

AGENDA

Meeting: CHIPPENHAM AREA BOARD
Place: Abbeyfield School, Stanley Lane, Chippenham SN15 3XB
Date: Monday 9 November 2015
Time: 7.00 pm

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

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

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

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

Please direct any enquiries on this Agenda to Will Oulton, on 01225 713935 or email william.oulton@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

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

Wiltshire Councillors

Cllr Linda Packard (Chairman)	Cllr Peter Hutton
Cllr Desna Allen	Cllr Mark Packard
Cllr Chris Caswill	Cllr Nina Phillips
Cllr Bill Douglas	Cllr Baroness Scott of Bybook O.B.E
Cllr Howard Greenman (Vice Chairman)	Cllr Melody Thompson

	Time
<p>1 Community Safety Presentations</p> <p>Information will be presented to the meeting about various Community Safety initiatives in the Chippenham Community Area.</p> <p>Some participants will be in attendance from 6.30 with information for those attending the Area Forum.</p>	7.00pm
<p>2 Chairman's Welcome and Introductions</p>	8:00pm
<p>3 Apologies</p>	
<p>4 Minutes</p> <p>To approve and sign the minutes of the meeting held on 7 September 2015.</p>	
<p>5 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>6 Chairman's Announcements</p> <p>To include:</p> <ul style="list-style-type: none"> a) Re-Design and re-commissioning of Children's Centres b) NHS Health Checks c) Chippenham Campus - Project delivery Group 	
<p>7 Local Health and Wellbeing presentation</p> <p>Representatives of the Primary Healthcare community will attend to update the Forum on matters in the Chippenham Community Area.</p>	8.05pm
<p>8 Town, Parish and Partner Updates</p> <p>To note the written updates provided and answer any questions arising from the floor:</p> <ul style="list-style-type: none"> i. Parish and Town Councils ii. Wiltshire Police iii. Wiltshire Fire and Rescue Service iv. Wiltshire Clinical Commissioning Group (CCG) v. Chippenham and Villages Area Partnership (ChAP) vi. Chippenham Campus Development Team vii. Youth Issues update viii. Chippenham Partnership of Schools 	8:15pm

	ix. Other Community Groups	
9	Local Priorities 2015/16	8.20pm
	To receive updates on the Area Board's Focus Areas for 2015/16, as follows:	
	<ol style="list-style-type: none"> 1. Better Use of Outdoor spaces – Lead Councillor: Cllr Linda Packard 2. Crime & Community Safety – Lead Councillor: Cllr Desna Allen 3. Road Safety – Lead Councillor: Bill Douglas 4. Child Poverty – Lead Councillor: Cllr Chris Caswill 	
10	Community Area Grants	8.25pm
	To consider the following applications:	
	<ol style="list-style-type: none"> i. The Ivy Partnership - £4,016 ii. Chippenham Sea Cadets - £4,362 	
	<p>Grants application packs are available from the Community Engagement Manager or at: www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm</p>	
11	Local Youth Network	8.35pm
	<p>a) To receive an update on the work of the Local Youth Network b) To consider approving funding for the following projects:</p>	
	<ol style="list-style-type: none"> i.) Chippenham Sea cadets £3000 ii.) Kandu Arts Girls group £5000 iii.) Riverbank Studios £5000 iv.) Rise Trust Youth cafe £5000 	
	c) To consider approving the procurement of the following services:	
	<ol style="list-style-type: none"> i.) Wiltshire Outdoor Learning team- High ropes £3500 (plus further 2x£3500 for x2 more events subject to satisfactory outcome in at first event) ii.) Wiltshire Outdoor Learning team- Mountain Bike group £4500 	
12	Evaluation and Close	8:45pm
	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 25 November at 10:30am at Monkton Park. Any parish or town council	

representative interested in attending should contact the Community Engagement manager or the Chairman.

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

Future Meeting Dates

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

Monday 29 February 2016
6.30 pm for 7.00 pm
Abbeyfield School, Chippenham

MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Langley Burrell Village Hall, Manor Farm Lane, SN15 4LL
Date: 7 September 2015
Start Time: 7.00 pm **Finish Time:** 8.55 pm

Please direct any enquiries on these minutes to:

Will Oulton (Democratic Services Officer), Tel: 01225 713935 or (e-mail) william.oulton@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Chris Caswill, Cllr Howard Greenman (Vice-Chair, in the Chair), Cllr Peter Hutton, Cllr Nina Phillips, Cllr Jane Scott OBE and Cllr Melody Thompson

Town and Parish Councillors

Chippenham Town Council - Andy Phillips, Sue Wilthew
Biddestone and Slaughterford Parish Council – Rachel De Fossard
Castle Combe Parish Council – Fred Winup
Christian Malford Parish Council – Jo Lawrence, Ian Bell
Hullavington Parish Council – Sharon Neal
Kington Langley Parish Council – Maurice Dixon
Langley Burrell Parish Council – Katerina Johnstone, Dave Kilmister
Nettleton Parish Council – David Kerr
North Wraxall Parish Council – Jane King
Seagry Parish Council – Mike Barber, Richard Barr and John Crosland.
Stanton St Quinton Parish Council – Nick Greene
Sutton Benger Parish Council – Dave Alexander

Partners

Wiltshire Police – Angus MacPherson, Leslie Fletcher
Wiltshire Clinical Commissioning Group – James Slater
Chippenham and Villages Area Partnership – Julia Stacey and Alison Butler

