

# AGENDA

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Abbeyfield School, Stanley Lane, Chippenham SN15 3XB  
**Date:** Monday 2 March 2015  
**Time:** 7.00 pm

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Including the Parishes of Biddestone, Castle Combe, Chippenham Without, Chippenham, Christian Malford, Grittleton, Hullavington, Kington Langley, Kington St Michael, Langley Burrell, Nettleton, North Wraxall, Seagry, Stanton St Quintin, Sutton Benger and Yatton Keynell

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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 Senior 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 Will Oulton, on 01225 713935 or email [william.oulton@wiltshire.gov.uk](mailto:william.oulton@wiltshire.gov.uk)  
Or Victoria Welsh (Chippenham Community Area Manager), direct line 01249 706446 or email [victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@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

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

Items to be considered	Time
<p>1     <b>Climate Change Local Initiative</b> (<i>Pages 1 - 10</i>)</p> <p>An interactive presentation on 'Is your community ready for the Wiltshire Energy Challenge?', which will cover the achievements in reducing our energy demands and related carbon emissions, made across the whole of Wiltshire, as well as to highlight the local initiatives relevant to the community area; and provide information on the development of the Wiltshire Council's Energy Resilience Plan.</p>	7.00pm
<p>2     <b>Housing and Business Development Sites - Chippenham Sites Allocation</b></p> <p>Officers will attend the meeting to discuss the Chippenham Site Allocation Plan. There will be an opportunity for questions, and people will be informed how to make their views known as part of the consultation.</p> <p>Further information can be found on the Wiltshire Council website:  <a href="http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/chippenhamsiteallocationsplan.htm">http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/chippenhamsiteallocationsplan.htm</a></p>	7.15pm
<p>3     <b>Chairman's Welcome and Introductions</b></p>	7:50pm
<p>4     <b>Apologies</b></p>	
<p>5     <b>Minutes of the Previous Meeting</b> (<i>Pages 11 - 18</i>)</p> <p>To approve and sign the minutes of the meeting held on 19 January 2015.</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</b> (<i>Pages 19 - 20</i>)</p> <ul style="list-style-type: none"> <li>• Chippenham Area Board Community Awards</li> </ul>	7.55pm
<p>8     <b>Legacy for Wiltshire</b></p> <p>To receive a short presentation on what was delivered in 2014 and what's coming up in 2015.</p>	8.00pm

9 **Funding** (*Pages 21 - 48*)

8.05pm

**Community Area Grants**

To ask councillors to consider the following applications for funding:

Capital

1. Charter School Friends Association award £1,315 towards the Charter Primary School new ICT suite, conditional upon the balance of funding being in place.
2. Waste Not Want Not award £1,700 towards the Waste Not Want Not Improvements Project, conditional upon the balance of funding being in place.
3. 10th Chippenham Scout Group award £1,000 towards Archery Equipment.
4. The Rise Trust award £931 towards the Forest Kids@Ivy Wildlife Garden Project.
5. Chippenham and District Talking Newspapers Going Digital award £2,262 towards digital equipment for the Chippenham and District Talking Newspapers for the visually impaired.

Revenue

6. Area Board Project and Councillor Initiative award £1,195 towards Communications Campaign & Toolkit to promote Events & Activities in Chippenham Community Area.

Grants application packs are available from the Community Area Manager or at: [www.wiltshire.gov.uk/areboardscommunitygrantsscheme.htm](http://www.wiltshire.gov.uk/areboardscommunitygrantsscheme.htm)

10 **Community Area Transport Group (CATG)** (*Pages 49 - 106*)

8.15pm

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

11 **Local Youth Network (LYN) and Youth Funding** (*Pages 107 - 112*)

8.25pm

The purpose of the report is to provide an update on the work of the Local Youth Network (LYN) and to ask the Area Board to approve the membership of the LYN Steering Group.

12 **Parish Forum**

8.30pm

To received feedback from the recent Parish Forum meeting.

13 **Town, Parish and Partner Updates** (Pages 113 - 122)

8:40pm

To note the written updates provided and answer any questions arising from the floor:

- i. Parish and Town Councils
- ii. Wiltshire Police
- iii. Wiltshire Fire and Rescue Service
- iv. Wiltshire Clinical Commissioning Group (CCG)
- v. Chippenham and Villages Area Partnership (ChAP)
- vi. Chippenham Vision
- vii. Chippenham Campus Development Team
- viii. Youth Issues update
- ix. Chippenham Partnership of Schools
- x. Other Community Groups

14 **Local Priorities 2014/15**

8:50pm

To receive updates on the Area Board's Focus Areas for 2014/15, as follows:

- i. Outdoor spaces – Lead Councillor: Cllr Linda Packard
- ii. Crime & Community Safety – Lead Councillor: Cllr Desna Allen
- iii. Road Safety - Cllr Bill Douglas
- iv. Child Poverty – Lead Councillor: Cllr Chris Caswill

15 **Evaluation and Close**

9:00pm

The next agenda planning meeting will take place on Wednesday 25 March at 10:30am at Monkton Park.

Any parish or town council representative interested in attending should contact the Community Area Manager or the Chairman.

The meeting is asked to note the meeting date below:

**Future Meeting Dates**

Monday, 27th April, 2015 7.00 pm  
Needle Hall, Chippenham

**WILTSHIRE COUNCIL**

**AGENDA ITEM**

**CHIPPENHAM AREA BOARD**  
**2<sup>ND</sup> MARCH 2015**

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**IS YOUR COMMUNITY READY TO TACKLE THE WILTSHIRE ENERGY CHALLENGE?**

**Purpose of Report**

1. To raise awareness and engage the Chippenham community in how the council is tackling the energy challenge.

**Relevance to the Council's Business Plan**

2. Reducing carbon emissions and preparing for unavoidable climate change addresses two of the council's priorities:
  - (i) To protect those who are most vulnerable - through reducing fuel poverty and ensuring communities are prepared for the impacts of climate change.
  - (ii) To boost the local economy - through stimulating green jobs locally.
3. The council's Business Plan commits the council to reducing its carbon footprint and increasing recycling (p18). The Plan (Outcome 3) also aspires to:
  - reducing fuel poverty in the county;
  - lowering the carbon footprint of households, businesses and public services through energy efficient buildings and renewable technology;
  - promoting sustainable transport;
  - supporting people and places to deal with unavoidable climate impacts, such as flooding.

**Background**

Cabinet report

4. In September 2014, Wiltshire Council became a signatory to the Local Government Association's Climate Local initiative, which replaced the Nottingham Declaration on climate change. The significant progress made to tackle fuel poverty and promote low carbon technologies was noted at this time and Cabinet requested that further public engagement on this matter be sought through the area boards. The council's Climate Local [action plan](#) has since been published on the council website.

## Climate Local

5. By signing up to [Climate Local](#), councils across the country are capturing the opportunities and benefits of action on a changing climate, through leading by example, saving on their energy bills, generating income from renewable energy, attracting new jobs and investment, reducing flood risks and managing the impacts of extreme weather. 92 councils have signed up to date.
6. Wiltshire Council has been taking action on climate change since 2009 and continues to drive down carbon emissions across the county. The Climate Local initiative provides a mechanism for communicating and recognising these achievements.
7. According to government data, Wiltshire's per capita carbon emissions have fallen from 8 tonnes of carbon dioxide (tCO<sub>2</sub>) in 2005 to 6.7 tCO<sub>2</sub> in 2012. This reflects a reduction in emissions nationally, but remains higher than the 2012 South West average of 6.1tCO<sub>2</sub> and national average of 6.2 tCO<sub>2</sub>. The higher figure for Wiltshire is entirely attributable to higher transport emissions, as domestic and industry emissions match the national and regional averages. This cannot be explained by emissions from the M4 motorway or diesel railways. They are excluded from these figures as deemed to be outside the scope of local authority influence.

## **Main Considerations for the Council**

### Achievements

8. The council aims to reduce its annual carbon footprint by 11,823 tCO<sub>2</sub> by March 2017 compared with its 2010/11 footprint. In February 2014, the council's second [Carbon Management Plan](#) was published, showing significant progress in reducing the council's carbon footprint and generating annual savings on energy bills. The energy consumption data for 2013/14 shows further progress.
9. A review of progress and up-to-date consumption data were set out in the [Appendices](#) to the 16 September 2014 Cabinet report. Highlights include:
  - 661 planning applications for renewable technologies were received, of which 93% were approved.
  - The council facilitated the insulation of 1,430 homes across Wiltshire using £0.5 million invested by energy companies.
  - The council has attracted a further £1.4 million external funding for carbon reduction projects plus a £0.6 million 0% loan.
  - 112 invest to save energy efficiency projects have been implemented at a cost of £4.1 million, saving 2,475 tonnes of CO<sub>2</sub> and £730,000 on council energy bills annually (includes 2014/15 projects).
  - The council has set up an Energy Management System certified to ISO50001 standard.
  - Business mileage emissions were reduced by a third in 2013/14 from 2010/11 peak.
  - Over thirty schools have engaged in programmes to reduce their energy costs and carbon emissions.

- The Wiltshire Core Strategy includes specific policies around renewable energy and sustainable construction.
- Installation of biomass boilers at twelve schools and one campus, generating income from the sale of heat and the government's renewable heat incentive, while saving on schools' running costs.
- Installation of the largest single-roof local authority-owned solar panel system in the UK on the new Northacre Resource Recovery Centre in Westbury, covering an area equivalent to seven tennis courts.
- Installation of 2,500 high efficiency boilers in council housing by 2018.

More information about council carbon reduction projects and environmental community activity in the Chippenham community area is included at **Appendix 1**.

### Next steps

10. The council's ECO Strategy (2011) sets out the development of four action plans:
  - A Carbon Management plan for the council
  - A Climate Change Adaptation plan for the council
  - A Renewable Energy Action plan for the county
  - A Low Carbon Transition plan for the county
11. It was agreed by the ECO board in 2012 to streamline the number of action plans by developing a single Energy Resilience Plan for aspects relating to renewable energy, the low carbon transition and affordable warmth in Wiltshire as a whole. The aim of this new plan to be developed in 2015 is to cover all aspects of making Wiltshire a more self-sufficient county when it comes to meeting its energy requirements.
12. There are to be four main themes running through the plan:
 

• Sustainable transport	• Renewable energy
• Energy efficiency	• Affordable warmth
13. The development of the Energy Resilience plan provides the opportunity to work with large businesses, communities and public bodies to capture existing initiatives to drive down energy demand in the county and identify future opportunities. The council's Green Economy Team are speaking to large energy consumers in Wiltshire to find out what plans they have in place to reduce their energy costs, and to the energy sector and community energy groups who want to invest in new technologies to deliver clean energy more locally. Through this process we are identifying where there are opportunities for energy resilience in Wiltshire and the actions necessary to see these come to fruition.
14. The plan will set out how we and others in the county are working to make our energy use more secure, affordable and sustainable. Behind much of this work is the drive to reduce energy waste and our dependence on fossil fuels. Through the development of the plan we can explore the opportunities for Wiltshire securing a low carbon future linked with long-term sustainable

growth. We can understand how homes, buildings and industry can become more energy efficient and match demand for energy through a varied mix of renewable and low carbon technologies. We will be able to identify opportunities for affordable low emission vehicles and efficient alternatives to the car. The energy resilience plan will identify a network of local businesses which are able to create new jobs and skills to emerge through a thriving low carbon economy.

15. The plan's broad objectives will include: reducing carbon emissions across all sectors; maximising economic opportunities; encouraging local energy generation and low carbon infrastructure; and enabling an active role for communities.

### **Environmental Impact of the Proposals**

16. Reducing the council's environmental impact is the subject of this report.

### **Financial Implications**

17. By taking actions to reduce energy use, the council stands to make significant savings given that total energy and transport costs for the council were £13.6 million in 2013/14, including £0.4 million for costs relating to the Carbon Reduction Commitment (CRC).
18. Total spend on energy and transport costs (excluding CRC) was approximately £13 million in 2009/10 and £12 million per year for the subsequent three financial years. Over the period 2009/10 to 2013/14, the unit prices paid by the council for gas have increased by 50% and electricity by 8%. This shows the importance of reducing consumption to avoid large increases in bills.
19. The council has spent £4.1 million on energy efficiency and renewable energy projects since 2009 (including 2014/15 projects). These are projected to generate £0.73 million savings per year, paying back in less than six years on average.
20. In addition, the council is investing in an oil to biomass conversion programme across twelve schools at a cost of £2.7 million. Projected income to the council from the renewable heat incentive for schools and campuses using biomass boilers comes to circa £4 million over 20 years.
21. The council has succeeded in obtaining £1.4 million external funding for carbon reduction projects (including £0.4 million for electric vehicle charging points) plus a £0.6 million 0% loan for energy efficiency investments.
22. The CRC scheme cost for 2013/14 came to £0.42 million, of which schools paid £0.16 million. Costs for 2014/15 and beyond are projected to be £0.5 million per annum which will need to be borne corporately as schools are no longer included in the CRC scheme.



23. Under the CRC scheme, the cost has risen from £12 per tonne at the start of the scheme to £16.10 per tonne in 2015/16. It is expected that this will continue to rise in line with the Retail Price Index (RPI) year on year.
24. Any further financial implications identified through the Energy Resilience Plan will be addressed through the ECO board.

### **Legal Implications**

25. There are no specific legal implications stemming from this voluntary initiative. However, addressing climate change is a key requirement for local authorities, as set out in the Climate Change Act 2008. Further information on the council's responsibilities relating to Climate Change and to the legislative and policy framework can be found in the [report](#) to Cabinet dated 22 June 2010 (Agenda Item 103). In addition, since that date, the Energy Act 2011 has been enacted which sets out the legal framework for the Green Deal, as well as the CRC Energy Efficiency Scheme Order 2013 which sets out revisions to the CRC scheme.

### **Equality and Diversity Implications**

26. The council's work to promote insulation schemes has focused particularly on vulnerable households as they are most at risk of fuel poverty. For example, project ACHIEVE trained up unemployed young people to deliver energy saving advice and devices to vulnerable households.

### **Recommendation**

27. That the Area Board notes the progress the council has made in tackling the local energy challenge and in particular the initiatives in the Chippenham community area outlined at **Appendix 1**.

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### **Appendices:**

- Appendix 1 Overview of council carbon reduction projects and community activity in the Chippenham community area



## Energy Saving Projects in Chippenham

The following are examples of energy projects in Chippenham. The Carbon Management Plan has enabled investment across the county in a range of projects on the council's own buildings and estate. As part of this large programme the following 'invest to save' projects have been implemented.

### **Invest to save projects**

#### Olympiad Leisure Centre - combined heat and power (CHP)

This project installed technology to generate both electrical power and heat for the leisure centre. The CHP unit is situated in the main plant room of the building. It has dramatically reduced the cost of running the leisure centre by generating electricity for use on site, instead of drawing it from the National Grid. Heat is a side product of this process and is used to heat the pool water. This installation has saved approximately £85,000 over the past three years of operation. This is significant when compared to a current total annual energy bill of approximately £152,117.

#### Olympiad Leisure Centre - lighting upgrades

A series of lighting upgrades have been implemented at the Olympiad Leisure Centre. These include replacing lighting in the pool with modern and more energy efficient equivalents. The new lights have the benefit of reducing glare and provide a brighter environment with reduced energy consumption.

In some areas occupancy sensor controls have also been installed to ensure that lights are not left on in unoccupied spaces.

#### Chippenham History Centre - voltage optimisation

Voltage optimisation reduces the electricity voltage as it comes into the site from the grid. This provides a slightly lower output voltage that is in the range needed by electrical appliances and allows them to run more efficiently. As a result of installing this technology electrical consumption at the history centre has been reduced.

<b>Project</b>	<b>Annual saving (£)</b>	<b>Annual CO<sub>2</sub> saving</b>	<b>Year completed</b>	<b>*Total savings to date (£)</b>
Chippenham Olympiad Leisure Centre – combined heat and power	£28,454	119 tonnes	2012	£85,362
Chippenham Olympiad Leisure Centre – pool lighting upgrade	£1,207	7 tonnes	2014	£1,207
Chippenham Olympiad Leisure Centre – variable speed drive on pool pump	£1,165	7 tonnes	2013	£2,330
Chippenham Monkton Park – solar PV installation	£10,954	36 tonnes	2014	£10,954
Chippenham Emery Gate Multi Story Car	£7,088	38 tonnes	2011	£28,353

Park– lighting upgrade				
Chippenham History Centre – voltage optimisation	£6,115	40 tonnes	2012	£18,345
Chippenham Ivy Lane Primary – lighting upgrade & sensors	£165	1 tonne	2012	£495
Chippenham Ivy Lane Primary – insulation and hall lighting upgrade	£707	6 tonnes	2012	£1,414
Chippenham Ivy Lane Primary – replacement doors	£400	1 tonne	2013	£800
Kington St Michael Primary School – boiler optimisation control	£200	0.5 tonne	2013	£400

\*Represent estimated full year savings since completion

In addition, a solar photovoltaic installation at the History Centre in Chippenham is nearing completion.

#### Biomass boiler installation programme

Between 2013 and 2014 the council invested in an ambitious programme of biomass boiler installations. These have predominantly taken place in schools which were previously heated by oil. In total thirteen boilers have been converted.

Hardenhuish School in Chippenham was among the schools to benefit. The new boiler runs on wood fuel pellets. This fuel is sustainably sourced in the UK, thereby contributing to local energy resilience and carbon reduction.

The installation is also generating income through the government's 'Renewable Heat Incentive' which pays a tariff back to the council for the next 20 years of operation.

Stanton St. Quintin Primary School was the first school in the county to utilise biomass when it converted its oil heating to a biomass system in 2008. The school has shared its experience in a case study to help other schools understand their heating fuel options and how they could benefit from converting to biomass.

[www.wiltshire.gov.uk/get-biomass-boiler-case-study-ssq.pdf](http://www.wiltshire.gov.uk/get-biomass-boiler-case-study-ssq.pdf)

#### **Other projects**

##### Schools programme

Through the EU funded SEACS (sustainable energy across the common space) programme, an energy ambassador was employed by Wiltshire Council to work with schools for 18 months, from late 2012 to early 2014.

Hardenhuish School was one of nine schools that received support from the SEACS ambassador. Pupils starred in a film which explained how to keep track of energy usage and keep costs down. The school has progressed work on its energy use for a number of years

(installing solar PV and a wind turbine in 2008) and has been awarded the ECO-Schools Green Flag Award in recognition of its sustainability projects.

In 2011 the school began work with Wiltshire Council and the Severn Wye Energy Agency on the YEP (Young Energy People) project. This saw the formation of a student led energy management team. These pupils have audited the site and presented their findings, making recommendations to the school's governors. A number of heating and lighting measures have been implemented as a result.

St Peter's Academy also participated in the SEACS project. Pupils at the school joined others in Wiltshire to make posters reminding people to switch things off; as part of their campaign of awareness raising and energy reduction.

#### Collaborative low carbon schools service

The Collaborative Low Carbon Schools Service was a programme developed by the Carbon Trust to support local authorities and schools to work together to achieve effective school carbon management. Wiltshire Council worked in partnership with ten local schools to help reduce their carbon emissions and energy costs.

Stanton St. Quintin Community Primary School was among those selected to work on a pilot project in 2011/12. The school had an energy audit undertaken and implemented a number of behavioural changes to reduce energy use. Simple measures such as labelling and switching off lights and equipment were shown to be successful in reducing energy use and got the whole school involved.

#### Electric vehicle charging points

Last year Wiltshire Council successfully bid for a £225,000 grant from the Office of Low Emission Vehicles (OLEV) to install rapid charging units at key sites around the county. Chippenham was one of the strategic sites selected. The charge point is located in Gladstone Road Car Park and can provide a 20-30 minute recharge for an electric vehicle. Charging point locations throughout the county can be found at [www.openchargemap.org](http://www.openchargemap.org).

