

AGENDA

Meeting: CHIPPENHAM AREA BOARD
Place: Abbeyfield School, Chippenham
Date: Monday 29 February 2016
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 Democratic Services Officer.

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

Please direct any enquiries on this Agenda to Will Oulton (Democratic Services Officer), direct line 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 Desna Allen
Cllr Chris Caswill
Cllr Bill Douglas
Cllr Howard Greenman (Vice Chairman)

Cllr Peter Hutton
Cllr Mark Packard
Cllr Nina Phillips
Cllr Baroness Scott of Bybrook O.B.E
Cllr Melody Thompson

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Items to be considered	Time
<p>1 Chairman's Welcome and Introductions</p>	7:00pm
<p>2 Apologies</p>	
<p>3 Minutes</p> <p>To approve and sign the minutes of the meeting held on 18 January 2016.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements</p>	
<p>6 Chippenham DPD Update</p> <p>Alistair Cunningham, Associate Director – Wiltshire Council, will attend the meeting to give a short update on the Chippenham DPD.</p>	7:05
<p>7 LYN Update and Funding</p> <p>To received an update on the work of the LYN and to agree funding applications and procurement of services as follows:</p> <p>Grant:</p> <ul style="list-style-type: none"> • Wiltshire Music Centre £1000 • Chippenham Youth Festival Event £9000 <p>Procurement:</p> <ul style="list-style-type: none"> • Wiltshire Youth Arts Partnership £3320 	7:40
<p>8 Community Asset Transfer</p> <p>To consider an application submitted by the Trustees of Englands Social Centre for the transfer of theEnglands Social Centre.</p>	7:55
<p>9 Community Area Grants</p> <p>a. Community Area Grants</p> <p>To consider the following applications:</p> <ul style="list-style-type: none"> • Ref. 1626 - Christian Malford Sports and Recreation Association - Community Cricket Training Nets - £6,000 • Ref. 1597 - Sutton Benger Rugby Football Club - New rugby 	8:05

goalposts -£900

- Ref. 1670 - Yatton Keynell Recreation Association - Yatton Keynell Hall Revamp -£10,000
- Ref. 1727 - Wilts & Berks Canal Trust - Restoration of Top Lock Pewsham - £19,873
- Ref. 1730 - Ivy Wildlife Garden - Ivy Wildlife Garden cameras and tools - £1,000
- Ref. 1549 - Yatton Keynell Under 5s PreSchool - Project: Bybrook Pre-school IT learning opportunities - £746
- Ref. 1739 - Rag and Bone Arts CIC - Filming equipment - £739

b. Area Board Projects

To consider the following application:

- Councillor Led Initiative - Councillor Mark Packard - Chippenham Games - £1,565
- Councillor Led Initiative – Councillor Peter Hutton – Street Survival Kits - £1,200*

*Note – Application was submitted as a supplementary item on the 22 February 2016.

10 **Delegated Authority for CEM & CYO**

8:20

The Area Board is asked to consider passing the following resolution, to enable urgent requests for expenditure to be considered.

Recommendation

1. *That in respect of urgent matters that may arise, the Community Engagement Manager, following consultation with the Chairman and Vice-Chairman of the Area Board, may authorise expenditure to support community projects from the delegated budget of up to £1,000 in total between meetings of an Area Board. The decision and reasons why it was considered urgent will be reported to the next meeting of the Area Board.*
2. *That in respect of urgent matters that may arise, the Community Youth Officer, following consultation with the Chairman of the Local Youth Network and Chairman of the*

Area Board, may authorise expenditure to support youth projects from the youth budget of up to£1,000 in total between meetings of an Area Board. The decision and reasons why it was considered urgent will be reported to the next meeting of the Area Board.

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| 11 | Community Area Transport Group (CATG)

To consider the report arising from the last meeting of the CATG and any recommendations within. | 8:25 |
| 12 | Nominations to the Chippenham Borough Lands Charity

To consider making a nomination, as requested, for the position of trustee to the Chippenham Borough Lands Charity. The position is for a four year term, and nominees will be interviewed in March.

http://www.cbhc.org.uk/ | 8:40 |
| 13 | Town, Parish and Partner Updates

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

<ul style="list-style-type: none">i. Parish and Town Councilsii. Wiltshire Police – to followiii. Wiltshire Fire and Rescue Serviceiv. Wiltshire Clinical Commissioning Group (CCG)v. Wiltshire Healthwatchvi. Chippenham and Villages Area Partnership (ChAP)vii. Skatepark – to follow | 8:45 |
| 14 | Appointment of Older People's and Carers' Champion

To consider applications for the post of Older People's and Carers' Champion. | 8:50 |
| 15 | Urgent items

Any other items of business which the Chairman agrees to consider as a matter of urgency. | |
| 16 | Evaluation and Close

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

The meeting is asked to note the future meeting dates below | 9:00pm |

Monday 25 April 2016
6.30 pm for 7.00 pm
History Centre, Cocklebury Road, Chippenham

Part II

18 **Exclusion of the Press and Public**

To consider passing the following resolution:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item Number 4 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

Paragraph 1 - information relating to an individual

19 **Appointment of Older People's and Carers' Champion**

MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Need Hall - Chippenham Town Council, The Town Hall, High Street,
Chippenham, SN15 3ER
Date: 18 January 2016
Start Time: 7.00 pm
Finish Time: 9.03 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 Linda Packard (Chairman), Cllr Desna Allen, Cllr Chris Caswill, Cllr Bill Douglas,
Cllr Peter Hutton, Cllr Mark Packard, Cllr Nina Phillips,
Cllr Baroness Scott of Bybrook O.B.E and Cllr Melody Thompson

Town and Parish Councillors

Chippenham Town Council – Cllr Andy Phillips and Sue Wilthew
Bremhill Parish Council – Cllr Ian James
Kington Langley Parish Council – Cllr Maurice Dixon

Partners

Chippenham and Villages Area Partnership – Julia Stacey and Alison Butler

Total in attendance: 46

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Linda Packard, welcomed all to meeting, particularly in the newly refurbished Neeld Community and Arts Centre.</p> <p>The Chairman went on to state that, as there were a large number of members of the public present for it, she would bring the item on the Chippenham Site Allocations Plan forward.</p>
2	<p><u>Chippenham Site Allocations Plan</u></p> <p>Alistair Cunningham, Associate Director for Economic Development and Planning, gave a verbal presentation to the meeting, providing an update on the ongoing process for the Chippenham Site Allocation Plan. In giving his presentation, Mr Cunningham, started by apologising for the length of time that the process was taking, and for the uncertainty this may have caused Councillors and the wider Community.</p> <p>Issues highlighted in the course of the presentation and discussion included: That the examination of the plan by the Planning Inspector was ongoing; that about 60% of local authorities had a Local Plan in place, of which Wiltshire was one; that Chippenham required an additional site plan to help plan for development at the town; that the Chippenham plan was submitted in July 2015 to a new Inspector, who gave an initial appraisal of the plan, and decided to proceed to a hearing; At the hearing the new Inspector expressed concerns about the merits of the 2 stage approach to site assessment, and raised issues regarding the deliverability of the plans; subsequently, the Inspector suspended hearings and asked for more evidence to be submitted; he advised that if this new evidence ended in significant changes to the plan then the Council may have to consider withdrawal of the plan; further discussion will take place with the Inspector on 21 January, where the timescale for this additional work will be discussed.</p> <p>Alistair Cunningham went on to give a brief outline of the agenda for this meeting as set out by the Inspector. This included: purpose and expected outcomes of the suspension including additional matters to be addressed; position on current applications and permissions; how the Planning Advisory Service could be used to provide critical friend support; progress with the Council's schedule of work. It was noted that the Council's schedule of work was available on the Council's website; that the Council would be looking at sites in</p>

more detail, before identifying the best sites, testing a number of reasonable alternative development strategies ; and that this should determine if the current plan can proceed as drafted.

It was acknowledged that there had been a number of applications registered in the area, and that these would be dealt with in the context of local and national policies on their own merits.

The Chairman thanked Mr Cunningham for his update, and invited questions from Members of the Public and Councillors present.

Alistair Cunningham stated, in response to a question by Marilyn MacKay, that the plan would be defined by the evidence; and that if the review of the evidence led to different proposals this may mean changes to the plan. He went on to note that Chippenham differed from other areas, as there were a number of possible sites, rather than one clear leading site, which made the judgement more finely balanced. He also restated his commitment to work to deliver the best outcome for the area.

Alistair Cunningham stated, in response to a question from Isabell McCord, that the Council was looking to review the evidence and update existing evidence where appropriate. The previous method identified the best potential areas and then undertook detailed work on sites within the areas. Now, though, the Council would be looking at sites in more detail within all areas.

Alistair Cunningham stated, in response to a question from Mel Moden, that when the figures for Wiltshire were considered, the sustainability of jobs was important. The Core Strategy Inspector rejected the Council's original figure of 37,000 houses in Wiltshire, and suggested a figure of 42,000. The plan has to show that it can deliver jobs and infrastructure that can support this growth. He also noted that as people live longer, on their own, then that drives house growth; and that the National Policy guidance is, on balance, pro-development. Furthermore, the A350 is considered as a boundary for housing growth within the Plan; that no building would take place in the flood plain as part of the plan, and the policies in the plan would make sure that there would be equivalent or less water run-off than from the current greenfield sites proposed to be developed.

Alistair Cunningham stated, in response to a question from Tim Church, that all Councils need to demonstrate a five year supply of deliverable housing land at any point in time (5.25 years including contingency) within the housing market area. If the Chippenham DPD doesn't move forward, it could make towns in the whole housing market area vulnerable to speculative development.

Alistair Cunningham stated, in response to a question from Andrew Stevenson, that the Council did review the position with regard to sites beyond the A350, and satisfied itself that it should not go west of that point for the purpose of the Plan. It was noted that the Inspector had not challenged this position.