Total in attendance: 38

	<u>Summary of Issues Discussed and Decision</u>
61	<p><u>Parish Forum Presentation</u></p> <p>Alison Butler from the Rural Parish Forum opened a facilitated discussion about issues in the rural communities, including Rural Social Isolation, Highways and Policing.</p> <p>Cllr Maurice Dixon, a member of the Rural Parish Forum, concluded the discussion, explaining the role of the Area Board and the way it operates, including its relationship with the Parish Forum that represents the 1/5 of the Chippenham Community Area that live in rural communities. He also advocated for the Parish Forum to be given a more formal role by the Area Board.</p> <p>The Vice-Chairman, Cllr Greenman, thanked the participants for contributing to the evening's discussions and praised the work of the Parish Forum.</p> <p>He also stated that he would be chairing the next Rural Parish Forum meeting, on the 23rd September 2015, where the results of the evening's workshops would be discussed. He offered his thanks to Alison Butler, and the facilitators, for their hard work.</p>
62	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Vice-Chairman, Councillor Howard Greenman, in the chair, welcomed everyone to the meeting.</p>
63	<p><u>Apologies</u></p> <p>Apologies for absence were received from Cllrs Linda Packard, Mark Packard, Desna Allen and Bill Douglas; Parvis Khansari – Associate Director, and Mike Franklin of the Fire Service.</p>
64	<p><u>Minutes of the previous meeting</u></p> <p>Resolved</p> <p>That the minutes of the meeting held on 29 June 2015 were agreed as a correct record and signed by the Chairman.</p>
65	<p><u>Declarations of Interest</u></p> <p>Cllr Howard Greenman stated that his cousin was involved in the Hullavington Village Hall application, but that he did not feel that this precluded him from being involved in the discussion.</p> <p>There were no other declarations.</p>

66	<p><u>Chairman's Announcements</u></p> <p>The Vice-Chairman drew the meeting's attention to the announcements on School's Place Planning and the Art of Autism competition as set out in the agenda pack.</p> <p>The meeting was informed that the following petitions on highways issues had been submitted:</p> <p>The Hamlet and Hamlet Court Petition; and the Yatton Keynell Speeding Petition, had both been submitted as items on the Community Issues system and would be considered as part of the CATG process.</p> <p>Marshfield Road Petition had not yet been submitted as an item on the Community Issues system, but that the organiser of the petition had been advised to do so.</p> <p>The Vice-Chairman concluded his announcement by offering his personal congratulation to Cllr Jane Scott MBE on the occasion of the announcement of her imminent elevation to the House of Lords.</p>
67	<p><u>Police Crime Commissioner's (PCC) Annual Report</u></p> <p>Angus MacPherson, the Police & Crime Commissioner for Wiltshire and Swindon, attended the meeting to present his Annual Report.</p> <p>In the course of his presentation, the following issues highlighted included: A summary of some achievements in the last year, including the reduction in Anti-Social Behaviour, the changes made to victim support, and the refurbishment of the Emergency Communication Centre; the priority given to neighbourhood policing; the financial constraints facing the police service and how these could be addressed; how the Commissioner's Police & Crime Plan for 2015/17 had been revised and the priorities therein; and how the priorities would be delivered, including a new Community Policing pilot, partnership working and better use of technology.</p> <p>The Commissioner stated that people could read the full version of his Annual Report on the website: Angus invited people to view his report on the PCC website: http://www.wiltshire-pcc.gov.uk/Document-Library/Annual-reports/pcc-annual-report-2014-15.pdf</p> <p>The Vice-Chairman, Cllr Greenman, thanked the Commissioner for attending the meeting.</p>
68	<p><u>Town, Parish and Partner Updates</u></p> <p>The Vice-Chairman, Cllr Greenman, drew the meeting's attention to the Parish and Partner updates that had been circulated with the agenda; and asked if there were any questions on the update.</p>

	<p><i>Skate Park Update</i></p> <p>Mr Love, of Chippenham, addressed the meeting to express his concerns as to the delay with implementing the Skatepark project. The Vice-Chairman stated that many members of the Area Board shared these concerns.</p> <p>Cllr Jane Scott stated that she would seek to organise a meeting with officers to establish what factors had contributed to the delay so far and to discuss how the project could be delivered as soon as possible.</p> <p><i>Clinical Commissioning Group</i></p> <p>Andy Briggs, Manager of Hathaway Medical Centre and James Slater, Commissioning Manager from the CCG, attend the meeting to highlight changes and issues for primary care in the Chippenham Community Area which would be discussed in more detail at the November meeting of the Area Board. Issues to be discussed included: how social and health care services were integrating; and the implications of future housing development on primary care service delivery.</p>
69	<p><u>Local Priorities 2015/16</u></p> <p>The Vice-Chairman, Cllr Greenman, invited updates from members on the Area Board's priority areas.</p> <p>Cllr Hutton stated that, in pursuit of Purple Flag Status, and evening audit had taken place in August with a further audit to take place in December. He also noted that the Street Pastors had been recognised for their contribution at a civic ceremony in St Andrew's Church. The Vice-Chairman added his congratulations and welcomed this public recognition of the work of the Street Pastors.</p> <p>Cllr Caswill, with regard to Child Poverty, that he and Cllr Linda Packard would be meeting with officers with a view to bringing an item to a future meeting of the Area Board.</p>
70	<p><u>Community Area Grants</u></p> <p>The Area Board considered the applications to the Community Area Grant Scheme 2015/16, as outlined in the report. It was noted that the application from GreenSquare had been withdrawn.</p> <p>Resolved to make the following awards:</p> <p>a) Hullavington Village Hall - £1687 b) Chippenham Parkrun - £3000 c) Sutton Benger Village Hall - £5000 d) Stanton St Quintin Primary School (PTFA) - £3581</p>

Community Area Transport Group (CATG)

The Vice-Chairman, Cllr Greenman, introduced the item which asked the Area Board to consider the recommendations of the Community Area Transport Group (CATG).

