

# MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Sheldon School, Hardenhuish Lane, Chippenham, SN14 6HJ  
**Date:** 13 September 2010  
**Start Time:** 7.00 pm  
**Finish Time:** 8.55 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Desna Allen (Chairman), Cllr Chris Caswill, Cllr Paul Darby, Cllr Bill Douglas, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Nina Phillips and Cllr Judy Rooke

Cllr Stuart Wheeler (Cabinet Member for Leisure, Sport and Culture)

### **Wiltshire Council Officers**

Victoria Welsh, Community Area Manager  
Julia Densham, Senior Democratic Services Officer  
Parvis Khansari, Service Director  
Robin Townsend, Head of Leisure  
Richard Williams, Youth Development Service  
Tim Martienssen, Vision Director - Chippenham

### **Town and Parish Councillors**

Chippenham Town Council – Andrew Phillips, Brian Patterson, Andrew Noblet, Martin Coates, Harry Purdon, Mary Pile, Peter Hussey  
Biddestone and Slaughterford Parish Council – Rachel de Fossard, Alison Butler  
Castle Combe Parish Council – D Taylor  
Chippenham Without Parish Council – Alex McCracken  
Christian Malford Parish Council – Ray Stockall  
Grittleton Parish Council – James Anderson

Hullavington Parish Council – Sharon Neal  
Kington Langley Parish Council – Sue Webb  
Kington St Michael Parish Council – Richard Squires  
North Wraxall Parish Council – Scott Williams  
Stanton St Quinton Parish Council – Sherry Meadows  
Sutton Benger Parish Council – Derek Liddell

**Partners**

Wiltshire Police – Inspector Kate Pain  
Wiltshire Fire and Rescue Service – Mike Franklin  
Chippenham and Villages Community Area Partnership – Jane Clark  
Chippenham Vision – John Clark, Tim Martienssen  
MOD Hullavington – Peter Murton

**Members of Public in Attendance: 33**

**Total in attendance: 75**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Desna Allen, welcomed everyone to the meeting of the Chippenham Area Board and thanked Sheldon School for allowing the use of the hall for the meeting.</p> <p>The Chairman asked the Wiltshire Councillors to introduce themselves, and also introduced Councillor Stuart Wheeler, Cabinet Member for Leisure, Sport and Culture, and Parvis Khansari, the Service Director supporting the Board.</p>	
2.	<p><u>Apologies</u></p> <p>Apologies were received from Councillor Jane Scott, Councillor Mark Packard, Maggie Bawden (Hullavington Parish Council), Lesley Palmer (Grittleton Parish Council), Maurice Dixson (Kington Langley Parish Council), Nigel Fairley (Christian Malford Parish Council) and Lynne Evans (Chippenham Town Head teachers).</p>	
3.	<p><u>Minutes</u></p> <p>It was noted that the Kington Langley Parish Council update was missing from the minutes of the last meeting.</p> <p>With this amendment, the minutes of the meeting held on Monday 5 July 2010 were agreed a correct record and signed by the Chairman.</p> <p>Matters arising from these minutes included:</p> <ul style="list-style-type: none"> <li>• Community Area Transport Group – This meeting was now fully subscribed with the appropriate level of members and would be meeting for the first time on Tuesday 21 September 2010.</li> <li>• Part Night Lighting – A workshop had taken place on Tuesday 29 July 2010. There was nothing to report to the Area Board at this stage.</li> </ul>	
4.	<p><u>Declarations of Interest</u></p> <p>Councillors Desna Allen, Paul Darby, Bill Douglas and Nina Phillips all declared prejudicial interests in item 7c (iv) which was the Performance Reward Grant Application from Chippenham Town Council. The councillors were all dual-hatted; being members of both Chippenham Town Council and Wiltshire Council.</p>	