Alistair Cunningham stated, in response to a question from Malcolm Toogood, that he would respond directly to the concerns raised about the data used to assess air quality and requested Mr Toogood put his question in writing.

Alistair Cunningham stated, in response to a question from Cllr Bill Douglas, as the plan was investigating a range of sites in more detail, then there was no presumed solution to transport infrastructure. With regard to the Eastern Link Road, if different sites are put forward then an alternative infrastructure strategy would be proposed as appropriate

Alistair Cunningham stated, in response to a question from Ian James, that in relation to the views of a drainage specialist emailed to the Council that it would be for the Inspector to agree who participates in any reopened hearing sessions.

Alistair Cunningham stated, in response to a question from Cllr Peter Hutton, that there had been a number of briefing notes for Wiltshire Councillors, and that he would be willing to attend future meetings where relevant.

Alistair Cunningham stated, in response to a question from Cllr Chris Caswill regarding the experience of SUDs and attenuation pond performance under pressure given recent floods in the North of England, that the Council would look at the evidence provided as to what plans would deliver, and that the Council had a good track record in ensuring this. Furthermore, with regard to the potential revision of EA models, that if each development is delivering equivalent or less run-off than the land it was built on, then there would not be an impact, irrespective of the models.

Alistair Cunningham stated, in response to a question from Cllr Chris Caswill regarding transport strategies, that modelling would be undertaken to consider the impact of alternative development strategies.

Alistair Cunningham stated, in response to a question from Cllr Chris Caswill, that it can be difficult to assess the cumulative impact of separate applications submitted, which is why the Council is working hard to progress the DPD to give it greater weight. Modelling information can help the Council determine the infrastructure requirements and the sustainability of individual major applications.

The Chair thanked the officer for attending, and encouraged people to attend the

next meeting to receive a further update.

3

Apologies

Apologies for absence were received from Cllr Howard Greenman.

4

Minutes of the Previous Meeting

The meeting considered the minutes of the previous meeting held on the 9 November 2016.

Resolved

That the minutes of the meeting held on 9 November be agreed a correct record and signed by the Chairman.

5

Declarations of Interest

There were no declarations of interest.

6

Chairman's Announcements

The Chairman drew the meeting's attention to the following announcements printed in the agenda:

- a) Wiltshire Passenger Transport Review
- b) New Health and Social Care Information Website for Wiltshire

The Chairman made the following additional announcements:

- c) Chippenham Campus Delivery Group (CPDG)

A CPDG has been formed to progress the project to deliver a building, or buildings, in the Chippenham Community Area where people can access local services more easily and in ways that better suit their needs with a focus on health and wellbeing.

The members of the CPDG are:

Councillor Linda Packard (Chairman)
Councillor Desna Allen
Councillor Mark Packard
Ian Bridges (Chippenham Campus Development Team)
Pauline Monaghan (Chippenham Campus Development Team)
Sue Wilthew (Chief Executive Chippenham Town Council)
Phil Tansley (Chippenham Borough Lands Charity)

The group will be supported by Victoria Welsh, Community Engagement Manager for Chippenham Area.

7	<p>The CPDG had met with Cabinet Member John Thomson last week to explore opportunities to collaborate regarding the project and proposals from the group will be brought to the Area Board.</p> <p>d) Budget Consultation:</p> <p>It was announced that Wiltshire Council would be holding a series of public meetings to outline setting the budget for 2016/17. Details of how to get involved were shared at the meeting.</p> <p><u>Legacy for Wiltshire - What's Happening in 2016</u></p> <p>Victoria Welsh, Community Engagement Manager, gave a short presentation regarding the activities planned for, and how people can get involved in, the Legacy for Wiltshire programme.</p> <p>Issues highlighted in the course of the presentation and discussion included: how legacy events, arising from the Olympics, can be used to bring people together; the specific events that will be undertaken and the specific celebrations to coincide with the Queen's 90th birthday; how people can get involved and what guidance has been produced; how people can get involved in supporting the Rio Olympics, and how some local talent is being support at the Olympics and Paralympics; the links to current public health strategies such as the Big Pledge.</p> <p>Details of how can you get involved can be found on line http://www.wiltshire.gov.uk/comm-living-big-pledge-guide.pdf http://www.wiltshire.gov.uk/comm-living-clean-for-the-queen-guide.pdf http://www.wiltshire.gov.uk/comm-living-organise-street-party-guide.pdf http://www.wiltshire.gov.uk/comm-living-cycling-walking-guide.pdf</p> <p>In response to a question from Cllr Ian James, Victoria Welsh stated that guidance on street parties included advice on applying to close roads.</p> <p>The Chairman thanked the officer for the presentation.</p>
8	<p><u>Local Youth Network (LYN)</u></p> <p>Richard Williams, the Community Youth Officer, presented the reports which provided an update on the activities of the LYN and recommended that certain schemes be supported by the Board.</p>
9	<p><u>LYN Update Report</u></p> <p>Issues highlighted in the course of the presentation and discussion included: That the LYN management group consisted of a range of partners, who are represented on the board, including young people; that a larger number of</p>

	<p>groups were involved in the wider LYN network; that a needs analysis had been undertaken, to guide what work would be developed.; that, so far, £55,647 had been provided to a range of groups and services providing a range of activities; how current performance, including the Summer Offer, would be reviewed; the number of younger people reached so far; the future priorities for the projects, and how the model will be reviewed County-wide; that the steering group was always looking to see how best to involve young people in the decision making; the links with the Skatepark project; the challenges for getting host organisations to support the young persons' projects; and how safeguarding risks are taken into account.</p> <p>In response to a question, Cllr Hutton (Chair of the LYN Steering Group), stated that the LYN was seeking to engage with rural community and was working with the Parish Forum in an effort to provide evidence of needs analysis.</p> <p>In response to a question from Cllr Caswill, Richard Williams stated that young people were supported to co-chair the LYN meetings, but were seeking to encourage more young people to get involved. Furthermore, the issue of outreach work had not arisen from the needs analysis, but that he was willing to talk to partners if there was feeling that further targeted work was required.</p> <p>The Chairman thanked the officer for the update.</p>
10	<p><u>LYN Funding Report</u></p> <p>The meeting considered the applications recommended for funding by the LYN Group, as listed in the report.</p> <p>Resolved</p> <p>That the following awards be made:</p> <ul style="list-style-type: none"> a) The Nature of It - Urban Horticulture Project - £4975 b) The Nature of It - Growing Futures - £4950 c) The Nature of It - Great Urban Adventure Group - £5000
11	<p><u>Police & Crime Commissioner - Precept Consultation</u></p> <p>Kieran Kilgallen, Chief Executive of the Office of the Police and Crime Commissioner (PCC) Staff, gave a presentation on the policing and crime element of council tax consultation.</p> <p>It was noted that Angus MacPherson, the Police and Crime Commissioner, was attending an Area Board meeting elsewhere and had given his apologies. Issues highlighted in the course of the presentation and discussion included: 38% of police income was based on council tax with the bulk of funding coming from grants; that the current Band D council tax for policing of £163.98 per</p>

household was the lowest in the region and the proposed increase of £3.12 per household per year would provide an additional funding of £760,000 in 2016-17; that even with this increase, the revised tax of £167.10 remained well below the 2015-16 national average of £174.81; the current performance of the police , the relatively low level of crime and high public confidence in the service.

Mr Kilgallen, in response to a question from Cllr Ian James, stated that regional police forces were a possibility, but that the current Home Secretary had indicated that they did not support this. PCCs were working together to share efficiencies and work effectively across borders where possible. It was the case that most PCCs want to increase joint working, but don't want to diminish local accountability.

Mr Kilgallen, in response to a question from Cllr Mark Packard, stated that the increase in recorded crime was largely down to way police authorities were asked to change how they recorded crimes. This change occurred after it was shown that there were inconsistencies nationally as to how crimes were recorded.

Mr Kilgallen, in response to a question from Gareth Malone, stated that he did not have a breakdown of the relative figures for crime in the Swindon and Wiltshire areas, but that they could be made available on request.

It was noted that the public consultation process was taking place from Wednesday 16 December through to Wednesday 3 February 2016 and more information could be obtained from the Commissioner's website:

www.wiltshire-pcc.gov.uk

The Chairman thanked the officer for their presentation.

12

Carer's and Older People's Champion

Victoria Welsh, Community Engagement Manager, presented the report, which asked the Area Board to appoint Carer's Champion and an Older People's Champion.

Councillor Bill Douglas proposed, subsequently seconded by Cllr Mark Packard , that Mike -Oakes be appointed as Carers Champion.

Baroness Scott raised concerns that the Area Board was being asked to make an appointment without more details of the applicants, and assurances that DBS checks had been undertaken. Furthermore, she asked if the village and parish communities had been contacted to put names forward.

Cllr Peter Hutton proposed, subsequently accepted as a friendly amendment by Cllr Douglas, that the appointment be conditional on a successful DBS check, and that further information be sent to the next meeting.

	<p>Following a debate, the meeting:</p> <p>Resolved</p> <ol style="list-style-type: none"> 1. To appoint Mike Oakes as Carers Champion, subject to passing a DBS check; and 2. That further information be presented to the next meeting to address the issues raised by the Area Board.
13	<p><u>Town, Parish and Partner Updates</u></p> <p>The written updates from community partners were noted.</p>
14	<p><u>Local Priorities 2014/15</u></p> <ol style="list-style-type: none"> i. Road Safety <p>Councillor Bill Douglas reported that the CATG was discussing 20mph proposals</p> ii. Crime & Community Safety <p>Councillor Desna Allen stated that had not been a meeting recently, so there was nothing to report.</p> iii. Child Poverty <p>Councillor Chris Caswill reported that he had hoped to bring an item to the next meeting.</p> iv. Better Use of Outdoor Spaces <p>Councillor Linda Packard confirmed that The Nature of It will be leading 3 projects using outdoor spaces - see earlier funding award</p>
15	<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.</p> <p>Resolved to make the following awards:</p> <p>The Beacon Centre Upstairs Water Supply - £600</p>
16	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Area Board considered the report arising from the last meeting of the CATG</p>

and the recommendations within.