Prior to consideration of the recommendations, Cllr Caswill expressed his concern with regard to the changes in the process which he felt had a negative impact on the ability of the Wiltshire Council members to promote schemes in their area that did not have support of the local Town or Parish Council. Cllr Greenman acknowledged his concerns and noted that Cllr Caswill may pursue this matter through other appropriate channels.

There being no further discussion, the meeting:

Resolved that adopt the recommendations of the CATG as outlined in report:

1. That the following issues be classified as Priority One:

- a) 3203: 20mph scheme
- b) 2062: Lowden Tunnel
- c) 3013: Blackthorn
- d) 3605: Forest Lane/Pewsham Bypass
- e) 3866: Woodlands Road
- f) 3868: Woodlands Road
- g) Dropped Kerb Schemes

2. To agree that the following issues be classified as Priority Two:

- a) 3390: Stanton St Quintin, Village Signage
- b) 3393: Lysley Close
- c) 3652: Church Corner
- d) 3777: Unnamed Roads – Ford/Slaughterford
- e) 3880: The Street, Burton
- f) 3445: Timber Street, Chippenham
- g) 3885: Plough Lane, Kington Langely
- h) 4049: St Mary's School

3. To agree that the following issues be closed and removed from the list:

- a) 3528: Tiddleywink
- b) 4174: Yatton Keynell

4. To note the financial summar; and

5. To note the revised process.

72	<p><u>Local Youth Network (LYN)</u></p> <p>Cllr Hutton, the Chair of the Local Youth Partnership, and Richard Williams, the Community Youth Officer provided the meeting with an update on the activities and events held over the summer. It was hoped that further link would be developed with rural communities, and parish councils had been contacted to this end.</p> <p>The Vice-Chairman thanked the officer for the update.</p>
73	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
74	<p><u>Evaluation and Close</u></p> <p>The Vice-Chairman thanked everyone for attending the meeting, and invited them to participate in the evaluation. 91% felt welcomed at the meeting; 56% thought the Parish Forum presentation was excellent; 65% thought the Police Commissioner's presentation was satisfactory; and 65% thought the venue was satisfactory.</p> <p>It was noted that the next meeting of the Chippenham Area Board would take place on 9th November 2015; and that the next agenda planning meeting would take place on 30 September at 10.30am. Any parish or town council representative interested in attending were advised to contact the Democratic Services Officer or the Chairman.</p>

Chairman's Announcements

Subject:	Children's centres
Officer Contact Details:	Debbie Hirons Debbie.hirons@wiltshire.gov.uk Tel: 07712068334
Weblink:	www.wiltshire.gov.uk/schoolseducationandlearning/earlyyearsandchildcare/chilrenscentresinwiltshire.htm

In line with Government requirements Wiltshire created 30 designated Sure Start children's centres between 2006 – 2011. The initial centres were located within areas with the highest levels of deprivation and additional centres were set up in areas with a higher population of children aged under five. Their Core Purpose is:

- To support good early child development and school readiness.
- To raise parenting aspirations and improve parenting skills.
- To improve child and family health and life chances.

Wiltshire's children's centre services are currently delivered by a four of voluntary and community sector organisations. The contracts for children's centres finish in June 2016 and the council is looking at how to ensure that the money spent has the greatest positive impact on young children's development before re-tendering the contracts. The annual expenditure on children's centres services is currently just over £4m. Along with other local authorities across the country, Wiltshire Council has significantly less funding available due to reductions in central government funding. We therefore need to find ways to continue to meet the needs of young children and their families through re-shaping service delivery whilst looking at opportunities to save money. We want to ensure that we maximise support for the most deprived areas whilst retaining wide service coverage across the county.

Changes in national and local policy on early years since the children's centre contracts started in 2010

- Nationally the Childcare Minister has emphasized the importance of delivering support in the community rather than focusing on the buildings these services are delivered from.
- Locally our focus is increasingly on supporting the most vulnerable children and families at the earliest opportunity through effective partnership working with services such as Midwifery and Health Visiting, with providers of childcare and with primary schools to ensure that children are ready to start school.
- The Government's policy on free entitlement to childcare for disadvantaged two year olds and the recent announcement on the increase in free entitlement to childcare for three and four year olds of working parents (from 15 to 30 hours) means that the council needs to look at how to create more childcare places as part of its early years strategy. There is an opportunity to consider this agenda alongside delivery of children's centre services.

Proposed Model for Consultation

- We have spoken to children's centre staff, early year's professionals and parents and their view is that front line staff and effective partnership working makes the most difference for families.
- Wiltshire council will refocus the current resources to deliver more services to the wider community with less emphasis on the buildings they are delivered from.
- Children's centre staff will continue front line delivery of services and support.
- The space released by de-registering some of the existing buildings could be used to provide more childcare places for 3 and 4 year old children of working parents.
- Children's centre services will be delivered from 15 key buildings based in four geographical clusters – North, East, South and West from July 2016.
- The proposals on where children's centre should be located in the future are based on the following factors:
 - The level of deprivation in each area
 - The number of children aged under five living in the area
 - The suitability of current buildings to deliver children's centre services
 - The potential to expand childcare provision

What do these proposals mean for the delivery of help for families with young children?

