

# AGENDA

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Langley Burrell Village Hall, Manor Farm Lane, Langley Burrell SN15 4LL  
**Date:** Monday 7 September 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)

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 | Melody Thompson - Hardenhuish         |

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If you have any queries please contact Democratic Services using the contact details above.

|  | <b>Time</b>   |
|--|---------------|
| <p>1     <b>Parish Forum Presentation</b></p> <p>A presentation and discussion about Rural Issues by the Parish Forum.</p>   | <b>7.00pm</b> |
| <p>2     <b>Chairman's Welcome and Introductions</b></p>   | <b>7:50pm</b> |
| <p>3     <b>Apologies</b></p>  |               |
| <p>4     <b>Minutes of the previous meeting (Pages 1 - 8)</b></p> <p>To approve and sign the minutes of the meeting held on 29 June 2015.</p>  |               |
| <p>5     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>  |               |
| <p>6     <b>Chairman's Announcements (Pages 9 - 12)</b></p> <p>To include:</p> <ul style="list-style-type: none"> <li>• School Place Planning and Commissioning</li> <li>• The art of Autism art competition</li> <li>• Referral of Petitions to CATG</li> </ul>   |               |
| <p>7     <b>Police Crime Commissioner's (PCC) Annual Report (Pages 13 - 28)</b></p> <p>An opportunity to discuss the annual report, copy attached, of Police &amp; Crime Commissioner</p>  | <b>8.00pm</b> |
| <p>8     <b>Town, Parish and Partner Updates (Pages 29 - 34)</b></p> <p>To note the written updates provided and answer any questions arising from the floor:</p> <ul style="list-style-type: none"> <li>i. Parish and Town Councils</li> <li>ii. Wiltshire Police</li> <li>iii. Wiltshire Fire and Rescue Service</li> <li>iv. Chippenham and Villages Area Partnership (ChAP)</li> <li>v. Chippenham Campus Development Team</li> <li>vi. Youth Issues update</li> <li>vii. Chippenham Partnership of Schools</li> <li>viii. Skatepark Update</li> <li>ix. Healthwatch</li> <li>x. Other Community Groups</li> </ul> | <b>8.15pm</b> |
| <p>9     <b>Local Priorities 2015/16</b></p>   | <b>8.20pm</b> |

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

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

10 **Community Area Grants** (Pages 35 - 40)

8.30pm

To consider the following applications:

- i. Hullavington Village Hall - Stage extension and safety rails  
£1687
- ii. Chippenham Parkrun - Chippenham Junior Parkrun £3000
- iii. Sutton Benger Village Hall - Playground Refurbishment  
£5000
- iv. GreenSquare - Ivy Partnership Notice Board £1000
- v. Stanton St Quintin Primary School (PTFA) - Stanton St Quintin playground - resurfacing and enhancing the quality of play. £3581

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

[www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm](http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm)

11 **Community Area Transport Group (CATG)**

8.40pm

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

12 **Local Youth Network (LYN)** (Pages 41 - 42)

8.50pm

An update report on the work of the Local Youth Network.

13 **Urgent items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

14 **Evaluation and Close**

9:00pm

The Chairman will invite any remaining questions from the floor and will welcome the submission of new Community Issues.

The next agenda planning meeting will take place on 30 September at 10.30am. Any parish or town council representative interested in attending should contact the Democratic Services Officer or the Chairman.

The meeting is asked to note the future meeting dates below.

**Future Meeting Dates**

Monday 9 November 2015  
Venue - TBC

Monday 18 January 2016  
6.30 pm for 7.00 pm  
Needle Hall, Chippenham



# DRAFT MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Yatton Keynell Village Hall, Biddestone Lane, Yatton Keynell  
**Date:** 29 June 2015  
**Start Time:** 7.00 pm  
**Finish Time:** 8.19 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 Howard Greenman, Cllr Peter Hutton, Cllr Mark Packard, Cllr Nina Phillips, Cllr Jane Scott OBE and Cllr Melody Thompson

### **Wiltshire Council Officers**

Victoria Welsh - Community Engagement Manager, Will Oulton – Senior Democratic Services Officer, Tim Martienssen - Head of Economic Development and Planning, and Richard Williams – Community Youth Officer

### **Town and Parish Councillors**

Chippenham Town Council – Martin Coates, Teresa Hutton, Andy Phillips  
Christian Malford Parish Council - Ian Bell  
Hullavington Parish Council – Sharon Neal  
North Wraxall Parish Council – Jane King, Glenys Gill  
Seagry Parish Council – Mike Barber  
Sutton Benger Parish Council – Dave Alexander

### **Partners**

ChAPs – Julia Stacey and Alison Butler  
Wiltshire Fire & Rescue Service – Mike Franklin  
Campus Team – Ian Bridges, Graham Stowe

**Total in attendance: 34**

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| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u>  |
|------------------------|--|
| 45                     | <p><u>Election of Chairman</u></p> <p>Will Oulton, Senior Democratic Services Officer, opened the meeting and called for nominations for the position of Chairman.</p> <p>Councillor Jane Scott OBE, seconded by Councillor Melody Thompson, proposed Councillor Peter Hutton.</p> <p>Councillor Bill Douglas, seconded by Councillor Desna Allen, proposed Councillor Linda Packard.</p> <p>Councillor Chris Caswill proposed Councillor Howard Greenman but his proposal was not seconded and fell.</p> <p>The elected members of the Area Board were asked to vote for each candidate.</p> <p>There being five votes for each candidate, the vote was tied. In accordance with the procedural rules set out in the constitution, and included on the agenda, the election was settled by the drawing of lots. Having drawn lots, the Senior Democratic Services Officer announced:</p> <p><b>Councillor Linda Packard was elected Chairman of Chippenham Area Board for the ensuing municipal year 2015/16.</b></p> |
| 46                     | <p><u>Election of Vice-Chairman</u></p> <p>Councillor Linda Packard presided over the election of Vice-Chairman.</p> <p>Councillor Peter Hutton proposed, seconded by Councillor Nina Philips, that Councillor Howard Greenman for the position of Vice-Chairman.</p> <p>Councillor Bill Douglas proposed, seconded by Councillor Mark Packard, that Councillor Desna Allen for the position of Vice-Chairman.</p> <p>It having been put to the vote;</p> <p><b>Councillor Howard Greenman was elected Vice-Chairman of Chippenham Area Board for the ensuing municipal year 2015/16.</b></p>  |
| 47                     | <p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Linda Packard, welcomed everyone to the meeting and introduced the councillors and officers present.</p> <p>The Chairman made reference to the events in Tunisia, wishing those injured a</p>   |



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|    | <p>speedy recovery, and offered condolences to those affected by the tragedy.</p> <p>Finally, Chairman gave her congratulations to Victoria Welsh on her successful appointment to the position of Community Engagement Manager, and expressed her hope that Ms Welsh remain in support of the Chippenham Community Area,</p>  |
| 48 | <p><u>Apologies</u></p> <p>Apologies for absence were received from Parvis Khansari, Associate Director - Wiltshire Council, and from Sgt Phil Connor – Wiltshire Police.</p>  |
| 49 | <p><u>Minutes</u></p> <p><b>Resolved</b></p> <p><b>That the minutes of the meeting held on 27 April 2015 were agreed as a correct record and signed by the Chairman.</b></p>   |
| 50 | <p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p> <p><i>Note: Councillor Chris Caswill subsequently announced a personal, non-pecuniary interest in the application from the Chippenham Canoe and Sailing Club, namely that his step-son was a member of the Club's committee, and he stated that he would not vote on that matter.</i></p>  |
| 51 | <p><u>Chairman's Announcements</u></p> <p>The Chairman drew the meetings attention to the announcements set out in the agenda, including: the Joint Health &amp; Wellbeing Strategy, which is out to consultation until the 1<sup>st</sup> July 2015; the LEADER Funding scheme; and the changes to Street Lighting.</p> <p>The Chairman invited Councillor Peter Hutton and Councillor Jane Scott to update the meeting on the Magna Carta celebrations that had recently taken place in Salisbury, at which children and adults from Chippenham had participated in the events.</p> <p>The Chairman drew the meetings attention to the announcement that the Chippenham Area Board Community Awards had, unfortunately, been postponed; and that the deadline for nominations had been extended to the 31<sup>st</sup> July 2015.</p> <p>Finally, the Chairman announced that a petition had been received from Yatton Keynell and that this had been referred to officer for response. Councillor Jane Scott added that, officers had been made aware of the issues and had started to consider the matter.</p> |

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| 52 | <p><u>Appointments to Outside Bodies and Working Groups</u></p> <p>Will Oulton, Senior Democratic Services Officer, introduced the report which asked the meeting to consider appointing Area Board members to outside bodies and to reconstitute working groups.</p> <p><b>Resolved:</b></p> <ul style="list-style-type: none"> <li><b>a) To appoint Councillors Peter Hutton and Melody Thompson to the LYN Management Group;</b></li> <li><b>b) To agree to reconstitute and appoint to the Working Groups, as set out in Appendix B, with the addition of Rowenna Brooks as a community representative on the Campus Development Team; and</b></li> <li><b>c) To note the Terms of Reference for the Working Groups, as set out in Appendix C.</b></li> </ul>  |
| 53 | <p><u>Campus Update</u></p> <p>Tim Martienssen, Wiltshire Council, and Ian Bridges, Chair of the Campus Development Team, presented an update regarding the Chippenham Campus Project.</p> <p>Issues discussed, in the course of the presentation, included: the background to the Campus programme; what the objectives were for the Chippenham project and the implications of the Chippenham Masterplan; that Monkton Park is Campus Board's preferred location for the project and that linking the offices to the Leisure Centre is the probably the most practical, affordable solution; what the scope of the feasibility study was; What the community's requirements were that should be met by the project; how the issues of access and connectivity were discussed and analysed; the complexities for joining two different buildings; how five different, broad options were discussed and their different feasibility issues analysed; how the indicative building costs, for the options, were estimated; a detailed business plan has yet to be developed; that funding would have to come from wider regeneration income; how campus requirements are to be reviewed; and the next steps for the project including exploring potential links with the Station scheme.</p> <p>Tim Martienssen stated, in response to a question from Councillor Bill Douglas, that the Chippenham Masterplan identified a preference for retail use on Bridge Centre site.</p> <p>Ian Bridges stated, in response to a question from Councillor Peter Hutton, that youth activities had been considered as part of the project and there was a desire to make sure these were met.</p> <p>Tim Martienssen stated, in response to a question from Councillor Melody</p> |