### **Other local initiatives and groups**

#### Chippenham and Villages Environmentalists (CAVE)

CAVE is a group of volunteers with an interest in protecting the environment and improving the local area. Over a number of years they have delivered projects and supported the environmental objectives of the Chippenham & Villages Area Partnership community plan. These have included a Plastic Bag Amnesty, a campaign to help Chippenham get Fairtrade Town Status and a thermal imaging project offering targeted areas the opportunity to have a thermal image taken of their home, with follow up advice on energy saving measures.

[www.chap-partnership.co.uk/chippenham-wiltshire-environment/](http://www.chap-partnership.co.uk/chippenham-wiltshire-environment/)



# DRAFT MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Neeld Hall - Chippenham Town Council, The Town Hall, High Street, Chippenham, SN15 3ER  
**Date:** 19 January 2015  
**Start Time:** 7.00 pm  
**Finish Time:** 9.26 pm

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Please direct any enquiries on these minutes to:

Will Oulton (Democratic Services Officer), Tel: 01225 713935 or (e-mail) [william.oulton@wiltshire.gov.uk](mailto:william.oulton@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 Linda Packard (Chairman), Cllr Desna Allen (Vice Chairman), Cllr Chris Caswill, Cllr Bill Douglas, Cllr Nick Watts, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Mark Packard and Cllr Jane Scott OBE

### **Wiltshire Officers**

Parvis Khansari - Associate Director, Victoria Welsh - Community Area Manager, Will Oulton – Senior Democratic Services Officer, Tim Martienssen – Head of Service and Richard Williams – Community Youth Officer.

### **Town and Parish Councillors**

Biddestone Parish Council - Rachel De Fossard, Chippenham Town Council –Martin Coates, Sue Wilthew, Kington Langley Parish Council – Maurice Dixon and North Wraxall Parish Council - Jane King.

### **Partners**

Campus Development Team – Ian Bridges, Chippenham and Villages Area Partnership (ChAP) – Alison Butler, Chippenham Vision – Tom Jacques, Chippenham BID – Carolyn Brownwell and Melody Thompson, The Nature of It – Leanne Taylor  
Wiltshire Fire Service – Kit Watson, and Wiltshire Police – Angus Macpherson and Inspector Dave Hobman

**Total in attendance: 50**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p data-bbox="339 376 903 414"><u>Chairman's Welcome and Introductions</u></p> <p data-bbox="339 443 1487 517">The Chairman, Councillor Linda Packard welcomed everyone to the meeting and gave an outline of the evenings proceedings.</p>
2	<p data-bbox="339 548 1487 622"><u>Round Table Discussion - Regeneration &amp; Future Development in Chippenham Community Area</u></p> <p data-bbox="339 651 1487 725">The Chairman outlined the item, and the procedure to be followed, to allow the speakers to discuss their topics with as many people as possible in the room.</p> <p data-bbox="339 763 1487 837">The following speakers gave a brief introduction, before circulating around each of the tables in turn:</p> <ul data-bbox="384 875 1437 1249" style="list-style-type: none"> <li>• Tim Martienssen, from Wiltshire Council, discussing the Core Strategy and Economic Regeneration;</li> <li>• Tom Jacques, Chair Chippenham Vision, discussing the Chippenham Vision Master Plan;</li> <li>• Ian Bridges, Chair of the Chippenham Campus Project, discussing the Campus Project;</li> <li>• Carolyn Brownell, Chippenham BID Manager, discussing the Chippenham Business Improvement District (BID); and</li> <li>• Leanne Taylor, from The Nature of It, discussing the Better Use of Outdoor Spaces.</li> </ul> <p data-bbox="339 1288 1487 1361">Following the discussions, the Chair asked each of the panel members to feedback some of the issues they had heard, which included:</p> <ul data-bbox="384 1400 1487 1960" style="list-style-type: none"> <li>• People wanted more information about the Community Interest Levy (CIL), and how it will work in practice;</li> <li>• People also had queries about neighbourhood planning;</li> <li>• Views were expressed about how the town could be developed to face the river;</li> <li>• The issues of traffic circulation and linking different parts of the town;</li> <li>• The importance to the community of quality and aspiration in developments;</li> <li>• People wanting to know more about what the Campus project is, and how other organisations can link to the project;</li> </ul>



	<ul style="list-style-type: none"> <li>• When the Campus feasibility study would be finished;</li> <li>• How the branding exercise can be used to promote the Chippenham BID;</li> <li>• How to establish Chippenham’s unique selling point (USP)</li> <li>• How car parking policies can support the town centre;</li> <li>• How to promote inward investment, how to improve the market itself.</li> <li>• How keen people are to develop outdoor space;</li> <li>• Finding suitable land to develop new projects on;</li> <li>• How to make the river more accessible and developing more spaces for families; and</li> <li>• How Anti-Social Behaviour can be tackled through positive projects.</li> </ul> <p>The Chair thanked all those who had contributed to the debate, and to the panel members for attending.</p>
3	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillor Nina Phillips, Alistair Cunningham, Hullavington Parish Council and the Chippenham Schools Partnership.</p>
4	<p><u>Minutes</u></p> <p><b><u>Decision</u></b></p> <p><b>The minutes of the meeting held on 10 November 2014 were agreed a correct record and signed by the Chairman, subject to the following amendment to Minute 22:</b></p> <ul style="list-style-type: none"> <li><b>i) That the sentence ‘Following a discussion, the committee;’ be added to the final paragraph; and</b></li> <li><b>ii) That the word ‘membership’ be added after the word ‘procedures’ in resolution 2.</b></li> </ul>
5	<p><u>Declarations of Interest</u></p> <p>Councillor Chris Caswill stated that as a trustee of the Victoria County History Trust, he would not speak or vote on their application.</p>
6	<p><u>Chairman's Announcements</u></p>

	<p>The Chairman referred to the following announcements circulated with the agenda papers:</p> <ul style="list-style-type: none"> <li>• Budget Consultation Event Announcement</li> <li>• Speed Indicator Devices (SIDs) Funding</li> </ul>
7	<p><u>Police &amp; Crime Commissioner</u></p> <p>Angus Macpherson, the Police and Crime Commissioner (PCC) for Wiltshire and Swindon, attended the meeting to discuss the implications of his proposed budget for 2015/16. In the course of his presentation the following issues were raised:</p> <ul style="list-style-type: none"> <li>• The achievements of the police over the last year, and the level of the Police's precept on the Council Tax bill;</li> <li>• How satisfied the public and, in particular, victims of crime are with the service provided by the Police;</li> <li>• The positive comments made by Her Majesty's Inspectorate of Constabulary (HMIC) regarding the Wiltshire Police;</li> <li>• The challenge faced in maintaining performance in the face of reducing funding;</li> <li>• The proportion of the police's funding which is raised through the precept on the council tax – currently 38%;</li> <li>• The comparison of the Wiltshire Band D council tax police precept against near neighbour councils;</li> <li>• The priority given to community policing.</li> <li>• The proposal is to increase precept by 1.9%, an average increase of £3.06 a year.</li> <li>• That savings will still be required to be made to meet the funding gap, even with the increase in funding.</li> <li>• How some services and costs can be shared across police authorities thus protecting frontline services.</li> <li>• That the consultation information was available via the website, and the consultation was on going until 4<sup>th</sup> February.</li> </ul> <p>The Chair thanked the PCC for attending the meeting.</p>

### Funding

The Community Area Manager (CAM), Victoria Welsh, introduced the report, drawing members attention to the balance of funding and the likely balance should all awards be successful.

The meeting's attention was drawn to the fact that two applications were asking for more than normal limit of £5,000.

In response to a question from Councillor Scott, the CAM confirmed that on this occasion none of the applications had secured financial support from their respective Town or Parish Councils. The CAM will make a recommendation to the Area Board Team for the grant application process to be amended to include the question: Does this project have the support of your local Town or Parish Council? and that the issues as to whether the Area Board should insist that Town or Parish Councils are approached ahead of application to the Area Board could be looked at when the criteria is next reviewed. In the course of the discussion, it was clarified that the application from the Victoria County History Trust was for £929.

The Chair proposed that, subject to any questions or comments from Members, applications 1 – 9 and 12, be voted on together, as each application was within the £5,000 limit.

Councillor Jane Scott seconded the proposal, and there being no further comments, the meeting:

- i. Sevington Victorian School - award £5,000 towards new toilet facilities, conditional upon the balance of funding and planning permission being in place.
- ii. Wiltshire Wildlife Trust Food Champions - award £2,658 towards the Forces for Food project, conditional upon the balance of funding being in place.
- iii. Victoria County History Trust - award £929 towards the Chippenham History Project community web site.
- iv. Kington St Michael Village Hall - award £1,250 towards a new shop floor, conditional upon the balance of funding being in place.
- v. Chippenham Christian Fellowship - the ONE place award £937 towards equipment for the ' One place' Youth community project.
- vi. Benger Bears Forest School - award £1,000 towards equipment for the Benger Bears Pre-School Chippenham.
- vii. Grittleton Village Hall - award £5,000 towards Access for All, Grittleton,

	<p>Sevington and Leigh Delamare Village Hall, conditional upon the balance of funding being in place.</p> <p>viii. SPARKS - award £900 towards new mats and tables.</p> <p>ix. Singing with Joy - award £357 towards Percussion Instruments.</p> <p>xii. Wilts &amp; Berks Canal Trust - award £4,902 towards the Pewsham Lock restoration- safe access equipment, conditional upon the balance of funding being in place.</p> <p><i>Admin Note: Councillor Chris Caswill did not vote on this resolution in accordance with his declared interest.</i></p> <p>The Chair invited the representatives from the two remaining applications to address the meeting. Following a discussion of the merits of the applications, the meeting,</p> <p>x. St Nicholas Special School - award £17,490 towards the Starfish Hydrotherapy Pool Car Park, conditional upon the balance of funding being in place.</p> <p>Reason for decision: support to a disadvantaged group</p> <p>xi. Chippenham Rifle and Pistol Club - award £6,700 towards installing electric power supply to Chippenham Rifle and Pistol Club, conditional upon the balance of funding and planning permission being in place.</p> <p>Reason for decision: Creating a new facility, seeking to increase membership for disabled and young people</p>
9	<p><u>Community Area Transport Group (CATG)</u></p> <p>Parvis Khansari, Associate Director for Highways and Transport, presented the report which asked the Area Board to consider the matters arising from the last meeting of the CATG and their recommendations. It was noted that most of the schemes that had already been prioritised had been delivered, or would be by the end of March 2015.</p> <p>In response to a request from Councillor Chris Caswill, the Associate Director stated that the condition of Tugela Road could be investigated and the implications of its prioritisation be considered. Councillor Jane Scott stated that she felt that as it had already been subject to discussion as part of the agreed process then Tugela road should not be prioritised. Following the discussion, the meeting,</p> <p><b>Resolved:</b></p> <p><b>1. To note the progress made on implementing road resurfacing and</b></p>

	<p><b>safety schemes in 2014/15;</b></p> <p><b>2. To agree the list of proposed highway maintenance schemes in their areas for 2015/16, and agree the final list for implementation. (Appx 3) subject to strongly recommending to officers that due consideration be given to Appx 4 as a reserve list;</b></p> <p><b>3. To ask officers to report what the consequence of including the Tugela road to the prioritisation list.</b></p>
10	<p><u>Local Youth Network (LYN) and Youth Funding</u></p> <p>Richard Williams, the Community Youth Officer (CYO), presented the report which asked the Chippenham Area Board to consider the 'Zanshin Group' application seeking 2014/15 Youth Funding, to take note of the contents of the report.</p> <p>As part of the presentation, it was noted: that the needs analysis questionnaires and gone out and it was hoped that they would elicit a good response to inform funding decisions; and that the LYN steering group, membership is attached, included two young people and relevant partners.</p> <p>In response to questions it was noted: that the terms of reference, and the functioning of the new ways of working, could be discussed at a future meeting of the Area Board; that LYN meeting were not held in public, as to do so might discourage younger participants from attending; that clarification was sought on the exact funding for the Chippenham Area; and how the Area Board can best maintain a focus on this area.</p> <p>Following the discussion, the meeting,</p> <p><b>Resolved</b></p> <p><b>To award the 'Zanshin Group' £400.</b></p>
11	<p><u>Parish Forum</u></p> <p>Councillor Howard Greenman, Chair of the Parish Forum, presented an update which included: that the nascent group's aim was to give rural parishes a greater voice; that 21 attendees from 13 parishes attended the last meeting where participants shared issues, concerns and looked for solutions; that highways officers had attend to discuss issues; the Forum is looking to develop its own Terms of Reference; and the next meeting will be on the 15<sup>th</sup> March 2015.</p> <p>The Chair thanked Councillor Greenman for his update.</p>

12	<p><u>Town, Parish and Partner Updates</u></p> <p>The written updates from Partners, circulated prior to the meeting, were noted.</p>
13	<p><u>Area Board Focus Areas 2014/15</u></p> <p>Updates were received as follows:</p> <ul style="list-style-type: none"> <li>i. Outdoor spaces – Lead Councillor: Cllr Linda Packard</li> </ul> <p>This had been covered in the first half of the meeting.</p> <ul style="list-style-type: none"> <li>ii. Crime &amp; Community Safety – Lead Councillor: Cllr Desna Allen</li> </ul> <p>The Safe Places project would be launched in Emery Gate 12- 2 18<sup>th</sup> March 2015.</p> <ul style="list-style-type: none"> <li>iii. Road Safety - Cllr Bill Douglas</li> </ul> <p>The Task Group's report on 20mph had been referred to Cabinet, and their response was awaited.</p> <ul style="list-style-type: none"> <li>iv. Child Poverty – Lead Councillor: Cllr Chris Caswill</li> </ul> <p>The action group would be meeting of in February. Councillor Caswill had attended Cabinet discussion of the Wiltshire Child Poverty Strategy. He had been pleased positive response from Cabinet Members and the officers, the work of the Chippenham group and would be in receipt of specific data for Chippenham that should assist them in their work,</p>
14	<p><u>Evaluation and Close</u></p> <p>The Chair asked those present to fill out evaluation forms before they left.</p> <p>The next agenda planning meeting will take place on Wednesday 28 January at 10:30am at Monkton Park.</p> <p>Any parish or town council representative interested in attending should contact the Community Area Manager or the Chairman.</p>

## CABCA Chairman's Announcement 2-Mar-15

### Launch of Chippenham Area Board Community Awards 2014/15

Chippenham Area Board would once again like to recognise and celebrate the efforts which local volunteers are making in our community.

We are conscious that there are many hard working and committed individuals and organisations who volunteer in our area and they deserve to be commended for their contributions.

Nominations are invited for the following 3 award categories:

- Individual
- Team/Group
- Junior/ Youth (under 18)

Closing date for nominations is 25<sup>th</sup> May 2015

The Award Ceremony will take place at the Chippenham Area Board meeting on 29<sup>th</sup> June 2015.

Details of the awards and nomination forms are available on line via the Wiltshire Council website:

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

For a hard copy of the nomination form or for more information contact Victoria Welsh Community Area Manager [victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@wiltshire.gov.uk)

We look forward to receiving your nominations.





<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>02 March 2015</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

## **Purpose of Report**

To ask councillors to consider the following applications for funding:

### Capital

1. Charter School Friends Association award £1,315 towards the Charter Primary School new ICT suite, conditional upon the balance of funding being in place.
2. Waste Not Want Not award £1,700 towards the Waste Not Want Not Improvements Project, conditional upon the balance of funding being in place.
3. 10th Chippenham Scout Group award £1,000 towards Archery Equipment.
4. The Rise Trust award £931 towards the Forest Kids@Ivy Wildlife Garden Project.
5. Chippenham and District Talking Newspapers Going Digital award £2,262 towards digital equipment for the Chippenham and District Talking Newspapers for the visually impaired.

### Revenue

6. Area Board Project and Councillor Initiative award £1,195 towards Communications Campaign & Toolkit to promote Events & Activities in Chippenham Community Area.

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. The area board may wish to link funding to local priorities, including those identified in their Community Plan, Community Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. For the 2014/15 financial year Chippenham Area Board has been allocated a budget of **£92,383** for Community Area Grants, Digital Literacy Grants, Community Partnership Core Funding, Chippenham Area Board operational funding and Chippenham Area Board/Councillor Led Initiatives. **£1,500** was allocated to Digital Literacy funding, **£77,025** was allocated to capital funding and **£13,857** was allocated to revenue funding.
- 1.6. Following awards made by Chippenham Area Board Meeting 19<sup>th</sup> January 2015, the Chippenham Area Board balance of funding was of **£17,906.12** capital and **£1,196.86** revenue.
- 1.7. In addition to Community Area Grants and digital literacy grants councillors can submit an Area Board/Councillor-Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.8. Applications of up to and including £1,000 can be made for a Community Area Grant, which do not require matched funding. Amounts of £1,001 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.9. A ring-fenced budget of £1,500 has been provided specifically for Digital Literacy Grants, although the area board may spend more. Up to £500 per project is available for capital projects.
- 1.10. There is a single on-line application process for Community Area Grants and Digital Literacy grants, introduced to provide an easy step by step application process. The application process and funding criteria can be found under <http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm>

- 1.11. Area boards will not consider Community Area Grant applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.12. The decision to support applications is made by Chippenham Area Board councillors.
- 1.13. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.14. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to the Chippenham 'Our Community Matters' website Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<b>Background documents used in the preparation of this report</b>	<u>Area Board Grant Criteria and Guidance 2014/15 as approved by delegated decision</u>
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## **2. Main Considerations**

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

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

- 16 March 2015 for consideration on 27 April 2015

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

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

#### 4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Chippenham Area Board.
- 4.2. If grants are awarded to all of the applications considered by Chippenham Area Board on 2 March 2015, the board will have a capital balance of **£10,697.72** and a revenue balance of **£1.86**.

#### 5. Legal Implications

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

#### 6. HR Implications

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

#### 7. Equality and Inclusion Implications

- 7.1. Community Area Grants and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications will be outlined in section 8, "Applications for Consideration" of the funding report.

#### 8. Applications for Consideration

Ref	Applicant	Project proposal	Funding requested
8.1.	Charter School Friends Association	A new ICT suite	£1,315

- 8.1.1. Chippenham Area Board is asked to consider granting Charter School Friends Association a community area grant of £1,315 towards a new ICT suite, conditional upon the balance of funding being in place.
- 8.1.2. This application meets grant criteria 2014/15 and has been classified as a **capital** project.
- 8.1.3. The Charter School Friends Association is a group of parents who continually fundraise for Charter School. The ICT suite is in desperate need of modernising and updating with new desks chairs and equipment. Currently there is not enough hardware and the desk and chairs provided are not suitable for all the children at the school. The intention is to make it user friendly for all the children.
- 8.1.4. The children of Charter Primary School including those in the Charter Rose Centre will benefit from this project. The aim is to generally update the ICT suite and hopefully have more hardware available.
- 8.1.5. Computers are now part of everyday life. Technology is essential to their lives, at home and at work. Computer skills are essential if children are to be ready for the workplace and able to participate effectively in this digital age.