- The same children's centre staff will continue to support families in a wider range of locations through more use of other community buildings.

Chairman's Announcements

- Families with young children will continue to access support through more increased partnership working with Midwives and Health Visitors.
- Areas with the greatest levels of need and more young children will continue to have access to a designated children's centre building in or very close to their local community.
- There will be greater availability of childcare places in communities where more provision is needed.

Consultation is open from 14 September until 6 November

- Meetings and events are planned with key stakeholders including professionals and parents and carers.
- Briefings will be given to all council staff and its partners involved in the delivery of services for families including voluntary sector organisations.
- A questionnaire is available on line and in paper format at the end of the consultation document
- The consultation document is on the council website as follows :
www.wiltshire.gov.uk/schoolseducationandlearning/earlyyearsandchildcare/childrenscentresinwiltshire.htm

Chairman's Announcements

Subject:	NHS Health Checks
Officer Contact Details:	Jane Vowles Jane.Vowles@Wiltshire.gov.uk Telephone 0300 003 4566
Weblink:	www.wiltshire.gov.uk/nhshealthcheck

Summary of announcement:

Wiltshire residents are encouraged to take advantage of free NHS Health Checks, to help reduce the possibility of them developing life threatening conditions and illnesses.

The NHS Health Check programme, commissioned by Wiltshire Council and provided by local GP practices, helps to check people's risk of developing conditions such as heart disease, diabetes and others, with support and advice also provided to help them reduce or manage that risk.

Everyone between the ages of 40 and 74, who has not already been diagnosed with one of these conditions or is otherwise ineligible, is invited every five years to have a free NHS Health Check.

The check only takes about 20 minutes and people will be asked some simple questions related to their lifestyles, family history and medication use. Some simple tests including blood pressure will be taken as well as an instant blood test to check cholesterol levels. The results will be discussed and further advice and support provided. Should they be required, additional tests will be carried out.

Keith Humphries, cabinet member for public health: "We want more people to take up the offer of these free NHS Health Checks as they can prevent people from getting a number of serious conditions.

"The check doesn't take long but could have long-term benefits and perhaps offer some reassurance and support to people who may be a little worried about their health."

Dr Daz Harding: "GP practices will invite people to attend their NHS Health Check. Many people decline the invite as they feel fit and healthy, or they are too busy, but attending the NHS Health Check is important as many of diseases such as high blood pressure and type II diabetes can come on gradually with no symptoms. So I would urge everybody, when they receive their invite, to make that appointment and attend."

Update for Chippenham Area Board

Update from	Chippenham Town Council
Date of Area Board Meeting	9 November 2015

Headlines

- Opening of the Neeld community and arts centre following a £685,000 improvement programme.

- Community engagement consultation roadshow

- Fun day and SplashPad – a free community fun day was held in John Coles Park in July to mark the opening of the £80,000 new SplashPad water feature.

Projects

- Neeld community and arts centre - The venue was opened by Great British Bake Off co-presenter Mel Giedroyc on October 9 when the initial professional show programme and online booking website was launched. The Neeld continues to provide a valuable community and corporate facility but now also offers a flexible, high quality arts centre, with retractable tiered theatre seating, specialist lighting and sound equipment, to provide a strong cultural offer of live music, professional shows, dance, art exhibitions etc

- The council rolled out the start of an on-going awareness raising and community consultation roadshow. The aim was to take the council, its councillors, services and facilities to its residents and communities. Activities are focused on raising awareness of what the council does and giving the community the opportunity to raise issues, comment and express their views. Information will be used to feed into future strategic planning. Next year the roadshow will visit every ward in the parish.

- New customer services – the former Customer and Visitor Information Centre and Town Hall receptions have been merged into our new customer services. The new facility provides community and visitor information and a fabulous community space.



Wiltshire Fire & Rescue Service

Briefing for Community Area Board & Localities November 2015

Fire & Rescue Service confirms move to community campus in April 2016

The new Dorset & Wiltshire Fire and Rescue Service will occupy part of the Five Rivers Community Campus in Salisbury, following the signing of a lease with owners Wiltshire Council.

The campus will be home to the Service's 'strategic hub', providing:

- A central workplace for its management team and some support functions;
- A number of flexible working options for the new Service personnel, as part of the wider approach to working across Wiltshire and Dorset; and
- A meeting place for teams, departments and the new Fire Authority.

Darran Gunter, Chief Fire Officer (Designate) for Dorset & Wiltshire Fire and Rescue Service, said: "Since we started on the road to combination, we have been clear that we would need some sort of central 'hub' in the Salisbury area to serve the new organisation. We are delighted to have reached agreement with Wiltshire Council over the use of Five Rivers, and we can now focus on getting the accommodation ready for 1 April 2016, when the new Service comes into being."

He added: "The costs of establishing the new hub are being met from a Transformation Grant from the Government, which is also covering other set-up costs such as consolidating our ICT systems. It is important to state that the hub is not a new headquarters; we want to change the way that we work, to reflect how we will have staff across two counties, and that means moving away from the traditional structures of the past."

Alongside work to progress the new Salisbury hub, a detailed review of the whole Service estate across Wiltshire and Dorset is underway. As such, no decisions have yet been made about the long-term futures of any existing premises.