It was noted that the Community Engagement Manager would be supporting the CATG in the interim.

Resolved

- 1. to note the Financial summary**
- 2. In relation to the Highways Contract, note the moratorium on new orders until 1-Apr-15 to enable backlog to be addressed**
- 3. Issue No, 3866 – Woodlands Road - allocate £600 towards the cost of this scheme conditional upon 25% contribution from Town Council**
- 4. Issue No: 3868 Woodlands Road, Chippenham - allocate £600 towards the cost of this scheme conditional upon 25% contribution from Town Council MR to contact Ann Chard regarding**
- 5. Issue No: 3885 Plough Lane, Kington Langley – to class this a Priority 1 scheme**
- 6. Issue 4027 Long Ridings, Chippenham; Issue 4234 Chamberlain Road junction with Frogwell; Issue 4235 Picketleaze Junction with Frogwell; Issue 4327 Hill Corner**
- 7. Road, Chippenham – to deal with all dropped kerb requests together as a special exercise as in previous years**
- 8. Issue 4172 The Hamlet, Chippenham; Issue 4326 The Hamlet, Chippenham - to class this a Priority 1 scheme**
- 9. Issue 4322 Bumpers Farm, Chippenham – to refer this matter to Head of Sustainable Transport**
- 10. To note other issues and actions identified in the CATG notes.**

17

Urgent items

There were no urgent items.

18

Evaluation and Close

The Chairman thanked everyone for attending the meeting, and drew their attention to the future meeting dates.

Report to	Chippenham Area Board
Date of Meeting	29.2.16
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.

DRAFT

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 £83.681 (amended).
- 1.2. The remaining balance for Chippenham Area Board Youth Funding for 2014/15 is £14,540 (This allows for £7000 possible carry over funds to 2016/17, for x2 ropes courses as agreed at the Area Board meeting on the 9.11.15).
- 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 has established a wider LYN, contacting and working with 28 different 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 links with schools..
- 2.2 The Zanshin Self Defence group runs Tuesday evenings at Riverbank.
- 2.3 Following the approval of grants 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 developed with the Parish Forum.
- 2.6 Further developments include a mountain bike group starting 24th February, and a high ropes course event February half term holiday.
- 2.7 A girls group delivered by Kandu Arts has been supported and started in January on Wednesday evenings at Kandu offices for developing young women's life skills and self-confidence.
- 2.8 The provision of the Youth Café at Riverbank on Friday evenings run by the Rise Trust has started well with 38 initial attendees (re: January).
- 2.9 Support and advice has been given to Chippenham Sea Cadets, who have received funds for volunteering refurbishment programs.

- 2.10 A taster 'hip-hop' dance session is planned to start for April at Langley Burrell village Hall.
- 2.11 The Nature of It have been funded to run three distinct outdoor based activity provisions for young people over the course of the next year.
- 2.12 A 'wider' LYN event at Wiltshire College is planned for March to enable young people, providers, and partners to review the progress and Community Lead model and offer in the Chippenham Area.
- 2.13 A LYN lead 'youth festival' event is planned for spring /summer 2016 subject to funding support.
- 2.14 Support for the skate park development continues as needed.
- 2.15 Activities are being promoted via the Chippenham Local Youth Network Facebook page.
- 2.16 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.
- 4.2. If all grants submitted at the Area Board meeting on the 29.2.16 are supported the funding balance for 2015/16 will be £1220. (This allows for £7000 possible carry over funds to 2016/17, for x2 ropes courses as agreed at the Area Board meeting on the 9.11.15).

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

DRAFT

Report to Chippenham Area Board
Date of meeting 29.2.16
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
Wiltshire Music Centre	£1000	yes
Chippenham Youth Festival Event	£9000	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 254 (hyper link)	Wiltshire Music Centre	World Music workshops	£1000
Project description The project offers World Music Workshops to all music students in secondary school in Chippenham. The workshops will contribute to providing high-quality music education in areas where provision is currently low. The workshops will be delivered by world-class artists and will aim to enthuse the students about world music in a genre that is often overlooked in music education therefore helping increase the young people’s engagement with world music. This application is part of a wider project supported by partner funding to include primary schools.			
Recommendation of the Local Youth Network Management Group That the application meets the grant criteria and is approved for the amount of £1000.			

Application ID	Applicant	Project Proposal	Requested
ID (hyper link)	Chippenham LYN	Chippenham Youth Festival event	£9000
<p>Project description</p> <p>The aim would be to run a 'youth festival' event to include a mix of entertaining and celebratory activities for young people at locations in Chippenham, with outreach links to the villages. The event would include a mix of arts (e.g outdoor cinema) and/or physical activities (where possible involving local providers) and run either as part of a holiday offer in May or July/August 2016.</p>			
<p>Recommendation of the Local Youth Network Management Group</p> <p>That the application is approved for the amount of £9000. In advance of the event to enable effective planning/run up time.</p>			

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

Report Author

Name Richard Williams Title Community Youth Officer
Tel: 07765101338 Email: Richard.williams@wiltshire.gov.uk

Report to Chippenham Area Board
Date of meeting 29.2.16
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 Youth Arts Partnership	£3320	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 n/a	Wiltshire Youth Arts Partnership	Weekly introductory ‘hip hop/street dance’ session, including school based taster sessions, and end of project workshop.	£3320
Provider (details of the PAYP provider) WYAP offers arts services and tailored projects around Wiltshire, using mainly local instructors.			

Positive activity description

Weekly introductory 'hip hop/street dance' session, including school based taster sessions, and end of project workshop. To run Mondays at Langley Burrell Hall 4.30 to 6pm. The project will start in March offering taster sessions in the secondary schools followed by weekly sessions April to June, and an end of project workshop Jun/Jul. Places up to x20 young people / ages 12-16yrs

Explanation why chosen this supplier

WYAP is the only Wiltshire proved on the directory that offer this service.

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 strategic plan for young people and is approved for the amount of £3320

Background documents used in the publication of this report:

- Quotation form (from the procured service provider).

Report Author

Name, Richard Williams Title Community Youth Officer
Tel: 07765101338 Email: Richard.williams@wiltshire.gov.uk

Report to	Chippenham Area Board
Date of Meeting	29th February 2016
Title of Report	Community Asset Transfer

Executive Summary

This report deals with an application for the transfer of Englands Social Centre in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

Chippenham Area Board is asked to consider an application submitted by the Trustees of Englands Social Centre for the transfer of Englands Social Centre See map attached at Appendix 1. The applicant's proposal is set out at Appendix 2.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

Chippenham Area Board is recommended to authorise the Solicitor of the Council to execute all documentation needed to implement the transfer subject to the following conditions:

The building is maintained for the benefit of the community and residents will be encouraged to enjoy the amenity

1. Purpose of Report

Chippenham Area Board is asked to consider an application submitted by the Trustees of Englands Social Centre Council for the transfer of Englands Social Centre See map attached at Appendix 1 and the applicants' proposal is set out at Appendix 2

2. Background

- 2.1. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. Wiltshire Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
- 2.2. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
- 2.3. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
- 2.4. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

3. The application before the Area Board

- 3.1. The application from the Trustees of Englands Social Centre is attached at Appendix 2 and relates to the transfer of Englands Social Centre.
- 3.2. The application was submitted in accordance with Wiltshire Council's application process and meets the requirements for consideration by the Area Board.
- 3.3. The Community Engagement Manager has consulted with the Asset Portfolio Manager (Estates), who has undertaken appropriate consultation with service departments across the Council.

4. The views of Council officers

- 4.1. On behalf of Wiltshire Council, Strategic Asset & Facilities Management (who have overall responsibility for the Council's estates and property) have provided the following observations to the Area Board:
 - 4.1.1. The property is currently leased to the applicant. The contractual term has expired but the lease is continuing by operation of law.

- 4.1.2. There are arrears of rent under the current lease. These will cease to accrue any further upon completion of the transfer.
- 4.1.3. In order to ensure that the arrears can be recovered, the transfer will need to be by way of a long lease. This lease will contain suitable terms to enable the arrears to be recovered.
- 4.1.4. The lease will contain a provision requiring the property to be used for community purposes. If it is not used for this purpose the lease will be terminated. This will fulfil the requirement in the CAT policy for a reverter clause in favour of Wiltshire Council.
- 4.1.5. Access to the property is over an unadopted lane. The lease will require the applicant to bear a fair proportion of the cost of maintaining the lane.

5. Main issues for consideration by the Area Board

- 5.1. It is a requirement under Wiltshire Council’s Asset Transfer Policy that there must be a clear link between the asset transfer request and local community priorities.
- 5.2. This proposed asset transfer demonstrates a link to Wiltshire Council’s priorities in the Local Agreement for Wiltshire “Help local communities develop their own priorities and improvements “and “We help communities help themselves”.