Ref	Applicant	Project proposal	Funding requested
8.2.	Waste Not Want Not	Waste Not Want Not Improvements Project	£1,700

- 8.2.1. Chippenham Area Board is asked to consider granting Waste Not Want Not a community area grant of £1,700 towards a Waste Not Want Not Improvements Project, conditional upon the balance of funding being in place.
- 8.2.2. This application meets grant criteria 2014/15 and has been classified as a **capital** project.
- 8.2.3. The project aims to replace the collection and delivery vehicle and improve their showroom by updating inefficient heaters and lighting. The group need to replace worn carpets in their display windows which are the first thing customers see. Many people like to browse their window display at night prior to visiting in the week or on Saturdays. Replacing inefficient heating and lighting will benefit the charity in terms of reduced running costs. In addition to enhancing the appearance of their main window display areas, replacement of existing badly worn carpets will improve the customer experience and create a better environment for both customers and volunteers.
- 8.2.4. Waste Not Want Not plan to update their computer systems to provide even more support to our volunteers to help them search for employment. They help them with CVs and references and the new equipment will enhance their computing skills. This will benefit both the charity and volunteers as the system will help them gain valuable internet skills as they become more involved in updating their website and social media pages. Those improved skills and the ability to offer volunteers help with job searches and online job applications will help them move into employment. This will in turn create more volunteering opportunities for members of the local community. A more regularly updated website will improve customer service and should generate increased sales.
- 8.2.5. The Waste Not Want Not showroom is currently being repainted thanks to the generosity of The Chippenham Lions who have given their time and a grant towards the cost of paint and this project will help to complete the improvements mentioned.
- 8.2.6. Greensquare has recently granted funding of £15,000 to replace the collection and delivery van which is now 11 years old and unreliable.
- 8.2.7. Waste Not Want Not has applied to Chippenham Town Council for £2,000 towards this project.

Ref	Applicant	Project proposal	Funding requested
8.3.	10th Chippenham Scout Group	Archery Equipment	£1,000

- 8.3.1. Chippenham Area Board is asked to consider granting the 10th Chippenham Scout Group a community area grant of £1,000 towards Archery Equipment.
- 8.3.2. This application meets grant criteria 2014/15 and has been classified as a **capital** project.
- 8.3.3. In December 2013, two scout leaders qualified to deliver archery lessons to scouts in the group. The 10<sup>th</sup> Chippenham Scout Group are applying to purchase archery equipment as they currently have no equipment for the scouts to use and therefore have been unable to maximise the qualifications gained by their leaders. The group would like to use the grant to buy enough equipment for scouts of all ages to use regularly (indoor and outdoor) and therefore gain skills for a fraction of the cost that would be charged through an archery club.
- 8.3.4. As part of regular badge work and activities, all scouts, cubs and beavers in the scout group will benefit from the use of the equipment. Young people would not have an opportunity to engage in this kind of sport under normal circumstances and the scout group aims to enable them to have experience and gain a love of another activity which may lead to future sporting expertise as they get older. The ages of their scouts range from 6 years (beavers) to 14 years (scouts) and the group have approximately 120 young people currently enrolled in 10th Chippenham Scout Group. In addition, the group has a thriving group of older explorer scouts (approx 30 young people aged 15 - 18) who meet at the hut every Friday evening and who will almost certainly borrow their equipment for use with these young people.

Ref	Applicant	Project proposal	Funding requested
8.4.	The Rise Trust	The Forest Kids@Ivy Wildlife garden project.	£931

- 8.4.1. Chippenham Area Board is asked to consider granting The Rise Trust a community area grant of £931 towards The Forest Kids@Ivy Wildlife garden project.
- 8.4.2. This application meets grant criteria 2014/15 and has been classified as a **capital** project.
- 8.4.3. The Rise Trust aims to work with the volunteers at the existing community garden at Royal Close and develop the garden's use by providing monthly 2 hour outdoor/nature activities on Saturday mornings to engage children and families within the area. In order to run the planned Forest school sessions (run by 2 play workers) the Trust need to purchase outdoor resources. They have already explored this idea with volunteers at the garden and they are keen to see it happen. This project aims to build on The Rise Trust's partnership with Sovereign, Green Square Housing and Station Hill Baptist Church.

- 8.4.4. Parents and children aged 0-11, many of whom are hard to reach families will benefit from this project. The Rise Trust has a track record in reaching families in need (such as those living in Super Output areas 11A- Audley South and 11F- Queens East) and the Trust will ensure that they are involved. This project is located in one of the most deprived wards in Chippenham.
- 8.4.5. From previous experience of running forest school sessions, working together in these activities outdoors enhances community spirit and encourages individuals to work together to succeed in small achievable tasks. The entire community can benefit, such as improved gardens and knowledge of /access to urban wildlife).
- 8.4.6. Being out in the fresh air and getting exercise is good for health and well-being. Both adults and children benefit in this way. Also, many of the children in the area live in flats with no gardens so this will provide an opportunity for regular outdoor play activities and exercise and help to address concerns about obesity.
- 8.4.7. Children will enjoy having some quality time with their parents boosting their confidence and self esteem. The group's work has taught them that where parents play with their children and take an interest in their activities, children's self esteem improves and this often leads to better outcomes in school. Children will learn from and get to know more people in their community as a result of volunteers (with infectious enthusiasm for the garden) being involved, It is hoped children will learn how to look after their community and take more pride in the spaces they live in.
- 8.4.8. As well as enhancing community cohesion, and both children's and adult's personal and social development, this would also lead to children having knowledge (about wildlife, about environmental issues etc) and skills (gardening, keeping safe, problem solving) that are transferable into the classroom. The group's links with local schools show that many children in the area need further support in developing their listening and talking skills in order to improve their language development. Outdoors often provides a more relaxed environment where children open up and enjoy talking more so it is hoped that language skills will improve as a result of this project.

Ref	Applicant	Project proposal	Funding requested
8.5.	Chippenham and District Talking Newspapers	Digital equipment for the Chippenham and District Talking Newspapers for the Visually impaired.	£2,262

- 8.5.1. Chippenham Area Board is asked to consider granting Chippenham and District Talking Newspapers a community area grant of £2,262 towards digital equipment for the Chippenham and District Talking Newspapers for the Visually impaired
- 8.5.2. This application meets grant criteria 2014/15 and has been classified as a **capital** project.
- 8.5.3. Currently, the Chippenham and District Talking Newspapers for Visually Impaired record the Gazette and Herald and Melksham Independent News onto cassette tapes and send them out weekly free of charge to their visually impaired listeners in Chippenham, Malmesbury, Melksham and surrounding villages. The group totally relies on donations and fund raising and now want to update their equipment and go digital.

8.5.4. By updating their equipment from cassette tapes to a digital format, the group will improve their service for our visually impaired listeners giving them weekly access to the local paper and keeping them up to date with local events and news. They get positive feedback on how much their service is enjoyed and appreciated by their listeners and this will offer Chippenham and District Talking Newspapers an improvement to the quality of what they produce. They know that sometimes their audio paper is the only link with the outside world for some listeners and the only friendly voice they hear some weeks. At the moment, they purchase tape players from charity shops to give to their listeners but this is getting more difficult. Only this year they had to try and replace a tape eraser and soon found out that they are becoming obsolete. Their service is free to listeners and they take pride in supplying them with the wherewithal to access the papers and the group want to continue this and improve it.

Ref	Applicant	Project proposal	Funding requested
8.6.	Area Board Project and Councillor Initiative award	Communications Campaign and Toolkit to promote Events and Activities in Chippenham Community Area	£1,195

- 8.6.1. Chippenham Area Board is asked to consider granting Area Board Funding of £1,195 towards Communications Campaign and Toolkit to promote Events and Activities in Chippenham Community Area
- 8.6.2. This application meets grant criteria 2014/15 and has been classified as a **revenue** project.
- 8.6.3. The Chippenham Arts, Culture and Events (ACE) group working in partnership with the newly appointed Marketing and Communications Officer at Chippenham Town Council will run a comprehensive communications campaign. The campaign will involve a wide variety of communications channels including Town and Parish newsletters, Community and Visitor Information Centre will display posters and are available to discuss in person or by telephone, on line via Chippenham Our Community Matters website, Town & Parish websites, Chippenham FM Radio, Twitter & Facebook. Postcards will be produced for distribution to households across the Community Area via the Door to Door postal service. The toolkit will be made available on line with hard copies available upon request.
- 8.6.4. Local groups organising events and activities will be better supported to arrange and promote their events. Members of the public will be better informed about local events and activities. Local media will be more widely used and supported.
- 8.6.5. 'Better marketing and communication of what the community area has to offer' was identified as the top priority for the area in the February 2014 JSA/What Matters to You.



<b>Appendices</b>	<p>Appendix 1 - Charter School Friends Association - The Charter Primary School new ICT suite</p> <p>Appendix 2 – Waste Not Want Not - The Waste Not Want Not Improvements Project</p> <p>Appendix 3 - 10th Chippenham Scout Group - Archery Equipment</p> <p>Appendix 4 - The Rise Trust award £931 towards the Forest Kids@Ivy Wildlife garden project.</p> <p>Appendix 5 – Chippenham and District Talking Newspapers for the Visually impaired - Digital equipment</p> <p>Appendix 6 - Area Board Project and Councillor Initiative - Communications Campaign &amp; Toolkit to promote Events &amp; Activities in Chippenham Community Area</p>
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

<b>Report Author</b>	<p>Angela Sutcliffe  Area Boards Team  Tel: 01249 706 448  Email: <a href="mailto:angela.sutcliffe@wiltshire.gov.uk">angela.sutcliffe@wiltshire.gov.uk</a></p>
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# Area Board Grants

**ID:** 1159

**5. Project title?**

**Charter primary school new ICT suite**

**6. Project summary:**

The CSFA are a group of parents who continually fundraise for Charter school, the ICT suite is in desperate need of modernising and updating with new desks chairs and equipment. Currently there is not enough hardware and the desk and chairs provided are not suitable for all the children at the school. The intention is to make it user friendly for all the children.

**7. Which Area Board are you applying to?**

Chippenham

**Electoral Division**

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

SN15 3EA

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

Children & Young People  
Technology & Digital literacy

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

08/2014

**Total Income:**

£8687.49

**Total Expenditure:**

£7840.22

**Surplus/Deficit for the year:**

£847.27

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£2624.03

**Why can't you fund this project from your reserves:**

We are still raising the funds required for this undertaking having used previous fundraising monies to finance other projects to help enrich the Charter children's education and learning.

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

**10b. Project Finance:**

Total Project cost		£2630.00		
Total required from Area Board		£1315.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Custom made desks	550.00	Christmas Bazaar	yes	943.80
32 Childs ICT Chairs	2080.00	Barclays Summer Match Funding	yes	371.20
Total	<b>£2630</b>			<b>£1315</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

Chippenham

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The children of Charter Primary School including those in the Charter Rose Centre will benefit from this project. Currently we do not have enough hardware and the desk/chairs provided are not suitable for all the age groups using the current facilities. The intention is to make it user friendly for all the children and to generally update the ICT suite and hopefully have more hardware available.

**14. How will you monitor this?**

We have quotations from outside contractors and the project will be a single commission contract for full delivery. The final specification and monitoring is in conjunction with the Charter Primary School Board of Governors and the Head Teacher.

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

We will continue as the CSFA to raise monies through our fundraising which includes future events already in the pipeline eg Summer fete.

**16. Is there anything else you think we should know about the project?**

## 17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

---

**ID:** 1146

**5. Project title?**

**Waste Not Want Not Improvements Project**

**6. Project summary:**

We plan to replace the collection and delivery vehicle and improve our showroom by updating our inefficient heaters. This will save money. We need to replace worn carpets in our display windows which are the first thing customers see and new heavy duty carpeting will enhance the appearance and attract more customers. Many people like to browse our windows at night prior to visiting in the week or on Saturdays. We plan to update our computer systems to provide even more support to our volunteers to help them search for employment. We help them with CVs and references and the new equipment will enhance their computing skills. The current lighting is dated, inadequate and inefficient

**7. Which Area Board are you applying to?**

Chippenham

**Electoral Division**

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

SN14 OJJ

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

Children & Young People  
Economy, enterprise and jobs  
Health, lifestyle and wellbeing  
Inclusion, diversity and community spirit  
Recycling and green initiatives  
Technology & Digital literacy

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

10/2014

**Total Income:**

£96627.00

**Total Expenditure:**

£103350.00

**Surplus/Deficit for the year:**

£6723.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£30710.00

**Why can't you fund this project from your reserves:**

We have always taken the prudent approach of allowing for our reserves to cover three months of outgoings and to cover costs in the event of the charity closing down. Whilst we have survived for the last twelve years, and anticipate many more years ahead, we feel this is a sensible approach to take. We cannot therefore cover the costs of this project from our reserves.

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

**10b. Project Finance:**

Total Project cost		£18700.00		
Total required from Area Board		£1700.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		

Heaters	980.00			
Lighting	960.00			
Carpets	930.00			
Computer system	830.00			
Collection / delivery van	15000.00	Greensquare funding	yes	15000.00
		Chippenham Town Council		2000.00
<b>Total</b>	<b>£18700</b>			<b>£17000</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

Chippenham

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Replacing inefficient heating and lighting will benefit the charity in terms of reduced running costs. In addition to enhancing the appearance of our main window display areas, replacement of our existing badly worn carpets will improve the customer experience and create a better environment for both customers and volunteers. Our showroom is currently being repainted thanks to the generosity of The Chippenham Lions who have given their time and a grant towards the cost of paint and this project will help to complete the improvements mentioned. We are currently replacing our computer system which will benefit both the charity and our volunteers as the system we have in mind will help them gain valuable internet skills as they become more involved in updating our website and social media pages. Those improved skills and the ability to offer volunteers help with job searches and online job applications will help them move into employment. This will in turn create more volunteering opportunities for members of the local community. A more regularly updated website will improve our customer service and should generate increased sales

**14. How will you monitor this?**

We will monitor electricity costs to identify the savings we make each quarter and each year. We will gain feedback from customers, monitor customer flow and sales figures to measure the effect our improvements have had. We will monitor the improvements in volunteer skills and will record their success in moving into employment.

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

Once the funding is in place, the project will move quickly to completion so the issue of funding running out will not apply. Greensquare have recently granted funding of £15,000 to replace the collection and delivery van which is now 11 years old and unreliable.

**16. Is there anything else you think we should know about the project?**

N/A

**17. DECLARATION**

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

---

**ID:** 1143

**5. Project title?**

**10TH CHIPPENHAM SCOUT GROUP ARCHERY TRAINING**

**6. Project summary:**

IN DECEMBER 2013, 2 OF OUR SCOUT LEADERS (CHRIS JONES & MIKE PRITCHARD) QUALIFIED TO DELIVER ARCHERY LESSONS TO SCOUTS IN OUR GROUP. UNFORTUNATELY, AS WE HAVE NO EQUIPMENT FOR THE SCOUTS TO USE AND THEREFORE WE HAVE BEEN UNABLE TO MAXIMISE THE QUALIFICATIONS GAINED BY OUR LEADERS. WE WOULD LIKE TO USE THE GRANT TO BUY ENOUGH EQUIPMENT FOR SCOUTS OF ALL AGES TO USE REGULARLY (INDOOR AND OUTDOOR) AND THEREFORE GAIN SKILLS FOR A FRACTION OF THE COST THAT WOULD BE CHARGED THROUGH AN ARCHERY CLUB.



**7. Which Area Board are you applying to?**

Chippenham

**Electoral Division**

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

SN15 3HS

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

Children & Young People

2012 Olympic Legacy

Health, lifestyle and wellbeing

Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

01/2015

**Total Income:**

£11000.00

**Total Expenditure:**

£11000.00

**Surplus/Deficit for the year:**

£0.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£20000.00

**Why can't you fund this project from your reserves:**

WE ARE A CHARITY AND NON-PROFIT ORGANISATION. ALL OUR MONIES COME FROM FUND-RAISING AND PAYMENT FROM PARENTS IN THE FORM OF QUARTERLY SUBS. ALL OF OUR MONEY GOES BACK INTO SUPPORTING YOUNG PEOPLE ON VISITS, ACTIVITIES AND EVENTS AND SO WE HAVE VERY LITTLE LEFT TO FUND EQUIPMENT. THE £20,000 RESERVES ARE TIED UP FOR REGENERATION OF THE SCOUT HUT WHICH IS IN DESPERATE NEED OF REFURBISHMENT AND CONTINUAL UPKEEP / MAINTENANCE / LARGE BUILDING PROJECTS E.G. REFURBISHMENT OF THE HUT BATHROOMS, ROOF, SECURITY ETC

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

**10b. Project Finance:**

Total Project cost		£1000.00		
Total required from Area Board		£1000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
ARCHERY EQUIPMENT E.G. BOWS, ARROWS, TARGETS, ETC	1000.00			
Total	<b>£1000</b>			<b>£0</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

AS PART OF REGULAR BADGE WORK AND ACTIVITIES, ALL SCOUTS, CUBS AND BEAVERS IN OUR SCOUT GROUP WILL BENEFIT FROM THE USE OF THE EQUIPMENT. OUR YOUNG PEOPLE HAVE VERY RARE OPPORTUNITIES TO ENGAGE IN THESE KIND OF SPORTS UNDER NORMAL CIRCUMSTANCES AND WE AIM TO ENABLE THEM TO HAVE EXPERIENCE AND GAIN A LOVE OF ANOTHER ACTIVITY WHICH MAY LEAD TO FUTURE SPORTING EXPERTISE AS THEY GET OLDER. THE AGES OF OUR SCOUTS RANGE FROM 6 YEARS (BEAVERS) TO 14 YEARS (SCOUTS) AND WE HAVE APPROXIMATELY 120 YOUNG PEOPLE CURRENTLY ENROLLED IN 10TH CHIPPENHAM SCOUT GROUP. IN ADDITION, WE HAVE A THRIVING GROUP OF OLDER EXPLORER SCOUTS (APPROX 30 YOUNG PEOPLE AGED 15 - 18) WHO MEET AT THE HUT EVERY FRIDAY EVENING AND WHO WILL ALMOST CERTAINLY BORROW OUR EQUIPMENT FOR USE WITH THESE YOUNG PEOPLE.

**14. How will you monitor this?**

WE ARE FORTUNATE ENOUGH TO HAVE 2 FULLY TRAINED ARCHERY INSTRUCTORS AS PART OF THE LEADERSHIP GROUP WITHIN 10TH CHIPPENHAM SCOUTS AND AS PART OF THE ANNUAL PROGRAMME OF ACTIVITIES UNDERTAKEN BY EACH OF THE SEPARATE GROUPS, THEY WILL ENSURE THAT ALL SCOUTS, CUBS AND BEAVERS WILL HAVE THE OPPORTUNITY TO USE THE EQUIPMENT PURCHASED FROM THE GRANT. WE HAVE OUR OWN PREMISES TO ENABLE US TO USE AN INDOOR VENUE AND SO WE AIM TO USE THE EQUIPMENT ALL YEAR ROUND.

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

AS THE EQUIPMENT WILL BE BRAND NEW, WE HOPE TO BE ABLE TO USE IT FOR SOME CONSIDERABLE TIME BEFORE IT NEEDS REPLACING. AT THE TIME IT NEEDS REPLACING, WE WILL ENGAGE IN FUNDRAISING OR SEEK SUPPORT FOR A FURTHER GRANT. WE DO NOT ENVISAGE THAT THIS WILL BE REQUIRED FOR A FEW YEARS AS THE EQUIPMENT WILL BE WELL MAINTAINED AND LOOKED AFTER BY THE SCOUTS AND THEIR LEADERS AND STORED SECURELY AT THE SCOUT HUT.

**16. Is there anything else you think we should know about the project?**

N/A

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

**ID:** 1111

**5. Project title?**

**Forest Kids@Ivy Wildlife garden**

**6. Project summary:**

We aim to work with the volunteers at the existing community garden at Royal Close and develop the garden's use by providing monthly 2 hour outdoor/nature activities on Saturday mornings to engage children and families within the area. In order to run the planned Forest school sessions (run by 2 playworkers) we need to purchase outdoor resources. We have already explored this idea with volunteers at the garden and they are keen to see it happen. This project aims to build on The Rise Trust's partnership with Sovereign, Green Square Housing and Station Hill Baptist Church.