	<p>The councillors would have the opportunity to speak to the application if they wished, but would leave the room for the deliberation and decision of the application.</p>	
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred to a number of Chairman's Announcements; full details of which were available in the agenda pack. The following additional announcements were made:</p> <ul style="list-style-type: none"> <li>• Julia Densham, Senior Democratic Services Officer would shortly be taking up new employment within Wiltshire Council as the Community Area Manager for Marlborough Area Board. The Chairman thanked Julia for her hard work and wished her well in her new role.</li> <li>• The evaluation forms for this evening's meeting were in the agenda pack and people were encouraged to complete them with any views of suggestions they may have.</li> </ul>	
6.	<p><u>Town, Parish and Partner Updates</u></p> <p><b>a) Parish and Town Councils</b>  Updates were received and noted from Christian Malford, Grittleton and Kington Langley Parish Councils. Further verbal updates were received as follows:</p> <p>Seagry Parish Council – The Parish Council was currently exploring the possibility of devolvement of allotments from Wiltshire Council to the Parish Council, and was also liaising with a footpaths officer to discuss parish partnerships with local organisations to fund some new gates that would allow improved access, particularly for disabled users, pushchairs, etc. The Parish Council was also concerned about the planning application notification process, as a recent application was submitted in a neighbouring parish that would affect the Seagry parish, but the Parish Council received no notification of it and could have missed the consultation deadline.</p> <p>Stanton St Quinton Parish Council – A burger bar situated in a lay-by was causing problems with litter, accessibility and visibility and was of great concern to the Parish Council. <b>Inspector Kate Pain reported that she would research accident statistics for that area of road and would report back to the Area Board with her findings.</b></p> <p><b>b) Wiltshire Police</b>  The written report was noted. Inspector Pain reported that</p>	<p><b>Inspector Kate Pain</b></p>

crime rates in the Chippenham Community Area had decreased by 13% between April to September this year compared with the previous year.

**c) Wiltshire Fire and rescue Service**

The written report was noted.

**d) NHS Wiltshire**

The written report was noted.

**e) Chippenham and Villages Community Area Partnership**

Jane Clark, Chairman of the Partnership, stated that it had been a busy period and reported on the following issues:

- The River Festival had been a huge success, particularly on the Saturday, and positive feedback had been received. Thanks were paid to the Area Board, Chippenham Town Council, Chippenham Borough Lands Charity and to the private sector for the sponsorship.
- Work was underway reviewing the Community Area Plan and actions were being identified specific to what the public had indicated was needed. The Plan had been sent to 25,000 households for consultation and all views expressed were being considered.
- Transport and parking were big issues in the area at present and the Partnership requested that the Area Board provided its support in asking Highways to report on its intentions and actions.
- The first tranche of funding was yet to be received and was needed to employ people to assist with the consultation on the Community Area Plan.
- The Health and Social Care Group was entering into discussions regarding tackling childhood obesity.

The Chairman thanked Jane for the update and **undertook to follow up the issue of the delayed funding.**

**Victoria  
Welsh**

**f) Chippenham Vision Board**

John Clark and Tim Martienssen reported on the following issues regarding the Chippenham Vision:

- A Visioning Workshop was being held on Thursday 23 September 2010 and about 40-50 people had been invited.
- A series of meetings had been held with ING regarding the redevelopment of the Bath Road/Bridge Centre site and the dialogue between partners had

been extremely constructive.

- A response had been submitted to the car parking strategy consultation. The Vision Board was particularly concerned with the proposals regarding the level of car parking charges in Chippenham, where charges were already high compared to neighbouring market towns.

**g) Community Area Young Peoples' Issues Group**

Richard Williams, Senior Youth Development Worker, provided an update on the following:

- Developments with the Olympiad Leisure Centre were very positive and the young people were being included in various projects such as art.
- The dirt jumps were now in place and would need maintaining. Discussions were taking place to consider collaboration between site staff, youth workers and young people to create a monthly maintenance programme for the jumps.
- Discussions at the Bridge Centre had accelerated the debate regarding the need for a skate park and youth cafe.
- A Campfire Conference was taking place at the weekend which was a county-wide event, and a crew of Chippenham young people would be helping out.
- The next meeting would take place on Wednesday 13 October 2010 from 6.00pm until 7.30pm at the Bridge Centre. The group would be looking at a model to improve communication between councillors and young people.