Mr Gunter said: "It is important to emphasise that we are still in the process of determining which members of staff might be relocated to Salisbury from other parts of Wiltshire and Dorset. It is not a case of just moving a set of offices from one place to another. As the new organisational structure is agreed, it will become clear which functions will need to be based at the hub and where we will be able to explore alternative ways of working, such as home working or focused team office days."

Stay safe this Bonfire Night

With Bonfire Night fast approaching, Wiltshire Fire & Rescue Service is warning people not to take risks with fireworks.

While most people treat fireworks with respect, a small minority treat them as toys and forget that they are actually explosives. To stay safe this Bonfire Night, always remember the following advice:

- Keep pets indoors and ensure that children are kept safe.
- Make sure that fireworks are kept in a closed box and use them one at a time.
- Read and follow the instructions on each firework, using a torch if necessary.
- Light the firework at arm's length with a taper and stand well back.
- Keep naked flames, including cigarettes, away from fireworks.
- Never return to a firework once it has been lit.
- Don't put fireworks in pockets and never throw them.
- Direct any rocket fireworks well away from spectators. Be particularly careful if you are anywhere near thatched properties.
- Never put fireworks, even those which are fully spent, on a bonfire.
- Safely dispose of fully spent fireworks.
- Soak misfired or partly spent fireworks in a container of water in an area where they cannot be tampered with (preferably away from the display site) and contact the manufacturer or supplier for advice on disposal.

Bonfires present additional hazards so, if you must light a bonfire in connection with a fireworks display:

- Site well away from houses, garages, sheds, fences, overhead cables, trees and shrubs, and always away from fireworks.
- Before lighting the fire, check that no pets or children are hiding inside it.
- Build the stack so that it is stable and will not collapse outwards or to one side.
- Never use flammable liquids such as paraffin or petrol to light the fire.
- Don't burn foam-filled furniture, aerosols, paint tins or bottles.
- Keep everyone away from the fire, especially children, who must be supervised all the time.
- In case of emergency, keep buckets of water, the garden hose or a fire extinguisher ready.
- Pour water on the embers before leaving the bonfire.

For further safety advice in the run-up to fireworks night, visit www.wiltsfire.gov.uk/safetyoutdoors

For the latest up-to-date information on fires; operational incidents and community safety advice visit <http://www.wiltsfire.gov.uk>

Michael FRANKLIN

Partnerships & Community Engagement Manager (Wiltshire Council area)

