE	80	Surface Dressing	1
Unclassified	UC837203/1	EURIDGE MANOR FARM ROAD (THICKWOOD)	80	Surface Dressing	1
Unclassified	UC827002/1	UC TUTTON HILL EAST TO WATERGATES (C184) COLERNE	200	Surface Dressing	1
A Class	A4	HIGH STREET AND LONDON ROAD (30 MPH TO 30 MPH) BOX	520	Surface Dressing	2
Unclassified	UC926801/82	BEWLEY LANE (40 MPH NORTH TO NASH HILL) BEWLEY COM	562	Surface Dressing	2
Unclassified	UC806601/2	LOWER KINGSDOWN ROAD (SP C48 TO BIGPOOL LANE)	443	Surface Course	2
Unclassified	UC916904/1	NAISH HILL (REYBRIDGE TO BEWLEY COMMON) LACOCK	1493	Surface Dressing	2
Unclassified	UC817118/1	TOTTS LANE (COLERNE)	60	Surfacing	2
Unclassified	UC897202/1	SAINSBURY EAST RBT (A4) SOUTH TO END (CHIPPENHAM)	60	Surfacing	2
Unclassified	UC827201/1	THICKWOOD LANE (C151 TO CROSSROADS) COLERNE	60	Surface Dressing	2
Unclassified	UC867025/1	DICKENS AVE (PICKWICK RD TO ARNOLDS MEAD) CORSHAM	160	Surfacing	2
Unclassified	UC816901/1	CHURCH LANE (DITTERIDGE) BOX	196	Surface Dressing	2
Unclassified	UC867036/1	ORCHARD ROAD (N OFF THE LAGGAR) CORSHAM	158	Surfacing	2
Unclassified	UC806901/1	C183 ALCOMBE TO COUNTY BOUNDARY	460	Surface Dressing	2
Unclassified	UC806701/1	WORMCLIFF LANE (LOWER KINGSDOWN RD TO BIGPOOL LANE	220	Surface Dressing	2
Unclassified	UC846601/1	WADSWICK LANE (A365 TO C157)	240	Surface Dressing	2
Unclassified	UC817112/1	DONCOMBE LANE (C151 NORTH TO POPLAR WAY) COLERNE	340	Surface Dressing	2
Unclassified	UC876901/1	TELLCROFT CLOSE (C4 NW + NE TO END) CORSHAM	334	Surfacing	2
Unclassified	UC866805/1	LEAFIELD TRADING ESTATE (N OFF C4 TO END) LEAFIELD	130	Surfacing	2
Unclassified	UC826701/1	UC LONGSPLETT TO UC HENLEY LANE	335	Surface Dressing	2
Unclassified	UC806601/3	LOWERR KINGSDOWN RD (BIGPOOL LANE TO UC DOCTORS HILL	120	Surface Dressing	2
Unclassified	UC907101/1	A350 SOUTH PAST PATTERNDOWN COTTAGES TO END	120	Surface Dressing	2
Unclassified	UC827203/1	UC THICKWOOD TO C151 (COLERNE)	500	Surface Dressing	2
Unclassified	UC867015/1	PURLEIGH RD (WEST PARK RD NORTH TO PARK LANE)	60	Surfacing	2
Unclassified	UC817117/1	THE BANK (EAST OFF TUTTON HILL) COLERNE	59	Surfacing	2
Unclassified	UC876907/1	BROADMEAD (B3353 C/WISE TO T JUNC) CORSHAM	784	Surfacing	2
Unclassified	UC817112/3	DONCOMBE LANE (PINWOOD WAY NORTH & WEST TO C71)	476	Surface Dressing	2
Unclassified	UC876908/1	WOODBROUGH ROAD (WEST TO EAST) CORSHAM	108	Surfacing	2
Unclassified	UC846903/1	PORTAL AVENUE RUDLOE	80	Surfacing	2
Unclassified	UC816803/1	LITTLEMEAD (ASHLEY)	256	Surfacing	2
Unclassified	UC827101/2	EASTRIP LANE (INCLUDE EAST SPLIT C184) COLERNE	70	Surface Dressing	2
Unclassified	UC826802/5	BRUNEL WAY BOX	186	Surfacing	2
A Class	A365	B3109 (FIVEWAYS) TO WADSWICK LANE	350	Surface Dressing	3
A Class	A365	HENLEY LANE TO B3109 (FIVEWAYS)	250	Strengthening	3



Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC826901/5	C184 AT INGHALLS COTTAGES TO C/L LIDBROOK BRIDGE	520	Surface Dressing	3
Unclassified	UC836902/1	DREWETTS MILL LANE (BOX)	615	Strengthening	3
Unclassified	UC856803/1	GREENHILL (MOOR BARTON NORTH TO C36)	250	Surface Dressing	3
Unclassified	UC806902/1	C183 NE ALCOMBE TO C4 WEST OF DITTERIDGE	382	Surface Dressing	3
Unclassified	UC827201/1	THICKWOOD LANE (C151 TO CROSSROADS) COLERNE	396	Surface Dressing	3
Unclassified	UC896901/1	C150 SOUTH TO BRIDGE BYDE MILL FARM (THINGLEY)	200	Surface Dressing	3
Unclassified	UC916807/1	CANTAX (C150 NORTH TO C150) LACOCK	132	Surfacing	3
Unclassified	UC806601/1	LOWER KINGSDOWN ROAD C48 TO SPUR TO C48	578	Surface Dressing	3
Unclassified	UC877010/1	POST OFFICE LANE (EAST OFF NEWLANDS ROAD) CORSHAM	141	Surfacing	3
Unclassified	UC826901/3	TUTTON HILL (30MPH LIMIT TO HIGH STREET) COLERNE	107	Surfacing	3
Unclassified	UC816703/1	C48 TO UC LINK LOWER KINGSDOWN	102	Surface Dressing	3
Unclassified	UC817201/1	CIRCULATORY AT ENTRANCE TO RAF SITE (COLERNE)	80	Surface Dressing	3
Unclassified	UC827203/1	UC THICKWOOD TO C151 (COLERNE)	80	Surface Dressing	3
Unclassified	UC827203/1	UC THICKWOOD TO C151 (COLERNE)	63	Surface Dressing	3
Unclassified	UC836902/1	DREWETTS MILL LANE (BOX)	540	Surface Dressing	3
Unclassified	UC806601/2	LOWER KINGSDOWN ROAD (SP C48 TO BIGPOOL LANE)	846	Surface Dressing	3
Unclassified	UC836904/2	QUARRY HILL TO 30 MPH BOX HILL	602	Surface Dressing	3
Unclassified	UC916806/1	NETHERCOTT HILL (N OFF CHURCH ST) LACOCK	165	Surfacing	3
Unclassified	UC836905/1	BARNETTS HILL (HILLCREST HSE N TO BEECH RD)	105	Surface Dressing	3
Unclassified	UC896903/1	C150 WESTROP SOUTH TO JUNCTION THINGLEY COTTAGE	140	Surface Dressing	3
Unclassified	UC876913/1	SERVICE ROAD NW OFF BROADMEAD (CORSHAM)	71	Surfacing	3
Unclassified	UC866901/1	POCKERIDGE ROAD (N + W OFF POTLEY LANE) CORSHAM	180	Surfacing	3
Unclassified	UC896801/1	C155 NORTH TO Y JUNC THINGLEY COTTAGE FARM (GASTARD)	140	Surface Dressing	3
Unclassified	UC867032/1	KINGS AVENUE (PRIORY ST TO COULSTON RD) CORSHAM	120	Surfacing	3
Unclassified	UC806704/1	DOCTORS HILL (UC HENLEY LANE TO 30MPH ASHLEY)	697	Surface Dressing	3
Unclassified	UC896801/1	C155 NORTH TO Y JUNC THINGLEY COTTAGE FARM (GASTARD)	380	Surface Dressing	3
Unclassified	UC846915/5	A4 LOWER RUDLOE TO UC RUDLOE	587	Surface Dressing	3
Unclassified	UC816701/2	HENLEY LANE (UC LONGSPLATT TO UC LONGSPLATT) BOX	994	Surface Dressing	3
Unclassified	UC867004/2	POYNDR ROAD (1ST SPUR) CORSHAM	51	Surfacing	3
Unclassified	UC856803/1	GREENHILL (MOOR BARTON NORTH TO C36)	457	Surfacing	3
Unclassified	UC877008/1	CHURCH STREET (E OFF HIGH STREET) CORSHAM	89	Surfacing	3
Unclassified	UC826801/1	BARGATES BOX	261	Surfacing	3
Unclassified	UC827201/2	UC X-RDS THICKWOOD TO C179 SLAUGHTERFORD	1120	Surface Dressing	3
Unclassified	UC867038/1	MIDDLEWICK LANE (NW OFF A4) CORSHAM	738	Surfacing	3
Unclassified	UC817001/1	WASHMERES COLERNE	140	Surfacing	3