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|    | <p>Thompson, that, whilst he agreed that it represented good economic regeneration opportunities, the site opposite the train station had not been preferred due to the comparative cost and complexity of linking three different buildings.</p> <p>The Chairman, Councillor Linda Packard, echoed the concerns expressed by the meeting as to possible timeline for completion, and hoped to hear more from the project at future meetings.</p>   |
| 54 | <p><u>Big Pledge</u></p> <p>Victoria Welsh presented a video giving more information about the Council's Big Pledge campaign which encourages individuals and groups to pledge to make a difference to their, or their community's, health and wellbeing.</p> <p>More information can be found here:</p> <p><a href="http://www.wiltshire.gov.uk/healthandsocialcare/publichealthwilts/bigpledge.htm">http://www.wiltshire.gov.uk/healthandsocialcare/publichealthwilts/bigpledge.htm</a></p>   |
| 55 | <p><u>Town, Parish and Partner Updates</u></p> <p>The Chairman drew the meeting's attention to the updates circulated with the agenda.</p> <p>Following concerns expressed members of the Board, it was felt that further information about the timescales for the Skateboard project was required for the next meeting.</p>  |
| 56 | <p><u>Area Board Focus Areas 2014/15</u></p> <p>The meeting received updates on the Area Board's Focus Areas for 2014/15, as follows:</p> <ol style="list-style-type: none"> <li>i. Outdoor spaces – That there was nothing further to add to the ChAP update considered on the previous item</li> <li>ii. Crime &amp; Community Safety – Lead: Cllr Desna Allen &amp; Cllr Bill Douglas - that an update would be given following the meeting on Wednesday 1 July; and that Paul Bollen be thanked for his recent efforts in maintaining the highway, particularly with regard to the repair of the dual carriageway barrier following a recent accident.</li> <li>iii. Child Poverty – Lead: Cllr Chris Caswill – that there was nothing further to report, owing to the difficulty in arranging meeting; that officers from the public health team had been very cooperative; and that progress was being made in procuring cereals for breakfast clubs</li> </ol> |
| 57 | <p><u>Funding</u></p>   |

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|    | <p>The Community Engagement Manager (CEM), Victoria Welsh, introduced the report, which asked members to consider applications for funding.</p> <p><b>Resolved to make the following awards:</b></p> <ol style="list-style-type: none"> <li>1. <b>Kington St Michael Community Shop - £1,272</b></li> <li>2. <b>Chippenham Moonraker Gymnastics - £ 5,594</b></li> </ol> <p><i>Reason for exceeding £5000 threshold was that the scheme would have significant positive impact on the local community, especially children and young people.</i></p> <ol style="list-style-type: none"> <li>3. <b>Upper North Wraxall Pond Committee - £5,000</b></li> </ol>   |
| 58 | <p><u>Local Youth Network</u></p> <p>Councillor Peter Hutton, Chairman of the Local Youth Network Management Group, presented the report which updated the Area Board on the work and progress of the Chippenham Local Youth Network Management Group; and asked the Area Board to consider making funding awards as recommended by the Management Group.</p> <p>Councillor Peter Hutton also introduced a young person's representative who was making a positive contribution to the work of the Management Group.</p> <p><b>Resolved</b></p> <ol style="list-style-type: none"> <li>i) <b>To note the update the work and progress of the Chippenham Local Youth Network Management group;</b></li> <li>ii) <b>To make the following awards in line with the recommendations of the Local Youth Network (LYN) Management Group.</b> <ol style="list-style-type: none"> <li>a) <b>Rise Trust - £4920</b></li> <li>b) <b>Kandu Arts - £5000</b></li> <li>c) <b>Chippenham Moonrakers Gymnastics - £1026</b></li> <li>d) <b>Chippenham Canoe and Sailing Club - £1750</b></li> <li>e) <b>Green Stag Theatre - £900</b></li> </ol> <p>Note: Councillor Chris Caswill did not vote on these funding awards having previously declared an interest.</p> </li> <li>iii) <b>To agree the following procurement purchase of positive activity providers; using youth funding, as detailed below, in line with the recommendations of the Local Youth Network (LYN) Management</b></li> </ol> |

|    | <p style="text-align: center;"><b>Group.</b></p> <p style="text-align: center;"><b>a) GoActiv - £2692</b></p>  |
|----|--|
| 59 | <p><u>Parish Forum</u></p> <p>Councillor Howard Greenman stated that the last meeting had been short, but well attended; and that the Forum was considering how it may best use it's time allocated for discussion at the next Area Board meeting.</p>   |
| 60 | <p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting and drew the meeting's attention to the dates of the next Area Board meeting and the agenda planning meeting.</p> <p>Following an invitation from the Chairman for further community issues, Councillor Melody Thompson highlighted the work that was ongoing to engage with businesses on litter issues.</p> <p>Councillor Howard Greenman suggested that Ian Bridges contact John Price at Wiltshire Council to address issues surrounding the maintenance of village greens.</p> <p>The Chairman asked that for the evaluation forms to be completed.</p> |

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## Chairman's Announcements

|                                   |   |
|-----------------------------------|---|
| <b>Subject:</b>                   | <b>School Place Planning and Commissioning</b>  |
| <b>Officer Contact Details:</b>   | <b>Clare Medland, Head of School Place Commissioning,<br/><a href="mailto:Clare.medland@wiltshire.gov.uk">Clare.medland@wiltshire.gov.uk</a>, Ext 13966</b> |
| <b>Further details available:</b> | <b>See below</b>  |

### Summary of announcement:

Wiltshire Council has a statutory duty to plan the provision of school places and to ensure that there are sufficient places for all 4 to 16 year old young people in the County. The **Wiltshire School Places Strategy 2015-2020 (draft)** sets out the need to add and where appropriate remove primary and secondary school places in response to changing demographic trends in Wiltshire.

The strategy pulls together the information required to form a strategic view of the need for places across Wiltshire and provides a policy framework for considering statutory proposals including opening, closing and defining the size of schools; implementing new school competition arrangements and supporting the development of academies, UTCs and where appropriate Free Schools.

Through the commissioning of school places, as outlined in this Strategy, the aim is to produce an effective match between pupils and places by providing an infrastructure of high quality school buildings and facilities, where all schools, regardless of status, are of an appropriate size and standard to deliver the curriculum effectively.

The Strategy contains an Implementation Plan setting out the short, medium and long term proposals for primary and secondary school provision and covers the period 2015-2020. The detailed area assessments and Implementation Plan proposals will be reviewed and updated every two years and will inform the Schools Capital Investment Programme in future years.

The Wiltshire School Places Strategy and Executive Summary can be viewed at <http://www.wiltshire.gov.uk/schoolseducationandlearning/schoolplacesstrategydraft.htm>

It is proposed that the Strategy and associated Implementation Plan will be considered for approval by the Cabinet in November 2015. If you have any questions, comments or further information on the draft document that you would like to be considered, **please send an email to [SchoolOrganisation@wiltshire.gov.uk](mailto:SchoolOrganisation@wiltshire.gov.uk) no later than Friday 1 October 2015.**

Information workshop/drop-in sessions are being planned during September to explain the Strategy in more detail, for anyone who wishes to find out further information or wishes to provide any feedback.

### **School Place Planning Information Workshops / Drop In Sessions**

Chippenham – Weds 9<sup>th</sup> September, 10.00am - 1.00pm (Abbeyfield School)

Trowbridge – Weds 16<sup>th</sup> September, 10.00am – 1.00pm (St Johns Parish Centre)

Salisbury – Weds 30<sup>th</sup> September, 10.30am – 1.30pm (Red Lion Hotel)

To book a place at one of the Workshop/Drop-in Sessions please contact Sara Derrick at [sara.derrick@wiltshire.gov.uk](mailto:sara.derrick@wiltshire.gov.uk) or 01225 713804







# The art of Autism

## Art competition

Closing date Friday 18 September 2015

Wiltshire Council, in conjunction with the Wiltshire Autism Partnership Board, is launching an art based competition to help raise awareness of Autism. Art breaks down barriers, promotes equality and healthy self-expression. It is a common language that can be used by all, including those who are on the Autistic Spectrum.

When you look at a piece of artwork you see the creative ability of that person, not whether they have a disability or not.

Help raise the profile of Autism using the art style of your choice. Whether through drawing, painting, sculpture, photography or textile, we look forward to receiving your representation of what autism means to you.

Categories for entries: 17 years and under, over 18 or as part of a group of any age.

Artwork can be submitted at any library in Wiltshire with the following details:

Your name, age, and contact details

Your connection with Wiltshire (resident, studying, working)

A short paragraph describing how your artwork illustrates the impact autism has on people's lives.

Whether you want to collect your artwork after the competition.

For full terms and conditions visit:

<http://www.yourcareyoursupportwiltshire.org.uk/the-art-of-autism/> or for further information call 0300 003 4566





# The Commissioner's Annual Report

# 2014 - 2015



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# The Commissioner's Annual Report 2014-15



It gives me great pleasure to present my third annual report as Police and Crime Commissioner (PCC) for Wiltshire and Swindon. This report sets out the achievements for this year and my assessment of how Wiltshire Police are progressing towards meeting the objectives in my Police and Crime Plan 2013-2017.