November 2015

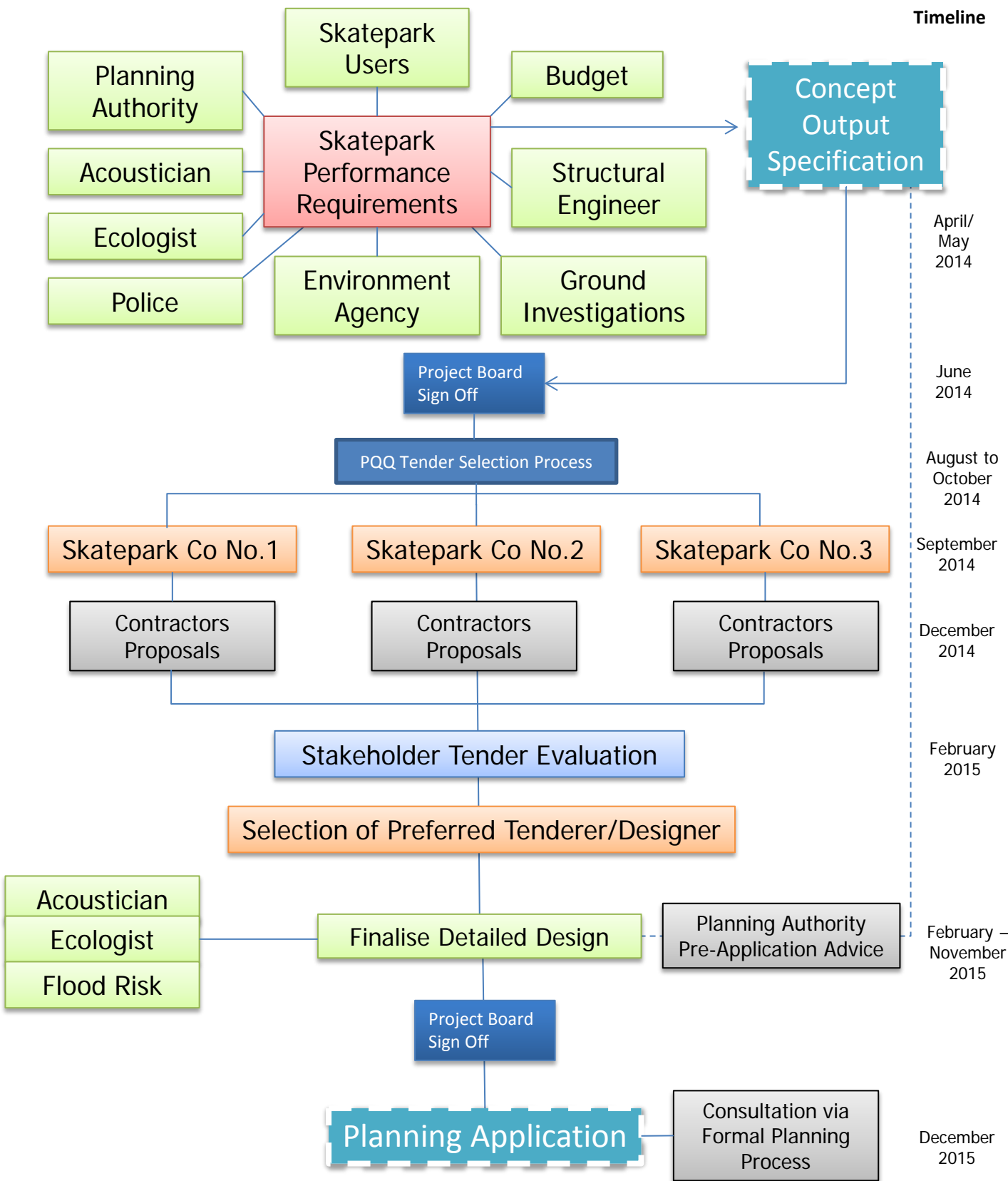
Update for Chippenham Area Board

Update from	Vincent Albano, Asset Portfolio Manager Strategic Asset Management
Date of Area Board Meeting	Monday 09/11/2015
Subject	Chippenham Skate park – update

Update

The further technical work associated with the site chosen by the Area Board has now been completed. Wheelscape are now engaging with the Skate Park users via the LYN. This will provide skate park users the opportunity to input into the design of the skate park and refine its layout. This will include a workshop organised through the LYN which is being held W/B 2nd November. Following this, final drawings will be prepared and the planning application submitted.

- Additional acoustic work – completed October
 - Subject to review of the above and other constraints design workshop with LYN early November
 - Revised designs and proposals - mid November
 - Approval- of designs by Client – late November
 - Prepare 2D drawings for submission - early November
 - Submit planning application - early December
-



Report to	Chippenham
Date of Meeting	9 th November 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	
Applicant: The Ivy Partnership Project Title: Community enhancements to Ivy Estate recreation field	£4,016	
Applicant: Chippenham Sea Cadets Project Title: Sea Cadet Building and Infrastructure refurbishment	£4,362	
Total amount allocated so far	£22,553	

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.

Previously Area Boards delegated authority to Community Area Managers & Community Youth Officers to determine funding in exceptional circumstances. This wording needs to be updated to reflect the new role of Community Engagement Manager and the maturity of the LYN & CYO role:

Councillors are asked to consider delegation to the Community Engagement Manager in consultation with Community Youth Officer, Chairman and/or Vice Chairman, to approve expenditure of up to £1,000 between Area Board Meetings.

If Councillors award funding to the 2 applications in this report the balance of funding will be £60463.40

3. The applications

<p>Applicant: The Ivy Partnership Project Title: Community enhancements to Ivy Estate recreation field</p>	<p>Amount Requested from Area Board: £4,016</p>	<p>Grant Reference:1513</p>
<p>This application meets grant criteria 2014/15.</p> <p>Project Summary:</p> <p>At a recent community Listening Event held by the Ivy Partnership residents of the Ivy Estate prioritised enhancements to part of their local recreation field located behind residential flats on Charter Road to deter dogs from being exercised there often off-the-lead and make it safer for community members to use. Residents and partners have worked together to identify a suitable area to be fenced off to create an enhanced space for recreation. The fencing used would match that already used along the sites perimeter with Avenue la Fleche.</p> <p>Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community:</p> <p>The Ivy Estate is home to over 350 homes including over 200 flats that have no gardens the majority housing young families.</p> <p>The Ivy Partnership carried out consultation earlier this year which prioritised enhancing some of the recreation field so it could be used for play and recreation. Currently the whole expanse of green space behind Charter Road and Field View is open and due to its close proximity to the town centre it attracts many dog-walkers from the wider area. Whilst we know many dog-walkers are responsible there are some who do not clear up after their dog and despite many notices being erected these problems persist which means most families are reluctant to use the space for recreation.</p> <p>This seems a shame as we know many families lack their own garden. We have a very active and engaged community who are planning additional measures to help to educate dog owners about the need to clear up and keep their dogs on a lead.</p> <p>Having an area of green space which is promoted as giving priority to play and recreation will help the community to encourage dog owners to use the large remaining area for the exercising of dogs. We still intend to police the remaining area and remind dog-walkers of the need to clear up behind</p>		

them. Resident activists will be carrying out dog-poo monitoring to help us to monitor this locally.

Enhancing this local amenity by creating a safer space for children will attract more families to play sports and undertake more community events on the site. This idea has attracted very high level of local resident support and seeing the fencing installed will be a massive vote of confidence for this community and help to challenge the widespread view that it has been forgotten about. We hope this will also serve to inspire more people to get involved in activities like the community fun days and other partnership projects taking place locally.

Please tell us which themes your project supports

- Children & Young People
- Countryside, environment and nature
- Festivals, pageants, fetes and fayres
- Health, lifestyle and wellbeing
- Inclusion, diversity and community spirit
- Recycling and green initiatives
- Safer communities
- Sport, play and recreation

Please tell us anything else we need to know about this application

- Wiltshire Council Planning Departments has confirmed that the proposal is Permitted Development under Schedule 2, Part 2, Class A of the Town & Country Planning (General Permitted Development) Order 2015.
- Wiltshire Councils Tree & Woodland Officer has met with the group and is aware of the project. As the project will not impact upon the management of the trees in the area, he has no objections.
- Wiltshire Councils Dog Control & Animal Welfare Officer has met with the group and given advice. The officer is of the opinion that that the proposed style of fencing is suitable for this project.
- Representatives of Chippenham Town Council have met with the applicant and support the project. The Town Council Amenities, Culture & Leisure Committee were informed of the project on 2nd September and Members were in overall support.
- This project is supported by Chippenham Town Council. The Town Council has made a financial contribution to the project.