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
A Class	A4	30/50 MPH BOX EAST TO X-RDS FAIRCROSS HOUSE	211	Surface Course	4
A Class	A4	30/50 MPH BOX EAST TO X-RDS FAIRCROSS HOUSE	451	Surface Dressing	4
C Class	C155/105	30 MPH GASTARD TO UC TO WESTROP to UC TO WESTROP	312	Surface Dressing	4
C Class	C48/120	UC LONGSPLATT TO A365	490	Surface Dressing	4
Unclassified	UC916901/1	C150 TO C159 NOTTON	290	Surface Dressing	4
Unclassified	UC896801/1	C155 NORTH TO Y JUNC THINGLEY COTTAGE FARM (GASTARD)	299	Strengthening	4
Unclassified	UC816701/3	HENLEY LANE (UC TO LONGSPLATT TO 30 MPH BOX)	507	Surface Course	4
Unclassified	UC806601/1	LOWER KINGSDOWN ROAD C48 TO SPUR TO C48	328	Surface Course	4
Unclassified	UC826701/1	UC LONGSPLATT TO UC HENLEY LANE	415	Surface Dressing	4
Unclassified	UC827203/1	UC THICKWOOD TO C151 (COLERNE)	913	Surface Dressing	4
Unclassified	UC827201/2	UC X-RDS THICKWOOD TO C179 SLAUGHTERFORD	1482	Strengthening	4
Unclassified	UC827202/1	CUL DE SAC (SW OFF C151 N OF COLERNE)	160	Surface Dressing	4
Unclassified	UC837202/1	HALLS FARM ROAD (THICKWOOD)	80	Surface Dressing	4
Unclassified	UC926801/82	BEWLEY LANE (40 MPH NORTH TO NASH HILL) BEWLEY COMMON	202	Surface Dressing	4
Unclassified	UC866805/1	LEAFIELD TRADING ESTATE (N OFF C4 TO END) LEAFIELD	100	Surfacing	4
Unclassified	UC916805/1	CHURCH ST (WEST ST EAST TO END) LACOCK	60	Surfacing	4
Unclassified	UC827201/1	THICKWOOD LANE (C151 TO CROSSROADS) COLERNE	60	Surface Dressing	4
Unclassified	UC896801/2	Y JUNC THINGLEY COTTAGE FARM NE TO C150 (GASTARD)	400	Surface Dressing	4
Unclassified	UC896801/1	C155 NORTH TO Y JUNC THINGLEY COTTAGE FARM (GASTARD)	120	Surface Dressing	4
Unclassified	UC816702/1	PROSPECT (UC DOCTORS HILL TO UC HENLEY LANE) BOX	120	Surface Dressing	4
Unclassified	UC836701/1	C48 THE OLD JOCKEY TO A365 DEVIZES ROAD (BOX)	160	Surface Dressing	4
Unclassified	UC817109/1	OGBOURNE COLERNE	68	Surfacing	4
Unclassified	UC866909/1	SOUTHERWICKS (NE OFF FURZEHILL) CORSHAM	60	Surfacing	4
Unclassified	UC916904/1	NAISH HILL (REYBRIDGE TO BEWLEY COMMON) LACOCK	373	Surface Dressing	4
Unclassified	UC817112/1	DONCOMBE LANE (C151 NORTH TO POPLAR WAY) COLERNE	200	Surface Dressing	4
Unclassified	UC826801/6	BARGATES (LOOP) BOX	90	Surfacing	4
Unclassified	UC807001/1	CUL DE SAC (NORTH OF THE VINEYARD) COLERNE	201	Surface Dressing	4
Unclassified	UC867004/1	POYNDER ROAD (SE OFF WEST PARK ROAD) CORSHAM	60	Surfacing	4
Unclassified	UC896801/1	C155 NORTH TO Y JUNC THINGLEY COTTAGE FARM (GASTARD)	120	Surface Dressing	4
Unclassified	UC916803/5	FOLLY LANE (EAST) LACOCK	148	Surfacing	4
Unclassified	UC837203/1	EURIDGE MANOR FARM ROAD (THICKWOOD)	60	Surface Dressing	4
Unclassified	UC856802/1	WESTWELLS (NW OFF C4 AT WESTWELLS)	80	Surfacing	4
Unclassified	UC836903/1	BEECH ROAD BOX HILL	503	Surfacing	4
Unclassified	UC896901/1	C150 SOUTH TO BRIDGE BYDE MILL FARM (THINGLEY)	180	Surface Dressing	4
Unclassified	UC806701/1	WORMCLIFF LANE (LOWER KINGSDOWN RD TO BIGPOOL LANE	80	Surface Dressing	4