6. Recommendation

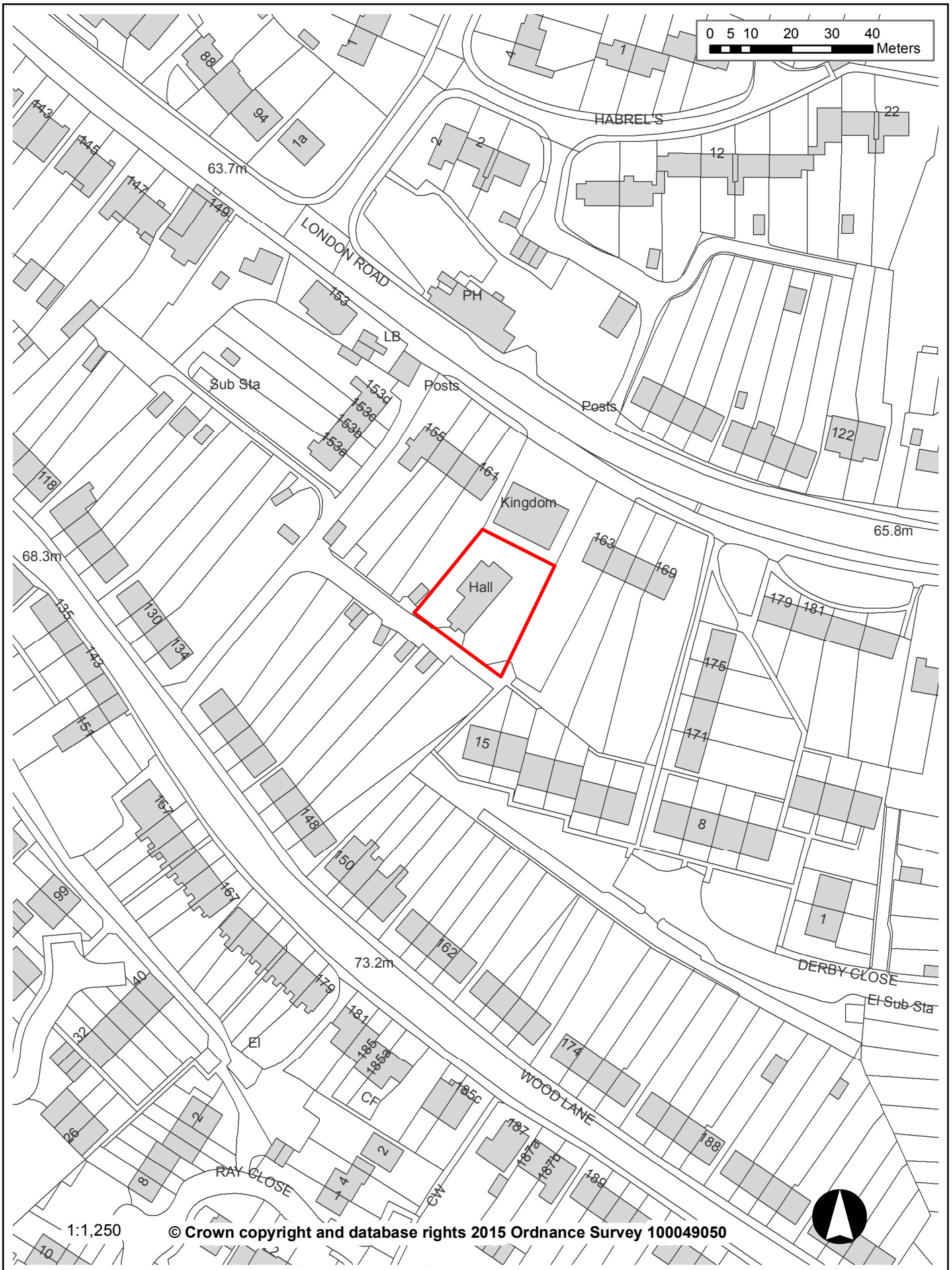
- 6.1. Having carefully considered the application and the views of Council officers, the Area Board is invited to approve the transfer subject to the following conditions:

The building is maintained for the benefit of the community and residents will be encouraged to enjoy the amenity.

Appendices:	Appendix 1 - Map Appendix 2 – Community Asset Transfer application
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Report Author	Victoria Welsh Community Engagement Manager victoria.welsh@wiltshire.gov.uk 01249 706 446
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Appendix 1



Form CAT01

Application for the transfer of a Council asset

Your details

Your Organisation *Englands Social Centre Trustees*

Contact name

Position held

Address

Postcode

Telephone

Email

Your proposal

(please complete Checklist CAT02 before completing the following)

Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

Englands Social Centre's address is: Wood Lane, Chippenham SN15 3AN.
The property is situated on Wiltshire Council owned land between Wood Lane and London Road, Chippenham. The site's dimensions are 31m x 27m. The site boundaries are well defined by walls and fences which are in good condition. Vehicle and pedestrian access is from Wood Lane whilst there is also a pedestrian pathway from London Road. These access routes are both unadopted.
This application for transfer relates to the land on which the Centre and its car park stand, not the vehicle and pedestrian access points.

Summary of proposal

Why do you want the asset and how will this benefit the local community?

Englands Social Centre was opened in the late 1940's as a community hall for the people of Chippenham. It has been in continuous use as a local community resource since then.

In 1948 public subscriptions collected from the local community enabled the purchase of a surplus, ex-Second World War military building from a local MOD site which was re-assembled on land off Wood Lane, Chippenham owned by the local authority in

existence at that time. The land was leased to the community at a peppercorn rent of £5 per annum. Since the 1940's the local authority has retained ownership of the land whilst the building and its operation has been the responsibility of the community.

The lease has been renewed at regular intervals since 1948 without change to its terms and conditions. It has always been between the local authority in existence at the time and the Trustees (currently five in total), who now operate as a registered charity, "Englands Social Centre". The Centre has always been a non profit making operation.

The lease was last reviewed in 1984 and renewed at that time for a term of 30 years. Under the terms of each lease the Trustees continued to be responsible for maintaining the premises and paying the utilities' bills. The trustees managed the hiring of the premises and the fees generated were used to pay for the upkeep of the premises.

The Centre has always been used by a diverse range of local, formally-organised social activity groups from across Chippenham, such as Guides groups. It is also hired out to individuals for one-off events such as birthday parties and recently for a dewali celebration. Other users currently include training providers who use it as a location for first aid training. During the Chippenham Folk Festival it is hired by visiting groups as affordable, overnight, group accommodation. It is used by Wiltshire Council as a polling station.

The last lease expired in June 2014. The lessor in 1984 was North Wilts District Council but by 2014 this had become Wiltshire Council following the creation of the unitary authority. Since June 2014 the rent has been paid on a month by month basis whilst attempts have been made to resolve the future of the Centre. The normal use of the Centre has continued in the meantime.

As stated above, the original charge for the use of the land under the lease was a peppercorn rent of £5 per annum. However in recent years Wiltshire Council has increased this to a commercially set rent of £184.83 per month. Having to pay such a large amount absorbs most of the monthly income from hiring the Centre, despite the Trustees attempts to boost income by increasing the hire charges in 2013 to £12.50 per hour. As a result the financial reserves of the charity have been well below £1000 for several years.

The Trustees would like to continue to operate the Centre so that it remains the community resource it has been over the past 70 years. However they now consider the finances have deteriorated to such a level they will be unable to operate the Centre much longer under the present financial arrangements. Funds are needed to pay for repairs and to carry out improvements to the premises but the Charity's financial

reserves are almost exhausted. The Trustees feel the present leasing arrangements with Wiltshire Council should be brought to an end by the transfer of this community asset back to the community.

If the Centre were to close the groups currently using it would struggle to find suitable alternative accommodation elsewhere in the area for their activities as a number of other local halls in Chippenham have closed. Individuals in the community would be denied a local, affordable venue for their social and communal needs in their immediate area.

Community use

Please explain how the asset will be used

(Please refer to questions 5-8 in the checklist - CAT02)

If the application for the transfer of the asset is successful the Trustees will continue to operate and supervise the premises as before - that is as local, affordable premises with car parking space attached, available for hire to any interested group(s) or individual(s) from the local or wider Chippenham community for their social activities.

The existing management structure of a registered charity, "Englands Social Centre", with a group of trustees (currently five) will operate the Centre. The trustees administer the hiring, cleaning and maintenance of the premises but neither they nor anyone employed by them supervises the premises whilst they are in use. The Trustees ensure each prospective hirer's activities come within the constraints of the charity's aims before allowing its use. The Centre's existing conditions of hire stipulate that the hirer is responsible for supervising the occupants and their activities whilst they are on site. No person under the age of 21 is allowed to hire the premises and a person aged 21 or over must be present in the premises at all times whenever it is in use.

There has been continuous public access to the site since the 1940's. Access by vehicle is by an unadopted road leading from Wood Lane. This road also serves as rear access to the neighbouring residential properties in London Road and Wood Lane. There is also an unadopted pedestrian pathway from London Road.

If this application is successful the Trustees wish to upgrade the premises to improve its accessibility and suitability for use by people with disabilities. For example, at present there are no toilets available on site adapted for use by people with disabilities.

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

(Please refer to questions 5-8 in the checklist - CAT02)

The premises are made up of an entrance lobby and a hall 8 m x 21m. Attached to one side of the hall are separate male/female toilets, a storage area with lockers for groups who hire the premises to store their equipment and a fitted kitchen with a domestic gas cooker, gas boiler, fridge etc. The building is constructed on a concrete slab. The walls are timber framed with external cement skin and dry lined interior. The roof is of a

shallow pitch and has a modern sheet metal covering. The windows are double glazed. The floor in the main hall is a parquet wooden floor.

The premises are considered large enough and to have the right facilities to support most types of social activities for groups of up to 100 people. Within the boundaries of the premises is a gravelled car park for up to 15 vehicles.

The premises are located in the middle of the built up area of eastern Chippenham and can be easily reached by members of the public.

The premises are cleaned and inspected at least once per week throughout the year. Any maintenance and repair issues are picked up during this inspection. The gas boiler undergoes an annual safety check; the electrical system was certified safe in 2014 following the required 10 yearly inspection under the Electricity Regulations. Fire safety equipment is inspected annually.

All the main utilities of gas, electricity and water are present.

Community support and consultation

Please set out who you have consulted about your proposal and how you have addressed any concerns raised

(please refer to questions 9-14 in the checklist - CAT02)

The Centre is surrounded by residential properties. Some of these are owner-occupied whilst the remainder are owned by Green Square Housing Association.

Nearby residents have been sent a newsletter during the summer of 2015 setting out the Trustees proposal to apply for an asset transfer. In it they were given the option of commenting online or in writing to the Trustees about the proposed asset transfer. As the proposal will result in a continuation of the existing uses of the building, including local residents hiring the premises themselves it was not anticipated any objections or concerns would be raised by them and indeed no comments have been received from local residents.