The key successes this year have been:

- Maintaining local, visible and accessible policing, despite considerable reductions in funding from central government
- Wiltshire Police achieving a 'Good' rating across all areas by Her Majesty's Inspectorate of Constabulary (HMIC) under the Police Effectiveness, Efficiency and Legitimacy (PEEL) inspection regime
- Significant reductions in overall crime with 885 fewer crimes, a reduction of 2.7 per cent and a 4.2 per cent decrease in anti-social behaviour incidents

- The number of people feeling safe during the day being extremely high, hitting 95 per cent in 2014-15, reflecting the low crime in Wiltshire and Swindon
- Eighty three per cent of people having confidence with police in their local area
- Completing the commissioning of Horizon Victim and Witness Care, to provide a single point of contact for victims, guiding them to appropriate support services from April 2015



- Delivering savings of £5m by increasing efficiency and collaborations
- Opening a fully refurbished emergency communication centre

- Completing the roll-out of Community Messaging that provides free updates from the police
- Completing the sharing of office space and receptions at Monkton Park, Chippenham and Bourne Hill, Salisbury
- Commissioning £1m of services from police, partners, voluntary and community sector bodies from my Commissioning Fund to meet my Police and Crime Plan objectives
- Supporting 35 projects through my Innovation Fund, which has benefited 24,000 people directly as well as helping to deliver my Police and Crime Plan
- Working with both Swindon Borough Council and Wiltshire Council to set up a dedicated team of police officers and social workers to protect vulnerable young people and to tackle child sexual exploitation
- Corsham Neighbourhood Policing team moving into the Springfield Community Campus in Corsham, alongside our Wiltshire Council partners

This has been a challenging year that has seen the completion of many aspects of my plan. These achievements have made people safer and improved the effectiveness, accessibility and efficiency of Wiltshire Police. I want to thank all those who have worked tirelessly to deliver my plan and my priorities of:

1. Reducing crime and anti-social behaviour

2. Protecting the most vulnerable in society

3. Putting victims and witnesses first

4. Reducing offending and re-offending

5. Driving up standards of customer service

6. Ensuring unfailing and timely response to calls for assistance



Springfield Community Campus in Corsham during construction

**Angus Macpherson**  
Police and Crime Commissioner  
for Wiltshire and Swindon

June 2015

# Progress in meeting my Police and Crime Plan objectives

As your PCC, I have a range of statutory duties, including the publication of a Police and Crime Plan. This plan sets the strategic direction for policing. I hold the Chief Constable to account for delivery and work with partners and communities to keep Wiltshire and Swindon as one of the safest places in the country.

Statutory duties I have fulfilled:

- I set a balanced budget for 2014 -15 that was delivered in line with central government grant reductions
- I have held the Chief Constable to account for his leadership of Wiltshire Police, and the delivery of an efficient, effective police force by scrutinising performance and the progress made towards my Police and Crime Plan
- I have considered Wiltshire's strategic policing requirements and obligations and held the Chief Constable to account in implementing the HMIC inspection report on Wiltshire Police's fulfilment of this requirement
- I have reviewed and responded to all relevant HMIC reports on Wiltshire Police and held the Chief Constable to account for the findings in those reports
- I have administered the independent custody visiting scheme, providing independent scrutiny of the conditions in police custody

## Delivering the Police and Crime Plan 2013-17

Overall, I deem the performance of Wiltshire Police to be good. There are areas for

improvement and I am holding the Chief Constable to account to deliver these changes. Much of my policing plan is delivered with other organisations and local communities and there are a range of projects that deliver my priorities.

## Priority One: Working with communities to reduce crime and anti-social behaviour



My first priority is to reduce crime in Wiltshire and Swindon, keeping it one of the safest places in the country. As PCC, I am committed to engaging and working with the community to support this work. Maintaining neighbourhood policing teams which are part of local communities is fundamental to this approach. During 2014-15:

- Wiltshire Police achieved a 'Good' rating across all areas by Her Majesty's Inspectorate of Constabulary (HMIC) under the Police Effectiveness, Efficiency and Legitimacy (PEEL) inspection regime





- Crime has continued to fall in line with my target of achieving fewer than 32,000 crimes. Wiltshire and Swindon continues to be one of the safest places in the country. Significant reductions occurred in overall crime with 885 fewer crimes, a reduction of 2.7 per cent and a 4.2 per cent decrease in anti-social behaviour, with 939 fewer incidents
- Theft offences, which mainly include burglary dwelling, non dwelling and vehicle crime has seen a 10.4 per cent reduction. This equates to 1,703 fewer victims of crime in the last 12 months
- Violence against the person has continued to rise in line with national trends, but at a slower rate than national levels. Initial national work suggests that improvements to the accuracy of violent crime figures may be a factor. Further analysis at a national and local level is required to understand this
- People feeling safe during the day is high, hitting 95 per cent in 2014-15, reflecting the low crime in Wiltshire and Swindon. The percentage of people who feel safe after dark is at a 59 per cent average. Respondents have indicated a perception of danger, general apprehension of the dark or a lack of lighting

- We worked with Wiltshire and Swindon local authorities and other partners to implement the new tools and powers to tackle anti-social behaviour (ASB). This included maximising the use of new powers to tackle ASB swiftly and to prevent escalation
- With our partners, we have established the 'community trigger' which provides a way communities can make sure local concerns are being addressed by police and other agencies and that people receive an appropriate response
- We have provided innovation funding to divert over 1,000 young people away from anti-social behaviour, and we have been working with 15,000 young people through awareness workshops and performances to prevent them becoming victims of domestic violence or homophobic bullying
- We have embedded the 120 Community Speed Watch schemes with 668 active participants helping to make the roads of Wiltshire and Swindon safer and encouraging motorists to slow down



- Information and updates have been provided about local police through Community Messaging services to all

of Wiltshire and Swindon. Currently the scheme has 6,486 people signed up and I want to see this increase further

## Priority Two: Protecting the most vulnerable



I want to ensure that the people who are most at risk of becoming a victim receive the right protection and get the support they need. The most vulnerable in society are often the ones who have the quietest voices. Public services have a duty to make sure they are heard. During 2014-15:

- With Swindon Borough Council and Wiltshire Council, we have implemented a multi-agency safeguarding hub, where children's services work alongside police to share information and protect vulnerable children
- We established a multi agency team integrated with the missing people team to identify and protect children at risk of child sexual exploitation. This team

has social workers and police officers working together to protect those at risk of becoming victims of child sexual abuse

- We supported an Independent Domestic Violence advocate initiative in Swindon, working at the Great Western Hospital and at GP surgeries, to support victims of domestic abuse
- We have signed up to the Mental Health Concordat for Wiltshire and Swindon which will improve the care of people with mental health crises and the way they are supported by the police, including mental health practitioners assisting custody staff
- We commissioned the training of 150 professionals in autism awareness through my Innovation Fund
- We commissioned Wiltshire Mind to develop a new project offering counselling to offenders with mental health problems on their release from prison
- We expanded the 'Safe Places' scheme across the county to offer support to those in need



## Priority Three: Putting victims and witnesses first



This priority places the victims and witnesses at the centre of the criminal justice journey. It ensures that victims and witnesses have the confidence in the police that they will be listened to and supported through an often traumatic and complex process. During 2014-15:

- I took on the responsibility for commissioning services for victims and witnesses in Wiltshire and Swindon from the Ministry of Justice. I have listened to victims and witnesses to help design and commission the new Horizon Victim and Witness Care service which started in April 2015. This service provides a single point of contact for victims, supporting victims on their journey through the criminal justice process. Horizon provides advice, explains things clearly and directs victims and witnesses to more specialist support services

- Seventy eight per cent of victims felt that they have been kept up to date with developments, with 88 per cent satisfied with the investigation. There is still more work to do and I want this to increase and I believe Horizon Victim and Witness Care will help to achieve this improvement
- We established virtual court links from Melksham police station to courts in Swindon to enable swifter and more cost efficient police representation at court
- We supported the work of the Wiltshire Criminal Justice Board to implement swift and sure justice improvements to ease the journey through the criminal justice system for victims and witnesses

## Priority Four: Reducing offending and re-offending



Preventing offending and stopping repeat offending requires focusing on those at greatest risk of offending. This includes responding swiftly to address offending, by



increasing the emphasis on justice solutions outside of court, taking the most high-risk offenders and reducing the impact of repeat offending. During 2014-15:

- With the National Probation Service and Community Rehabilitation company, we continued to develop the Integrated offender management programme, where police, probation and other services work together to focus on persistent offenders. This team proactively monitors and supports persistent offenders to steer them away from repeat offending
- We commissioned SPLITZ to run a 'Teenztalk' course for young people to develop healthy and respectful relationships and not to become victims or perpetrators of domestic violence
- We supported the Wiltshire Wildlife Trust and a consortium of partners to create the Repair Academy that provides training and work experience to long term unemployed

and young people at risk of offending. This social enterprise is on target to be fully self sufficient through its trading activities within two years

## Priority Five: Increasing customer service standards



This priority places high quality, professionalism and legitimacy at the centre of the service Wiltshire Police provide. During 2014-15:

- Wiltshire Police achieved a 'Good' rating across all areas by Her Majesty's Inspectorate of Constabulary (HMIC) under the Police Effectiveness,



Efficiency and Legitimacy (PEEL) inspection regime

- Eighty four per cent victim satisfaction with the service received from Wiltshire Police was achieved
- We have ensured that local policing is protected with 58 per cent of people saying they are satisfied with police visibility
- We have improved the timeliness of complaint recording and locally resolved complaints.

## Priority Six: Unfailing and timely response



This priority aims to ensure that the police are accessible and respond when you need them. During 2014-15:

- We opened a fully refurbished Crime and Communications Centre which responds to calls for assistance with the latest technology



- Ninety six per cent of people were satisfied with the ease of contact with the police
- Ninety two per cent of calls were responded to within the timeframe (15mins in urban areas, 20 in rural areas)
- Ninety two per cent of 999 calls were answered within ten seconds or less
- Seventy nine per cent of 101 calls have been answered within 30 seconds

For more detailed information on the performance of Wiltshire Police, please refer to the quarterly and annual performance reports presented to the Wiltshire Police and Crime Panel.



# Challenges for 2015-16



This has been a successful year with neighbourhood policing protected, reductions in crime continuing and an effective and efficient police service for Wiltshire and Swindon. There are areas that have posed challenges and I want to see improvements in these areas to meet the public expectations and deliver my Police and Crime Plan.

## **Recruiting and enhancing the role of special constables**

My ambition to have a minimum of 300 active special police officers has proved a difficult challenge. The current figure stands at 172, well below my aspirations. I am working with the Chief Constable to highlight the important role they have alongside their regular police constables colleagues. I want improvements in the stature of the role, the support received and the deployments and duties special officers are used for. I want not only to increase the overall numbers but also to make



sure that the officers who do give up their time are valued, supported and feel they are making a real difference in their communities.

## **Increasing the appropriate use of community resolutions**

Wiltshire Police have a lower than expected number of crimes dealt with by community resolution and restorative justice processes. A

community resolution means that the offence has been resolved in a way that does not require action through the court system.



This can include police cautions, financial reparation to the victim, mediation, and victim / offender meetings. These provide swift solutions to minor offences and are successful in giving victims and communities a voice in justice. Whilst the level of community resolutions is lower than anticipated, I am clear that all crimes resolved in this way are appropriate. Following an independent audit process, community resolutions were used appropriately in 95 per cent of crimes. This means that only appropriate crimes are dealt with in this manner.