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC826805/1	CHAPEL LANE (A365 TO A4) BOX	61	Surfacing	4
Unclassified	UC826702/1	LONGSPLATT C48 TO UC HENLEY LANE	220	Surface Dressing	4
Unclassified	UC876915/1	BACK LANE (CLEEVEDALE RD SOUTH) CORSHAM	120	Surfacing	4
Unclassified	UC837203/1	EURIDGE MANOR FARM ROAD (THICKWOOD)	120	Surface Dressing	4
A Class	A4	X-RDS FAIRCROSS TO LEAFY LANE (RUDLOE)	210	Surface Dressing	5
A Class	A4	MIDDLEWICK LANE TO CROSSKEYS X-RDS to CROSS KEYS X	380	Surface Dressing	5
A Class	A4	MIDDLEWICK LANE TO CROSSKEYS X-RDS to CROSS KEYS X	380	Surface Course	5
A Class	A4	LEAFY LANE TO GUYERS LANE	390	Surface Dressing	5
B Class	B4528/105	T/LIGHTS BEFORE R/WAYBRIDGE TO PHEASANT RBT	290	Surface Dressing	5
B Class	B4643/105	MELKSHAM RD (R/WAY BRIDGE TO 40MPH)	210	Surface Dressing	5
B Class	B3353/154	THE CLOSE TO MONKS LANE GASTARD to MONKS LANE GAST	410	Surface Dressing	5
C Class	C150/136	40 MPH LACOCK EAST TO A350 (LACOCK)	290	Surface Dressing	5
C Class	C159/164	C159 TO UC X-RDS EASTON to UC X-RDS TO ENTRANCE TO	412	Surface Dressing	5
C Class	C183/105	C4 ALCOMBE TO C152 MIDDLEHILL	600	Surface Dressing	5
C Class	C184/107	C4 WEST TO UC TO COLERNE	395	Surface Course	5
C Class	C184/153	UC AT MILL TO ENTRANCE TO SEWAGE WORKS	250	Surface Dressing	5
C Class	C184/126	UC TO COLERNE TO UC AT MILL	556	Surface Dressing	5
Unclassified	UC817112/3	DONCOMBE LANE (PINWOOD WAY NORTH & WEST TO C71)	396	Surface Dressing	5
Unclassified	UC836904/2	QUARRY HILL TO 30 MPH BOX HILL to 30 MPH	662	Surface Course	5
Unclassified	UC836904/2	QUARRY HILL TO 30 MPH BOX HILL to 30 MPH	662	Strengthening	5
Unclassified	UC806702/2	WORMCLIFF LANE (BIGPOOL LANE TO 30MPH ASHLEY)	340	Surface Course	5
Unclassified	UC826901/5	C184 AT INGHALLS COTTAGES TO C/L LIDBROOK BRIDGE	800	Surface Dressing	5
Unclassified	UC817112/2	DONCOMBE LANE (POPLAR WAY TO PINWOOD WAY) COLERNE	740	Surface Dressing	5
Unclassified	UC837201/1	UC X-RDS THICKWOOD TO UC NR BAYNTONS PIECE	140	Surface Dressing	5
Unclassified	UC867026/1	TYPMAN ROAD (DICKENS AVE TO CHARLES ST) CORSHAM	136	Surfacing	5
Unclassified	UC816701/1	HENLEY LANE (C48 TO UC TO LONGSPLATT) BOX	100	Surface Dressing	5
Unclassified	UC907101/1	A350 SOUTH PAST PATERDOWN COTTAGES TO END	60	Surface Dressing	5
Unclassified	UC816802/1	UC NE OFF C152 TO SPA HOUSE MIDDLEHILL	193	Surface Dressing	5
Unclassified	UC827203/1	UC THICKWOOD TO C151 (COLERNE)	120	Surface Dressing	5
Unclassified	UC896903/1	C150 WESTROP SOUTH TO JUNCTION THINGLEY COTTAGE	100	Surface Dressing	5
Unclassified	UC837203/1	EURIDGE MANOR FARM ROAD (THICKWOOD)	80	Surface Dressing	5
Unclassified	UC816801/5	C152 TO C4 MIDDLEHILL BOX	65	Surfacing	5
Unclassified	UC847001/1	PINE CLOSE (CORSHAM)	80	Surfacing	5
Unclassified	UC817105/1	ROUNDBARROW CLOSE COLERNE	128	Surfacing	5
Unclassified	UC846902/1	TRENCHARD AVENUE RUDLOE	57	Surfacing	5