Green Square Housing Association has been contacted about the proposal. It has raised no objections with the exception that it will expect the unadopted access road and pedestrian footpath to the Centre to remain unaffected by the proposal's acceptance as its tenants already have access to their properties via these access points which have been in use for decades.

Wiltshire and Chippenham Town Councillors have been informed of the proposal. No comments have been received.

All groups which currently use the Centre have been sent a newsletter about the proposed transfer and asked for comments either online or in writing. One reply was been received which supported the proposal.

Legal issues

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset *(please refer to questions 15-18 in the checklist - CAT02)*

There are no known covenants or legal constraints on the application.

No planning consent is required as there are no changes of use or alterations to the building contained in this submission.

There is existing public liability insurance cover for the building, its occupants and the trustees' liabilities to a limit of £10m.

Risk assessments have been carried out in accordance with health and safety legislation in relation to risks to employees, contractors, hirers and local residents for general operational and fire risk. No significant risks were identified in this simply designed and constructed building. Its safe use is dictated in the conditions for hire. Suitable control measures are in place to control remaining risks.

Financial matters

How will you fund future running costs, repairs and maintenance?
(please refer to questions 19-23 in the checklist - CAT02)

Past capital maintenance costs have been met through hiring income. A one-off grant was obtained from Chippenham Borough Lands Charity for major renovations some 9 years ago following extensive damage by vandals.

It is calculated that if this application is successful and income is not diverted to pay rent then the hiring income will cover ongoing maintenance costs. Any large repair or extraordinary cost may require application to other bodies for help should they arise in the future.

Income generated through hiring the premises has always met day to day running costs.

The Centre generates its own income but is a non profit making organisation.

No third party will assist with normal costs though it may be necessary to seek help from a third party for extraordinary repair costs.

The Centre has a small amount of contingency funding but, as indicated above, the cost of paying commercial rent to Wiltshire Council has resulted in the contingency fund being run down to cover rent liabilities. Current contingency funds are about £650.

Future management

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?
(please refer to questions 24-27 in the checklist - CAT02)

The Trustees currently manage the asset and will continue to do so if the asset transfer goes ahead.

The Trustees have managed the Centre through meetings and regular communication with one another.

The Trustees are volunteers drawn from users of the Centre. Other users are informed of and invited to the annual AGM.

No other body or person will be involved in the management of

the asset other than the Trustees.

DECLARATION

I confirm that the details included in this application are correct

Signed:

Name (please print):

Date: *2 December 2015*

Form CAT02

Application for the transfer of a Council asset

CHECKLIST

Community use	Question	Yes	No	Note
	1. Is the asset to be provided for a public purpose?	x		<i>The Council will not transfer assets for private or commercial use</i>
	2. Will the asset be hired or used by third parties?	x	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	x	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	x	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

Is the asset fit for proposed use?	Question	Yes	No	Note
	5. Is it big enough?	x		<i>The Council will not transfer assets that are unsuitable</i>
	6. Is it in the right location?	x		<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	x		<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? <i>(Water, electricity, drainage, etc.</i>	x	<input type="checkbox"/>	<i>If 'no' - your application should explain if they are needed</i>

Community Support and consultation	Question	Yes	No	Note
	9. Have you consulted nearby residents?	x	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	x	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	x	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	x	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	x	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	14. Is there community support for the change of use?	x	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

	Question	Yes	No	Note
Legal	15. Are there any covenants or other legal constraints?	<input type="checkbox"/>	x	<i>If 'yes' your application should explain implications</i>
	16. Does the proposed use require planning consent?	<input type="checkbox"/>	x	<i>If 'yes' your application should explain implications</i>
	17. Have you considered insurance cover?	x	<input type="checkbox"/>	<i>If 'no' your application must explain implications</i>
	18. Have you assessed health and safety liabilities?	x		<i>Your application must explain how you will deal with risks and liabilities</i>


	Question	Yes	No	Note
Finance	19. Can you meet all capital maintenance costs?	x	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
	20. Can you meet all day-to-day running costs?	x	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
	21. Will you use the asset to generate income?	x	<input type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
	22. Will any third party be assisting with the costs?	<input type="checkbox"/>	x	<i>If 'yes' your application should provide further details</i>
	23. Do you have any contingency funds?	<input type="checkbox"/>	x	<i>If 'no' your application should set out how you will deal with contingencies</i>

	Question	Yes	No	Note
Management	24. Will you manage the asset?	x	<input type="checkbox"/>	<i>If 'no' your application should set out who will manage the asset.</i>
	25. Will a management committee be set up?	x	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	26. Will users of the asset be involved?	x	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	27. Will someone be employed to manage the asset?	<input type="checkbox"/>	x	<i>If 'yes' your application should set out how this will work</i>

Report to	Chippenham Area Board
Date of Meeting	29 th February 2016
Title of Report	Area Board Funding

Purpose of the report: To consider the applications for funding listed below

Applicant	Amount requested
Community Area Grant No: 1626 Applicant: Christian Malford Sports and Recreation Association Project Title: Community Cricket Training Nets View full application	£6,000
Community Area Grant No: 1597 Applicant: Sutton Benger Rugby Football Club Project Title: New rugby goalposts View full application	£900
Community Area Grant No: 1670 Applicant: Yatton Keynell Recreation Association Project Title: Yatton Keynell Hall Revamp View full application	£10,000
Community Area Grant No: 1727 Applicant: Wilts & Berks Canal Trust Project Title: Restoration of Top Lock Pewsham View full application	£19,873
Community Area Grant No: 1730 Applicant: Ivy Wildlife Garden Project Title: Ivy Wildlife Garden cameras and tools View full application	£1,000
Digital Literacy Grant No: 1549 Applicant: Yatton Keynell Under 5s PreSchool Project: Bybrook Pre-school IT learning opportunities View full application	£746

<p>Digital Literacy Grant No: 1739 Applicant: Rag and Bone Arts CIC Project Title: Filming equipment View full application</p>	<p>£739</p>
<p>Councillor Led Initiative Applicant: Councillor Mark Packard Project Title: Chippenham Games</p>  <p>Area Board Projects and Councillor Led Init</p>	<p>£1,565</p>

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

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.

If Councillors approve the applications contained in this report the balance of Chippenham Area Board funding will be:

Digital Literacy Funding: Balance £15

Community Area Grant Funding: £13,715

The Cabinet Member for Communities has confirmed that the balance of unspent funding 2015/16 will be carried over to 2016/17.

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

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
1626	Christian Malford Sports and Recreation Association	Community Cricket Training Nets	£6,000

Project Description:

To install new cricket net facilities in Christian Malford Recreation Ground

Comments from Community Engagement Manager:

- This application meets the current Community Area Grant Funding criteria.
- This project demonstrates a link to Wiltshire Council Business Plan "To support and empower communities to do more for themselves", 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 project demonstrates a link to Chippenham Area Board priorities "Better Use of Outdoor Spaces" and "Improve Sports & Leisure Facilities"
- The applicant has secured support from Christian Malford Parish Council
- The applicant is working with Wiltshire Council Sports Development Team and Wiltshire Cricket to expand the cricket club, enhance the recreation facilities and encourage outdoor sports
- Wiltshire Council Sports Development Officer has provided the following comments:

- The project will provide the club with enhanced playing facilities which would attract both junior and adult members to the club
- We feel that there is strong evidence to suggest that Christian Malford would have the correct infrastructure to rapidly increase participation. In addition, there increase in creating both male and female opportunities heavily replicates the agenda of both Wiltshire Council and Wiltshire Cricket.
- It is apparent that Christian Malford Cricket Club is looking to build a sustainable, local club for all members within their community
- The Cricket Club will be able to generate new participants due to the improved infrastructure. This will offer both junior and adult members more opportunities to access training at the club opposed to travelling elsewhere. Both Wiltshire Cricket and Wiltshire Council's Sports Development team will be seeking ways in which we can attract new audiences to Christian Malford Cricket Club to ensure that they can increase participation throughout the club
- Officers are of the opinion that this project will help to deliver Chippenham Area Boards top priority to make "Better Use of Outdoor Spaces" and deliver wide community benefit; it would therefore be appropriate to make an exception and award more than the normal maximum amount of £5,000

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
1597	Sutton Benger Rugby Football Club	New rugby goalposts	£900

Project Description:

Provision of new rugby goalposts to enable Sutton Benger Rugby Club to continue to provide sporting opportunities for the local community. The existing goalposts were second-hand when acquired 12 years ago and have deteriorated into an unsafe condition as verified by the RFU Wiltshire Rugby Development Officer.

Comments from Community Engagement Manager:

- This application meets the current Community Area Grant Funding criteria.
- This project demonstrates a link to Wiltshire Council Business Plan "To support and empower communities to do more for themselves", 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 project demonstrates a link to Chippenham Area Board priorities "Better Use of Outdoor Spaces" and "Improve Sports & Leisure Facilities"

- Match funding is not required for applications up to an including £1,000
- Wiltshire Council Sports Development Officer has provided the following comments:

This project is a high priority for the club. After a recent inspection by the local Rugby Development Officer it was insisted that the current rugby posts were not fit for purpose and would not be allowed to use these for next season (September 2016). Therefore, the club would either have to locate an alternative venue or fold as a club.

Proposal
That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
1670	Yatton Keynell Recreation Association	Yatton Keynell Hall Revamp	£10,000

Project Description:
To revamp interior of Yatton Keynell Hall to create second multi-activity Hall with separate facilities and entrances allowing multiple users the ability to use the Hall throughout each day. This will be achieved by removal of internal walls and re-location of toilets catering for better disabled users' needs.