## Stopping the rise in serious crime

Nationally serious crimes (most serious violence, serious sexual offences and robbery) have been rising. Wiltshire has also seen these rises and they are comparable to the national picture, but our relative position has remained stable. This rise has been predominantly the result of a 46 per cent increase in the reporting of sexual offences, which makes up 70 per cent of this crime

group. Indications are that this rise is due to efforts to improve accuracy of crime recording, increased training for officers and increased public awareness and confidence to report sexual offences. Whilst improving confidence to report offences (often after a period of time) is positive, I am working with the Chief Constable to continue to monitor this to ensure that current risk is not increasing.

## Emerging threats

The emerging threats from cyber crime, serious and organised crime and child sexual abuse, coupled with clarity on the continued reduction in central government funding, and the expanding role of Police and Crime Commissioners, have led me to review my first Police and Crime Plan (2013-17).

This refreshed plan, which will cover 2015 – 17, will provide clear direction for Wiltshire Police and our partners in light of these emerging threats and our achievements so far. There has been tremendous work achieved so far but there is plenty still to do.



# Summary of financial performance



During 2014-15, my determination to protect frontline services and local policing has continued. I have been holding the Chief Constable to account to deliver an effective service, in spite of the reduction in funding from central government. To address some of this funding gap I took the decision to raise the police and crime element of council tax by 1.9 per cent. This increase has meant that the savings required have been less. It has also allowed me to direct this resource to protect local policing. I feel, as do the majority of the people I speak to, that this is worth the increase of £3.56 per year for a Band D property.

The key achievements towards delivering a sustainable force in 2014-15 have been:

- Delivering a balanced budget for 2014-15
- Delivering £2.5m of savings and efficiencies whilst securing reductions in crime and making significant progress in delivering my Police and Crime Plan

- Beginning the rollout of mobile technology (including smartphones, tablets and laptops) to operational staff. This technology will allow police to work in communities, making them more accessible and visible to the public they serve

- Moving into shared accommodation with Wiltshire Council in Bourne Hill, Salisbury and Monkton Park, Chippenham (pictured right) and Springfield Campus, Corsham to provide access to council and policing services in one place



- Sharing accommodation with Swindon Borough Council at the 'Plus One' building
- Continuing to integrate public services and deliver efficiencies to protect the frontline, such as working with Wiltshire Council to provide ICT support to Wiltshire Police, continuing to develop our plans to share accommodation and collaborations with other police forces
- Entering into a strategic alliance with the Police and Crime Commissioner of Avon & Somerset and the Chief Constables of Wiltshire and Avon & Somerset to share support services

For further details on financial information please consult the medium term financial plan and the draft statement of accounts 2014-15 available on my website: [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)



# Engagement

During 2014-15 I have made sure that your voice is heard and listened to. I have had a wide range of conversations with groups and individuals to raise important policing and criminal justice issues on your behalf. Among the groups and individuals I engaged with were:

- South Western Ambulance Service
- Criminal justice boards
- Community safety partnerships
- Wiltshire and Swindon clinical commissioning groups
- Chambers of commerce
- Independent Police Complaints Commission
- Institute of Advanced Motorists
- Mental health trusts
- Government ministers
- Health and wellbeing boards
- Hospital trusts
- Her Majesty's Inspectorate of Constabulary
- Local Members of Parliament
- Local councillors
- Local police area commanders
- National Farmers Union
- National Probation Service
- Schools and colleges
- Swindon locality boards
- Wiltshire area boards
- Youth Parliament
- Victims of crime

I have used opportunities to engage with you at numerous community events in Wiltshire and Swindon including:

- Market engagement days
- Precept consultations
- Emergency services show
- Trowbridge armed forces day
- Downton Cuckoo Fair
- Women's Institutes
- Wiltshire Federation of Neighbourhood Watch
- Out on the beat with the police
- Swindon Pride

For full information about the work I am doing, please check my latest blog at: [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)


## Wiltshire and Swindon Police and Crime Panel


The Wiltshire and Swindon Police and Crime Panel scrutinise my performance as Commissioner and the work of my office. They have supported me by examining key areas of work and provide valuable insight and recommendations. The panel examined the following areas:


- Specials and volunteers
- Licensing
- Performance

I want to thank the panel for their excellent work, assessments and recommendations in these areas.


 01380 734022


 [pcc@wiltshire.pcc.pnn.gov.uk](mailto:pcc@wiltshire.pcc.pnn.gov.uk)

 [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)

 OPCC, London Road, Devizes,  
Wiltshire SN10 2RD

 @PCCWiltsSwindon

 WiltshireandSwindonPCC

 Angus Macpherson Wiltshire  
Police and Crime Commissioner



## Update for Chippenham Area Board

|                                   |                                       |
|-----------------------------------|---------------------------------------|
| <b>Update from</b>                | <b>Kington Langley Parish Council</b> |
| <b>Date of Area Board Meeting</b> | 7 <sup>th</sup> September 2015        |
| <b>Headlines</b>                  |                                       |

- An application has been submitted to list the Hit or Miss Public House as a Community Asset.

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- It was noted recently that the Chippenham Historic Society will be seeking local history on Kington Langley. Members of the Parish Council would be happy to assist with this.

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- The Parish Council continues to be active in responding to Planning Applications.

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- Highway issues including gullies not being emptied and general Highway maintenance not being carried out (even though scheduled) is still a concern.

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- It has been noted that the dumping of rubbish especially in Days Lane, Kington Langley has increased since the recent closure of the recycling centre in Stanton-St. Quintin on certain days.

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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. Legal advice has been sought. And encouraging progress is envisaged.

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- Defibrillator for the Parish – Since launching a fund raising project for a defibrillator, to date over £4,000 has been raised. A second defibrillator is to be sought.

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- All benches in the village have been inspected and any maintenance necessary to be considered.

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- The village pond has recently been receiving some attention. Two skips of weed etc. has been removed and further work is needed.

### Future Events/Dates for the diary

- Future Parish Council meeting dates: 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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# ***Update for Chippenham Area Board***

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Signed: S. Webb Parish Clerk

Date: 20<sup>th</sup> August 2015

## **Update for Chippenham Area Board**

|                                   |   |
|-----------------------------------|---|
| <b>Update from</b>                | <b>Chippenham Neighbourhood Policing Team</b> |
| <b>Date of Area Board Meeting</b> | 7 September 2015                              |

### **Headlines**

- **Drug Stop**
- **Money Scam**
- **Stolen Vehicle**

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

- Chippenham Half Marathon Sunday 6<sup>th</sup> September 2015
- The Emergency Services Show Sunday 13<sup>th</sup> September 2015

### **Drug Stop**

On Friday 14<sup>th</sup> August 2015 PCSO's were on routine patrol when they noticed two males leaving an address connected with drug use/supply. The officers contacted DCT (Dedicated Crime Team) who made to the area whilst PCSO's kept the males under observation. Whilst awaiting for DCT Officers 4-5 persons connected with drug use started to appear and all gathered by where the two males were last seen. This was believed to be a drugs deal and the two male witnessed leaving the address previously were believed to be drug dealers. DCT were keen to stop and search these males as they were believed to be part of a DDG (Dangerous Drugs Gang). One of the males was found a little while later and was arrested for being concerned in the supply of class A drugs. The other male unfortunately became aware of officers presence and had gone to ground.

This demonstrates the importance of regular foot patrols and mobile patrols in areas known for drug use/supply. Uniformed and plain clothes operations will be conducted in the area and intelligence gathered by NPT.

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

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### **Money Scam**

Chippenham NPT received a call from the Post Office to say that they had concerns that an elderly lady had attempted to send a moneygram to India. They refused the transaction as they believed it to be fraudulent. PCSO's YOUNG and DUNCAN then visited the lady at her home. She explained that she had been receiving phone calls from a male who stated that she had won the lottery and that she should send them money for the funds to be released.

She told Officers that she had sent £350 at least three times, but had received no winnings. The Officers explained to her that this was a scam and that she should have no further contact with this male and send no more money. Support was put in place for the female- her relatives were contacted and advice leaflets given. Follow up visits have been made by NPT to check on her welfare. This has now been passed to Action Fraud for further investigation, she was able to provide a telephone number for the male.

### **Stolen Vehicle**

Chippenham NPT officer were involved a high-speed pursuit Saturday 1<sup>st</sup> August 2015 which led to 4 people being arrested. A vehicle travelling through Calne activated ANPR (Automatic Number Plate recognition) which alerted the control room that this vehicle had been stolen during a burglary in Bristol. The vehicle was later sighted in Corsham but the vehicle failed to stop and a pursuit began. The pursuit continued from the A420 to Yatton Keynell, Castle Combe, Grittleton, Hullavington and Sherston before the 4 males decamp from the vehicle near to Easton Grey just outside of Malmesbury. Chippenham NPT sergeant Phil CONNOR was one of the attending officers and made an arrest of one of the males who were all located and arrested on suspicion of burglary and theft of a vehicle.

This pursuit involved a number of Police units from Chippenham NPT, Tri-Force and the Police Helicopter from Filton.

All were released and bailed pending further enquires.

# Update for Chippenham Area Board

|                                   |   |
|-----------------------------------|---|
| <b>Update from</b>                | <b>Chippenham &amp; Villages Area Partnership</b> |
| <b>Date of Area Board Meeting</b> | 7 <sup>th</sup> September 2015                    |

## Headlines/Key Issues

**Rural Parishes** ChAP is pleased that the parishes have been given a dedicated slot in the next Area Board meeting. ChAP has supported the parishes to make best use of this opportunity, and will facilitate the presentations and round table discussions.

**ChAP H&SC Forum** The June meeting welcomed Kevin Gaskin from Healthwatch, who introduced the new WC Information Portal, and Dee Robinson, WC Interim head of Service Operations N & W, who explained The Care Act.

The forum is working in partnership with local GPs to hold an event which will launch the Integrated Care Plan in Chippenham and will facilitate networking for the Integrated Community Teams.

DONM 8<sup>th</sup> September 10-12am Croft Court, Westcroft.

15<sup>th</sup> October Integrated Care Meeting Time & venue TBC

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.....  
.....

**Chippenham Older Peoples Forum** ChAP continues to support the COPF. Recent meetings have included an introduction to the new Care Act, and an explanation of the work of Dorothy House.

DONM 14<sup>th</sup> October 2.00pm St Cats Hall, St Andrews Chippenham.