**7. Which Area Board are you applying to?**

Chippenham

**Electoral Division**

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

SN15 2QT

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

Children & Young People  
Countryside, environment and nature  
Health, lifestyle and wellbeing  
Inclusion, diversity and community spirit  
Recycling and green initiatives  
Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2014

**Total Income:**

£711809.00

**Total Expenditure:**

£670250.00

**Surplus/Deficit for the year:**

£41559.00

**Free reserves currently held:**  
**(money not committed to other projects/operating costs)**  
 £98714.00

**Why can't you fund this project from your reserves:**

As a charitable company limited by guarantee The Rise Trust is required to retain reserves which will allow the Trust to keep on providing services and paying salaries for a reasonable period should grants be cut or terminated or charitable sources fail to provide anticipated continued funding. Members of staff are paid from these funds so this funding is not available for general use. All of the money in the funds remaining pot(reserves) have on going designations against them. If new projects require funding then that funding has to be raised specifically for that project. This is why we are making this application. Due to increased budget cuts and pressure on our front line services for supporting families it is now very difficult to fund any new equipment for initiatives such as this ourselves. However we shall be able to advertise the project through our existing publicity (website and leaflets) and staff will give up their time on a Saturday morning (outside normal working hours) to provide the sessions.

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

**10b. Project Finance:**

Total Project cost		£931		
Total required from Area Board		£931		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Materials & tools	931			
<b>Total</b>		<b>£931</b>		

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

Chippenham

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Parents and children aged 0-11, many of whom are hard to reach families(from our Children's Centre knowledge) will benefit from this project. We have a track record in reaching needy families (such as those living in Super Output areas 11A- Audley South and 11F- Queens East) and we will ensure that they are involved. This project is located in one of the most deprived wards in Chippenham. From previous experience of running forest school sessions I have seen how working together in these activities outdoors enhances community spirit and encourages individuals to work together to succeed in small achievable tasks (in

this case from which the entire community can benefit, such as improved gardens and knowledge of /access to urban wildlife). Being out in the fresh air and getting exercise is good for health and well-being. Both adults and children benefit in this way. Also, many of the children in the area live in flats with no gardens so this will provide an opportunity for regular outdoor play activities and exercise and help to address concerns about obesity. Children will enjoy having some quality time with their parents which boosts their confidence and self esteem. Our work has taught us that where parents play with their children and take an interest in their activities, children's self esteem improves and this often leads to better outcomes in school. Children will learn from and get to know more people in their community as a result of volunteers (with infectious enthusiasm for the garden) being involved. It is hoped children will learn how to look after their community and take more pride in the spaces they live in. As well as enhancing community cohesion, and both children's and adult's personal and social development, this could also lead to children having knowledge (about wildlife, about environmental issues etc) and skills (gardening, keeping safe, problem solving) that are transferable into the classroom. We know from our links with local schools that many children in the area need further support in developing their listening and talking skills in order to improve their language development. Outdoors often provides a more relaxed environment where children open up and enjoy talking more so it is hoped that language skills will improve as a result of this project.

**14. How will you monitor this?**

The sessions will be planned with specific outcomes for adults and children (based on local priorities and needs). There will be a long term plan for the project and short term outcomes planned monthly in response to the participants observed needs and interests. We shall measure how these outcomes are being achieved by using a target wheel evaluation strategy (something we use in our daily work and will adapt to fit this project). The findings from these will help us plan next steps in the project.

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

We aim to continue the project after the first year. As the funding applied for is to cover initial start up materials, we are confident that once up and running we shall be able to fund running costs from our reserves and/or fundraising involving families who attend sessions.

**16. Is there anything else you think we should know about the project?**

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):****And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

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**ID:** 988

**5. Project title?**

**Chippenham and District Talking Newspapers going Digital**

**6. Project summary:**

Chippenham and District Talking Newspapers for Visually Impaired (Reg Charity no 271904.)At the moment we record Gazette and Herald and Melksham Independent News onto cassette tapes and send them out weekly free of charge to our visually impaired listeners in Chippenham, Malmesbury, Melksham and surrounding villages. We rely totally on donations and fund raising and now we want to update our equipment and go digital.

**7. Which Area Board are you applying to?**

Chippenham

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

SN15 3DD

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

Health, lifestyle and wellbeing

If Other (please specify)

Visually Impaired

**10. Finance:****10a. Your Organisation's Finance:****Your latest accounts:**

12/2014

**Total Income:**

£00.00

**Total Expenditure:**

£1003.96

**Surplus/Deficit for the year:**

£00.00

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

£9373.32

**Why can't you fund this project from your reserves:**

We receive no income and rely totally on donations and fund raising so we need to keep some of our money to cover running costs.

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

**10b. Project Finance:**

Total Project cost		£4524.80		
Total required from Area Board		£2262.40		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Laptop	350.00	fund raising	yes	175.00
Microphones	216.00	fund raising	yes	108.00
Mixer	249.00	fund raising	yes	124.50
Duplicator	649.00	Donation	yes	324.50
Software	00.00	frees with purchased package	yes	00.00
80 Sovereign USB players	2000.00	fund raising	yes	1000.00
200 x USB sticks	620.00	fundraising	yes	310.00
Carriage	20.00	fundraising	yes	10.00
VAT	420.80	fundraising	yes	210.40
Total	<b>£4524.8</b>			<b>£2262.4</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No



**12. If so, which Area Boards?**

Chippenham

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

By updating our equipment from cassette tapes to a digital format we will improve our service for our visually impaired listeners giving them weekly access to the local paper and keeping them up to date with local events and news. We already know how much our service is enjoyed and appreciated by our listeners and this will offer us an improvement to the quality of what we produce. We know that sometimes our paper is the only link with the outside world for some of our listeners and the only friendly voice they hear some weeks. At the moment we scavenge the charity shops for tape players to give to our listeners and it is getting more difficult. Only this year we had to try and replace a tape eraser and we soon found out that they are becoming obsolete. Our service is free to our listeners and we take pride in supplying them with the wherewithal to access the papers and we want to continue this and improve it.

**14. How will you monitor this?**

We get regular feed back from our listeners by phone calls word of mouth or by notes slipped into the returning wallets.

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

We continually find ways of fund raising throughout the year.

**16. Is there anything else you think we should know about the project?**

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

## 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>	Chippenham Area Board		
<b>Your Name</b>	Councillor Linda Packard		
<b>Contact number</b>		<b>e-mail</b>	linda.packard@wiltshire.gov.uk

### 2. The project

<b>Project Title/Name</b>	Communications Campaign & Toolkit to promote Events & Activities in Chippenham Community Area		
<b>Please tell us about the project /activity you want to organise/deliver and why?</b>  <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p><i>Chippenham Arts, Culture &amp; Events (ACE) group working in partnership with the newly appointed Marketing &amp; Communications Officer at Chippenham Town Council will run a comprehensive communications campaign. The campaign will involve a wide variety of communications channels including Town &amp; Parish newsletters, Community &amp; Visitor Information Centre will display posters and are available to discuss in person or by telephone, on line via Chippenham Our Community Matters website, Town &amp; Parish websites, Chippenham FM Radio, Twitter &amp; Facebook. Postcards will be produced for distribution to households across the Community Area via the Door to Door postal service. The toolkit will be made available on line with hard copies available upon request.</i></p>		
<b>Where is this project taking place?</b>	Chippenham Community Area		
<b>When will the project take place?</b>	Spring 2015		
<b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>	Identified as the top priority for the area in February 2014		

<b>How will the local community benefit?</b>	Local groups organising events and activities will be better supported to arrange and promote their events. Members of the public will be better informed about local events and activities. Local media will be more widely used and supported.		
<b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)	JSA/What Matters to You Priority Feb 2015		
<b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)			
<b>What is the desired outcome/s of this project?</b> Raise the profile of the existing media outlets available to local people and encourage more use Support for local groups organising local events & activities Raise the profile of existing events & activities and encourage new events Support Chippenham BID outcomes			
<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>	£ 1195		
<b>How much funding are you applying for?</b>	£ 1195		
<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)	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> Linda Packard			<b>Date:</b> 13/02/2015
<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>			

<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>2<sup>nd</sup> March 2015</b>
<b>Title of Report</b>	<b>Local Transport Plan – Small Scale Transport and Highway Improvement Schemes</b>

### **Purpose of Report**

To ask the Chippenham Area Board to consider and approve the recommendations from the Chippenham Community Area Transport Group (CATG) outlined in this report:

- To note the Financial Summary  
(see *Appendix 1*)
- To note the Local Sustainable Transport Fund (LSTF) update  
(see *Appendix 2*)
- To note progress on prioritised schemes and approve increased funding allocation for Community Issue 2062 Lowden Tunnel, conditional upon a 25% contribution from Chippenham Town Council towards the cost of the scheme  
(see *Appendix 3*)
- To approve the schemes recommended for prioritisation & funding, conditional upon a 25% contribution to the cost of the schemes from the relevant Town and Parish Councils  
(see *Appendix 4*)
- To approve the list of schemes recommended for retention & further consideration  
(see *Appendix 5*)
- To approve the list of schemes recommended for removal  
(see *Appendix 6 and 6a*)
- To approve funding allocation for the nominated 20mph speed restriction locations in Redlands and Chestnut Road Sutton Benger, conditional upon a 25% contribution to the cost of the schemes from the relevant Town/Parish Council  
(See *Appendices 7 & 8*)

## 1. Background

- 1.1. In 2014/2015 the 18 Area Boards were again allocated a discretionary budget of **£250,000** to involve them in the assessment and selection of small scale transport schemes to be progressed in their community areas. Chippenham Area Board was allocated **£18,087**.
- 1.2. The balance of funding carried over from 2013/2014 was £29,790.63. Please note this figure was due in part to a large number of schemes completed in 2013-15 but carried forward into 2014-15 for budgetary purposes
- 1.3. The Chippenham Area Board Highways Funding balance for 2014/15, including agreed contributions from 3<sup>rd</sup> parties is **£48,919.63**, of which **£36,738.00** is shown as committed. As of the 31<sup>st</sup> December 2014 the remaining balance for the Chippenham CATG is **£12,181.63** (See Appendix 1)
- 1.4. This funding allocation is for capital funding and can only be used to provide new and improved infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.
- 1.5. Chippenham Area Board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues /schemes with the support of highways officers and make recommendations to the Area Board.
- 1.6. The means by which the public, Town and Parishes can identify issues for consideration to the Chippenham CATG is via the Community Issues system.
- 1.7. Representatives from Town & Parish councils and members of the public are welcome to attend meetings where there are issues under discussion relevant to their community. Please contact your Community Area Manager Victoria Welsh should you wish to attend to ensure that numbers can be accommodated:  
[victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@wiltshire.gov.uk)
- 1.8. Summaries of Chippenham CATG meetings are made available on the Chippenham Area Board web pages of the council's website to enable information to be readily available to Town and Parish councils and the wider community.

## 2. Recommendations from CATG

2.1	<p><b>Community Issue 2062 Lowden Tunnel</b></p> <ul style="list-style-type: none"> <li>• The total cost of the scheme is £10,000 to include the cost of road closure to carry out work to resurface, create narrow footpath and signing amendments. Major maintenance has provisionally agreed to fund re-surfacing works (£6250) TBC.</li> <li>• To approve the increase in funding allocation from £3,000 to £3,750 conditional upon a £1,250 contribution (25% of total project cost) from Chippenham Town Council</li> </ul>	Appendix 3
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2.2	<p>To approve the schemes recommended for prioritisation &amp; funding:</p> <p><b>2.2.i Community Issue 3390 Stanton St Quintin Village Sign</b></p> <ul style="list-style-type: none"> <li>• The cost of the scheme is £600 for a sign</li> <li>• To approve funding allocation of £450, conditional upon a £150 contribution (25% of total project cost) from Stanton St Quintin Parish Council</li> </ul> <hr/> <p><b>2.2.ii Community Issue 3393 Lysley Close sign</b></p> <ul style="list-style-type: none"> <li>• The cost of the scheme is £240 for a street name sign with “No Through Road”</li> <li>• To approve funding allocation of £180, conditional upon a £60 contribution (25% of total project cost) from Chippenham Town Council</li> </ul> <hr/> <p><b>2.2.iii Community Issue 3652 Kington Langley Sign and SLOW marking</b></p> <ul style="list-style-type: none"> <li>• The cost of the scheme is £500 for a sign</li> <li>• To approve funding allocation of £375, conditional upon a £125 contribution (25% of total project cost) from Kington Langley Parish Council</li> </ul>	Appendix 4
2.3	To approve the list of schemes recommended for retention & further consideration	See Appendix 5
2.4	To approve the list of schemes recommended for removal	See Appendix 6 & Appendix 6a
2.5	<p>To approve funding allocation for the two 20mph speed restriction locations in Redlands &amp; Chestnut Road, Sutton Benger</p> <p><b>2.5.i Redlands Zone</b></p> <ul style="list-style-type: none"> <li>• The cost of the scheme is £6,000</li> <li>• To approve funding allocation of £4,500, conditional upon a £1,500 contribution (25% of total project cost) from Chippenham Town Council</li> </ul>	See Appendices 7 & 8

	<p><b>2.5.ii Chestnut Road, Sutton Benger</b></p> <ul style="list-style-type: none"> <li>• The cost of the scheme is £3,000</li> <li>• To approve funding allocation of £2.250, conditional upon a £750 contribution (25% of total project cost) from Sutton Benger Town Council</li> </ul>	
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**3. Environmental & Community Implications**

3.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

**4. Financial Implications**

- 4.1. All decisions must fall within the Highways funding allocated to Chippenham Area Board.
- 4.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of **£8,364.13**

**5. Legal Implications**

5.1. There are no specific legal implications related to this report.

**6. HR Implications**

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

**7. Equality and Inclusion Implications**

The schemes recommended to the Area Board will improve road safety for all users of the highway.

<b>Appendices</b>	<p>Appendix 1 – Financial Summary</p> <p>Appendix 2 – LSTF Update</p> <p>Appendix 3 –Schemes in Progress</p> <p>Appendix 4 – Schemes recommended for prioritisation &amp; funding</p> <p>Appendix 5 – Schemes for retention &amp; further consideration</p> <p>Appendix 6 – Schemes recommended for removal</p> <p>Appendix 6a – Fenway Park Pedestrian Survey results</p> <p>Appendix 7 – Report – Redlands 20mph restriction</p> <p>Appendix 8 – Report – Chestnut Road 20mph restriction</p>
<b>Report Author</b>	<p>Victoria Welsh, Community Area Manager</p> <p>Tel: 01249 706 446</p> <p>E-mail: <a href="mailto:victoria.welsh@wiltshire.gov.uk">victoria.welsh@wiltshire.gov.uk</a></p>



09/01/2015

**Chippenham CATG**

**BUDGET 2014-15**

£18,087.00 CATG ALLOCATION 2014-15

£29,790.63 2013-14 underspend

Contributions

£200.00 North Wraxall PC for C151 chevron sign  
£342.00 Grittleton PC for Foscote  
£500.00 Kington Langley PC

**Total Budget 2014-15**

**£48,919.63**

**Commitments carried forward from 2013-14**

Chippenham Wood Lane Area road safety posters

£1,500.00 Estimate

Cuttle Lane biddestone substantive bid

£5,000.00 Contribution to substantive scheme

Chippenham Lowden tunnel street lighting

£1,238.00 Actual

**New Schemes**

1. Kington Langley footway extension

£4,043.00 Actual

2. New Road Chippenham zebra crossing refurbishment

£8,223.00 Estimate

3. A4 Pewsham Way Chippenham signs

£410.00 Estimate - Works complete but final account awaited.

4. C154 and Grove Lane speed limit implementation

£4,500.00 Estimate

5. C86 Foscote signs and lines

£1,365.00 Actual

6. Lowden tunnel signals feasibility study

£5,034.00 Actual

7. C151 Ford Chevron Warning signs

£234.00 Actual

8. Blackthorn Mews pedestrian survey

£650.00 Actual

9. Market Quarter cycleway works

£3,016.00 Estimate

10. Church Lane Stanton St Quinton signs / lines

£800.00 Estimate

11. Bristol Road - Pedestrian Survey

£400.00 Actual

12. Langley Road - Bollards by Clift House Crossing

£325.00

Total commitment 2014-15 **£36,738.00**

Remaining Budget 2014-15 **£12,181.63**



## Local Sustainable Transport Fund: Chippenham CATG Update (February 2015)

LSTF Theme	Project	Current Status
Cycle Parking	Chippenham	Revised Listed Building Consent application approved. FGW has provided the design for the revised two-tier design. Installation planned for late February 2015
Cycle Hire	Chippenham Cycle Hire	The cycle hire scheme will not now be delivered as it cannot be implemented by Brompton by the end of the LSTF project which ends at the end of March 2015
Walking and Cycling Improvements	Hungerdown Lane, Chippenham	Works are underway with construction due to take 10 weeks
	Avenue la Fleche, Chippenham	Works are underway. Construction due to take for 4 weeks
	Forest Lane to Lodge Lane, Chippenham	Construction due to start 2 <sup>nd</sup> February for 10 days
	Bristol Road to Woodlands Road, Chippenham	Construction due to start on 16 <sup>th</sup> February for 4 weeks
	Link 65 Monkton Park, Chippenham	Scheme complete
	Long Close to Hardens Mead, Chippenham	Scheme now complete
	London Road to Habrels Close, Chippenham	Works are complete
	Marshfield Road to Dallas Road, Chippenham	Design work being undertaken on this scheme, although a scheme will not be implemented within the LSTF period. It is hoped that the scheme will be implemented with LTP money in 2015/16
	Long Close to Baydon's Lane, Chippenham	Land ownership issue. A scheme will not be implemented within the LSTF period
Walking and Cycling Signage	Wayfinding Study and sign implementation	Chippenham Wayfinding report is complete. Two totems with map style designs are being designed. It is planned for the foundations to be installed in mid-February with the totems following at the end of February
Rail Service Improvements	Trans Wilts Rail Service	Data suggests that 160,000 passengers will use the Trans Wilts service this year



# Schemes in progress

## Chippenham CATG 26<sup>th</sup> January 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Lowden Tunnel, Chippenham	Chippenham	2062	Pedestrian Safety	<ul style="list-style-type: none"> <li>• See archive issue 478.</li> <li>• The bids to the Substantive Highways Fund in 2012 &amp; 2013 for shuttle signals were not successful.</li> <li>• <b>CATG</b> agreed that a third bid to the Substantive Scheme will be rejected without specialist feasibility study. The group agreed to recommend funding of £5,000 is allocated for a feasibility study</li> <li>• Estimated cost of shuttle work system in excess of £100,000 and would not provide the overall level of improvement we are seeking for pedestrians</li> <li>• Directional LED lighting into the tunnel agreed. Cost £775. Lighting has been installed</li> <li>• Resurfacing needs to be undertaken underneath tunnel and footpath maintenance also required. <b>PB</b> will liaise with Peter Binley regarding the maintenance and advise <b>MR</b> when completed.</li> <li>• <b>MR</b> will produce a scheme for a narrow footpath and will report back to next CATG meeting. Anticipated cost £3,000/£4,000</li> <li>• <b>MR</b> confirmed that Highways Asset Management) has agreed in principle to cover the necessary re-surfacing works under Lowden Tunnel.</li> <li>• The CATG will however have to cover the cost of the road closure, virtual footway and signing. Estimated costs therefore £5,000 as previous estimate didn't allow for the road closure.</li> </ul>	43