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC867004/1	POYNDER ROAD (SE OFF WEST PARK ROAD) CORSHAM	60	Surfacing	5
Unclassified	UC847007/1	A4 TO GUYERS LODGE (UC) (CORSHAM)	97	Surfacing	5
Unclassified	UC826901/2	C/L LIDBROOK BRIDGE TO 30 MPH COLERNE	240	Surface Dressing	5
Unclassified	UC817104/1	FOSSEWAY CLOSE COLERNE	84	Surfacing	5
Unclassified	UC847011/1	CUL-DE-SAC WEST OFF LEYLANDS ROAD (RUDLOE)	106	Surfacing	5
Unclassified	UC837201/1	UC X-RDS THICKWOOD TO UC NR BAYNTONS PIECE	160	Surface Dressing	5
Unclassified	UC807002/1	BATH ROAD (C151 TO 30 MPH) COLERNE	60	Surface Dressing	5
Unclassified	UC916802/1	EAST STREET LACOCK	63	Surfacing	5
Unclassified	UC866805/2	LEAFIELD TRADING ESTATE 1ST SPUR RIGHT (NESTON)	140	Surfacing	5
Unclassified	UC867031/1	MERITON AVE (PICKWICK RD TO ARNOLDS MEAD) CORSHAM	102	Surfacing	5
Unclassified	UC826702/1	LONGSPLATT C48 TO UC HENLEY LANE	220	Surface Dressing	5
Unclassified	UC926801/4	BEWLEY LANE (C155 BEWLEY COMMON NORTH TO 40 MPH)	120	Surfacing	5
Unclassified	UC916904/2	NAISH HILL (BEWLEY COMMON TO TRACK TO ASH HILL)	320	Surface Dressing	5
Unclassified	UC826901/2	C/L LIDBROOK BRIDGE TO 30 MPH COLERNE	100	Surface Dressing	5
Unclassified	UC867034/1	MANOR ROAD (SPUR SW OFF QUEENS AVENUE) CORSHAM	72	Surfacing	5
Unclassified	UC877005/1	BENCES LANE (NEWLANDS ROAD TO IVY FIELD) CORSHAM	60	Surfacing	5
Unclassified	UC916904/2	NAISH HILL (BEWLAY COMMON TO TRACK TO ASH HILL)	200	Surface Dressing	5
Unclassified	UC887001/1	C157 SOUTHEAST TO C163 AT EASTON	280	Surface Dressing	5
Unclassified	UC896902/1	C150 NORTH TO C159 (EASTON)	378	Surface Dressing	5
Unclassified	UC816701/1	HENLEY LANE (C48 TO UC TO LONGSPLATT) BOX	240	Surface Dressing	5
Unclassified	UC806705/1	UC OFF C168 UPPER SHEYLORS FARM (ASHLEY)	140	Surface Dressing	5
Unclassified	UC847002/3	ASHWOOD ROAD (HORSESHOE SECTION) CORSHAM	102	Surfacing	5
Unclassified	UC867023/1	BEECHFIELD RD (B3353 SW TO SCHOOL ENT) CORSHAM	104	Surfacing	5
A Class	A4	MIDDLEWICK LANE TO CROSSKEYS X-RDS	230	Surface Dressing	6
B Class	B3353/175	BROADMEAD TO C150 COCK ROAD to C150 LACOCK ROAD TO	200	Surface Dressing	6
C Class	C157/168	30 MPH GASTARD TO TRACK BY LADBROOKSIDE FARM	251	Surface Dressing	6
C Class	C71/110	C/L ISLAND C151 NORTH TO C/L ENTRANCE ASHWICKE	255	Surface Dressing	6
C Class	C4/134	C152 (MIDDLEHILL) TO 30 MPH BOX	420	Surface Dressing	6
C Class	C186/142	C4 X-RDS NORTH TO BEECH ROAD (BOX HILL)	747	Surface Dressing	6
C Class	C186/142	C4 X-RDS NORTH TO BEECH ROAD (BOX HILL)	747	Surface Dressing	6
C Class	C157/157	GREEN ROAD TO B3353 (MONKS LANE)	510	Surface Dressing	6
C Class	C151/142	NORTH END OF LAY-BY TO 30 MPH MT. SCYLLA FORD	400	Surface Dressing	6
C Class	C155/183	SPYE ARCH TO ENTRANCE TO WHITE LODGE	360	Surface Dressing	6
C Class	C157/195	UC TO EASTON TO C159	260	Surface Course	6
Unclassified	UC846915/5	A4 LOWER RUDLOE TO UC RUDLOE	307	Surface Course	6