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Julia Stacey ChAP







## Update for Area Boards - July 2015

### Better Care for Older People in Wiltshire

Health and social care are increasingly working closer together with the aim of better meeting the needs of older people. This approach is happening all around the country and is called 'Better Care'. The focus is on making sure that care is provided as close to home as possible with home always the first option. This means that where possible, care will be provided in local communities rather than in hospital settings. More information on Wiltshire's Better Care Plan can be found here:

<http://www.wiltshire.gov.uk/socialcare-better-care-plan.pdf>. Healthwatch Wiltshire (HWW) want to make sure that older people have the chance to say how health and care services are working for them. We are asking people to share their experiences of care, discharge from hospital and whether they, their families and unpaid carers, were involved as much as they wanted in decisions about their care. Please get in touch with us to share your views and so we can tell commissioners and providers of services about the experiences of local people.

### The Care Quality Commission (CQC) inspection of Great Western Hospital (GWH) NHS Foundation Trust September 2015

The CQC is the independent regulator of health and adult social care in England. In September the CQC will be carrying out an inspection of GWH. As part of this inspection process, the CQC want to hear from local people about their experiences of using the services provided by GWH. This includes its acute hospital service in Swindon and adult community health services across the county. If you have used a service provided by GWH within the last year, we would like to hear from you so we can share local experiences with the inspection team.

### Your Care Your Support Wiltshire—Your chance to make it grow.



Healthwatch Wiltshire, in partnership with Wiltshire Council, has developed a new health and social care information website for the public and professionals. It is called 'Your Care Your Support Wiltshire'. The website is still at an early stage which is really exciting for local people as it means that they have a chance to have a say in how it grows. We would like to know what you think about the website so far. Please tell us about local groups, services or general health and care information you would like to see added to the site. You can get involved in focus groups, reader's panels or just provide feedback in a one-to-one interview or via email. This is your chance to help build a really useful health and social care website fit for Wiltshire people. You can contact us about the website on: 01225 434218 or email: [contact@healthwatchwiltshire.co.uk](mailto:contact@healthwatchwiltshire.co.uk)

Contact us:

Tel 01225 434218

[info@healthwatchwiltshire.co.uk](mailto:info@healthwatchwiltshire.co.uk)

[www.healthwatchwiltshire.co.uk](http://www.healthwatchwiltshire.co.uk)



# Agenda Item 10

|                 |                       |
|-----------------|-----------------------|
| Report to       | Chippenham            |
| Date of Meeting | 07/09/2015            |
| Title of Report | Community Area Grants |

## 1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Chippenham Area Board.

| Application   | Grant Amount |
|---|--------------|
| <b>Applicant:</b> On behalf of Hullavington Village Hall Management Committee<br><b>Project Title:</b> Hullavington Village Hall - Stage extension and safety rails | £1687        |
| <b>Applicant:</b> Chippenham Parkrun Organising Committee<br><b>Project Title:</b> Chippenham Junior Parkrun  | £3000        |
| <b>Applicant:</b> Sutton Benger Village Hall<br><b>Project Title:</b> Sutton Benger Playground Refurbishment  | £5000        |
| <b>Applicant:</b> GreenSquare<br><b>Project Title:</b> Ivy Partnership Notice Board   | £1000        |
| <b>Applicant:</b> Stanton St Quintin Primary School (PTFA)<br><b>Project Title:</b> Stanton St Quintin playground - resurfacing and enhancing the quality of play.  | £3581        |
| <b>Total grant amount requested at this meeting</b>   | £14,268      |
| <b>Total amount allocated so far</b>  | £83,720      |

## 2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015.

Community Area Grants will 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.

Community Area Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

### 3. The applications

|  |   |                                     |
|--|---|-------------------------------------|
| <p><b>Applicant:</b> On behalf of Hullavington Village Hall Management Committee<br/> <b>Project Title:</b> Hullavington Village Hall - Stage extension and safety rails</p>   | <p>Amount Requested from Area Board: <b>£1687</b></p> | <p><b>Grant Reference:1426</b></p>  |
| <p>This application meets grant criteria 2014/15.</p> <p><b>Project Summary:</b> Extension staging units safety rails and stair handrails to ensure safety of those groups using the stage.</p> <p><b>Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community:</b> The groups using the hall range from the very young to the elderly so all sections of the community will benefit. Hullavington village hall has one of the highest usage rates in Wiltshire circa 70. It is used on a daily basis with 3 booking sessions for each of the two available rooms with several groups using the hall at the same time. Estimated footfall is approximately 6000 per annum. The extra staging and safety rails will ensure the safety of those using the stage for various Rural Arts Wiltshire presentations and concerts by music groups, singers etc.</p> <p>This project is supported by Hullavington Parish Council. The Parish Council has made a financial contribution to the project.</p> <p>This project is supported by the Village Hall &amp; Community Buildings Advisor at Community First.</p> |   |                                     |
| <p><b>Applicant:</b> Chippenham Parkrun Organising Committee<br/> <b>Project Title:</b> Chippenham Junior Parkrun</p>  | <p>Amount Requested from Area Board: <b>£3000</b></p> | <p><b>Grant Reference: 1429</b></p> |
| <p>This application meets grant criteria 2014/15.</p> <p><b>Project Summary:</b> Following the massive success of Chippenham parkrun this would follow a similar template but for juniors. The project is a free weekly timed 2km event held at 9am every Sunday morning in Monkton Park. It would be aimed at children between the ages of 4 and 14 and be held in a safe environment. Parents can accompany their children spectate or assist with the marshalling or other volunteer duties. With waiting lists for youth clubs particularly running related we are confident this event would be as successful as its parent event.</p> <p><b>Please tell us WHO will benefit and HOW they will benefit from your</b></p>  |   |                                     |

**project and benefit your local community:** Children increased physical benefits development of friendships increased confidence self-esteem increased opportunity to contribute to the local community by volunteering. Schools Reduced pressure on schools and teachers to provide extra-curricular activities for children Government NHS Reduced cost to the state related to physical inactivity Parents Families Increased participation in physical activity by parents/guardians.

This project was not able to secure financial support from Chippenham Town Council on this occasion as the next funding round is not until 3<sup>rd</sup> December 2015.

This application is supported by the Wiltshire Council Sports Development Team. The Sports Development Officer provided the following comments:

- The project will offer more young people in the Chippenham area the opportunity to be physically active and will help improve the health of those that participate. The success of the adult version of this programme in Chippenham indicates that there is demand for activities of this nature in the local area.
- The project help to deliver Wiltshire Council Business Plan aims & objectives Outcome 5: People in Wiltshire have healthy, active, high quality lives (healthy choices, positive activities) Outcome 4: Wiltshire has inclusive communities where everyone can achieve their potential (reducing disadvantage and poverty, health inequalities)
- The success of the adult Parkrun programme clearly indicates the group's ability to deliver this project successfully. So far the adult programme has had approximately 1,800 unique participants attend with over 6,000 visits in total.
- I support this application and would welcome new regular running opportunities for young people in the Chippenham area.

|  |  |  |
|--|--|--|
| <b>Applicant:</b> Sutton Benger Village Hall<br><b>Project Title:</b> Sutton Benger Playground refurbishment | Amount Requested from Area Board: <b>£5000</b> | <b>Grant Reference:</b><br><b>1327</b> |
|--|--|--|

This application meets grant criteria 2014/15.

**Project Summary:** The present playground equipment is old and unsafe and not suitable for children with specific physical and mental needs. Funding would give us the much-needed opportunity to have a playground area that would be designed with DDA approved equipment.

**Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community:** Initial funds have been used to refurbish the current facilities and this we will do ourselves as volunteers but our goal is to develop a playground where all children, including those with

disabilities, can play together and learn from one another. With new funding of £5,000 we would remove the present unsafe round a bout with a new DDA approved one. This is the only play are in the village and we are unaware of any such children’s playground in the immediate vicinity which can offer facilities so that children with special needs can play and interact with all children.

This project is supported by Sutton Benger Parish Council. The Parish Council has made a financial contribution to the project.

This application is supported by the Wiltshire Council Leisure & Play Officer who provided the following comments:

- The community identified and prioritised the need to refurbish the Play Area, with the Group being formed to plan and carry out the work.
- The application is medium priority for the service as it is not directly a Wiltshire Council asset however popularity of the play area and the increasing number of residents in the area make it an important local asset.
- The project help to deliver Wiltshire Council Business Plan aims & objectives: Creating Stronger and more resilient communities, Getting more People more Active more Often.

|   |  |  |
|---|--|--|
| <b>Applicant:</b> GreenSquare<br><b>Project Title:</b> Ivy Partnership Notice Board | Amount Requested from Area Board: <b>£1000</b> | <b>Grant Reference:</b><br><b>1179</b> |
|---|--|--|

This application meets grant criteria 2014/15.

**Project Summary:** The Ivy Community Partnership is a new group of local residents in Field View, Charter Road and Royal Close, supported by GreenSquare, Sovereign Housing and the Station Hill Baptist Church to work with other partners to improve issues in the estate and deliver community initiatives such as a community hub, community events and neighbourhood initiatives. The partnership wants to install a community notice board to help promote community activities and local community news. The board needs to be free standing, robust, lockable and located in a high profile place close to the entrance of the estate where all local residents can see it. The corner of Field View and Charter Road on GreenSquare land has been identified as a suitable location. The board will include an external header plate with the words

**Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community:** Local residents made up of private homeowners / renters, sheltered housing residents and social housing tenants will be able to see the notice board on entering the Ivy estate. The notice board will help to raise residents awareness of activities in their neighbourhood including: community events, Community Hub news, Ivy Wildlife Garden updates, Ivy partnership meetings/minutes, Ivy website

and Facebook pages, training, workshop and volunteering opportunities in the estate. We hope the notice board will also help to promote with visitors the very positive community spirit and activities happening in the estate and support changing the negative perceptions held by some about the area.

This project was not able to secure financial support from Chippenham Town Council on this occasion as the next funding round is not until 3<sup>rd</sup> December 2015.

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| <p><b>Applicant:</b> Stanton St Quintin Primary School (PTFA)<br/> <b>Project Title:</b> Stanton St Quintin playground - resurfacing and enhancing the quality of play.</p> | <p>Amount Requested from Area Board: <b>£3581</b></p> | <p><b>Grant Reference:</b><br/> <b>1191</b></p> |
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This application meets grant criteria 2014/15.