*Cont.*

## Schemes in progress Chippenham CATG 26<sup>th</sup> January 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
				<ul style="list-style-type: none"> <li>Outline design prepared. The next stage is to arrange the road closure and undertake the detailed design.</li> <li><b>VW</b> to include recommendation to next Area Board meeting to increase funding allocation to £5,000, conditional upon a 25% contribution from Chippenham Town Council</li> <li><b>VW</b> to contact Chippenham Town Council to request a 25% contribution to the scheme</li> </ul>	
Grove Lane, Kington St Michael	Kington St Michael	2467	Traffic calming, relocation of 30mph signs	<ul style="list-style-type: none"> <li>Combining work for efficiency with Kington St Michael Rd 50mph speed limit</li> <li>Implementation scheduled for 23<sup>rd</sup> February 2015</li> </ul>	11
Blackthorn Mews / Canal Road / Lodge Road	Chippenham	3013	Request to upgrade pedestrian crossing	<ul style="list-style-type: none"> <li>Scheme supported by Chippenham Town Council on 14 October 2013:</li> <li>A pedestrian count is required to inform CATG discussions this will cost £650</li> <li><b>CATG</b> agreed to recommend £487 funding allocation to Chippenham Area Board, conditional upon funding contribution of £163 from Chippenham Town Council</li> <li>26-Jun-14 Chippenham Town Council confirms funding contribution of £163 towards this scheme.</li> </ul>	44

*Cont.*

## Schemes in progress Chippenham CATG 26<sup>th</sup> January 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
				<ul style="list-style-type: none"> <li>• Pedestrian Count identified 791 individuals crossing to access Kings Lodge School. Highways officers advise:                             <ul style="list-style-type: none"> <li>○ Movements in the area have increased due to the Rise Trust building</li> <li>○ Poor visibility due to parked vehicles</li> </ul> </li> <li>• <b>MR</b> recommends formal assessment is carried out. CATG agreed and asked MR to proceed with formal assessment and to liaise with local NPT regarding parked vehicles</li> <li>• Formal assessment due to be carried out in the next few months</li> <li>• <b>MR</b> to report back to next CATG</li> </ul>	
Market Quarter	Chippenham	3048	Connect Market Quarter to Calne Railway Cycle Track	<ul style="list-style-type: none"> <li>• Chippenham Town Council confirmed support for this request 29-Aug-13</li> <li>• Mark Hunnybun has granted permission for the hedge to be cut, however, cutting cannot take place during nesting season 1<sup>st</sup> March – 31<sup>st</sup> July</li> <li>• <b>MR</b> confirmed costs to create a break in the hedge and provide a temporary cycleway:                             <ol style="list-style-type: none"> <li>1. For hedge removal - £516</li> <li>2. Informal path 1.5 width &amp; 6m length with timber edging £2,500</li> </ol> </li> <li>• <b>CATG</b> agreed to recommend funding allocation of £2,262 to Chippenham Area Board conditional upon funding contribution of £754 from Town Council</li> </ul> <p style="text-align: right;"><i>Cont.</i></p>	TBA

## Schemes in progress Chippenham CATG 26<sup>th</sup> January 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
				<ul style="list-style-type: none"> <li>• 26-Jun-14 Chippenham Town Council confirms funding contribution of £754 towards this scheme</li> <li>• Highways Officers advise:               <ul style="list-style-type: none"> <li>○ Hedge cleared at the end of the nesting season</li> <li>○ Balance of funding remaining £2,600</li> <li>○ Not part of public highway so temporary path only and clearance and levelling also needed</li> <li>○ This work is not included in the contract with Balfour Beatty</li> </ul> </li> <li>• CATG agreed that <b>MR</b> should negotiate price with Balfour Beatty or with a local contractor to stay within budget of £2,600</li> <li>• Works not included in current contract with BBLP as they are “off highway”</li> <li>• Quote provided 21-Nov-14 - <b>£9018.27</b></li> <li>• Sub-contractor of BBLP (with appropriate liability insurance) has been identified to undertake the work for <b>£3000</b></li> <li>• MR has given authorisation for work to proceed in January 2015</li> <li>• Implementation due to commence end of January/beginning of February</li> </ul>	



## Schemes recommended for Priority & Funding

### Chippenham CATG – 26<sup>th</sup> January 2015

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Stanton St Quintin, Various	Stanton St Quintin	3390	1. Request for new sign E.g.: Please drive slowly through the village	<ul style="list-style-type: none"> <li>• 6-Aug-14 Parish Council asked to confirm support for 2 &amp; 3</li> <li>• 7-Aug-14 Parish Clerk confirms support for 2 &amp; 3</li> <li>• There have been several requests from Stanton St Quintin in recent months. See also 3626 &amp; 3627.</li> <li>• CATG agreed the following actions: <ul style="list-style-type: none"> <li>○ Maintenance issues to be removed as they are not matters for CATG. These matters to be dealt with by <b>RD</b></li> <li>○ <b>MR</b> to arrange a site visit with Parish Chairman to clarify the remaining issues and report back to next CATG</li> </ul> </li> <li>• <b>MR</b> confirms cost of signal is £600</li> <li>• <b>VW</b> to contact Parish Council to request 25% contribution to the scheme - £150</li> <li>• <b>VW</b> to include recommendation to Chippenham Area Board 2-Mar-15 for funding of £450 to be allocated to this scheme, conditional upon the balance of funding from Stanton St Quintin Parish Council</li> </ul>	

## Schemes recommended for Priority & Funding

### Chippenham CATG – 26<sup>th</sup> January 2015

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Lysley Close	Chippenham	3393	Dead end signs	<ul style="list-style-type: none"> <li>• 9-Oct-14 The Town Council supports the request</li> <li>• <b>MR</b> to carry out site visit and cost of sign</li> <li>• <b>MR</b> recommends Street name plate with “No through Road” is installed. Cost £240</li> <li>• CATG agreed with this recommendation</li> <li>• <b>VW</b> to contact Parish Council to request 25% contribution to the scheme - £60</li> <li>• <b>VW</b> to include recommendation to Chippenham Area Board 2-Mar-15 for funding of £180 to be allocated to this scheme, conditional upon the balance of funding from Stanton St Quintin Parish Council</li> </ul>	
Church Corner/Church Lane	Kington Langley	3652	A single white line to be introduced on the corner for safety or some other safety measures	<ul style="list-style-type: none"> <li>• Submitted by Kington Langley Parish Council</li> <li>• <b>MR</b> recommends a sign and SLOW marking on road would be a better solution in this area. Cost £500</li> <li>• <b>CATG</b> agreed with this recommendation</li> <li>• <b>VW</b> to include recommendation to Chippenham Area Board 2-Mar-15 for funding of £375 to be allocated to this scheme, conditional upon the balance of £125 funding contribution from Kington Langley Parish Council</li> </ul>	

New & existing Highways Requests for retention & further consideration  
**Chippenham CATG – 26<sup>th</sup> January 2015**

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Timber Street, Chippenham	Chippenham	3445	Create individual parking bays	<ul style="list-style-type: none"> <li>• 7-Aug-14 The Town Council support this request</li> <li>• <b>MR</b> to assess and report back to next CATG meeting</li> <li>• MR advised that there was some merit in marking individual bays.</li> <li>• New national recommendations are expected in March 2015/ MR recommends deferring any decision until after the details have been confirmed.</li> <li>• CATG agreed to defer pending new national guidelines</li> </ul>	
Upper Seagry	Seagry	3486	White lines painted to protect grass verges from damage by parked vehicles	<ul style="list-style-type: none"> <li>• 8-Oct-14 Seagry Parish Council confirm in principle support for this request</li> <li>• <b>MR</b> to visit to establish exact requirements it may be possible to deal with this matter outside of CATG</li> <li>• <b>MR</b> to report back to next CATG</li> </ul>	
Tiddleywink	Yatton Keynell	3528	<ol style="list-style-type: none"> <li>1. A speed camera put up so motorists are forced to slow down</li> <li>2. The speed limit lowered to 30</li> <li>3. Mirrors placed on the trees opposite so we can see when cars are coming round the bend</li> </ol>	<ul style="list-style-type: none"> <li>• Referred to Yatton Keynell Parish Council for support/comment 3-Dec-14</li> </ul>	

New & existing Highways Requests for retention & further consideration  
**Chippenham CATG – 26<sup>th</sup> January 2015**

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Draycot Cerne	Sutton Benger	3556	Reduction in speed limit Draycot Cerne	<ul style="list-style-type: none"> <li>Referred to Sutton Benger Council for support/comment 3-Dec-14</li> </ul>	
Hill Rise	Chippenham	3569	Traffic calming/Speedwatch	<ul style="list-style-type: none"> <li>Hill Corner Road, Chippenham between the B4069 Maud Heath's Causeway and B4158 Malmesbury Road, in particular on the section from the B4069 junction to the left hand bend and also from the end of The Orchids road down the hill, but not exclusively.</li> <li>Sent to Chippenham Town Council for comment 29-Sep-14</li> <li>Metro Count request form issued 9-Feb-15</li> </ul>	
Forest Lane/Pewsham Bypass	Chippenham	3605	Improve safety at crossing	<ul style="list-style-type: none"> <li>The Town Council supports this request for a Highways Officer to look at the current situation</li> <li><b>MR</b> to carry out site visit and report back to next CATG</li> <li><b>MR</b> to meet <b>Councillor Mark Packard</b> on site to consider what improvements if any can be made</li> </ul>	

New & existing Highways Requests for retention & further consideration  
**Chippenham CATG – 26<sup>th</sup> January 2015**

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Malmesbury Road and Bristol Road crossings	Chippenham	3620	Upgrading of road crossings to ensure safety of pedestrians	<ul style="list-style-type: none"> <li>• 21-Nov-14 Referred to both Division Cllrs to request how they wish to proceed.</li> <li>• The normal process is for the issue to be referred to the Town (or Parish) Council to establish whether the Highways Improvements Request is supported.</li> <li>• In this instance, the request is quite general “upgrade crossings” and I’m not sure whether the Town Council Planning Committee will feel that there is sufficient information to consider the matter.</li> <li>• Normally in these circumstances, the Division Councillor is provided with the contact details for the correspondent to enable the councillor to contact the resident directly and establish further details. In this case, the issue relates to crossings in 2 different divisions.</li> <li>• Both Councillors contacted to ask how they wish to proceed</li> </ul>	

New & existing Highways Requests for retention & further consideration  
**Chippenham CATG – 26<sup>th</sup> January 2015**

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Langley Road, Chippenham	Chippenham	3747	Improve pedestrian safety. Install bollards to improve pedestrian safety	<ul style="list-style-type: none"> <li>• Previous issue 2086 (completed &amp; closed) Footway installed, but scheme has gone over budget</li> <li>• Division Cllr request bollards are now added to the scheme to further improve pedestrian safety</li> <li>• Bollards estimated cost approximately £600</li> <li>• Referred to Chippenham Town Council for comment/support</li> <li>• 11-Dec-14 Chippenham Town Council confirms support for this request.</li> <li>• <b>MR</b> to advise cost – needs to go to Area Board on 2<sup>nd</sup> March £325 - 25% to be requested from Chippenham Town Council</li> <li>• <b>MR</b> advised that he was able to obtain bollards and have them installed at reduced cost whilst the team was in the area.</li> </ul>	
Unnamed roads between Ford and Slaughterford, Thickwood and Slaughterford and Dukes Hill/Ham Lane/	Biddestone & Slaughterford	3777	Signs installed to warn drivers of the limitations on the road ahead.	<ul style="list-style-type: none"> <li>• Request submitted by Parish Council</li> <li>• There are ongoing issues with large vehicles getting stuck on single track road when following their Satellite Navigation system.</li> <li>• <b>MR</b> to investigate signage solution “Not appropriate for large vehicles 7.5 tonne limit”</li> <li>• <b>MR</b> to provide cost at next CATG meeting</li> </ul>	

New & existing Highways Requests for retention & further consideration  
**Chippenham CATG – 26<sup>th</sup> January 2015**

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Stockwood Road	Chippenham	3803	Bollards installed to prevent vehicular access to this piece of pavement	Referred to Chippenham Town Council for comment 23-Jan-15	
Hardenhuish Avenue & Yewstock Crescent East	Chippenham	3807	Traffic calming measures	23-Jan-15 Referred to Chippenham Town Council for comment	





## Requests recommended for removal

### Chippenham CATG – 26<sup>th</sup> January 2015

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

(cont)

## Requests recommended for removal

### Chippenham CATG – 26<sup>th</sup> January 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
				<ul style="list-style-type: none"> <li>• <b>MD</b> asked if consideration could be given to painting the stretch of barrier a different colour</li> <li>• <b>MR</b> has consulted with barrier designer and safety auditor. Both were of the opinion that painting a different colour would offer little and may in fact distract drivers. <b>MR</b> asked to provide a cost for next CATG</li> <li>• CATG asked how many people use the crossing and with what frequency. <b>VW</b> to contact Parish Clerk for details.</li> <li>• 9-Dec-14 Parish Council advised: <i>“couldn’t tell you how many people need to cross this road at this point – however the point is that those who do need to cross this road to catch a bus are elderly”</i></li> <li>• Bus companies confirm that very few people use stop</li> <li>• <b>MR</b> estimates approx £2,000 to paint barrier</li> <li>• <b>CATG</b> agreed that the matter has now received careful consideration and recommended that no further action was appropriate at this time.</li> <li>• <b>VW</b> to include this recommendation to Chippenham Area Board 2-Mar-15</li> </ul>	

## Requests recommended for removal

### Chippenham CATG – 26<sup>th</sup> January 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Fenway Park/Cepen park North	Chippenham	3299	Request for pedestrian crossing	<ul style="list-style-type: none"> <li>01-May-14 Chippenham Town Council confirm support for this request</li> <li>Division Councillor Nina Phillips has indicated that she wishes CATG to consider this scheme as a bid to the Substantive Scheme 2015/16</li> <li><b>MR</b> advises pedestrian count will be required (Average cost of count is £1,350)</li> <li>CATG agreed to proceed with pedestrian count, conditional upon 25% contribution from Chippenham Town Council.</li> <li>Area Board 10-Nov-14 approved</li> <li>Costs reduce to £400</li> <li>20-Nov-14 Town Council approves £100 towards cost of the pedestrian count but states “<i>will not provide funding for the project which should be funded from a section 106 contribution from the developers of the Middlefield site</i>”</li> <li>MR advised that the results fall well below the criteria required to proceed with a pedestrian crossing</li> <li><b>CATG</b> recommended that no further action was appropriate at this time but if circumstances change it may be appropriate to reconsider at a future date</li> <li><b>VW</b> to include this recommendation to Chippenham Area Board 2-Mar-15</li> </ul>	

## Requests recommended for removal

### Chippenham CATG – 26<sup>th</sup> January 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Pewsham Way	Chippenham	3503	Speeding traffic	<ul style="list-style-type: none"> <li>• Member of the public completed a Metro Count Request form. This was sent to Road Safety Unit 6-Aug-14</li> <li>• Road Safety Unit advises that for safety reasons, Metro Counts are not carried out in areas where the speed limit is over 40mph. The Police do not carry out speed monitoring where the speed limit is over 40mph</li> <li>• Speed monitoring can be undertaken in areas over 40mph using Speed Detection Radar (SDR) to capture the necessary data.</li> <li>• <b>MR</b> will contact the correspondent directly to establish the exact location that is causing concern</li> <li>• <b>MR</b> liaised with the resident who was most concerned about motorcycles</li> <li>• MR confirmed that the combined average speed was 45 mph The limit is 50mph therefore the majority of vehicles are travelling compliant with speed limit</li> <li>• <b>CATG</b> recommended that no further action was appropriate at this time.</li> <li>• <b>VW</b> to include this recommendation to Chippenham Area Board 2-Mar-15</li> </ul>	

## Requests recommended for removal

### Chippenham CATG – 26<sup>th</sup> January 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Old Road off A429 at Stanton St Quintin by Murco Garage	Stanton St Quintin	3626	Unsuitable for HGV signage or something more suitable to stop HGVs parking along the road	<ul style="list-style-type: none"> <li>• <b>MR</b> to arrange a site visit with Parish Chairman to clarify the remaining issues and report back to next CATG</li> <li>• <b>MR</b> advised that the double yellow lines are frequently obscured by mud and the state of carriageway is poor in places</li> <li>• <b>MR</b> has recommended that the <b>Chair of Stanton St Quintin Parish Council</b> write to <b>Allan Creedy (Head of Sustainable Transport)</b> regarding freight management issues</li> <li>• <b>CATG</b> recommended that as this is a strategic matter and has been referred to the appropriate Head of Service no further action from CATG/Area Board is appropriate at this time.</li> <li>• <b>VW</b> to include this recommendation to Chippenham Area Board 2-Mar-15</li> </ul>	
Stanton St Quintin	Stanton St Quintin	3627	<ol style="list-style-type: none"> <li>i. Parish Steward visits to occur when programmed to do so</li> <li>ii. Double yellow lines by the Murco Garage to be reinstated as soon as possible to prevent illegal parking.</li> <li>iii. Litter bins to be erected in the village as promised</li> </ol>	<ul style="list-style-type: none"> <li>• Double Yellow Lines – see issue 3626</li> <li>• Community Coordinator confirmed he is working with the parish to address issues with Parish Steward visits and litter bins</li> <li>• <b>CATG</b> recommended that no further action was appropriate at this time.</li> <li>• <b>VW</b> to include this recommendation to Chippenham Area Board 2-Mar-15</li> </ul>	

## Requests recommended for removal

### Chippenham CATG – 26<sup>th</sup> January 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Queens Crescent	Chippenham	3752	Crossing for children to use “Safe Places to cross” is unsafe	<ul style="list-style-type: none"> <li>The new crossings near Queens Crescent School were installed as part of the Taking Action on Journeys to School initiative.</li> <li>The matter has been referred to Ruth Durrant School Travel Advisor who dealt with the installation</li> </ul>	
The Street junction with Frog Lane	Hullavington	3767	Relevant road markings to the left (as far as Gibbs Lane) and right (as far as the end of the garage forecourt) of Frog Lane junction with The Street and on the opposite side of the road	<ul style="list-style-type: none"> <li>NPT has taken action to address inconsiderate parking including bollards placed in the area and notices left on windscreen of cars parked inappropriately</li> <li><b>RD</b> confirmed that the “Give Way” lines are due to be refreshed in the next few weeks.</li> <li>CATG agreed that no further action is required at this time</li> <li><b>VW</b> to include this recommendation to Chippenham Area Board 2-Mar-15</li> </ul>	

## Requests recommended for removal

### Chippenham CATG – 26<sup>th</sup> January 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Station Hill	Chippenham	3779	Station Hill is upgraded to allow free flow of two-way traffic.	<ul style="list-style-type: none"> <li>Referred to Chippenham Town Council for comment 23-Jan-15</li> <li><b>MR</b> has recommended that the <b>Chair of Stanton St Quintin Parish Council</b> write to <b>Allan Creedy (Head of Sustainable Transport)</b> regarding freight management issues</li> <li><b>CATG</b> recommended that as this is a strategic matter and has been referred to the appropriate Head of Service no further action from CATG/Area Board is appropriate at this time.</li> <li><b>VW</b> to include this recommendation to Chippenham Area Board 2-Mar-15</li> </ul>	