Applicant: Chippenham Sea Cadets Project Title: Sea Cadet Building and Infrastructure refurbishment	Amount Requested from Area Board: £4,362	Grant Reference: 1478
<p>This application meets grant criteria 2014/15.</p> <p>Project Summary:</p> <p>We are continually trying to update and modernise our teaching facilities to enable our volunteers to provide our cadets with the best experience possible in a fit for purpose environment.</p> <p>Our site has been a Sea Cadet unit for over 60 years and many of the areas specifically for cadets are old and worn with age and due to a huge flood two years ago in desperate need of over hauling so that the cadets have a bright modern environment to enhance their cadet experience. This project will also allow us to provide better facilities to the outside groups that also make use of our site.</p> <p>Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community:</p> <p>Chippenham Sea Cadets provides a wide variety of water and land based training for young people from Chippenham Calne Corsham and the surrounding areas 90 of our cadets come directly from Chippenham itself with a small number coming from the local surrounding towns where we are the nearest Sea Cadet unit to them.</p> <p>The unit currently supports 25 young people however the maximum upper limit is only restricted by the number of cadet forces adult volunteers available to ensure that safeguarding criteria and safe instructor ratios are met.</p> <p>There is no barrier to joining the unit and all cadet facilities are at ground level. We are happy to support all young people regardless of ability and currently support around 25 of our young people who have been identified as having special educational needs. The unit keeps the costs incurred by our young people to a minimum with cadet contributions of 40 a quarter and support and relief for those from low income families all uniform and safety equipment is provided free of charge.</p> <p>Our young people are encouraged to support and value the local community taking part in many diverse activities across the year and the county. All of the adults supporting the unit are volunteers - from the instructional staff right through to the trustees.</p> <p>The unit also offers support by sharing our facilities with:</p> <ul style="list-style-type: none"> • Wiltshire Fire Rescue Service Chippenham station to allow access to 		

the river for rescue training

- Chippenham Amateur Radio Club meet weekly in their own dedicated rooms within the unit buildings and
- Chippenham Sailing Canoeing Club for camping to enable longer periods of training
- Wiltshire Youth Training Team
- Royal Wootton Bassett Sea Cadets all use the unit facilities to support their programmes of water based training

Completion of this project will directly benefit all of our cadets and volunteers allowing us to provide training all year round in a warm modern fit for purpose environment not only will it enhance their learning but it will give back to them a sense of pride as where possible and a safe to do so we will involve them in some of work being undertaken and thus giving the cadets and volunteers a sense of ownership to the completed project.

This project will also allow us to provide better up to date facilities to those outside organisations already using our site and facilities. It is hoped that with these works carried out we will also be able to make our facilities available to other users with in the community and provide an environment where local organisations could hold meetings or training courses.

Please tell us which themes your project supports

- Children & Young People
- Health, lifestyle and wellbeing
- Inclusion, diversity and community spirit
- Sport, play and recreation

Please tell us anything else we need to know about this application

Chippenham Community Youth Officer supports this application and is of the opinion that:

- The funds will help support the positive development of the Sea Cadets base and help provide an improved venue for them to engage more young people. Young people have stated in the Needs Assessment the need for adventure and outdoor activities which will be met by the Sea Cadets offer
- This project will help to deliver positive youth activities section 507b
- Young people have been involved in the development of this bid and planning and actual refurbishment work where appropriate.

The applicant has approached Chippenham Town Council to request support for the project.

Report Author:

Victoria Welsh, Chippenham Community Engagement Manager
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Report to	Chippenham Area Board
Date of Meeting	9.11.15
Title of Report	Local Youth Network

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 £71,328 (amended).
- 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.

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, and has extended its reach to the wider community and link with schools..
- 2.2 The Zanshin Self Defence group runs Tuesday evenings at Riverbank.
- 2.3 Following the approval of grants at the last Area Board meeting , a youth café, parkour, street surfing, archery, and Zorbball ran over the summer holiday weeks in Riverbank, the Olympiad, Monkton Park, and Westmead.
- 2.5 Rural outreach and the needs of young people in rural areas continues as a focus for further work and development and links are being established with the Parish Forum.
- 2.6 Further developments include a mountain bike group, a high ropes course event next February, a girls group delivered by Kandu Arts, and the provision of the Youth Café at Riverbank on Friday evenings run by the Rise Trust.
- 2.7 Support and advice has been given to Chippenham Sea Cadets.
- 2.8 Discussions with providers are taking place regarding possible first aid and defibrillator training by St John's Ambulance cadets for other young people in the community and Wiltshire College; and informal dance provision.
- 2.9 Support for the skate park developments.
- 2.10 The Community led Model is currently under review.

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

Appendices	
Report Author	Richard Williams, Community Youth Officer Tel: E-mail: richard.williams@wiltshire.gov.uk

Report to Chippenham Area Board
Date of meeting 9.11.15
Title of report Youth Grant Funding

Purpose of the Report:

To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

Applicant	Amount requested	LYN Management Group recommendation
Chippenham Sea cadets	£3000	yes
Kandu Arts Girls group	£5000	yes
Riverbank Studios	£5000	yes
Rise Trust Youth cafe	£5000	yes

1. Background

The recommendation from the LYN Management Group has been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

Young people have considered this application and identified it as a priority for Area Board funding.