**Project Summary:** The project is seeking to replace the surfacing for the trim trail on the school site. The existing surfacing is wearing away and the Parent Teacher Friends Association PTFA is seeking funds to enable the surface to be more weather resistant and hard wearing than the original surface. The School is seeking to become more central to the life of all the community through the facilities that they are able to offer for hire and open access during evenings and weekends as well as holidays. The project will include the removal of the old carpet type surfacing and the laying of a wet pour type surface. The preference is for bonded bark in a natural colour as the school site seeks to sustain a sympathetic look and blend in with its surroundings. This will enhance the nature setting next the pond wooded area and increase seasonal use as the area is often water logged and out of bounds.

**Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community:** The toddler's primary school children young adults and adults in the community will benefit from an enhanced community space. The school is looking to support educational development through an improved natural environment outgoing physical activity and community cohesion. The enhanced will increase the health and wellbeing of young people by the maintenance of habitual physical exercise reducing the likelihood of obesity and improving the mental health of the community. There is a lack of appropriate community space in the village so toddler groups and groups in the holidays hire the school facilities.

This project is supported by Stanton St Quintin Parish Council. The Parish Council has made a financial contribution to the project.

**Report Author:**  
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 01249 706 446





Present: Cllr Linda Packard (LP) (Chair), Martin Rose(MR) (Principal Highways Engineer), Victoria Welsh (CEM), , Cllr Mary Mullens MM), Cllr John Scragg(JS), Cllr Maurice Dixon(MD), Cllr Leslie Palmer(LPa), Cllr Nina Phillips(NP), , Paul Bollen (PB) (Area Highways Engineer), Cllr Bill Douglas (BD), Pauline Hoskins (PH)(note taker)

Additional attendees: Cllr Chris Caswill (CC), 6 members of the public, Liz Creedy (Head of Service), Will Oulton (SDSO)

|    | Item                         | Update  | Actions and recommendations  | Priority<br>1= high<br>2= medium<br>3= low | Who |
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| 1. | <b>Apologies</b>             | Cllr Howard Greenman, Cllr Angela Williams, Spencer Drinkwater (SD)   |  |  |     |
|    | <b>Welcome</b>               | Pauline Hoskins was introduced and was welcomed to the group.   | Pauline is now responsible for producing the agenda and taking notes at CATG meetings. |  | PH  |
|    | <b>Notes of last meeting</b> | The Action Notes of the previous meeting held on 07/04/15 were circulated.  | Agreed   |  | All |
|    | <b>Query raised</b>          | <p><b>Cllr Caswill Raised an item regarding 8a.</b></p> <p>The Chairman advised Cllr Caswill that it was unable to be heard at this meeting.</p> <p>LP advised CC that Chippenham CATG did not have any decision making powers and it was not within the gift of the group to</p> |  |  |     |

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|    |                                       | amend the process. LP advised that the process had been introduced by Cabinet Member Philip Whitehead.                     |   |            |    |
| 2. | <b>Financial Summary</b>              | A Financial statement was circulated prior to the meeting.   | <p>Updates on Financial Budget for 2015-16:</p> <ul style="list-style-type: none"> <li>• See Appendix 1</li> </ul> <p><b>MR</b> discussed the highlights of the Financial Summary; no further funding is anticipated in this financial year. The summary was noted.</p> <p>Chippenham Area Board to note the Financial summary</p>  |            |    |
| 3. | <b>Revised CATG process</b>           | A presentation was provided by MR, delivering updates from a previous review that had been shown to all Area Board Chairs. | <p>The panel need to be clear on the priorities, with a maximum of five Priority 1's, with a focus on these priorities evolving and to improve moving forward.</p> <p>All CATG's will be recorded in the same format, providing uniformity.</p> <p>Question- on the decision making process.<br/>Answer - will be conducted by a scoring system and voting process to decide the highest priority.<br/>The revised process was noted.<br/>Chippenham Area Board to note the Revised process</p> |            |    |
| 4. | <b>Request for 20mph restrictions</b> | Issue No: <a href="#">3203</a><br>20 mph restrictions  | Ongoing action  | Priority 1 | MR |

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|    | <p>i. <b>Redlands Zone, Chippenham</b></p> <p>ii. <b>Chestnut Road, Sutton Benger</b><br/>(Community Issue 3203 refers)</p>                              | 20mph does work. Both areas have been advertised with one objection received on each area. Now subject to a cabinet report, there is an expectation there may be a delay pending this report.  |   |            |    |
| 5. | <b>Local Sustainable Transport Fund (LSTF) for the project 'Improving Wiltshire's Rail Offer'</b>  | The chairman gave updates on the various projects.   | Ongoing action  | N/A        | SD |
| 6. | <b>Dropped Kerbs Update</b>  | PB and MR gave updates   | 40% complete as Balfour Beatty haven't got a gang working on this permanently, Ongoing action<br>MR to provide an update at the next CATG meeting   | Priority 1 | MR |
| 7. | <b>Prioritisation of new and existing Highways Requests<br/>Bid for substantive Scheme if applicable<br/>Low priority Scheme recommended for removal</b> |  |   |            |    |
| a) | <p>Issue No: <a href="#">2062</a></p> <p>Lowden Tunnel<br/>Chippenham</p> <p>Pedestrian Safety</p>   | <ul style="list-style-type: none"> <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</li> </ul> | <p>Pedestrian Safety Bollards to be erected, then pedestrians will have more priority.</p> <p>There is an Agreement from Peter Binley to pay for repair and road closure costs<br/>Implementation anticipated November 2015</p> | Priority 1 | MR |

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|  |  | <p>feasibility study</p> <ul style="list-style-type: none"><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</li></ul> |  |  |  |
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|    |   | <p>therefore £5,000 as previous estimate didn't allow for the road closure.</p> <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>• 2-Mar-15 Chippenham Area Board approved an increase in funding allocation to £5,000, conditional upon a 25% contribution from Chippenham Town Council</li> <li>• 18-Mar-15 Chippenham Town Council confirms £1,250 (25% contribution) to the scheme.</li> <li>• <b>MR</b> confirmed that Highways Asset Management Team has agreed to fund resurfacing from their budget. Temporary road closure will be required</li> <li>• Awaiting response from Network Rail</li> <li>• Estimated works will commence in Autumn 2015</li> </ul> |   |            |    |
| b) | Issue No: <a href="#">3013</a><br>Blackthorn Mews / Canal Road / Lodge Road | <ul style="list-style-type: none"> <li>• Scheme supported by Chippenham Town Council on 14 October 2013:</li> </ul>   | <p>There is a pedestrian assessment in process at the moment:</p> <ul style="list-style-type: none"> <li>• assessing the number of pedestrians</li> </ul> | Priority 1 | MR |

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|  | <p>Upgrade pedestrian crossing</p> | <ul style="list-style-type: none"> <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 £163 funding contribution towards this scheme. <i>cont.</i></li> <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</li> </ul> | <ul style="list-style-type: none"> <li>• traffic and conflicts</li> <li>• what improvements can be provided.</li> </ul> <p>The results of which will be fed back to the next CATG meeting.</p> <p>Work is in progress this is still a priority 1 for this year.</p> <p>CATG to consider recommending a bid to Substantive Scheme 2015/16</p> |  |  |
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|  |  | <p>vehicles</p> <ul style="list-style-type: none"><li>• Formal assessment due to be carried out in the next few months</li><li>• <b>MR</b> confirmed that a formal assessment is being undertaken.</li><li>• It was proposed that this scheme is put forward to Substantive Highways Scheme. CATG members agreed in principle but wish to see costings.</li><li>• <b>MR</b> will provide costings when the assessment is completed and propose level of contribution required from Chippenham CATG.</li><li>• <b>VW</b> will circulate information from <b>MR</b> to CATG members and Chippenham Town Council. If contributions are agreed <b>VW</b> to include in report to Area Board 27-Apr-15.</li><li>• Assessment and full details were not available in time to submit to the Area Board meeting on 27-Apr-15.</li></ul> |  |  |  |
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|    |   | <ul style="list-style-type: none"> <li>Consider Substantive scheme bid for 2015/16</li> </ul>   |  |            |    |
| c) | Issue No: <a href="#">3390</a><br>Stanton St Quintin,<br>Various<br>Village signage | <ul style="list-style-type: none"> <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 sign is £600</li> <li>2-Mar-15 Funding allocation approved by Chippenham Area Board, conditional upon balance of funding from Stanton St Quintin Parish Council</li> <li>Stanton St Quintin Parish Clerk confirms Parish Council contribution of £150 The</li> </ul> | <p>90% complete.<br/>There are a couple of posts erected in error, these will be utilised with some new signs, at no cost to CATG as Balfour Beatty will cover this cost.</p> <p>All other signs are now in place.</p> <p>To be removed once confirmation received that all work is complete</p> | Priority 2 | MR |



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|    |  | <p>preferred option by the Parish Council is for Option 2 which is a yellow backing board.</p> <ul style="list-style-type: none"> <li>MR overall scheme awaiting approval from Parish Council before order can be issued.</li> </ul>   |   |            |         |
| d) | <p>Issue No: <a href="#">3393</a><br/>Lysley Close<br/>Cul-de-sac sign</p> | <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>2-Mar-15 Chippenham Area Board agreed funding of £180 to be allocated to this scheme, conditional upon the balance of funding from Stanton St Quintin Parish Council</li> <li>18-Mar-15 Chippenham Town Council confirms financial contribution of £601 towards the scheme.</li> <li>Paul Bollen is arranging for the work to be undertaken by local highways in the next month</li> </ul> | <p>PB confirmed sign had been ordered</p> <p>It is anticipated that work will be undertaken in the next month</p> | Priority 2 | PB      |
| e) | <p>Issue No: <a href="#">3652</a><br/>Church Corner/Church</p>             | <ul style="list-style-type: none"> <li>Submitted by Kington Langley Parish Council</li> </ul>  | <p>Work now complete however, Parish Councillor Maurice Dixson asked</p>  | Priority 2 | MR & MD |