# ZONE A

ZONE A	NORTH TO SOUTH						SOUTH TO NORTH							
	18 TO 65	65 +	TOTAL OVER 18	UNDER 11	11 TO 17	Total Under 18	TOTAL MOVEMENTS	18 TO 65	65 +	TOTAL OVER 18	UNDER 11	11 TO 17	Total Under 18	TOTAL MOVEMENTS
<b>TIME</b>														
07:00 - 07:15			0			0	0		0				0	0
07:15 - 07:30			0			0	0		0				0	0
07:30 - 07:45			0			0	0	1	1				0	1
07:45 - 08:00			0			0	0		0				0	0
							0							1
08:00 - 08:15			0			0	0	1	1				0	1
08:15 - 08:30			0			0	0		0				0	0
08:30 - 08:45			0			0	0		0				0	0
08:45 - 09:00			0			0	0		0				0	0
							0							1
09:00 - 09:15			0			0	0		0				0	0
09:15 - 09:30			0			0	0		0				0	0
09:30 - 09:45			0			0	0		0				0	0
09:45 - 10:00			0			0	0		0				0	0
							0							0
10:00 - 10:15			0			0	0		0				0	0
10:15 - 10:30			0			0	0		0				0	0
10:30 - 10:45			0			0	0		0				0	0
10:45 - 11:00			0			0	0		0				0	0
							0							0
11:00 - 11:15			0			0	0		0				0	0
11:15 - 11:30			0			0	0		0				0	0
11:30 - 11:45			0			0	0		0				0	0
11:45 - 12:00			0			0	0		0				0	0
							0							0
12:00 - 12:15			0			0	0		0				0	0
12:15 - 12:30			0			0	0		0				0	0
12:30 - 12:45			0			0	0		0				0	0
12:45 - 13:00			0			0	0		0				0	0
							0							0
13:00 - 13:15			0			0	0		0				0	0
13:15 - 13:30			0			0	0		0				0	0
13:30 - 13:45			0			0	0		0				0	0
13:45 - 14:00			0			0	0		0				0	0
							0							0
14:00 - 14:15			0			0	0		0				0	0
14:15 - 14:30			0			0	0		0				0	0
14:30 - 14:45			0			0	0		0				0	0
14:45 - 15:00	1		1			0	1	1	1				0	1
							1							1
15:00 - 15:15			0			0	0		0				0	0
15:15 - 15:30			0			0	0		0				0	0
15:30 - 15:45			0			0	0		0				0	0
15:45 - 16:00	1		1			0	1		0				0	0
							1							0
16:00 - 16:15			0			0	0		0				0	0
16:15 - 16:30			0			0	0		0				0	0
16:30 - 16:45			0			0	0		0				0	0
16:45 - 17:00			0			0	0		0				0	0
							0							0
17:00 - 17:15			0			0	0		0				0	0
17:15 - 17:30			0			0	0		0				0	0
17:30 - 17:45			0			0	0		0				0	0
17:45 - 18:00			0			0	0		0				0	0
							0							0
18:00 - 18:15			0			0	0		0				0	0
18:15 - 18:30			0			0	0		0				0	0
18:30 - 18:45			0			0	0		0				0	0
18:45 - 19:00			0			0	0		0				0	0
							0							0
<b>Total</b>	2	0	2	0	0	0	2	3	0	3	0	0	0	3

**ZONE B**

ZONE B	NORTH TO SOUTH						SOUTH TO NORTH							
	18 TO 65	65 +	TOTAL OVER 18	UNDER 11	11 TO 17	Total Under 18	TOTAL MOVEMENTS	18 TO 65	65 +	TOTAL OVER 18	UNDER 11	11 TO 17	Total Under 18	TOTAL MOVEMENTS
TIME														
07:00 - 07:15			0			0	0			0			0	0
07:15 - 07:30			0			0	0			0			0	0
07:30 - 07:45			0			0	0			0			0	0
07:45 - 08:00			0			0	0			0			0	0
							0							0
08:00 - 08:15			0			0	0			0			0	0
08:15 - 08:30	1		1			0	1			0			0	0
08:30 - 08:45			0			0	0			0			0	0
08:45 - 09:00			0			0	0			0			0	0
							1							0
09:00 - 09:15			0			0	0			0			0	0
09:15 - 09:30			0			0	0			0			0	0
09:30 - 09:45			0			0	0		2	2			0	2
09:45 - 10:00			0			0	0			0			0	0
							0							2
10:00 - 10:15			0			0	0			0			0	0
10:15 - 10:30			0			0	0			0			0	0
10:30 - 10:45			0			0	0			0			0	0
10:45 - 11:00			0			0	0			0			0	0
							0							0
11:00 - 11:15			0			0	0			0			0	0
11:15 - 11:30			0			0	0			0			0	0
11:30 - 11:45			0			0	0			0			0	0
11:45 - 12:00			0			0	0			0			0	0
							0							0
12:00 - 12:15			0			0	0			0			0	0
12:15 - 12:30			0			0	0			0			0	0
12:30 - 12:45			0			0	0			0			0	0
12:45 - 13:00			0			0	0			0			0	0
							0							0
13:00 - 13:15			0			0	0			0			0	0
13:15 - 13:30			0			0	0			0			0	0
13:30 - 13:45			0			0	0			0			0	0
13:45 - 14:00			0			0	0			0			0	0
							0							0
14:00 - 14:15			0			0	0			0			0	0
14:15 - 14:30			0			0	0			0			0	0
14:30 - 14:45			0			0	0			0			0	0
14:45 - 15:00			0			0	0			0			0	0
							0							0
15:00 - 15:15			0			0	0			0			0	0
15:15 - 15:30			0			0	0			0			0	0
15:30 - 15:45			0			0	0			0			0	0
15:45 - 16:00			0			0	0			0			0	0
							0							0
16:00 - 16:15			0			0	0			0			0	0
16:15 - 16:30			0			0	0			0			0	0
16:30 - 16:45			0			0	0			0			0	0
16:45 - 17:00			0			0	0			0			0	0
							0							0
17:00 - 17:15			0			0	0			0			0	0
17:15 - 17:30			0			0	0			0			0	0
17:30 - 17:45			0			0	0			0			0	0
17:45 - 18:00			0			0	0			0			0	0
							0							0
18:00 - 18:15			0			0	0			0			0	0
18:15 - 18:30			0			0	0			0			0	0
18:30 - 18:45			0			0	0			0			0	0
18:45 - 19:00			0			0	0			0			0	0
							0							0
<b>Total</b>	1	0	1	0	0	0	1	0	2	2	0	0	0	2

# ZONE C

ZONE A	NORTH TO SOUTH						SOUTH TO NORTH						TOTAL MOVEMENTS		
	18 TO 65	65 +	TOTAL OVER 18	UNDER 11	11 TO 17	Total Under 18	TOTAL MOVEMENTS	18 TO 65	65 +	TOTAL OVER 18	UNDER 11	11 TO 17		Total Under 18	TOTAL MOVEMENTS
TIME															
07:00 - 07:15			0			0	0	1		1			0	1	
07:15 - 07:30			0			0	0			0			0	0	
07:30 - 07:45			0			0	0			0			0	0	
07:45 - 08:00	2		2			0	2	2		2		1	1	3	
														2	4
08:00 - 08:15			0			0	0			0		2	2	2	
08:15 - 08:30	1		1	1		1	2			0		1	1	1	
08:30 - 08:45	4	2	6		3	3	9			0			0	0	
08:45 - 09:00	1		1			0	1	2	2	4	1		1	5	
														12	8
09:00 - 09:15	1		1			0	1	1		1			0	1	
09:15 - 09:30	1		1			0	1	1		1			0	1	
09:30 - 09:45	3		3	1		1	4	1		1			0	1	
09:45 - 10:00	1	1	2		1	1	3	2		2			0	2	
														9	5
10:00 - 10:15		1	1			0	1			0			0	0	
10:15 - 10:30			0			0	0			0			0	0	
10:30 - 10:45			0			0	0	1		1			0	1	
10:45 - 11:00		1	1		1	1	2			0			0	0	
														3	1
11:00 - 11:15			0			0	0		2	2			0	2	
11:15 - 11:30			0			0	0			0			0	0	
11:30 - 11:45	1		1			0	1			0			0	0	
11:45 - 12:00			0			0	0			0			0	0	
														1	2
12:00 - 12:15		1	1		1	1	2			0			0	0	
12:15 - 12:30	4	2	6			0	6			0			0	0	
12:30 - 12:45			0			0	0			0		3	3	3	
12:45 - 13:00			0			0	0		2	2		6	6	8	
														8	11
13:00 - 13:15			0			0	0			0			0	0	
13:15 - 13:30			0			0	0	1		1			0	1	
13:30 - 13:45	1		1	1		1	2	2		2			0	2	
13:45 - 14:00		1	1			0	1			0			0	0	
														3	3
14:00 - 14:15	2		2			0	2			0			0	0	
14:15 - 14:30			0			0	0			0			0	0	
14:30 - 14:45	1		1			0	1			0			0	0	
14:45 - 15:00			0			0	0			0			0	0	
														3	0
15:00 - 15:15	1	1	2		7	7	9			0		2	2	2	
15:15 - 15:30	1	1	2			0	2	3	1	4	4	1	5	9	
15:30 - 15:45			0			0	0	4	2	6	8	2	10	16	
15:45 - 16:00	1	1	2		1	1	3			0			0	0	
														14	27
16:00 - 16:15		2	2			0	2	1	1	2			0	2	
16:15 - 16:30	2		2			0	2	1		1			0	1	
16:30 - 16:45			0		2	2	2			0			0	0	
16:45 - 17:00			0			0	0			0			0	0	
														6	3
17:00 - 17:15			0		1	1	1			0			0	0	
17:15 - 17:30	1		1			0	1			0			0	0	
17:30 - 17:45	1		1	1		1	2		1	1			0	1	
17:45 - 18:00			0			0	0			0		2	2	2	
														4	3
18:00 - 18:15			0			0	0			0			0	0	
18:15 - 18:30	1		1			0	1			0			0	0	
18:30 - 18:45			0			0	0			0			0	0	
18:45 - 19:00			0			0	0			0			0	0	
														1	0
<b>Total</b>	31	14	45	4	17	21	66	23	11	34	13	20	33	67	

**ZONE D**

ZONE D	NORTH TO SOUTH						SOUTH TO NORTH							
	18 TO 65	65 +	TOTAL OVER 18	UNDER 11	11 TO 17	Total Under 18	TOTAL MOVEMENTS	18 TO 65	65 +	TOTAL OVER 18	UNDER 11	11 TO 17	Total Under 18	TOTAL MOVEMENTS
<b>TIME</b>														
07:00 - 07:15			0			0	0			0			0	0
07:15 - 07:30			0			0	0			0			0	0
07:30 - 07:45			0			0	0			0			0	0
07:45 - 08:00			0			0	0			0			0	0
							0							0
08:00 - 08:15			0			0	0			0			0	0
08:15 - 08:30			0			0	0	1		1			0	1
08:30 - 08:45			0			0	0	2		2			0	2
08:45 - 09:00			0			0	0			0			0	0
							0							3
09:00 - 09:15			0			0	0			0			0	0
09:15 - 09:30	1		1			0	1			0			0	0
09:30 - 09:45			0			0	0			0			0	0
09:45 - 10:00			0			0	0			0			0	0
							1							0
10:00 - 10:15			0			0	0			0			0	0
10:15 - 10:30			0			0	0			0			0	0
10:30 - 10:45			0			0	0			0			0	0
10:45 - 11:00			0			0	0			0			0	0
							0							0
11:00 - 11:15			0			0	0			0			0	0
11:15 - 11:30			0			0	0			0			0	0
11:30 - 11:45			0			0	0			0			0	0
11:45 - 12:00			0			0	0			0			0	0
							0							0
12:00 - 12:15			0			0	0			0			0	0
12:15 - 12:30			0			0	0			0			0	0
12:30 - 12:45			0			0	0			0			0	0
12:45 - 13:00			0			0	0			0			0	0
							0							0
13:00 - 13:15			0			0	0			0			0	0
13:15 - 13:30			0			0	0			0			0	0
13:30 - 13:45			0			0	0			0			0	0
13:45 - 14:00			0			0	0			0			0	0
							0							0
14:00 - 14:15			0			0	0			0			0	0
14:15 - 14:30			0			0	0			0			0	0
14:30 - 14:45			0			0	0			0			0	0
14:45 - 15:00			0			0	0			0			0	0
							0							0
15:00 - 15:15			0			0	0			0			0	0
15:15 - 15:30			0			0	0			0			0	0
15:30 - 15:45			0			0	0			0			0	0
15:45 - 16:00			0			0	0			0			0	0
							0							0
16:00 - 16:15			0			0	0			0			0	0
16:15 - 16:30			0			0	0			0			0	0
16:30 - 16:45			0			0	0			0			0	0
16:45 - 17:00			0			0	0			0			0	0
							0							0
17:00 - 17:15			0			0	0			0			0	0
17:15 - 17:30			0			0	0			0			0	0
17:30 - 17:45			0			0	0			0			0	0
17:45 - 18:00			0			0	0			0			0	0
							0							0
18:00 - 18:15			0			0	0			0			0	0
18:15 - 18:30			0			0	0			0			0	0
18:30 - 18:45			0			0	0			0			0	0
18:45 - 19:00			0			0	0			0			0	0
							0							0
<b>Total</b>	1	0	1	0	0	0	1	3	0	3	0	0	0	3

**ZONE E**

ZONE E	NORTH TO SOUTH						SOUTH TO NORTH							
	18 TO 65	65 +	TOTAL OVER 18	UNDER 11	11 TO 17	Total Under 18	TOTAL MOVEMENTS	18 TO 65	65 +	TOTAL OVER 18	UNDER 11	11 TO 17	Total Under 18	TOTAL MOVEMENTS
TIME														
07:00 - 07:15			0			0	0			0			0	0
07:15 - 07:30			0			0	0			0			0	0
07:30 - 07:45			0			0	0			0			0	0
07:45 - 08:00			0			0	0			0			0	0
							0							0
08:00 - 08:15			0			0	0			0			0	0
08:15 - 08:30			0			0	0			0			0	0
08:30 - 08:45			0			0	0			0			0	0
08:45 - 09:00			0			0	0			0			0	0
							0							0
09:00 - 09:15			0			0	0			0			0	0
09:15 - 09:30			0			0	0			0			0	0
09:30 - 09:45			0			0	0			0			0	0
09:45 - 10:00			0			0	0			0			0	0
							0							0
10:00 - 10:15			0			0	0			0			0	0
10:15 - 10:30			0			0	0			0			0	0
10:30 - 10:45			0			0	0			0			0	0
10:45 - 11:00			0			0	0			0			0	0
							0							0
11:00 - 11:15			0			0	0			0			0	0
11:15 - 11:30			0			0	0			0			0	0
11:30 - 11:45			0			0	0			0			0	0
11:45 - 12:00			0			0	0			0			0	0
							0							0
12:00 - 12:15			0			0	0			0			0	0
12:15 - 12:30			0			0	0			0			0	0
12:30 - 12:45			0			0	0			0			0	0
12:45 - 13:00			0			0	0			0			0	0
							0							0
13:00 - 13:15			0			0	0			0			0	0
13:15 - 13:30			0			0	0			0			0	0
13:30 - 13:45			0			0	0			0			0	0
13:45 - 14:00			0			0	0			0			0	0
							0							0
14:00 - 14:15			0			0	0			0			0	0
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14:30 - 14:45			0			0	0			0			0	0
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							0							0
15:00 - 15:15			0			0	0			0			0	0
15:15 - 15:30			0			0	0			0			0	0
15:30 - 15:45			0			0	0			0			0	0
15:45 - 16:00			0			0	0			0			0	0
							0							0
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17:00 - 17:15			0			0	0			0			0	0
17:15 - 17:30			0			0	0			0			0	0
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18:30 - 18:45			0			0	0			0			0	0
18:45 - 19:00			0			0	0			0			0	0
							0							0
<b>Total</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**HIGHWAYS & TRANSPORT  
TRAFFIC & NETWORK MANAGEMENT**

**CHIPPENHAM  
Redland Estate**

**20mph Speed  
Restriction Assessment**

**Document Control Sheet**

**Project Title:** Chippenham – Redland Estate

**Report Title:** 20mph Speed Restriction Assessment

**Revision:** Version 1

**Status:** Final

**Date:** January 2015

**Record of issue**

<b>Issue</b>	<b>Status</b>	<b>Author</b>	<b>Date</b>	<b>Check</b>	<b>Date</b>	<b>Authorised</b>	<b>Date</b>
<b>1</b>	<b>Draft</b>	<b>SJA</b>	<b>Jan 2015</b>	<b>DT</b>	<b>01/15</b>	<b>MR</b>	<b>02/15</b>



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## 1.0 Introduction and background

Following the publication of Wiltshire Councils policy for 20mph speed limits, the authority committed to undertaking assessment across the 18 Community Areas. Each of the Community Areas were requested to nominate a defined area for assessment during 2014/15.

The Redland Estate in Chippenham has been locally identified and selected by the Community Area Transport Group as a possible location for a 20 mph speed restriction.

This report sets out the analysis of this location against “Wiltshire Policy on 20mph Speed Limits and Zones” and the Department of Transport (DfT) Circular 01/2013 “Setting Local Speed Limits”.

The above guidance will be used to determine if the Redland Estate is a suitable location for a 20mph speed restriction. Full extents of the area selected to be studied is set out in Appendix A.

## 2.0 Data Collection

Average speed and volume of traffic was recorded using a device called a Metro-count. This is a roadside unit with sensors placed across the road.

Metro-counters were installed at various locations throughout The Redland Estate and were in place from 12<sup>th</sup> November – 20<sup>th</sup> November 2014.

The location of each counter is shown in Appendix A.

Table 1 below sets out a summary of the results of each metro-count:

<b>Metro Count Ref. Number</b>	<b>Total Traffic Volume (annual average daily traffic)</b>	<b>85<sup>th</sup> percentile Speed (mph)</b>	<b>Mean Speed (mph)</b>
<b>1</b>	1111	26.2	21.5
<b>2</b>	1322	29.1	23.6
<b>3</b>	295	28	21.5
<b>4</b>	2032	26.4	22.1
<b>5</b>	1797	25.7	20.5
<b>6</b>	2122	26.6	21.1
<b>7</b>	365	25.7	20
<b>8</b>	596	27.5	21.8
<b>9</b>	755	27.7	21.8

**Table 1** – Summary of metro-count results

### 3.0 Collision Data

An interrogation of the Police Collision database indicates there has been a total of '10' recorded Personal Injury Collisions (PIC's) in the last 6 years prior to the preparation of this report. Results show there were '2' collisions involving pedestrians (occurring in 2008 and 2011) and '4' involving pedal cycles (occurring in 2008, 2010, 2011 and 2012). '5' of these accidents involved children under the age of 12 years. Table 2 below provides summary information:

	Fatal	Serious	Slight	Total
<b>Motor vehicles only (excluding 2 wheels)</b>	0	1	1	2
<b>2 wheeled motor vehicles</b>	0	1	3	4
<b>Pedal Cycles</b>	0	1	3	4
<b>Horses and Other</b>	0	0	0	0
<b>Total</b>	0	3	7	<b>10</b>

'3' out of the '4' cycling accidents involved child cyclists which resulted in slight injuries. '2' serious injuries were recorded when a 9 year old child stepped from behind a parked car outside 18 Marshall Street (in 2008) and an adult cyclists handlebars were clipped by a passing car outside the Newsagents on Redland (in 2010).

## 4.0 Analysis against Wiltshire Council Policy

It is imperative that all speed restrictions are set at an appropriate level where overall compliance with the limit can be realistically achieved. Higher recorded vehicle speeds are unlikely to be sufficiently reduced with signing alone and can often require further traffic management / calming measures such as chicanes, road humps or changes to the physical road layout.

With the above in mind, there are two distinct types of 20mph speed restriction for consideration – a 20mph Zone or a 20mph Speed Limit.

Wiltshire Council policy has considered previous studies into 20mph speed limits and zones as well as the guidance originating from DfT Circular *01/2013 'Setting Local Limits'*. Wiltshire Council policy identifies the following options to consider when implementing 20mph zones and limits within Wiltshire:

### 20mph Zones:

20mph zones are defined as areas subject to a 20mph speed restriction which cover a number of roads within a defined area and are supported by the appropriate traffic regulation order and signs.