2. Main Considerations

- 2.1. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

3. Environmental & Community Implications

Youth Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Community Youth Officer has assessed this application agreed it meets safeguarding requirements.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
ID 150 (hyper link)	Chippenham Sea Cadets	Refurbishment project	£3000
Project description Refurbishment of teaching facilities to enable volunteers to provide cadets with a fit for purpose environment.			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £3000,			

Application ID	Applicant	Project Proposal	Requested
ID 7153 (hyper link)	Kandu Arts Girls Group	Targeted group provision for the personal and social development of vulnerable young women	£5000
Project description 35X1 session a week term time, group provision for young women to develop their confidence and self esteem in a safe environment; in partnership with schools, Early Help service, and other agencies.			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £5000.			

Application ID	Applicant	Project Proposal	Requested
ID 142 (hyper link)	Riverbank Studios	Music development service for young	£5000

		people	
Project description			
Community based Rehearsal space, recording studio and skill and band development support, gig and performance support and provision			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £5000.			

Application ID	Applicant	Project Proposal	Requested
ID 140 (hyper link)	Rise Trust Youth Cafe		£5012
Project description			
X1 session drop in youth café at Riverbank, Olympiad, term time on Friday evenings			
Recommendation of the Local Youth Network Management Group			
That the application meets the grant criteria and is approved for the amount of £5000,			

Application ID	Applicant	Project Proposal	Requested
n/a	Area Board	Youth Volunteer vouchers	£100
Project description			
To purchase reward vouchers for young volunteers who have helped in the community			
Recommendation of the Local Youth Network Management Group			
That the application is approved for the amount of £100			

No unpublished documents have been relied upon in the preparation of this report

Richard Williams Community Youth Officer
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Report to Chippenham Area Board
Date of meeting 9.11.15
Title of report Youth Funding Procurement of PAYP providers

Purpose of the Report:

To consider the listed procurement purchases of positive activity providers; using youth funding, as detailed below, together with the recommendations of the Local Youth Network (LYN) Management Group.

PAYP Provider	Amount requested	LYN Management Group recommendation
Wiltshire Outdoor Learning team- High ropes	£3500 (plus further 2x£3500 for x2 more events subject to satisfactory outcome in at first event)	yes
Wiltshire Outdoor Learning team- Mountain Bike group	£4500	yes

1. Background

The recommendations from the LYN Management Group has been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards
- Procurement Policies and Guidelines <http://thewire.wiltshire.council/index/service-areas-carolyn-godfrey/business-services-procurement/procurement-policies-and-guidance.htm>

Young people have considered these and identified them as a priority for Area Board funding.

2. Main Considerations

- 2.1. Councillors will need to be satisfied that Youth Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Funding procurement process, through the Local Youth Network Management Group.

- 2.5. Councillors will need to be satisfied that procurement policies and guidelines have been adhered to.
- 3. Environmental & Community Implications**
Youth Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.
- 4. Financial Implications**
Financial provision had been made to cover this expenditure.
- 5. Legal Implications**
There are no specific legal implications related to this report.
- 6. Human Resources Implications**
There are no specific human resources implications related to this report.
- 7. Equality and Inclusion Implications**
Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.
- 8. Safeguarding Implications**
Wiltshire Council has ensured that the necessary policies and procedures are in place; through its' procurement process, to safeguard children and young people. However, the Area Board needs to be satisfied that the providers being procured have everything necessary in place. The Community Youth Officer has assessed this and agreed providers meet safeguarding requirements.
- 9. Procurement of PAYP for consideration**

Procurement purchase ID	Provider	Project Proposal	Requested
Procurement purchase ID number	Wiltshire Outdoor Learning team	High Ropes Course	£3500 plus x2 more events.
Provider (details of the PAYP provider)			
Wiltshire Outdoor Learning Team			
Positive activity description			
A tailor made high ropes course event on River Island in February Half term 2016.			
Explanation why chosen this supplier			
This was the best placed and only Wiltshire Council vetted supplier who could offer the type of activity tailored to local needs.			
Recommendation of the Local Youth Network Management Group, with any conditions			
That this procurement purchase of a PAYP meets the youth funding criteria, meets the needs of young people identified in the recent needs assessment, relates directly to the Chippenham and Villages Area strategic plan for young people and is approved for the amount of £3500.			

Procurement purchase ID	Provider	Project Proposal	Requested
Procurement purchase ID number	Wiltshire Outdoor Learning Team	Mountain Bike group	£4500
Provider (details of the PAYP provider)			
Wiltshire Outdoor Learning Team			
Positive activity description			
X1 session for 35 weeks mountain bike group for young people (max x9 young people per session); to develop interest, volunteer support, and mountain bike interest in the area, and also support the possible development of trails around the Chippenham area. Includes qualified instructor, transport if needed, and provision of equipment and bikes to ensure fair access.			
Explanation why chosen this supplier			
This was the best placed and only Wiltshire Council vetted supplier who could offer the type of activity tailored to local needs.			
Recommendation of the Local Youth Network Management Group, with any conditions			
That this procurement purchase of a PAYP meets the youth funding criteria, meets the needs of young people identified in the recent needs assessment, relates directly to the Chippenham and Villages Area strategic plan for young people and is approved for the amount of £4500.			

Background documents used in the publication of this report:

- Quotation form (from the procured service provider).

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