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC887001/1	C157 SOUTHEAST TO C163 AT EASTON	350	Surface Dressing	6
Unclassified	UC896902/2	C159 (EASTON) NORTH TO STOP END NEAR A350	420	Surface Dressing	6
Unclassified	UC916904/4	NAISH HILL (THE BUNGALOW TO UC THE WARREN) LACOCK	460	Surface Course	6
Unclassified	UC826810/1	THE LEY (BULL'S LANE TO DEVIZES RD (A356) BOX	330	Surface Course	6
Unclassified	UC916903/5	UC REYBRIDGE TO A350 NOTTON	320	Surface Course	6
Unclassified	UC827002/1	UC TUTTON HILL EAST TO WATERGATES (C184) COLERNE	296	Surface Dressing	6
Unclassified	UC837201/1	UC X-RDS THICKWOOD TO UC NR BAYNTONS PIECE	380	Surface Dressing	6
Unclassified	UC806701/1	WORMCLIFF LANE (LOWER KINGSDOWN RD TO BIGPOOL LANE	270	Surface Course	6
Unclassified	UC806701/1	WORMCLIFF LANE (LOWER KINGSDOWN RD TO BIGPOOL LANE	268	Surface Dressing	6
Unclassified	UC847001/2	PINE CLOSE (HORSESHOE SECTION) CORSHAM	60	Surfacing	6
Unclassified	UC846901/60	PARK AVENUE (RUDLOE)	180	Surfacing	6
Unclassified	UC846701/1	A365 TO WADSWICK LANE	284	Surface Dressing	6
Unclassified	UC867101/1	HARTHAM LANE (A4 N TO ENT HOME FARM) CORSHAM	60	Surface Dressing	6
Unclassified	UC866806/1	ROUGH STREET (C157 N TO C4) NESTON	100	Surface Dressing	6
Unclassified	UC837203/1	EURIDGE MANOR FARM ROAD (THICKWOOD)	80	Surface Dressing	6
Unclassified	UC836702/1	A365 DEVIZES RD TO B3109 BRADFORD RD (BOX)	80	Surface Dressing	6
Unclassified	UC877009/1	NEWLANDS ROAD (PICKWICK RD TO PRIORY ST) CORSHAM	56	Surfacing	6
Unclassified	UC866804/1	DAMY GREEN (N OFF C157 BROCKLEAZE) NESTON	92	Surfacing	6
Unclassified	UC926801/4	BEWLEY LANE (C155 BEWLEY COMMON NORTH TO 40 MPH)	90	Surfacing	6
Unclassified	UC837203/1	EURIDGE MANOR FARM ROAD (THICKWOOD)	56	Surface Dressing	6
Unclassified	UC846601/1	WADSWICK LANE (A365 TO C157)	462	Surface Dressing	6
Unclassified	UC816801/5	C152 TO C4 MIDDLEHILL BOX	60	Surfacing	6
Unclassified	UC876902/1	CLEEVEDALE ROAD (C4 SW TO BACK LANE) CORSHAM	130	Surfacing	6
Unclassified	UC876914/1	SERVICE ROAD SE OFF BROADMEAD (CORSAHM)	67	Surfacing	6
Unclassified	UC916904/1	NAISH HILL (REYBRIDGE TO BEWLEY COMMON) LACOCK	100	Surface Dressing	6
Unclassified	UC916904/2	NAISH HILL (BEWLAY COMMON TO TRACK TO ASH HILL)	130	Surface Dressing	6
Unclassified	UC816701/1	HENLEY LANE (C48 TO UC TO LONGSPLATT) BOX	60	Surface Dressing	6
Unclassified	UC807002/1	BATH ROAD (C151 TO 30 MPH) COLERNE	60	Surface Dressing	6
Unclassified	UC836702/1	A365 DEVIZES RD TO B3109 BRADFORD RD (BOX)	80	Surface Dressing	6
Unclassified	UC867101/1	HARTHAM LANE (A4 N TO ENT HOME FARM) CORSHAM	60	Surface Dressing	6
Unclassified	UC826702/1	LONGSPLATT C48 TO UC HENLEY LANE	100	Surface Dressing	6
Unclassified	UC856801/1	JAGGARS LANE (WADWICKS LANE NORTHWEST TO C4) MOOR	100	Surface Dressing	6





Reference no
Log no
<b>For office use</b>

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

**To be completed by the Wiltshire Councillor leading on the project**

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

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

### 1. Contact Details

<b>Area Board Name</b>	Corsham Area Board		
<b>Your Name</b>	Councillor Philip Whalley		
<b>Contact number</b>		<b>e-mail</b>	philip.whalley@wiltshire.gov.uk

### 2. The project

<b>Project Title/Name</b>	CCTV vehicle for Chippenham, Corsham and Calne		
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>	<p><i>The introduction of mobile CCTV capability has been identified as a priority action by the CSG . Unlike static CCTV, this resource is very flexible and can be deployed where needed. It will be a valuable visible deterrent. This project will complement existing measures e.g.: existing CCTV arrangements in all 3 towns, Pubwatch, Street Pastors, High visibility jackets for doorstaff, Radios for Door staff . A CCTV vehicle from Swindon has been loaned to Chippenham Sector in the past, but is now very rarely available. The vehicle would be insured and maintained by Wiltshire Police Chippenham Sector as part of the police fleet The vehicle would also be available for deployment at large events and for rural outreach.</i></p>		
<b>Where is this project taking place?</b>	Calne, Chippenham & Corsham community areas		
<b>When will the project take place?</b>	As soon as the we take delivery of the vehicle		
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	Community Plan Lack of Police presence and fear of crime & ASB This was also raised at the recent JSA event in Corsham.		