Typically there will be traffic calming measures at regular intervals throughout the zone to ensure speeds remain consistent throughout its length. This may include the addition of road humps and raised junctions as well as build outs, chicanes pinch points etc., but may also include lighter touch measures where appropriate, such as carriageway roundels.

### 20mph zones to be considered where:

- Roads are restricted to a 30mph speed limit
- A proven history of road user conflict with vulnerable users such as child pedestrians is apparent.
- New residential developments
- Where there is an alternative route existing, so drivers are able to avoid the zone.
- On major streets if there is a significant number of journeys on foot or bicycle and this outweighs the disadvantage of longer journeys for motorists.

### 20mph Speed Limits:

20mph limits are defined as streets where the speed restriction has been reduced to 20mph but do not include the types of physical calming measures typically associated with zones. Drivers are alerted to the presence of the restriction by the use of terminal and repeater signs only

### 20mph Speed limits to be considered where:

- Mean 'before' speeds are at or below 24mph (where they are marginally above this threshold, lighter touch engineering measures to reduce speed should be considered)
- On roads which do not have a strategic function or where motor vehicle movement is not the primary function.
- On major streets if there is a significant number of journeys on foot or bicycle and this outweighs the disadvantage of longer journeys for motorists.
- In rural areas where the location in addition to the above conditions, meets the definition of a village as set out in Traffic Advisory Leaflet "01/04 – Village Speed Limits".

## 5.0 Recommendation

The results following the data collection indicate the 'mean' traffic speeds within the Redland Estate in Chippenham are at or below the guidance threshold of 24mph.

Based on the analysis of the speed and collision data for the area of the Redland estate and applying the results against the Wiltshire Council Policy for 20mph speed limits and zones, it is therefore recommended that the Redland Estate in Chippenham is considered for the introduction of a 20mph speed limit.

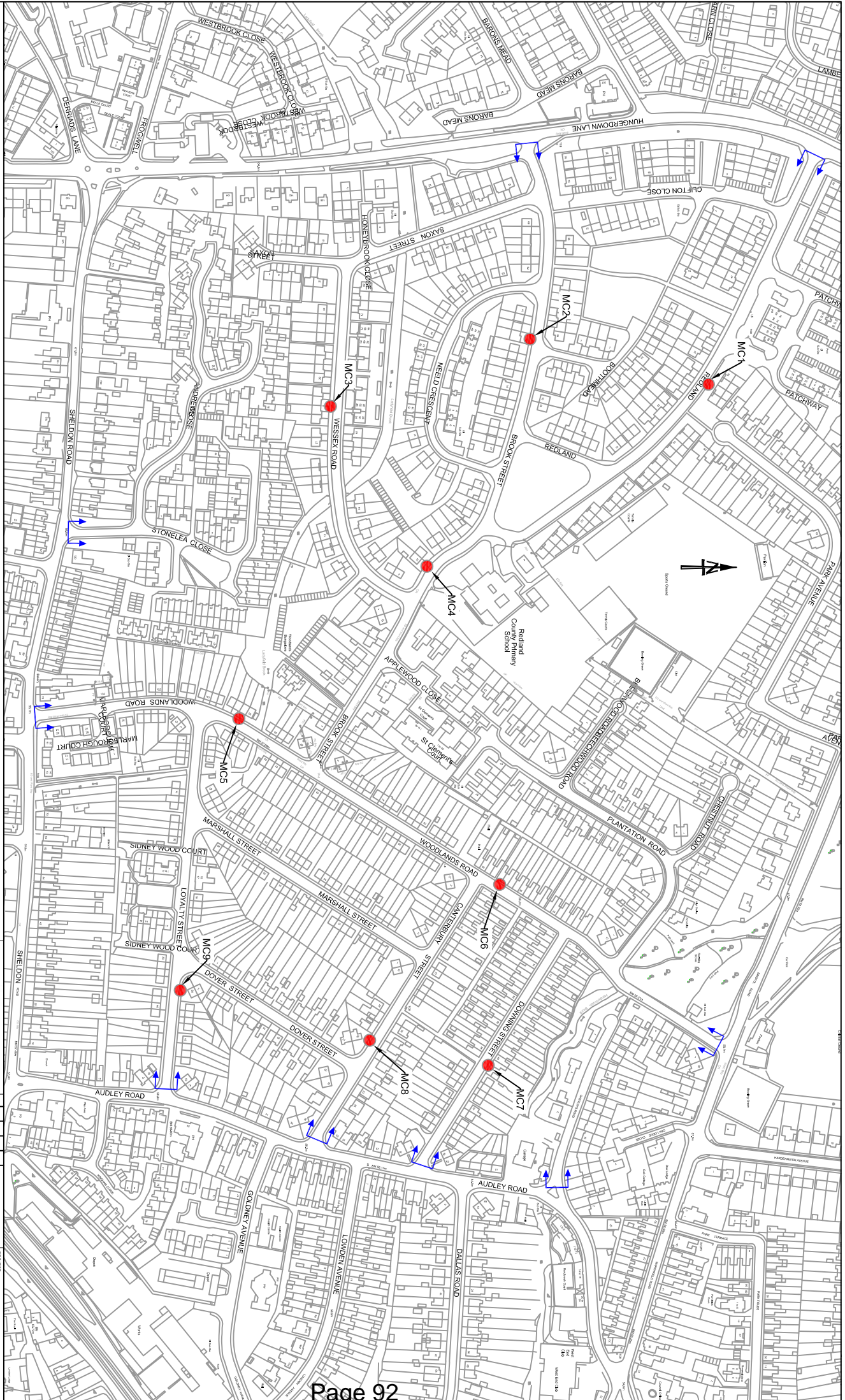
Collision data from the last six years would appear to indicate a possible conflict between pedestrians, cyclists and vehicles within the estate. This is due, in part, to the fact the Redland estate is predominantly a residential area with a primary school within its boundary, resulting in higher levels of vulnerable pedestrian movements and regular interaction with motor vehicles. It is envisaged the introduction of an area wide 20mph limit area will help to reduce overall levels of conflict and pedestrian casualties on the estate.

Appendix B shows the proposed extents of the 20mph Speed Limit.

Appendix C indicates the likely implementation costs for a 20mph limit on the Redland estate.

## 6.0 Appendix A

Requested area of assessment and locations of Metro-counts:



- Proposed location of 20mph zones:**
- MC1 - A166 to Kemp Colman outside 25 Woodend
  - MC2 - A166 to Kemp Colman outside 71 Brook Street
  - MC3 - A166 to Kemp Colman outside 33 Wessons Road
  - MC4 - A166 to Kemp Colman outside 27 Brook Street
  - MC5 - A166 to Kemp Colman outside 18 Wessons Road
  - MC6 - A166 to Kemp Colman outside 42 Woodlands Road
  - MC7 - A166 to Kemp Colman outside 47 Cowling Street
  - MC8 - A166 to Kemp Colman outside 30 Canterbury Street

REQUESTED AREA FOR  
20MPH LIMIT

**X / Y Co-ordinates:**  
390768 173726  
Postcode:  
SN14 0JA

NOTES:

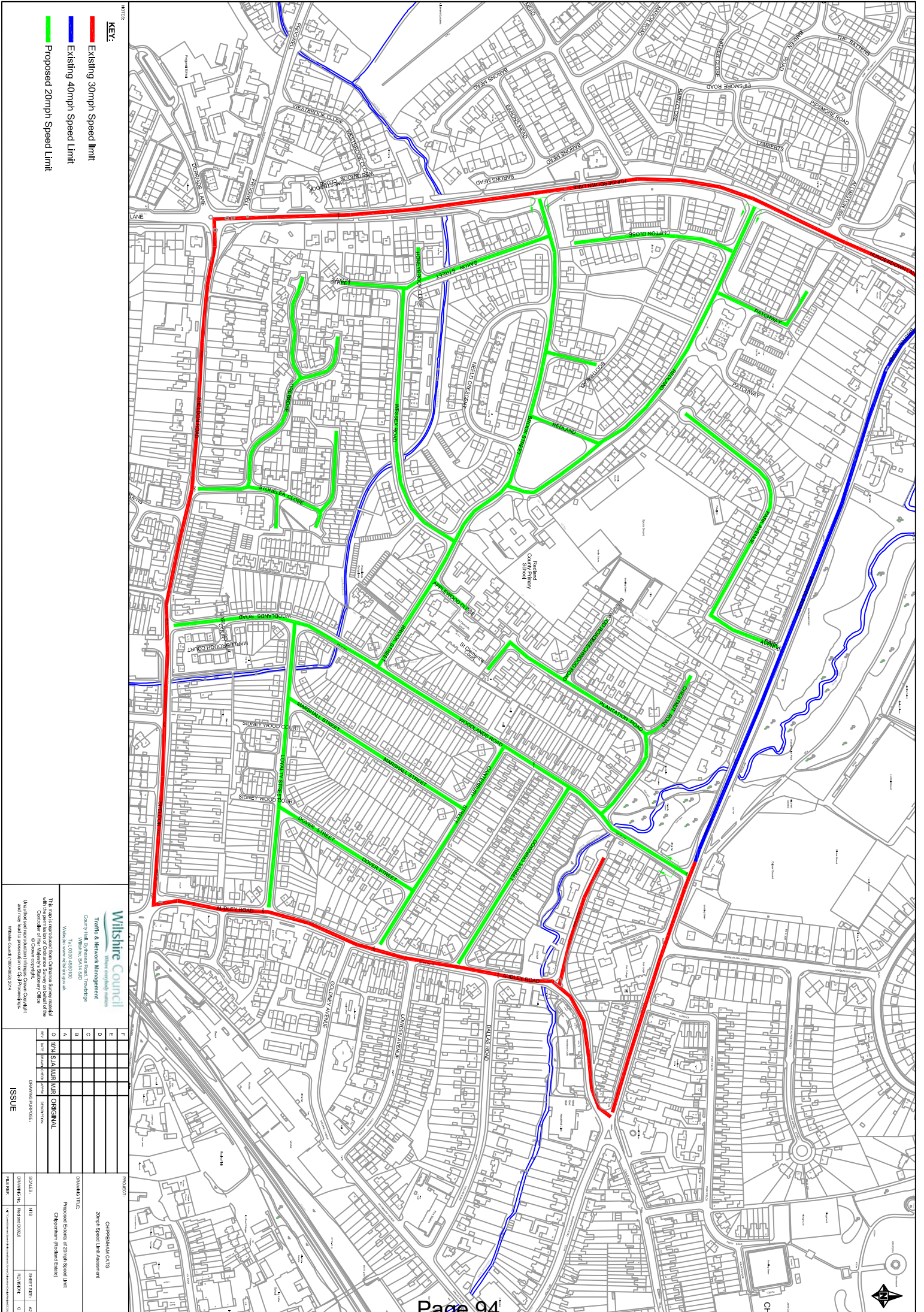
1	E	
2	E	
3	C	
4	B	
5	A	

<p>Wiltshire Council Traffic &amp; Network Management County Hill, Spinares Road, Trowbridge Wiltshire, BA14 8LD Tel: 01299 426970 www.wiltshire.gov.uk</p>		<p>PROJECIT: CHAFFINHAM CTS 20mph Speed Limit Assessment</p>
<p>The map is reproduced from Ordnance Survey material with the permission of Ordnance Survey. Copyright is held by Ordnance Survey. All other copyright is held by the copyright owner.</p>		<p>PROPOSED LOCATION: CHAFFINHAM CTS 20mph Speed Limit Assessment</p>
DATE:	2024/05/10	SHEET NO: 02
ISSUE:	1	DATE: 2024/05/10



## 7.0 Appendix B

Proposed 20mph Speed Limit location:



NOTES:

**KEY:**

- Existing 30mph Speed Limit
- Existing 40mph Speed Limit
- Proposed 20mph Speed Limit

<p><b>Wiltshire Council</b>  <small>Wiltshire's only council</small>  <b>Traffic &amp; Network Management</b>          County Hall, Spinares Road, Trowbridge          Wiltshire, BA14 8JD          Wiltshire: 01299 426770          Wiltshire: 01299 426770          Website: www.wiltshire.gov.uk</p>			
1	2	3	4
5	6	7	8
9	10	11	12
13	14	15	16
17	18	19	20
21	22	23	24
25	26	27	28
29	30	31	32
33	34	35	36
37	38	39	40
41	42	43	44
45	46	47	48
49	50	51	52
53	54	55	56
57	58	59	60
61	62	63	64
65	66	67	68
69	70	71	72
73	74	75	76
77	78	79	80
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261	262	263	264
265	266	267	268
269	270	271	272
273	274	275	276
277	278	279	280
281	282	283	284
285	286	287	288
289	290	291	292
293	294	295	296
297	298	299	300

PROJ02121

**CHIPPENHAM CTDG**  
 20mph Speed Limit Assessment

DATAWKS TITLE:  
 Proposed Extent of 20mph Speed Limit  
 Chippenham (Roadside Status)

DATAWKS DATE:  
 14/03/2023

DATAWKS TIME:  
 10:00:00

DATAWKS USER:  
 JZ

DATAWKS CHECKER:  
 JZ

DATAWKS APPROVED:  
 JZ

ISSUE

TITLE REF:  
 2012003

## 8.0 Appendix C – Cost Estimate

**Proposal:** 20mph Speed Limit

<b>Item:</b>	<b>No.</b>	<b>Cost: £:</b>	<b>Total £:</b>
New Terminal points	7	170.00	1190.00
Repeater signs/posts (approx. every 150m)	30	110.00	3300.00
Carriageway Roundels	7	60.00	420.00
Traffic Management & Control	4 days	£30.00	120.00

**Total Estimated Cost**

**£5030.00**

It should be noted this is the expected cost allocation required from the Community Area Transport Group and does not include design and legal costs, which will be borne by Wiltshire Council



**HIGHWAYS & TRANSPORT  
TRAFFIC & NETWORK MANAGEMENT**

**SUTTON BENGER  
Chestnut Road and surrounding area  
(excluding B4069)**

**20mph Speed  
Restriction Assessment**

**Document Control**



**Project Title:** Sutton Benger – Chestnut Road and surrounding area (excluding B4069)

**Report Title:** 20mph Speed Restriction Assessment

**Revision:** Version 1

**Status:** Final

**Date:** January 2015

**Record of issue**

<b>Issue</b>	<b>Status</b>	<b>Author</b>	<b>Date</b>	<b>Check</b>	<b>Date</b>	<b>Authorised</b>	<b>Date</b>
<b>1</b>	<b>Draft</b>	<b>SJA</b>	<b>Jan 2015</b>	<b>DT</b>	<b>01.15</b>	<b>MR</b>	<b>01.15</b>

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## 1.0 Introduction and background

Following the publication of Wiltshire Councils policy for 20mph speed limits, the authority committed to undertaking assessment across the 18 Community Areas. Each of the Community Areas were requested to nominate a defined area for assessment during 2014/15.

The village of Sutton Benger, specifically the Chestnut Road area (excluding the B4069), has been identified locally and selected by the Community Area Transport Group as a possible location for a 20 mph speed restriction.

This report sets out the analysis of this location against “Wiltshire Policy on 20mph Speed Limits and Zones” and the Department of Transport (DfT) Circular 01/2013 “Setting Local Speed Limits”.

The above guidance will be used to determine if Sutton Benger is a suitable location for a 20mph speed restriction. Full extents of the area selected to be studied is set out in Appendix A.



## 2.0 Data Collection

Average speed and volume of traffic was recorded using a device called a Metro-count. This is a roadside unit with sensors placed across the road.

Metro-counters were installed at various locations throughout Chestnut Road, Sutton Benger and were in place between the 12<sup>th</sup> November and the 20<sup>th</sup> November 2014.

The exact location of each counter is shown in APPENDIX A.

Table 1 below sets out a summary of the results of each metro-count:

<b>Metro Count Ref. Number</b>	<b>Total Traffic Volume (annual average daily traffic)</b>	<b>85<sup>th</sup> percentile Speed (mph)</b>	<b>Mean Speed (mph)</b>
1	624	27.7	21.8
2	557	25.3	21
3	511	24.2	18.1

**Table 1** – Summary of metro-count results

### **3.0 Collision Data**

An investigation into the Police Collision Database shows there has been no recorded Personal Injury Collisions (PIC's) in the 6 years preceding the preparation of this report.

## 4.0 Analysis against Wiltshire Council Policy

It is imperative that all speed restrictions are set at an appropriate level where overall compliance with the limit can be realistically achieved. Higher recorded vehicle speeds are unlikely to be sufficiently reduced with signing alone and can often require further traffic management / calming measures such as chicanes, road humps or physical changes to the road layout.

With the above in mind, there are two distinct types of 20mph speed restriction for consideration – a 20mph Zone or a 20mph Speed Limit.

Wiltshire Council policy has considered previous studies into 20mph speed limits and zones as well as the guidance originating from DfT Circular *01/2013 'Setting Local Limits'*. Wiltshire Council policy identifies the following options to consider when implementing 20mph zones and limits within Wiltshire:

### 20mph Zones:

20mph zones are defined as areas subject to a 20mph speed restriction which cover a number of roads within a defined area and are supported by the appropriate traffic regulation order and signs.

Typically there will be traffic calming measures at regular intervals throughout the zone to ensure speeds remain consistent throughout its length. This may include the addition of road humps and raised junctions as well as build outs, chicanes pinch points etc., but may also include lighter touch measures where appropriate, such as carriageway roundels.

### 20mph zones to be considered where:

- Roads are restricted to a 30mph speed limit
- A proven history of road user conflict with vulnerable users such as child pedestrians is apparent.
- New residential developments
- Where there is an alternative route existing, so drivers are able to avoid the zone.
- On major streets if there is a significant number of journeys on foot or bicycle and this outweighs the disadvantage of longer journeys for motorists.

### 20mph Speed Limits:

20mph limits are defined as streets where the speed restriction has been reduced to 20mph but do not include the types of physical calming measures typically associated with zones. Drivers are alerted to the presence of the restriction by the use of terminal and repeater signs.

### 20mph Speed limits to be considered where:

- Mean 'before' speeds are at or below 24mph (where they are marginally above this threshold, lighter touch engineering measures to reduce speed should be considered)
- On roads which do not have a strategic function or where motor vehicle movement is not the primary function.
- On major streets if there is a significant number of journeys on foot or bicycle and this outweighs the disadvantage of longer journeys for motorists.
- In rural areas where the location in addition to the above conditions, meets the definition of a village as set out in Traffic Advisory Leaflet "01/04 – Village Speed Limits".

## 5.0 Recommendation

The results following the data collection indicate the 'mean' traffic speeds on Chestnut Road, Sutton Benger are at or below the guidance threshold of 24mph.