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|    | <p>Lane</p> <ul style="list-style-type: none"> <li>• Single white line</li> </ul>  | <ul style="list-style-type: none"> <li>• <b>MR</b> recommends a sign and SLOW marking on road. Cost £500</li> <li>• 2-Mar-15 Chippenham Area Board approved funding of £375 to be allocated to this scheme, conditional upon the balance of £125 funding contribution from Kington Langley Parish Council</li> <li>• 4-Mar-15 Parish Clerk confirms Parish Council will contribute £125 towards the cost of this scheme.</li> <li>• MR confirmed that the design is complete and agreed with Parish Council. The work order will now be issued to BBLP</li> <li>•</li> </ul> | <p>are the signs set far enough back.</p> <p><b>MR</b> advised that existing posts had been used. A change will require acceptance from Kington Langley Parish Council for this reset.</p> <p>This item to be discussed at the next meeting.</p> |                   |           |
| f) | <p>Issue No: <a href="#">3777</a><br/>         Unnamed roads between Ford and Slaughterford, Thickwood and Slaughterford and Dukes Hill/Ham Lane/<br/>         Signage</p> | <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> advised CATG that a site</li> </ul>   | <p>Scheduled to commence 2-Nov-15</p>  | <p>Priority 2</p> | <p>MR</p> |

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|    |  | <p>meeting had taken place with Parish Council representative and local residents to discuss options. An outline agreement has been reached on the number and location of signs. Detailed design work and costings is required.</p> <ul style="list-style-type: none"> <li>• CATG agreed a recommendation to Chippenham Area Board to allocate £1,650 towards this scheme conditional upon £550 contribution from Biddestone &amp; Slaughterford Parish Council</li> <li>• 2-Apr-15 E-mail from Parish Councillor confirms the Parish Council will contribute £550.</li> <li>• Recommendation approved by Area Board 27-Apr-2015</li> <li>• Scheduled to commence 2-Nov-15</li> </ul> |   |            |    |
| g) | <p>Issue No: <a href="#">3880</a><br/>The Street, Burton (B4039)<br/>Village Gates</p> | <ul style="list-style-type: none"> <li>• 20-Mar-15 Nettleton Parish Council confirms support for this request.</li> <li>•</li> <li>• Mark Stansby (Highways) has advised that the proposed white gateways at each end of Burton are acceptable to highways and with an estimate of £1500 for each pair of white</li> </ul>  | <p>Gates are ordered, installation is anticipated in the next few weeks</p> <p>To be removed once confirmation received that all work is complete</p> | Priority 2 | MR |

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|           |  | <p>gates including installation. He noted that funding for coloured tarmac is not available from Wiltshire Council C.</p> <ul style="list-style-type: none"> <li>•</li> <li>• CATG discussed whether there is little evidence to suggest that village gates have any impact upon vehicles speed, however, they are popular in some areas.</li> <li>•</li> <li>• CATG recommend £2,250 is allocated to this scheme, conditional upon a contribution of £750 from Nettleton Parish Council</li> <li>•</li> <li>• MR will visit site to assess and will send VW &amp; AC firm costs</li> <li>• Recommendation approved by Area Board 27-Apr-2015</li> </ul> |                     |            |    |
| <b>7.</b> | <b>New issues submitted to CATG</b>  |  |                     |            |    |
| a)        | <p>Issue No: <a href="#">3445</a></p> <p>Timber Street,<br/>Chippenham</p> <p>Create individual parking bays</p> | <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>• <b>MR</b> advised that there was some merit in marking individual bays.</li> </ul>  | retain on the list. | Priority 2 | MR |

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|    |   | <ul style="list-style-type: none"> <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>   |  |     |    |
| b) | <p>Issue No: <a href="#">3486</a></p> <p>Upper Seagry</p> <p>White lines to protect grass verges</p>      | <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> <li>• <b>MR</b> - Meeting held with Parish Council representative and lining agreed. Order to BBLP to be placed. It is hoped to include lining as part of other works and be cost neutral to the CATG</li> <li>• <b>MR</b> to keep CATG informed</li> </ul> | Included as part of other lining works therefore cost neutral to CATG Group. Now complete can come off the list. | N/A | MR |
| c) | <p>Issue No: <a href="#">3528</a></p> <p>Tiddleywink</p> <p>1. A speed camera put up so motorists are</p> | <ul style="list-style-type: none"> <li>• Referred to Yatton Keynell Parish Council for support/comment 3-Dec-14</li> </ul>  | Wiltshire Council does not operate speed cameras   | N/A | MR |

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|    | <p>forced to slow down</p> <p>2. The speed limit lowered to 30</p> <p>3. Mirrors placed on the trees opposite so we can see when cars are coming round the bend</p> | <ul style="list-style-type: none"> <li>• 23-Mar-15 Reminder sent to Parish Council</li> <li>• 30-Jun-15 Reminder sent to Parish Council</li> </ul> <p>7-Jul-15 Parish Clerk confirms Parish Council is likely to support this request as speeding in other areas of the village has resulted in a petition. Metro Counts are now in place.</p>                                | <p>The area does not meet the criteria to reduce the speed to 30mph</p> <p>Wiltshire Council does not place mirrors on the highway</p> <p>MR advised that the request originator and/or Parish Council might wish to consider a Community Speedwatch scheme</p> <p>MR advised that the Parish Council may fund an independent assessment should it wish to do so</p> <p>CATG recommends this issue is closed and removed from the list</p> <p>Chippenham Area Board asked to agree recommendation</p> |     |    |
| d) | <p>Issue No: <a href="#">3569</a><br/>Hill Rise<br/>Traffic calming/<br/>Speedwatch</p>   | <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> </ul> | <p>No further action required, request originator has been put in touch with Community Speedwatch Team. No further action for CATG, issue to be closed come off the list.</p>   | N/A | MR |

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|    |   | <ul style="list-style-type: none"> <li>• Metro Count request form issued 9-Feb-15</li> <li>• 23-Mar-15 - Reminder sent requesting Metro Count request form is completed and returned</li> <li>• Completed Metro Count Request form received from correspondent 4-May-15</li> <li>• 5-May-15 Metro Count Request forwarded to Road Safety Unit</li> </ul>   |   |            |    |
| e) | <p>Issue No: <a href="#">3605</a></p> <p>Forest Lane/Pewsham Bypass</p> <p>Improve safety at crossing</p> | <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> <li>• <b>MR</b> confirmed he has met with Division Councillor Mark Packard and agreed a package of small scale lining improvements.</li> <li>• <b>MR</b> will design and cost and bring to CATG for consideration.</li> </ul> | <ul style="list-style-type: none"> <li>• <b>MR</b> will design and cost and bring to CATG for consideration.</li> </ul> | Priority 1 | MR |

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| f) | <p>Issue No: <a href="#">3866</a><br/> Woodlands Road, Lamp post 2<br/> Improvements to bus stop</p> | <ul style="list-style-type: none"> <li>• Referred to Chippenham Town Council for comment 17-Mar-15</li> <li>•</li> <li>• 2-Apr-15 Chippenham Town Council considered this matter and supports investigation into the feasibility of adding road markings from the bus stop to the junction with Bristol Road.</li> <li>•</li> <li>• CATG agreed that a “bus cage” marking was required on the carriageway.</li> <li>•</li> <li>• VW to contact the Passenger Transport Unit (PTU) to request this is put in place</li> <li>•</li> <li>• Phil Growcock (PTU) has discussed with MR and it has been agreed that in order to proceed, residents (and businesses where applicable) immediately fronting on to a</li> </ul> <p>Proposed bus stop clearway must be consulted. Wiltshire Council Highways Team will contact residents over proposals to install bus stop clearway signs and markings, and a suitable notice will be placed on the highway to enable others likely to be affected to be aware of the proposal and to be able to register any objections.</p> | <p>3866 &amp; 3868 combine together as one.</p> <p>Local consultation to be carried out</p> | Priority 1 | MR |
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| g) | <p>Issue No: <a href="#">3868</a><br/> Woodlands Road<br/> Install a new bus stop, half way along Woodlands Road near Canterbury Street</p> | <ul style="list-style-type: none"> <li>• Council for comment 11-Mar-15</li> <li>• 2-Apr-15 Chippenham Town Council considered this matter and recommends more investigation work is carried out to determine the feasibility of installing a new bus stop in Woodlands Road</li> <li>• <b>JSc</b> proposed a location for a new bus stop and will send VW photos</li> <li>• <b>VW</b> to contact Passenger Transport Unit to request consideration is given to the additional stop at the proposed location.</li> <li>• Phil Grocock (PTU) has discussed with MR and it has been agreed that in order to proceed, residents (and businesses where applicable) immediately fronting on to a proposed bus stop clearway must be consulted. Wiltshire Council Highways Team will contact residents over proposals to install bus stop clearway signs and markings, and a suitable notice will be placed on the highway to enable others likely to be</li> </ul> | New position for bus stop flag – Local consultation to be carried out | Priority 1 | MR |
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|    |   | affected to be aware of the proposal and to be able to register any objections.   |  |            |              |
| h) | Issue No: <a href="#">3885</a><br>Plough Lane, Kington Langley<br>Extend kerbing request to extend the kerbing that starts at the school and finishes at the Chapel - extend to the entrance of the Stables in Plough Lane, Kington Langley | <ul style="list-style-type: none"> <li>Requested by Parish Council.</li> <li>MR – to establish costs for natural stone and refer to colleagues in maintenance to consider including in maintenance programme</li> <li>MR will report back to CATG</li> </ul>  | <b>MR</b> carried out site visit, specialist materials are required. Costs to be confirmed | Priority 2 | MD & MR      |
| i) | Issue No: <a href="#">4049</a><br>Install Safety Barriers to improve pedestrian safety on path near St Marys School   | <ul style="list-style-type: none"> <li>The Town Council's Planning Committee considered this request at its meeting on 25 June. The Committee supported the installation of safety barriers or similar to improve pedestrian safety on the path near St. Mary's School.</li> <li>30-Jun-15 Referred to Spencer Drinkwater for score</li> <li>Emma Painter advises that the path is a designated footway and should not be used by cyclists</li> </ul> | A site visit and quotes will be required   | Priority 2 | MR           |
| j) | Issue No: <a href="#">4174</a><br>Various, Yatton Keynell   | <ul style="list-style-type: none"> <li>Issue raised by Parish Council</li> </ul>  | Yatton Keynell Petition – MR gave updates to the panel on this petition.                   | N/A        | Ruth Durrant |