Comments from Community Engagement Manager:

- This application meets the current Community Area Grant Funding criteria.
- This project demonstrates a link to Wiltshire Council Business Plan "To support and empower communities to do more for themselves" 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 applicant has secured support from Yatton Keynell Parish Council
- Officers are of the opinion that this project will support the applicant's aspiration to create a second multi-activity hall with separate facilities and entrances allowing multiple users the ability to use the hall.
- Officers are also of the opinion that enhancing the existing well-used and popular facilities at Yatton Keynell Village Hall will be of wide community benefit and it would therefore be appropriate to make an exception and award more than the normal maximum amount of £5,000

Proposal
That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
1727	Wilts & Berks Canal Trust	Restoration of Top Lock Pewsham	£19,874

Project Description:

Pewsham Locks is a unique heritage industrial site. There are three locks where boats laden with coal from Somerset Coal fields would have passed through on their way to the Thames and London 200 years ago. There is a rare shallow dry dock largely intact and evidence of a carpenters workshop saw pit and lime kiln. Top Lock is the first of the structures to be restored. It will be done using volunteer labour the local branch team who last year rebuilt a large brick culvert and some ex-service personnel from Help For Heroes helping them to rebuild their lives.

Comments from Community Engagement Manager:

- This application meets the current Community Area Grant Funding criteria.
- This project demonstrates a link to Wiltshire Council Business Plan “To support and empower communities to do more for themselves”, 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 project demonstrates a link to Chippenham Area Board priorities “Better Use of Outdoor Spaces” and “Improve Sports & Leisure Facilities”
- The applicant states that the local community will benefit from the restoration of the canal through their locality economically, environmentally and for recreation. Local school children have visited the site and have taken part in activity days. Education interpretation and audio trails are included in this bid. Restoration of the Wilts Berks canal is in the Wiltshire Core Strategy and the route is protected. At 4.8 restoration of the canal is mentioned as a solution to lack of green tourism. The majority funder for Pewsham Top lock is Dream Fund where led by the Canal River Trust the scheme is partnered by Help for Heroes and in association with the team at Tedworth house the project includes skills learning for their rehabilitation programme.
- Officers understand that the applicant is working in partnership with Help for Heroes and a full monitoring programme will assess the skills learning programme. Feedback is continuous from the local community from a number of sources including Wilts Berks Canal Trust stands at local events like the Chippenham Folk Festival .This so far positive feedback from local people also includes walkers and cyclists that pass the site on the North Wiltshire Rivers Route. From time to time this casual site monitoring is run in a more formalised way with questionnaires and WBCT is now developing an online survey system to open this to a wider cross section of the local community.
- Officers are of the opinion that this project will help to deliver Chippenham Area Boards top priority to make “Better Use of Outdoor Spaces” and deliver wide community benefit. Officers are also of the opinion that the restoration of the historic top lock will provide an attractive destination and enhance the applicant’s efforts to promote the restored canal as a visitor attraction for the area; it would therefore be appropriate to make an exception and award more than the normal maximum amount of £5,000

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
1730	Ivy Wildlife Garden	Ivy Wildlife Garden cameras and tools	£1,000

Project Description:

The Ivy Wildlife Garden has been created by local resident volunteers who have transformed an area of redundant green space on the Ivy estate. The garden has attracted numerous wildlife species and many residents visit it to learn about nature and enjoy the peace. We are looking to purchase some wildlife observation cameras and replace some of our ageing tools so the garden continues to improve and engage residents in volunteering and valuing the space. This project has galvanised the local community provided a neutral meeting space and stimulated numerous other community projects.

Comments from Community Engagement Manager:

- This application meets the current Community Area Grant Funding criteria.
- This project demonstrates a link to Wiltshire Council Business Plan “To support and empower communities to do more for themselves”, 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 project demonstrates a link to Chippenham Area Board priorities “Better Use of Outdoor Spaces” and “Improve Sports & Leisure Facilities”
- Match funding is not required for applications up to an including £1,000
- Officers are of the opinion that this group has already demonstrated its ability to deliver valuable community projects. Most notably, the transformation of a previously redundant space into a garden for the benefit of local residents.
- The Ivy Estate is home to over 350 homes including over 200 flats that have no gardens the majority housing young families, the garden provides a valued space for the enjoyment of residents of all ages.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
1549	Yatton Keynell Under 5s Preschool	Bybrook Pre-school IT learning opportunities	£746
<p>Project Description: We would like to apply for funding for 2 iPad tablets for use in the preschool. These would be multi used for online learning journals to enable more parental consultation to enable online tracking for children enabling the staff to monitor and progress children effectively. They would also be used for the children themselves in a number of ways from online learning to photography etc.</p> <p>Comments from Community Engagement Manager:</p> <ul style="list-style-type: none"> • This application meets the current Digital Literacy Funding criteria. • This project demonstrates a link to Wiltshire Council Business Plan “To support and empower communities to do more for themselves” • No match funding is required <p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
1739	Rag and Bone Arts CIC	Filming equipment	£739
<p>Project Description: We have introduced our Theatre Makers Art sessions this year alongside dance for 7-10s and plan to introduce a drama session for 11-15s after Easter. The advertising is vital to maintain the photographing, recording and promotion in order to gain enough people to run and advertise our group.</p> <p>The ability to film our own shows will enable us to make significant savings as we currently have to hire someone to do all of this for us. This equipment is vital to help us expand our offer to children and young people and to run smoothly and function well.</p> <p>Comments from Community Engagement Manager:</p> <ul style="list-style-type: none"> • This application meets the current Digital Literacy Funding criteria. • This project demonstrates a link to Wiltshire Council Business Plan “To support and empower communities to do more for themselves” • The project demonstrates a link to Chippenham Area Board priorities “Improve Sports & Leisure Facilities” 			

- No match funding is required

Councillor Led Project	Project Proposal	Requested
	Chippenham Games 2016	£1,565

Project Description:

In 2012, the Chippenham Partnership of Schools worked in partnership with Chippenham Town Council to deliver a 6-day event for over 1000 children in the community area. Days 1-5 were targeted at Year 5 & 6 children, and day 6 at children with special education needs and/or disability (SEND); this sixth day was delivered at Hardenhuish School.

The Chippenham Games, a legacy event was delivered in 2013,2014 and 2015. Due to the success of previous events in promoting healthy lifestyles, transition into secondary schools, exit routes to sports clubs in the Chippenham area and the fact we also use Young Sports Leaders from the 3 secondary schools to lead activities, act as role models and experience the benefits of volunteering in the community we wish to repeat the event in 2016.

As it is our fifth year we need to purchase picnic tables, gazebos a PA system and staging as the current ones we have are either broken or in a poor state of repair. We also need to replace bunting and would like to give the children pedometers so they can record how many laps they achieve on the mini marathon which is always a talking point throughout the days.

Comments from Community Engagement Manager:

- This application meets the current Community Area Grant Funding criteria for Councillor Led Initiatives
- This project demonstrates a link to Chippenham Area Board “Better Use of Outdoor Spaces” and “Improve Sports & Leisure Facilities”
- This project demonstrates a link to Wiltshire Council Business Plan “To support and empower communities to do more for themselves”, 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)
- This project aims to:
 - Address obesity in children in the Chippenham area which is above Wiltshire average
 - Improve the Health of Children and Young People
 - Increase levels of participation in sports and leisure activities
 - Encourage more young people to volunteer
 - Provide equal opportunities for children and young people (highlighted is the 10% increase in Child Poverty and Children in Need)

- This project has secured support from Chippenham Town Council

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

Report Author:

Victoria Welsh

Community Engagement Manager

01249 706 446

Victoria.Welsh@wiltshire.gov.uk

Area Board Projects and Councillor Led Initiatives Application Form 2015/2016

To be completed by the Wiltshire Councillor leading on the project

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

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

1. Contact Details

Area Board Name	Chippenham		
Your Name	Councillor Peter Hutton		
Contact number	01249 660 713	e-mail	Peter.hutton@wiltshire.gov.uk

2. The project

Project Title/Name	Street Survival Kits
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<i>The survival kits comprise of: Waterproof backpacks, Smoke detectors, Tin for cigarette ends, Wind up lantern, Personal hygiene items, Basic utensils, First Aid Kit, Survival blanket, Sleeping bag. Doorway staff will source items and assemble the kits. The scheme to distribute kits to rough sleepers was piloted in 2008 and working with homeless people it was possible to identify the key items they needed. Doorway staff will issue the kits which make a real difference to homeless people and are crucial to preventing both fires and hypothermia. The Street Pastors will signpost rough sleepers to Doorway and will have blankets to distribute in emergencies until such times as individuals can access Doorway Services. 20 x Street Survival Kits @ £45 = £900 10 x Sleeping Bags @ £300</i>

Where is this project taking place?	Chippenham Community Area
When will the project take place?	As soon as funding is granted and released Doorway will purchase items to make up the kits
What evidence is there that this project/activity needs to take place/be funded by the area board?	Doorway and the Street Pastors have extensive experience working with rough sleepers

How will the local community benefit?	Reduce the instances of accidental fires and the associated risks of fire related deaths and injuries amongst Street Homeless. The provision of the kit also enables the Doorway to initiate engagement with rough sleepers and to signpost, support and encourage them to access services available with other organisations. The Street Pastors will signpost rough sleepers to Doorway and will have blankets and sleeping bags to distribute as necessary.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	N/A		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Strengthen links between council & voluntary sector health & social care		
What is the desired outcome/s of this project? Reduce the instances of accidental fires and the associated risks of fire related deaths and injuries amongst Street Homeless. Prevent deaths of rough sleepers due to hypothermia.			
Who will be responsible for managing this project? Lisa Lewis, Doorway & Michael Weekes, Street Pastors			
3. Funding			
What will be the total cost of the project?	£ 1,200		
How much funding are you applying for?	£1,200		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Doorway		
4. Declaration – I confirm that...			
<input checked="" type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input checked="" type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Peter Hutton			Date: February 2016
Position in organisation: Councillor			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

ACTION TRACKER	
Chippenham Community Area Transport Group (CATG) 15th February 2016	Report Author: Victoria Welsh
Present: Linda Packard (LP) Lesley Palmer (LPa) Angela Williams (AW) Maurice Dixson (MD) Chris Clark (CC) Martin Rose (MR) Victoria Welsh (VW)	
Additional Attendees: None	
Apologies: Spencer Drinkwater, John Scragg	