<b>How will the local community benefit?</b>	The reduction of anti-social behaviour Visible policing will be reassuring for the public and assist with general safety. This mobile resource will be extremely valuable and versatile as it can be deployed wherever needed. This resource will be available for deployment across three community areas.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	This issue was raised at the recent JSA event held March 2014.		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	JSA priority to introduce mobile CCTV		
<b>What is the desired outcome/s of this project?</b>			
<ul style="list-style-type: none"> <li>• Reduction in anti-social behaviour and crime</li> <li>• Improved confidence and well being for visitors to Calne, Chippenham &amp; Corsham Town Centres</li> <li>• To support Community Safety initiatives led by CSG</li> </ul>			
<b>Who will be responsible for managing this project?</b>			
Chippenham Sector Inspector			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ . 28,000		
<b>How much funding are you applying for?</b>	£ £5,000		
<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>
	Calne Area Board	£10,000	
	Chippenham Area Board	£13,000	
<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)	Tbc		
<b>4. Declaration – I confirm that...</b>			
<input checked="" type="checkbox"/> <b>The information on this form is correct and that any grant received will be spent on the activities specified</b>  <input checked="" type="checkbox"/> <b>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</b>			
<b>Name:</b> Philip Whalley			<b>Date:</b> 15/05/2014
<b>Position in organisation:</b> Councillor			
<b>Please return your completed application to the appropriate Area Board Locality Team (<a href="#">see section 3</a>)</b>			





## Area Board Projects and Councillor Led Initiatives Application Form 2012/2013

**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>	Corsham Community Area Board
<b>Your Name</b>	Cllr Alan Macrae
<b>Contact number</b>	01249 712014
<b>e-mail</b>	alan.macrae@wiltshire.gov.uk
2. The project	
<b>Project Title/Name</b>	Katherine Park - Small Play Area
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	The Small Play Area was installed in July 2013, following two years of community consultation by Katherine Park Residents Association. The Small Play Area and has been a popular attraction, however the basic ground conditions on the estate (heavy clay soil) and the wet autums / winter has caused issues in the spring, namely killing of grass and wearing away of the feature mound. Wiltshire Council Officers, KPRA representatives and the Play Equipment Installer believe the only way to stop this happening again is place safety surfacing on the mound and install a grass mat path.
<b>Where is this project taking place?</b>	<i>Katherine Park, Freestone Way, Corsham</i>
<b>When will the project take place?</b>	Summer 2014
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	There is no suitable s106 funding remaining, Wiltshire Council revenue budget is limited and is targeted on H&S issues in play areas, KPRA have no available funding.

<b>How will the local community benefit?</b>	By installing a pathway and covering the mound with safety surfacing children will be able to play throughout the year and maintenance costs will be reduced. However more importantly the play area will constantly remain an asset to the local community.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	No		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)	Health & Wellbeing C& YP Comm Safety		
<b>What is the desired outcome/s of this project?</b>  The small play area remains in use all year round and maintenance issues and costs are reduced.			
<b>Who will be responsible for managing this project?</b> Katherine Park Residents Association who will use the knowledge of Wiltshire Council officers to source installers. Corsham Town Council have given every indication that they wish to Community Asset Transfer (CAT) both the small and large play area once the large play area installation is completed. Suggest that the CAT would be completed late 2014 / early 2015 and until that time WC would be responsible for the maintenance of the facility.			
<b>3. Funding</b>			
<b>What will be the total cost of the project?</b>	£ 2,500 + VAT		
<b>How much funding are you applying for?</b>	£ £2,500 + VAT		
<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>			
<input checked="" type="checkbox"/> <b>The information on this form is correct and that any grant received will be spent on the activities specified</b>  <input checked="" type="checkbox"/> <b>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</b>			

<b>Name:</b> Cllr Alan Macrae	<b>Date:</b>
<b>Position in organisation:</b> Corsham Community Area Board - Chair	
<b>Please return your completed application to the appropriate Area Board Locality Team (<a href="#">see section 3</a>)</b>	



<b>Report to</b>	<b>Corsham Area Board</b>
<b>Date of Meeting</b>	<b>5<sup>th</sup> June 2014</b>
<b>Title of Report</b>	<b>Area Board Grants</b>

### **Purpose of Report**

To ask Councillors to consider 3 applications seeking 20014/15 Community Area Grant Funding.