|    |  |  |   |  |    |
|----|--|--|---|--|----|
|    | <p>Install signs:</p> <ul style="list-style-type: none"> <li>- Remind drivers to maintain a legal speed while driving through Yatton Keynell</li> <li>- Say that there is a school and pedestrians of all ages crossing through the village</li> <li>- Warn of a crossing point near the school</li> </ul> | <ul style="list-style-type: none"> <li>• Metro Counts arranged by Martin Rose</li> </ul> | <p>The Division Councillor has advised that residents have expressed a wish to look at a flashing school patrol warning sign. The sign would be operated by the school at start and end of school day.</p> <p>CATG agreed that this matter should be referred to the Taking Action on School Journeys Team (TAOSJ) for consideration.</p> <p>CATG recommends this issue is closed and removed from the list</p> <p>Chippenham Area Board asked to agree recommendation</p>  |  |    |
| a) |  | <p>The Chairman reiterated the requests agreed as Priority 1</p>                         | <p>3203 – 20mph restrictions<br/>Dropped kerbs<br/>2062 – Lowden Tunnel<br/>3013 – Blackthorn Mews<br/>3605 - Forest Lane/Pewsham Bypass<br/>3866 – Woodlands Road (improve existing bus stop)<br/>3868 –Woodlands Road (New bus stop)</p> <p>The Chairman reminded the CATG that:</p> <ul style="list-style-type: none"> <li>• The CATG will not allocate Priority 1 to any further schemes until there are less than 5 in progress</li> <li>• MR will not embark upon any work related to Highways Improvement</li> </ul> |  | MR |

|    |  |   |   |  |  |
|----|--|---|---|--|--|
|    |  |   | Requests unless the CATG has instructed him to do so.   |  |  |
| b) |  | <p>Petitions:</p> <p>The Chairman brought 3 petitions to the attention of CATG:</p> <ul style="list-style-type: none"> <li>• Community Issue 4174 Yatton Keynell</li> <li>• Community Issue 4172 The Hamlet</li> <li>• Marshfield Road</li> </ul> <p>The Chairman confirmed that the usual CATG process must still be followed. A Community Issue must be reported and then each request referred to the relevant Town/Parish Council for comment/confirmation of support.</p> <p>If supported by the Town/Parish Council the requests may then be considered by the CATG at a future meeting</p> | <p>Community Issue 4174 Yatton Keynell, support of Parish Council confirmed see above</p> <p>Community Issue 4172, referred to Chippenham Town Council</p> <p>Marshfield Road not yet reported as a Community Issue</p> |  |  |
| c) |  | <p>Cost of signs</p> <p>BD queried cost - £600 seems high</p> <p>MR confirmed this figure is an indicative cost and includes foundations and installation</p>   |   |  |  |
| d) |  | Competitive Tenders   |   |  |  |

|    |                 |  |  |  |     |
|----|-----------------|--|--|--|-----|
|    |                 | <p>MD asked whether it was possible to consider competitive tenders.</p> <p>MR confirmed only for off highway. On highway – all works come under the existing contract with BBLP</p>   |  |  |     |
| e) |                 | <p>LPa asked about the status of the contract with Balfour Beatty</p> <p>LP advised that Chippenham CATG did not have any details regarding the contract</p>   |  |  |     |
| f) |                 | <p>Signage Cepen Park Way</p> <p>JS queried Cepen Way A420 30 mph signage</p> <p>MR advised there are a few more signs are to be erected.</p>  |  |  |     |
|    | Closing remarks | <p>The meeting joined the Chair in thanking Victoria Welsh and Martin Rose for their support for CATG. The Chairman acknowledged the ongoing additional workload for MR during his secondment to the Scheduling of the A350.</p> |  |  | ALL |
| 8. | <b>AOB</b>      | <p>Updated Terms of Reference</p> <p>Updated list of Members</p>   | <ul style="list-style-type: none"> <li>• Please see Appendix 2</li> <li>• Please see Appendix 3</li> </ul> |  |     |

|   |  |  |  |
|---|--|--|--|
| <b>Date of Next Meeting</b>   |  |  |  |
| 14 December 2015, 10:00 – 12:00, Committee Room A & B, Monkton Park |  |  |  |

## 1. Environmental & Community Implications

1.1. 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.

## 2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Chippenham Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, The balance that the Area Board will have a remaining will be confirmed at the meeting.

## 3. Legal Implications

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

## 4. HR Implications

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

## 5. Equality and Inclusion Implications

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

## 6. Safeguarding implications

## Chippenham CATG

### FINANCIAL SUMMARY

#### 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 bidstone substantive bid          | £5,000.00 | Contribution to substantive scheme |
| Chippenham Lowden tunnel street lighting      | £1,238.00 | Actual                             |

#### Scheme Commitments 2014-2015

|   |           |  |
|---|-----------|--|
| 1. Kington Langley footway extension                  | £4,043.00 | Actual   |
| 2. The Bridge 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 Foscode 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   | Estimate   |
| 9. Market Quarter cyclepath                           | £3,474.00 | Estimate   |
| 10. Bristol Road - Pedestrian Survey                  | £400.00   | Actual   |

Total commitment 2014-15 £36,071.00

Remaining Budget 2014-15 £12,848.63 to be carried forward into 2015-16

## Chippenham CATG

#### Budget 2015-16

|  |            |                         |
|--|------------|-------------------------|
|  | £18,087.00 | CATG Allocation 2015-16 |
|  | £12,848.63 | 2014 -14 underspend     |

#### Contributions

|           |   |
|-----------|---|
| £1,250.00 | Chipp TC Lowden Tunnel Imp                  |
| £150.00   | Stanton St Quintin Gateway Signs            |
| £60.00    | Chipp TC Lysley Nameplate inc NTR           |
| £125.00   | Kington Langley PC Road Narrows Sign / SLOW |
| £750.00   | Sutton Benger PC 20 Mph limit               |
| £1,500.00 | Chipp TC - Redland 20mph limit              |
| £550.00   | Biddestone PC for Slaughterford Signs       |
| £750.00   | Burton PC for Village Gates                 |

**Total Budget 2015-16** £36,070.63

#### Scheme Commitments (inc. those carried forward from 2014-15)

|   |           |   |
|---|-----------|---|
| 1. Church Lane Stanton St. Quintin sign / Lines                   | £1,161.97 | Estimate                                |
| 2. Langley Road - Bollards by Clift House crossing                | £325.00   | Estimate                                |
| 3. Lowden Tunnel - On carriageway footway / Signs                 | £3,750.00 | P Binley to fund re-surfacing & closure |
| 4. Lysley Close 2 no. Street nameplates with Diag 816             | £600.00   | Paul Bollen to arrange works            |
| 5. Kington Langley Church Lane Road narrows signs & SLOW markings | £500.00   |   |
| 6. Chestnut Road - Sutton Benger 20mph Limit                      | £3,000.00 |   |
| 7. Redlands Estate - 20mph Limit                                  | £5,030.00 |   |
| 8. Slaughterford / Biddestone Signs                               | £2,200.00 |   |
| 9. Burton Village gates   | £3,000.00 |   |

Current Commitment 2015-16 £19,566.97

Remaining Budget 2015 -16 £16,503.66





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

### **TERMS OF REFERENCE**

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

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

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

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

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

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

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

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

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

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

#### **Media Relations**

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

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

### **Meetings**

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

### **Officer Support**

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

### **Terms of Reference**

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

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

**Terms of Reference**

1. Small scale transport schemes – discretionary funding

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

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

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

2. Small scale transport schemes – substantive funding

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

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

3. C & UC roads speed limit review

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

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

4. Waiting restrictions

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

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

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

*(Cabinet Member Decision HSB-007-13)*

6. Other decisions

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

## Members of Chippenham Community Area Transport Group

|                                  |  |
|----------------------------------|--|
| Councillor Linda Packard (Chair) | Chippenham Area Board representative             |
| Councillor Bill Douglas          | Chippenham Area Board representative             |
| Councillor Nina Phillips         | Chippenham Area Board representative             |
| Councillor Howard Greenman       | Chippenham Area Board representative             |
| Councillor Maurice Dixson        | Kington Langley Parish Council representative    |
| Councillor John Scragg           | Chippenham Town Council representative           |
| Councillor Lesley Palmer         | Grittleton Parish representative                 |
| Councillor Angela Williams       | Biddestone & Slaughterford Parish representative |
| Paul Bollen                      | Area Highways Engineer                           |
| Chris Clark                      | Client Area Manager (Highways)                   |
| Martin Rose                      | Principal Highways Engineer                      |
| Spencer Drinkwater               | Principal Highways Planner                       |
| Victoria Welsh                   | Community Area Manager, Wiltshire Council        |



|                        |                              |
|------------------------|------------------------------|
| <b>Report to</b>       | <b>Chippenham Area Board</b> |
| <b>Date of Meeting</b> | <b>7.9.15</b>                |
| <b>Title of Report</b> | <b>Local Youth Network</b>   |

## **Purpose of Report**

To update the Area Board on the work and progress of the Chippenham Local Youth Network Management group.

## **1. Background**

- 1.1. In 2015/16 Area Boards is allocated a discretionary budgets to involve them in the assessment and selection of positive activities for young people in their community areas. Chippenham Area Board was allocated £93,975.
- 1.2. The remaining balance for Chippenham Area Board Youth Funding for 2014/15 is £75,379.
- 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. 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) 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. Progress**

- 2.1 The LYN management group is established and has a range of partners, including five young people representing different experiences and cultural groups.
- 2.2 Riverbank Studios continues to run four sessions a week.
- 2.3 The Zanshin Self Defence group runs Tuesday evenings at Riverbank.

1. 2.4 Following the approval of grants at the last Area Board meeting , a youth café, parkour, street surfing, archery, and Zorbball is lined up to run over the summer holiday weeks in riverbank, the Olympiad, Monkton Park, and Westmead. A further update on these activities will be given, verbally, at the Area Board meeting in September.

2.5 Also supported by grants from the Wiltshire Council Youth Fund, Kandu Arts are running a week residential for at risk or more vulnerable young people at Oxenwood Outdoor Education Centre., and GreenStag theatre are running some performances at The Cause developed and performed by young people.

2.6 Rural outreach and the needs of young people in rural areas is a focus for further work September to October.

2.7 Providers for the Christmas period are actively being encouraged.

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

3.1. 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.

### **4. Financial Implications**

4.1. All decisions must fall within the Youth Funding allocated to Chippenham Area Board.

### **5. Legal Implications**

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

### **6. HR Implications**

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

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

7.1. 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>    | None  |
| <b>Report Author</b> | Richard Williams, Community Youth Officer<br>E-mail: <a href="mailto:richard.williams@wiltshire.gov.uk">richard.williams@wiltshire.gov.uk</a> |