No.	Item	Update	Actions & Recommendations	Who
	<p>CC confirmed that Highways Engineers are producing a list of priorities for each of the community areas based on technical reports.</p> <p>The purpose of the meeting is to provide the benefit of local knowledge to the selection process for Highways Major Maintenance</p>	<p>CC confirmed new contract details:</p> <ul style="list-style-type: none"> • Surface dressing - Eurovia • Resurfacing - Ridgway and Tarmac 	<p>Peter Binley is working on the Highways Major Maintenance implementation list for submission to Chippenham Area Board meeting on 25th April 2016</p>	

No.	Item	Update	Actions & Recommendations	Who
	Cabinet Member Philip Whitehead provided a written update on the current status of 2016/17 Highways Major Maintenance schemes	<p>The following schemes have been reprogrammed for 2016/17:</p> <ul style="list-style-type: none"> • Hill Hayes Lane • Friday Street – B4069 south to Foxham • Lye Common – junction with Station Road to junction with Thornend • B4039 junction with Fosse Way/The Gibb • A420 Bristol Road 	<p>CATG noted that last year in the Chippenham Community Area 4,496m resurfacing was completed leaving 13,124m outstanding</p> <p>CATG recommendation - Chippenham Area Board note the details of the reprogrammed schemes</p>	
	Consider priorities for Chippenham Community Area Highways Major Maintenance 2016/17	<p>The following schemes were prioritised in 2015/16 but not completed:</p> <ol style="list-style-type: none"> 1. Road from Ford to Slaughterford (C151) 2. U/C to Leigh Delamere south to North End UC897801/2 3. Ladyfield Road Chippenham UC907301/1 4. Tugela Road (Bar of T) Chippenham UC927412/2 5. Fogamshire UC917324/1 6. Ridings Mead/Long Ridings U/C 917423/1 7. C173 – Nettleton Green up to Shire Hill 8. Derby Close U/C 927209 	<p>CATG agreed that the 8 schemes prioritised but not completed 2015/16 should remain as priorities.</p>	

No.	Item	Update	Actions & Recommendations	Who
		<p>The following roads were proposed for consideration 2016/17:</p> <ul style="list-style-type: none"> 9. Wedmore Avenue 10. Dead Hill near Grittleton 11. Ham Lane – Biddestone to Slaughterford 12. Cuttle Lane to Giddea Hall 13. Ashes Lane – Union Chapel from village pond to Newlands Green 300m approx 14. Days Lane – A350 to Newlands Green 15. Brook Street 16. Audley Road near junction with Marshfield Road 17. Allington Lane 	<p>CATG discussed the roads proposed and agreed that they would like to propose 8 new schemes were added to the 8 existing priorities making a total of 16 priority schemes for 2016/17.</p> <p>CATG recommendation - Chippenham Area Board approve the following list of priority schemes for Major Maintenance 2016/17:</p> <ul style="list-style-type: none"> 1. Road from Ford to Slaughterford (C151) 2. U/C to Leigh Delamere south to North End UC897801/2 3. Ladyfield Road Chippenham UC907301/1 4. Tugela Road (Bar of T) Chippenham UC927412/2 5. Fogamshire UC917324/1 6. Ridings Mead/Long Ridings U/C 917423/1 7. C173 – Nettleton Green up to Shire Hill 8. Derby Close U/C 927209 9. Wedmore Avenue 	

No.	Item	Update	Actions & Recommendations	Who
			<p>10. Dead Hill near Grittleton*</p> <p>11. Ham Lane – Biddestone to Slaughterford</p> <p>12. Cuttle Lane to Giddea Hall</p> <p>13. Ashes Lane – Union Chapel from village pond to Newlands Green 300m approx</p> <p>14. Days Lane – A350 to Newlands Green</p> <p>15. Brook Street</p> <p>16. Audley Road near junction with Marshfield Road</p> <p>*This road was used as a diversion route when the bridge work was carried out.in Stanton St Quintin ACTION - CC to arrange inspection</p>	CC
	Arrangements for future meetings to consider Highways Major Maintenance		ACTION - projector, map and GIS to be used to facilitate discussions	CATG Admin

Date of next meeting:

11th April 2016

10:00 – 12:00

Committee Rooms A & B, Monkton Park

Update for Chippenham Area Board

Update from	Kington Langley Parish Council
Date of Area Board Meeting	February 29 th 2016
Headlines	

- Fly Tipping is still an issue since the recent changes in opening times for the recycling centre.

- The Parish Council notes that the Range application has not been withdrawn even though the development has been re-sited to Avonmouth. An update on any alternative application should either be provided or the application formally withdrawn.

- The Traffic Lights at the Plough Lane Cross Roads appear to stay red for longer. A request has been put forward for the phasing of the lights to be looked into.

- The Parish Council together with members of the community are looking into the possibility of holding an event for the Queen's birthday celebration day.

- Pot holes are on the increase this is being reported continuously

Projects

- Assisting with School parking – The P C is looking into possible options to assist with the parking situation during school drop off/pick up times. Legal advice has been sought.

- Additional safety kerbing is to be installed – Once costs are established, the Parish Council will look to the possibility of contributing 25%

- The poor condition of Sutton Road is soon to be improved by the spreading of road plainings – the parish council assisted with this initiative.

- Moves are afoot with the aim to close the layby on the A350 due to the layby being misused by lorry drivers i.e. human fouling, litter etc, which has been attracting rats.

Future Events/Dates for the diary

- Future Parish Council meeting dates for 2016: 14th March, 5th April (APM) this meeting is held in the Union Chapel and will commence at 7.30pm, 11th April, 9th May (annual meeting of the Parish Council), 13th June, 11th July, 8th August, 12th September, 10th October, 14th November, 12th December. All meetings are held in the meeting room of the Village Hall commencing at 7.45pm.

Signed: S. Webb Parish Clerk

Date: 16th February 2016



Wiltshire Fire & Rescue Service briefing for Community Area Boards January /February 2016

Responsibility for fire and rescue policy has moved from the Department for Communities and Local Government to the Home Office.

The Government has a manifesto commitment to deliver greater joint working between the police and fire service, and it recently consulted on proposals to enable Police and Crime Commissioners to take on greater responsibility for fire services at local level.

Mike Penning has assumed responsibility for the portfolio, becoming Minister for Policing, Fire, Criminal Justice and Victims. He said: "As a former firefighter and now Minister for Policing, I know from first-hand experience how well the police and fire service can work together. We believe that better joint working can strengthen the emergency services and deliver significant savings and benefits for the public. This is about smarter working, reducing the cost of back office functions and freeing up the time of front-line staff."

"This move will have benefits for both services. Fire authorities can learn from the journey that police forces have undertaken on reform over the last five years. Equally, the success of fire and rescue services in prevention holds important lessons for the police."

Fire Service asks drivers to 'mind the gap'

Would a fire engine be able to get to your house in an emergency? That's the question Wiltshire Fire & Rescue Service is asking local people.

A fire engine needs clearance of 10ft (three metres) to pass safely. Streets congested with parked cars can delay fire engines and other emergency service vehicles attending an incident.

With more and more households having more than one car, the Service is becoming increasingly concerned that fire crews could be seriously delayed getting to an emergency incident because of inconsiderate parking.

Anyone parking on the roadside is asked to:

- Park tightly to the kerb
- Leave enough space for a fire engine or an ambulance to pass
- Leave extra room near tight corners – and never park right on a junction
- Observe double yellow lines – they are often there to ensure turning space for larger vehicles
- Fold in your wing mirrors

The Service is now running 'Mind The Gap', an awareness campaign into the dangers of inappropriate parking, with fire crews carrying out leaflet drops in areas where problems are frequently reported.

Road Safety news

The Wiltshire & Swindon Road Safety Partnership comprises of Wiltshire Council, Wiltshire Police, Swindon Borough Council and Wiltshire Fire & Rescue Service.

They are working towards the following locally agreed targets.

*KSI – Killed or Serious Injuries

40% reduction in all KSI's*

50% reduction in Child KSI's*

10% reduction in Slight Injuries

These are to be achieved by 2020 and are based against the base averages between 2004-2009.

For the last full year of published statistics in 2014 there were 1574 recorded collisions which resulted in 2157 casualties of which 31 were fatal. The overall cost of these casualties to the community is estimated to be £125 million (*Department for Transport*)

2015 statistics Published statistics for 2015 currently up until the end of July show 18 fatalities and a total of 884 casualties

	Jan	Feb	Mar	Apl	May	Jun	Jul	Totals
Fatal	2	1	1	2	2	3	7	18
Serious	18	20	15	21	30	23	24	151
Slight	188	128	94	129	128	150	185	1002
Total:	208	149	110	152	160	176	216	884

Killed and seriously injured stats for vulnerable road users

	Fatal	Serious	Slight
Motorcycle	6	36	81
Pedestrian	1	26	91
Pedal Cycle	2	21	73
Horse Riders	0	0	1
Children <15	1	8	74

Wiltshire & Swindon Road Safety Partnership Activities

The Partnership uses the police statistics above to set their campaigns and education priorities over the following 12 months. They also follow and support the national campaigns.

The Partnership receives no direct funding and works because of the commitment of each agency to reduce casualties through prevention work.

Michael FRANKLIN

Partnerships & Community Engagement Manager (Wiltshire Council area)

January 2016

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

February 2016

Developing mental health services for veterans

The NHS has launched a national engagement on mental health services for veterans.

The engagement will run until 31 March 2016 and aims to capture views and experiences of these services from a range of stakeholders, including veterans who have or have had a mental health illness, their families and carers, service charities, commissioners and providers offering treatment and support in this area.

Findings from the engagement will help to ensure that future mental health services for veterans are accessible, provide high-quality and sensitive care, treatment and support, and best meet the needs of veterans, regardless of when they leave the armed forces.