1. Colerne Community Marquee – Consider awarding £2,500 towards a total cost of £5,000 to purchase a marquee and associated lighting equipment. Conditional upon the balance of funding being in place.
2. Royal British Legion - Consider awarding £3,090 towards a total project cost of £6,170 to restore the war memorial to its former glory. Conditional upon the balance of funding being in place.
3. Corsham Hockey Club – Consider awarding £810 towards a total project cost of £810 to purchase new equipment.

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5<sup>th</sup> April 2013). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015. [Area Board Grants Guidance 2013/2014.](#)
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. Corsham Area Board has been allocated a 2014/2015 budget of £41,104 for community grants, digital literacy projects, area board operational funding, community partnership core funding and area board/councillor led initiatives. In 2014 / 15 only capital funding is available for community area and digital literacy grants.
- 1.5. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.6. Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.7. In addition to CAGs, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.8. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board. Grants of up to £500 are available for Digital Literacy projects.

- 1.9. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.10. Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.
- 1.11. New for 2014/15 is a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. The application process and funding criteria can be found [here](#).
- 1.12. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their area board [blogsite](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<p><b>Background documents used in the preparation of this Report</b></p>	<p><a href="#">Corsham Community Area Plan</a></p> <p><a href="#">Area Board Grant Criteria and Guidance 2014/15 as approved by delegated decision</a></p> <p>Corsham Joint Strategic Needs Document</p>
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## 2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 5 further rounds of funding during 2014/2015. The remaining will take place on;
- 24<sup>th</sup> July 2014
  - 25<sup>th</sup> September 2014
  - 20<sup>th</sup> November 2014
  - 21<sup>st</sup> January 2015
  - 18<sup>th</sup> March 2015

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

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

### **4. Financial Implications**

- 4.1. Awards must fall within the Area Boards budget allocated to the Corsham Area Board.

### **5. Legal Implications**

- 5.1. There are no specific Legal implications related to this report.

### **6. HR Implications**

- 6.1. There are no specific HR implications related to this report.

### **7. Equality and Inclusion Implications**

- 7.1. Community Area Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – Officer Recommendations.

### **8. Officer recommendations**

Ref	Applicant	Project proposal	Funding requested
8.1	Friends of Colerne School	Colerne Community Marquee	£2,500

- 8.1.1. Officers recommend that members consider awarding Friends of Colerne School £2,500 towards a total project cost of £5,000 to purchase a community Marquee, lighting and a generator. Conditional upon the balance of funding being in place.
- 8.1.2. This application meets the grant criteria for 2014/2015.
- 8.1.3. This project is considered as capital by Wiltshire Council Finance Department.



- 8.1.4. This application demonstrates a link to the Community Plan. Sustainable communities and places for people to meet.
- 8.1.5. This group is a not for profit group.
- 8.1.6. The group has confirmed that this facility will be made available to other groups in the community area for community activity.
- 8.1.7. If the Area Board makes a decision not to fund the project the project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.2	Royal British Legion	Restore the war memorial	£3,090

- 8.2.1. Officers recommend that members consider awarding Colerne Royal British Legion £3,090 towards a total project cost of £6,170 to restore the war memorial to its former glory. Conditional upon the balance of funds being in place.
- 8.2.2. This application meets the grant criteria for 2014/15.
- 8.2.3. This project is considered as capital by Wiltshire Council Finance Department.
- 8.2.4. Wiltshire Council and Corsham Area Board have already made clear their intention to try to assist WW1 commemorations where possible and this project fits this criteria.
- 8.2.5. This group is a not for profit registered charity.
- 8.2.6. If the Area Board makes a decision not to fund the project the project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.3	Corsham Hockey Club	Purchase new equipment	£810

8.3.1 Officers recommend that members consider awarding Corsham Hockey Club £810 to purchase new equipment.

8.3.2 This application meets the grant criteria for 2014/15.

8.3.3 This project is considered as capital by Wiltshire Council Finance Department.

8.3.4 This application demonstrates a link to the Community Plan.” Activities for young people”

8.3.5 This group is a not for profit group, It is registered with and supported by Wiltshire Sports Development.

8.3.6 Corsham Campus is the first campus to open in Wiltshire. This project will go some way to achieving the objective of creating a thriving community hub.

8.3.7 If the Area Board makes a decision not to fund the project the project will be delayed until alternative funding can be found.

<b>Appendices:</b>	<b>Appendix 1 Grant application – Friends of Colerne School</b> <b>Appendix 2 Grant application – Royal British Legion</b> <b>Appendix 3 Grant application – Corsham Hockey Club</b>
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No unpublished documents have been relied upon in the preparation of this report.

<b>Report Author</b>	Dave Roberts Corsham Community Area Manager Tel: 07979318504 E-mail <a href="mailto:dave.roberts@wiltshire.gov.uk">dave.roberts@wiltshire.gov.uk</a>
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