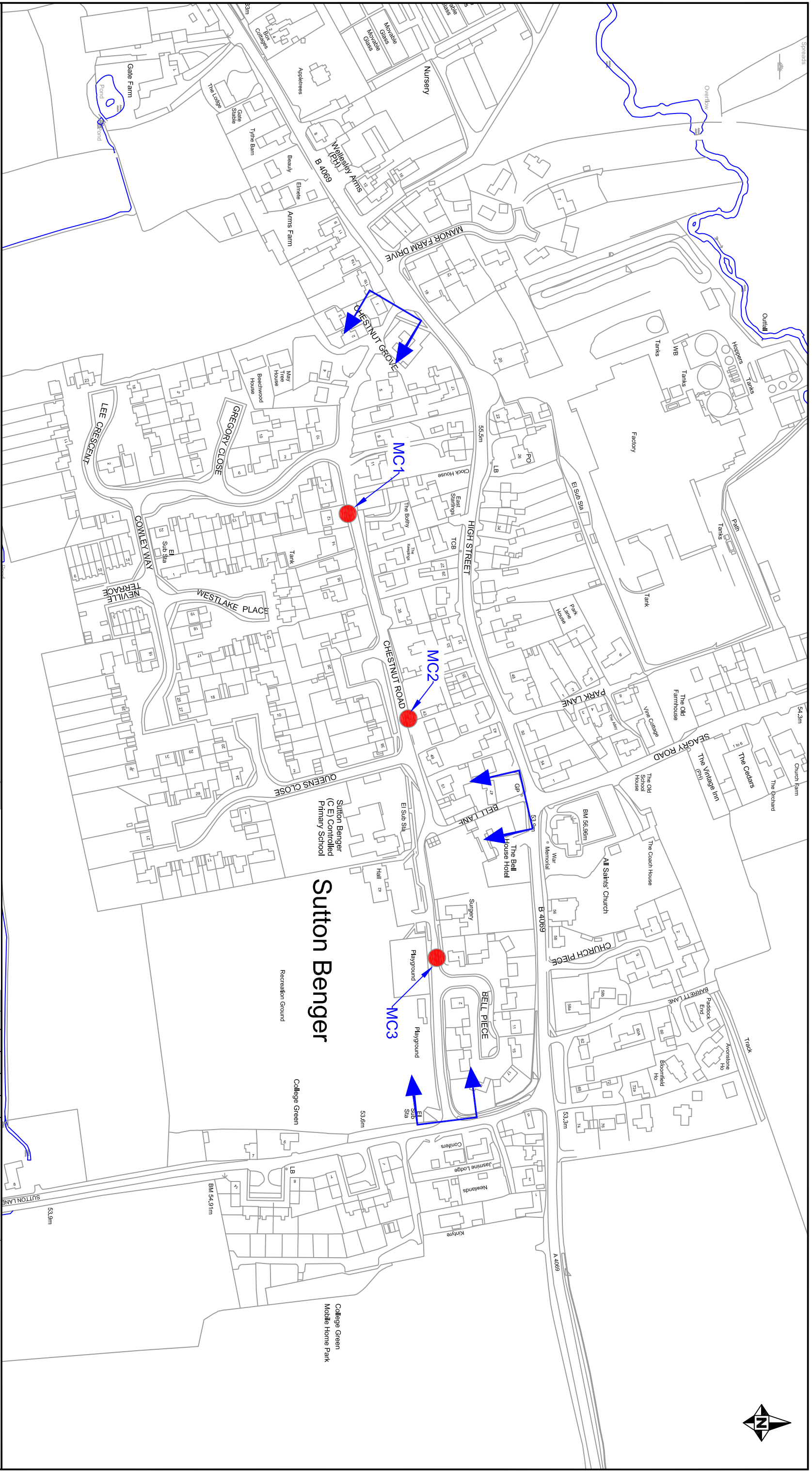
Based on the analysis of the speed and collision data for the study area and applying the results against the Wiltshire Council Policy for 20mph speed limits and zones, it is recommended: 'That Chestnut Road and adjoining side roads, (excluding the B4069) be considered for the introduction of a 20mph speed limit.'

It is estimated the cost of implementing a 20mph limit for the Chestnut Road area would be in the region of £3,000. It should be noted this is the expected cost required from the Community Area Transport Group and does not include design and legal costs which will be borne by Wiltshire Council.

The proposed extent of the 20mph limit is shown in APPENDIX A.

## 6.0 Appendix A

Requested area of assessment and locations of Metro-counts:



Requested 20mph limit boundaries

**X / Y Co-ordinates:**  
 394437 178568  
**Postcode:**  
 SN15 4RP

**NOTES:**

**Proposed locations of Metro Counts:**

**MC1** - Attach to lamp column no. 4 outside 12 Chestnut Road

**MC2** - Attach to telegraph pole outside 43 Chestnut Road

**MC3** - One Metro Count - either attach to lamp column or school warning sign adjacent to 1 Bell Piece

**Wiltshire Council**  
 Where everybody matters

**Traffic & Network Management**  
 County Hall, Bythesea Road, Trowbridge  
 Wiltshire, BA14 8JD  
 Tel: 0300 4560700  
 Website: www.wiltshire.gov.uk

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 Wiltshire Council (100049050) 2014

REV	DATE	DRAWN	CHECK	APPROV	DESCRIPTION
O	09/14	SJA	MJR	MJR	ORIGINAL
A					
B					
C					
D					
E					
F					

**PROJECT:**  
 CHIPPENHAM CATG  
 20mph Speed Limit Assessment

**DRAWING TITLE:**  
**LOCATION 8**  
 Metro Count Locations & Extents of Proposed  
 20mph Limit - Sutton Benger

SCALES:	SHEET SIZE:
1:2500	A3
DRAWING No.	REVISION:
Sutton B D001.0	O
FILE REF.:	
U:\IT\Comms\Drawings\SpeedLimitAssessments\Chippenham\ChippenhamBenger\001.0	

<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>2 March 2015</b>
<b>Title of Report</b>	<b>Local Youth Network (LYN) and Youth Funding</b>

**Purpose of Report**

To ask the Chippenham Area Board to

- To note the progress regarding the Needs Analysis
- To approve the Local Youth Network (LYN) Steering Group membership

## **1. Background**

- 1.1. In 2014/15 the 18 Area Boards were allocated a discretionary budget of £270,900 - to involve them in the assessment and selection of positive activities for young people in their community areas. Chippenham Area Board was allocated **£25,620**.
- 1.2. The balance of locally held funding (LHF) carried over from the first 6 months of 2014/15 allocated to Chippenham Area Board was **£28,855**.
- 1.3. The total Youth funding allocation for Chippenham Area Board was therefore **£54,475**. Leaders Guidance has been granted to carry unspent balances from 2014/15 over to 2015/16; funds should be spent by the 31<sup>st</sup> March 2016. Future years' allocations will not be available to rollover to the next financial year.
- 1.4. Following awards made by Chippenham Area Board on 19<sup>th</sup> January 2015, the current balance of Chippenham Area Board Youth Funding is **£49,075**.
- 1.3 This funding allocation is for Chippenham Area Board and the LYN to secure and enter into agreements with suitable and safe providers to deliver services and activities for young people. When securing the positive activities offer Chippenham Area Board is encouraged to consider deploying their resources in a way which invests in young people. This might mean funding projects, activities and programmes for more than one year (subject to Youth Funding).
- 1.4 Chippenham Area Board agreed to the establishment of a Local Youth Network (LYN) to consider projects that support positive activities for young people and with the support of Community Youth Officer (CYO) to make recommendations to the Area Board.
- 1.5 Summaries of Chippenham LYN meetings are made available on the Chippenham Area Board web pages of the council's website to enable information to be readily available to Town and Parish Councils and the wider community.

## **2 Needs Analysis**

- 2.1 The LYN is currently undergoing a needs analysis survey to scope the positive activity needs of young people in the Chippenham Community Area. The survey was promoted in all of the secondary schools in Chippenham, Wiltshire College, in a press release and via the Chippenham Our Community Mattes website. Additionally the Community Youth officer is doing some targeted consultation with focus groups.
- 2.2 Questionnaires were available in hard copy and on line via Survey Monkey.
- 2.3 Questionnaires have been distributed and returned, and the findings are currently being processed. The results will be made public at the end of February



and will provide the basis of the young people’s positive activity Needs Assessment report.

### **3 Local Youth Network Steering Group**

- 3.1 The LYN Steering group members represent a wide range of community stakeholders who will work in partnership to facilitate a range of positive activities across the Chippenham Community Area.
- 3.2 The LYN Steering Group encompasses any interested parties with an interest in meeting the positive activity needs of young people, including young people themselves.
- 3.3 The LYN Steering Group is set up to help facilitate the engagement and participation of these interest groups particularly in relation to the Youth Funding.
- 3.4 Representatives who have been invited to be on the Steering Group have been chosen based on their commitment and interest in ensuring positive outcomes for young people within their community; and also importantly because where they are organisational representatives, they themselves will not need to directly apply for funds.

### **4 Recommendations from LYN**

4.1	Approve the LYN Steering Group membership	See Appendix 1
-----	---	----------------

### **5 Environmental & Community Implications**

- 5.1 Environmental and community implications were considered by the LYN during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

### **6 Financial Implications**

- 6.1 All decisions must fall within the Youth Funding allocated to Chippenham Area Board.
- 6.2 There are no current funding applications.

### **7 Legal Implications**

- 7.1 There are no specific legal implications related to this report.

### **8 HR Implications**

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

## 9 Equality and Inclusion Implications

9.1 Youth Funding gives all local community and voluntary groups an equal opportunity to apply for funding to support positive activities for young people

<b>Appendices</b>	Appendix 1 – LYN Steering Group Membership
<b>Report Author</b>	Richard Williams, Community Youth Officer Tel: 07765 101 338 E-mail: <a href="mailto:richard.williams@wiltshire.gov.uk">richard.williams@wiltshire.gov.uk</a>

## Members of Chippenham Local Youth Network Management Group

Councillor Peter Hutton (Chair)	Chippenham Area Board representative
Bea Lilley Student (Deputy)	Wiltshire College representative
Stephanie Davis	Chippenham Schools Partnership representative
Julia Stacey	Chippenham & Villages Area Partnership representative
Phil Tansley Marc Allum (Deputy)	Borough Lands Charity representative
Saul Lawrence	Youth representative
Ben Saint	Youth representative
Tbc	Youth representative
Tbc	Youth representative
Tbc	Neighbourhood Police Team representative
Julie Bielby	Greensquare representative
Sue Wilthew Adrian Jones (Deputy)	Town Council representative
Jane Windle-Hartshorn	Develop
Tbc	Parish Council representative
Tbc	Churches Together representative
Richard Williams	Community Youth Officer, Wiltshire Council
Victoria Welsh	Community Area Manager, Wiltshire Council



## **Update for Chippenham Area Board**

<b>Update from</b>	<b>Chippenham &amp; Villages Area Partnership</b>
<b>Date of Area Board Meeting</b>	2 <sup>nd</sup> March 2015

### **Headlines/Key Issues**

**Drive to raise the profile of ChAP and the Chippenham Area Board** Alongside the drive to review and improve the experience when attending an Area Board meeting, ChAP is also proactively exploring ways to raise its profile and that of the Area Board, in the wider community. In consultation with the Community Area Manager, ChAP is producing information for local publications. To date articles have been printed in The Honeycombe and The Biddestone Broadsheet, under the heading of 'News from Your Chippenham & Villages Area Board and ChAP'. It is anticipated that other such opportunities will follow. ChAP has also met with representatives from The Bybrook Benefice and informed them of the work of the Area Board and ChAP, and current projects. ChAP attends parish cluster meetings hosted by Colerne Parish Council and including adjacent parishes. This connection has been invaluable in ensuring awareness of shared cross-border issues and responses.

**Defibrillators** ChAP continues its commitment to facilitate the availability of defibrillators (AEDs) across the community area. ChAP is currently in talks with partners to look at imaginative ways to take information about CPR and defibrillators out to the community and to involve the younger generation in this approach.

**Better Use of Open Spaces** ChAP is working in partnership with Wiltshire Council and Chippenham Town Council to produce a Chippenham Supplement to the WC Public Events Toolkit.

**Safe Places Project** ChAP is pleased to be able to support the Safe Places Project soon to be launched in Chippenham. As a member of the project steering group ChAP is helping to enrol establishments and to raise awareness of the aims of the initiative.

**Rural Parishes / Parish Forum News** ChAP has for some time been active in trying to improve communication across the community area particularly with the rural communities. The Parish Forum has provided the rural parishes with a collective voice at the Area Board, as well as the opportunity to share knowledge and experience, explore shared issues and solve problems. Feedback from the forum chair direct to the Area Board enables wider discussion of issues with councillors and other attendees. So far the Forum meetings have been well attended and topics such as Highways, Neighbourhood Planning and Development Control have been discussed. The forum has provided a wide spectrum of constructive, well-received feedback to the service- providers and representatives attending. This has created a mutual respect for our shared perspectives, whilst providing a platform to improve communication and understanding of perceived parish issues

## **Update for Chippenham Area Board**

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**Chippenham Older Peoples Forum** ChAP continues to support the COPF. Recent meetings welcomed Cllr Linda Packard, Nicola Gregson and Vicky Welsh from Wiltshire Council, and Chris Graves, Chairman of Healthwatch Wiltshire.

DONM April 15<sup>th</sup> 2pm St Cats Hall, St Andrews Chippenham.

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**BSO Projects** The Bournemouth Symphony Orchestra project '**Symphony in a Day- Rusty and Not So Rusty**' took place on Sunday 8<sup>th</sup> February at the Neeld Hall. A total of sixty-six musicians attended on the day, to rehearse and perform Sibelius Symphony No 2 alongside members of the Bournemouth Symphony Orchestra. Friends and families attended the outstanding final concert performance in the Neeld Hall.

The BSO **Young People's** project was completed with the recording and final session taking place on Saturday 31<sup>st</sup> January. The BSO reported that they were very pleased with the results. It was a very productive project and there developed a good appreciation of the others' work, between the participants and the professional musicians. A video record of the day has been compiled.

ChAP representatives continue to take an active role in the Chippenham Vision Board , the Chippenham Campus Development Team, the Parish Forum, and the Local Youth Network

Julia Stacey ChAP

## ***Update for Chippenham Area Board***

<b>Update from</b>	<b>Kington Langley Parish Council</b>
<b>Date of Area Board Meeting</b>	2 <sup>nd</sup> March 2015

# Update for Chippenham Area Board

## Headlines

- At a recent Wiltshire Council meeting it was announced that Wiltshire Council will not be covering the costs of Town/Parish Council elections. It would be useful to receive some information on the costs and what would be involved in this process.
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- It has been noted that the information relating to tree planning applications are to be found on line.
- 
- Flooding/drainage issues in the village have been ongoing now for many months.
- 
- It is well documented that Highway issues including gullies not being emptied and general Highway maintenance not being carried out (even though scheduled) – This is causing much concern within the parish. Will there be any moves to improving this?
- 
- The Parish Council has supported Langley Burrell’s objections to the Barrow Farm development also is in support of the objections to The Range. These two proposals would be outside the Wiltshire Core Strategy development boundary and therefore should not be permitted.
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## Projects

- Assisting with School parking – The P C is looking into the possibility of using part of a Common to assist with the parking situation during school drop off/pick up times. Our thanks go to Vicky Welsh for putting the Chairman in touch with Mark Hunnybun who has been very helpful. Legal advice is now being sought.
- 
- The Parish Council is investigating ways to raise funds to provide a defibrillator for the village. This will be a subject for the Annual Parish Meeting.
- 
- Signs – The village sign is to be re-sited to incorporate more of the village. Also new Neighbourhood Watch signs are to be erected.
- 
- Road Safety – Issues have been raised for safety measures to be incorporated at Church Corner and extended kerbing in the vicinity of the school.



## ***Update for Chippenham Area Board***

### **Future Events/Dates for the diary**

- Future Parish Council meeting dates: 9<sup>th</sup> March, 13<sup>th</sup> April, 11<sup>th</sup> May (Annual Meeting of the P C), 8<sup>th</sup> June, 13<sup>th</sup> July, 10<sup>th</sup> August, 14<sup>th</sup> September, 12<sup>th</sup> October, 9<sup>th</sup> November, 14<sup>th</sup> December. All meetings are held in the meeting room of the Village Hall commencing at 7.45pm.
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- 7<sup>th</sup> April Annual Parish Meeting to be held in the Union Chapel commencing at 7.30pm.
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Signed: S. Webb Parish Clerk

Date: 19<sup>th</sup> February 2015



## January update 2015

### A single Children's Community Health Service for Wiltshire

Children's Community Health Services consist of fourteen different services for children:

- Health Visiting Service
- Family Nurse Partnership
- School Nursing and National Child Measurement programme
- School-aged immunisation programme
- Children's Learning Disability Nursing
- Integrated Occupational Therapy and Physiotherapy
- Speech and Language Therapy
- Children's Community Nursing
- Community Paediatrics
- Community Paediatric Audiology (West Wiltshire only)
- Safeguarding Named Nurses
- Looked After Children
- Portage (Salisbury area only)
- Child Health Information Service (CHIS)

In Wiltshire, these services are currently delivered by five separate organisations.

As a result of listening to, consulting and involving service users, it has been determined that services and support for the county's children and young people can be improved by delivering services via a single contract.

Wiltshire CCG, Wiltshire Council and NHS England are jointly re-commissioning the services to create a single Children's Community Health Service for Wiltshire. It will mean that every child, young person and family across the county, no matter where they live, will have access to the same and all services and support. Services will be easier to access and there will be a potential for improved joint work with GPs, Wiltshire Council and other partners.

Service users have been extensively involved in developing the new service. Children and young people and parent and carers have been at the heart of consultation and engagement, working alongside professionals in shaping Wiltshire's new Children's Community Health Service. As well as public events on the service, there have been a series of meetings, workshops, focus groups and on-line surveys.

The new improved service will be in place from March 2016. The tendering process is currently underway.

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## Royal United Hospital, Bath acquires the Royal National Hospital for Rheumatic Diseases

The proposed acquisition of the Royal National Hospital for Rheumatic Diseases NHS Foundation Trust (RNHRD) by the Royal United Hospital Bath NHS Foundation Trust (RUH) has now been approved, health sector regulator Monitor announced.

Joint working with the RUH will secure the future of the renowned specialist services of the RNHRD and allow patients in the area and beyond to continue to access world class care and expertise. The acquisition takes place on 1 February 2015.

The RNHRD endoscopy service is the only clinical service to move to the RUH on 1 February. Combining the endoscopy services will give patients access to greater choice of appointments and the assurance of nationally accredited standards of care.

Patients, GPs and other relevant partners have already been engaged with and informed of this change.

All other RNHRD clinical services will continue to be provided from the RNHRD hospital and patients will be seen and treated by the same team of staff.

## Specialist Dementia Care

NHS Wiltshire CCG and Wiltshire Council are currently running a public consultation, through Healthwatch Wiltshire, on the future location of where specialist dementia hospital care in Wiltshire will be delivered.

Specialist dementia care is currently being temporarily provided at Amblescroft South in Salisbury and has been provided there since the closure of Charter House, Trowbridge in February 2013. There are also additional beds available in Swindon and Bath and this provision will continue.

The consultation is asking the public to share their views on the three locations that have been put forward for a permanent place for specialist dementia care to be provided from, and the three possible locations are: Charter House, Trowbridge; Avebury Ward at Green Lane Hospital, Devizes; and Amblescroft South, Foundation Way, Salisbury.

The public consultation started on 1 December 2014 and is running until 10 March 2015.

More information on the consultation can be found on Healthwatch Wiltshire's website:

<http://www.healthwatchwiltshire.co.uk/consultation-specialist-dementia-care>

## Integrated Community Teams

Wiltshire's pioneering Neighbourhood Teams, who were set up across the county to deliver community health care, are now developing even further and, in conjunction with Great Western Hospital and Wiltshire Council are transforming into 20 Integrated Teams, providing health and social care services to the population of Wiltshire.

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The aim of the teams is to deliver community health and social care in an integrated, seamless way - a total care environment in the community where the patient lives, supporting them to continue to live at home, or stay locally for as long as possible without having to go into hospital.

The integrated teams will be GP led, with each team serving a population of approximately 20,000 people. Each team consists of primary healthcare workers and community care people from the NHS, Council and other agencies.

Three pilot sites have already been set up in Bradford-on-Avon, Salisbury City and Calne, and the remaining 17 teams hope to be operational by the end of September 2015.

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Chief Officer: Deborah Fielding | Chair: Dr Stephen Rowlands  
Southgate House, Pans Lane, Devizes, Wiltshire, SN10 5EQ | Tel: 01380 733738