Currently, the NHS commissions 12 mental health services across England for veterans. These were set up in 2010 following publication of "Fighting Fit: a mental health plan for servicemen and veterans". The contract on these services are due in 2016/17 and this provides the NHS with a significant opportunity to ask people about their views and experiences of the current services. This will also allow the NHS to explore why some veterans have not sought or received support and treatment.

The NHS wants to hear from people who have served in the armed forces and have used or are currently using NHS veterans' mental health services. We also want to hear from family members and carers of veterans who have or have had mental health difficulties, as well as staff and organisations that are providing mental health care, treatment and support for veterans and their families.

To take part in the engagement and share your views, which runs from 25 January to 31 March 2016, please visit: <https://www.engage.england.nhs.uk/survey/veterans-mental-health-services>.

For further information on the engagement exercise or veterans' mental health services in your area, please email ENGLAND.VMH-Engagementhub@nhs.net

New provider for adult community health services in Wiltshire

Wiltshire Clinical Commissioning Group has awarded Wiltshire Health & Care the contract to provide adult community health services in Wiltshire for the next five years.

Wiltshire Health & Care is a new organisation formed by Great Western Hospitals NHS Foundation Trust, Salisbury NHS Foundation Trust and Royal United Hospitals Bath NHS Foundation Trust.

The new contract is due to start in July 2016, and will mark the start of an exciting period of change, where more care will be delivered closer to local communities, people will be supported to maintain independence and reliance on hospital services will be reduce.

As part of the CCG's five year plan to bring health care closer to home, the changes to adult community health services will ensure that the focus is very much on patient centred care with GP

practices firmly at the heart of community provision. Delivered through integrated community teams across the county, Wiltshire Health & Care will support Wiltshire CCG to meet the challenges of an ageing population and to enhance partner working across the health economy to provide a health service fit for tomorrow.

Pilot out of hours service for unwell children

A new pilot service for an out of hours GP service for children has been launched with the aim of avoiding unnecessary A&E attendances. Parents of children aged 0-10 can now book a same day appointment to see a GP at the Salisbury Walk In Health Centre.

The extended service provides health advice and treatment for minor illnesses and injuries and provides parents with a local alternative to A&E when their child is ill and their surgery is closed.

The pilot service, which is already helping to reduce some of the pressure seen at our A&E departments over the winter months, will run until the end of March 2016. It is available for children under the age of 10, and is open Monday to Friday 18:00 – 22:00 and Saturday and Sunday 16:00 – 20:00 by contacting the 111 telephone number.

If necessary, the call handler will advise parents to contact the Walk In centre to make a same day appointment. If however, the child has an obvious serious or life threatening condition; parents are advised to call 999.

Stay well this Winter campaign

Wiltshire Clinical Commissioning Group are part of the **Stay Well This Winter** national campaign to raise awareness of what you can do to stay healthy this winter and what services are available if you need additional help.

The national **Stay Well This Winter** campaign started on 5 October 2015 and will run until 27 March 2016 and will also be providing advice to those with long-term health conditions, over 65s, pregnant women and parents of under-sevens.

Get the jab, get Flu Safe

NHS Wiltshire CCG is encouraging people to have their flu jab. Flu is a highly contagious infection that anyone can catch, but it can be very serious for some. For most people flu is a relatively mild illness from which they recover within a week or two – yet every year people, especially those at risk, become seriously ill because they don't get their free flu jab.

Flu is not the same as a cold and it affects people of all ages. If you or someone you care for is in any of the at-risk groups listed below you can get a free flu jab from your GP.

- everyone aged 65 years and over
- all pregnant women irrespective of their stage of pregnancy
- Adults and children over six months with long term heart, lung, kidney, liver or neurological conditions
- people with diabetes
- anyone who has a reduced immunity because of an illness or medical condition
- people with asthma
- anyone in long-stay residential care
- carers of disabled or elderly people and healthcare workers that are in direct contact with patients

Get the best protection for yourself and your family by being flu free this winter and book your appointment today.

Staying Healthy this winter

NHS Wiltshire CCG is urging people to keep warm and well this winter, especially as the nights are starting to draw in and the temperature is dropping.

The cold can have serious consequences as it can increase the risk of strokes and heart attacks as well as causing people to catch colds and flu. Wrapping up warm, keeping the heating turned up, making sure you have enough winter food supplies and keeping a well-stocked medical cabinet in case you do catch a cold or flu are all sensible steps to take.

Some top tips on staying warm and well this winter.

1. Keep your home warm – set your central heating to between 65 and 70 degrees Fahrenheit (18-21 degrees centigrade). Heat the room you sit in during the day to 70 degrees, and your bedroom to 65 degrees. When it's very cold, set the heating to come on earlier so that you're not waiting for your home to warm up.
2. Have your flu jab. Everyone over 65, or with a wide variety of health conditions, is entitled to one free of charge. Immunity takes effect almost immediately, so even though a flu outbreak is currently well underway, you can still protect yourself by getting the jab – just call your GP to make an appointment.
3. If you do fall ill with flu, it's best to stay at home. Flu is caused by a virus, and cannot be treated with antibiotics – so a visit to your GP is not necessarily the best course of action.
4. Vomiting and diarrhoea bugs caused by norovirus are common and very infectious. This can be a very unpleasant condition, but the best advice is to stay at home and drink plenty of fluids until the symptoms pass. Norovirus is highly infectious, with an incubation period of between one and three days. For that reason, you should wait 48 hours after symptoms have stopped before going back to work or your children go back to school.
5. Make sure you have enough winter supplies and keep a well-stocked medicine cabinet, with supplies of ibuprofen, paracetamol and your favourite cold remedy at hand.

Where to go when you're ill - The following points should be helpful when deciding who to contact.

- Pharmacies offer over-the-counter medicines and advice. As well as being open during regular retail hours, they operate an out-of-hours service on a rota basis;
- Call NHS 111 for advice or go to NHS Choices website www.nhs.uk. They can give a wide range of advice and information about many conditions;
- Use the minor injuries units at Chippenham and Trowbridge or the walk-in centres in Swindon and Salisbury for cuts, burns and other injuries – but not for colds, flu or vomiting;
- Make an appointment with your own GP - an out-of-hours service is also available;
- If it is a genuine emergency, go to your local A&E department or call 999 for an ambulance

Keep an eye on elderly or frail friends, neighbours and relatives this winter and join us in helping Wiltshire stay well this winter.



Update for Area Boards - February 2016

The Care Quality Commission (CQC) inspection of The Royal United Hospitals Bath NHS Foundation Trust (RUH)

The CQC is the independent regulator of health and adult social care in England. On 14th March 2016 the CQC will be inspecting acute hospital services provided by the RUH. It wants to hear from local people about their experiences of services and will have an engagement stall at Trowbridge Library, County Hall on Wednesday 2nd March from 11.00 to 13.00.

If you would like to provide any feedback on your experiences of services, please contact the CQC on telephone 0300 0616161 or email: enquiries@cqc.org.uk. Alternatively, you can contact Healthwatch Wiltshire as we work closely with the CQC to support its inspections.

Quality Checkers in Wiltshire

Wiltshire now has a team of trained Quality Checkers available who could be called upon to check the quality of other services. Healthwatch Wiltshire is encouraging services to make use of this valuable resource. For the two organisations involved, Healthwatch Wiltshire and Wiltshire People 1st, it means an increase in the awareness and understanding of what it's like for people with learning difficulties living in a Wiltshire care home and to test an inclusive approach to engagement and volunteering.

A team of people with learning difficulties have taken part in this new project to check the quality of residential care homes providing support for other people with learning difficulties. For the team of Quality Checkers who took part it meant an opportunity for training, learn new life skills, and to take part in a project which is designed to improve services. The team visited 11 care homes and spoke to residents, empowering them to speak out about their experiences. On the whole they were impressed with what they saw and heard and produced informative reports which included recommendations for improvements after each visit.

A report which sums up the pilot project and the 11 individual visit reports are available on the Healthwatch Wiltshire website. An easy read summary and a description of the project is also available from Wiltshire People 1st. They are available in hard copy on request. For further information, please contact Healthwatch Wiltshire. Alternatively, you can call Wiltshire People 1st on 01380 871900 email admin@wiltshirepeople1st.org.uk or visit their website www.wiltshirepeoplefirst.org

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PROPOSALS FOR THE APPOINTMENT OF COMMUNITY CHAMPIONS FOR OLDER PEOPLE AND CARERS

Background:

The Council wishes to encourage Area Boards to identify champions in each of the county's community areas who will have a key role in representing the views of older people and carers at both a local and county wide level. A sum of £1000 has been identified for each community area for this purpose, should area boards wish to take up this suggestion.

Champions will talk and seek the views of older people or carers in their local communities on matters related to services provided by the Council or NHS and represent these views at area boards.

They will work with area boards and local voluntary groups to encourage joint working and share experience to help new local groups set up.

A champion can be an individual or a group who can represent the views of older people or carers in their area and who will already have contact with older people or carers.

Champions will be able to advocate for older people or carers and be a focal point for identifying what service improvements or developments are required.

They will link with and report to the Community Engagement Manager.

Each Area Board will have an annual budget of £1000. Reasonable expenses for the Champions will be met from this budget with approval being authorised by the Community Engagement Manager

Benefits to area boards of having champions:

Champions will talk to older people or carers to obtain their views about services. They will represent these views at Area Board meetings or other meetings as requested and discuss with the Council and CCG Commissioners the priorities for older people or carers and work with them on service improvements and developments.

The main duties of Champions will be:

- I. To talk with and seek the views of older people or carers in local communities on matters related to services provided by the Council or NHS.

- II. To provide a focus for the exchange of views and information between older people or carers and the Council's adult care and housing services.
- III. To attend meetings at the request of the Area Board and occasionally the Council.
- IV. To work with the Area Boards on service improvements and developments to meet the needs of people in community areas.
- V. To attend area boards to report back on older people and carers issues.
- VI. To attend meetings with other champions and the Council

If area boards wish to proceed with identifying a champion:

It is suggested that area boards seek nominations from their communities and appoint the champions at an area board meeting.

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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