**h) Children's Parliament**

A meeting had taken place in July and was attended by MPs Duncan Hames and James Gray. The meeting had been very interesting and inspiring. A road safety campaign was being driven forward with the first workshop being held this week in partnership with Wiltshire College. The finished product should be ready in January and could be screened at an Area Board meeting.

A question arose regarding the timescales of Middlefield services moving to the Olympiad, to which **Robin Townsend, Head of Leisure, commented that he would find out and report back to the individual.**

**Robin  
Townsend**

**i) Area Board Priorities**

**Road Safety – Lead Councillor Bill Douglas**

Councillor Bill Douglas provided an update on road safety issues:

- New safety measures on Hardenhuish Lane appeared to be working effectively. Phase 2 of the measures at the bottom of Hardenhuish Lane had received no objections and works were due to commence in October.
- The proposed pedestrian crossing opposite the entrance to Cepen Park had received no objections and works were also due to start in October.
- The proposed traffic calming measures on Webbington Road had received 54 expressions of support and 12 against. A report was currently being prepared and would be presented to the Cabinet member for Highways and Transport, Councillor Dick Tonge, who would then make the final decision.
- School safety was a major priority and Charter Road School was currently considering various safety measures. Support was available to assist schools to develop Travel Plans.
- The Highways Department Assessment report concerning the Safety Measures Campaign would be presented to the Transport Committee on Tuesday 21 September 2010. Funding was also due to be discussed at that meeting.

**Skate Park – Lead Councillor Paul Darby**

No update at this time – see 7 c iv update for next meeting.

**Adult Social Care – Lead Councillor Peter Hutton**

Councillor Peter Hutton provided an update on the Adult Health and Social Care Group:

- Recent meetings had been held with various groups and had been very successful.
- The chiropody service at Parklands had ceased operation and confirmation was currently awaited regarding alternative arrangements.
- A workshop/road show was being planned for March 2011 where service providers could showcase their support. More details regarding this would be provided at a future Area Board meeting once finalised.

	<p><b>Night Time Economy – Lead Councillors Peter Hutton and Chris Caswill</b>  Inspector Pain provided a brief update on the Night-time Economy Group, the meetings of which had been proving to be successful. One of the present initiatives was a taxi marshall scheme for Chippenham Town Centre during the busy nights over the Christmas and New Year period. A grant application had been submitted to assist with this scheme and would be dealt with later in the agenda.</p> <p>Councillor Chris Caswill stated that a recent review of Karma nightclub in Chippenham had resulted in stronger conditions being applied to the establishment. It was hoped that current government consultation would provide local authorities with more power to deal with related incidents.</p> <p><b>Childhood Obesity – Chippenham and Villages Area Partnership (ChAP)</b>  Update to be provided for the next meeting.</p> <p><b>j) Westlea Housing Association</b>  The report from Westlea was deferred to the next meeting of the Area Board.</p> <p>A question arose regarding the daytime Vision Board workshop and whether the forum could be extended to those unable to attend at that time. The response was that it was a series of consultative events to be held at a variety of times to include as many views as possible.</p> <p>The Chairman thanked the various partners for their updates.</p>	
7.	<p><u>Funding</u></p> <p><b>a) Youth Transport Proposal</b>  Consideration was given to an application for funding from the Area Board’s allocated youth budget. The application was for a joint proposal from Wiltshire Council and Wiltshire Police seeking £6435 for a series of 6 youth discos including transport. The figures in the proposal were budget estimates and were considered to be maximum possible amounts; the final figures would shortly be confirmed.</p> <p><b><u>Decision</u></b>  <b>The Area Board supported the proposal in principal and delegated responsibility to the Community Area Manager in consultation with the Chairman for the final award to be made pending confirmation of a</b></p>	Victoria Welsh



	<p><b>satisfactory final budget.</b></p> <p><b>b) Community Area Grant Scheme</b>  Consideration was given to the following applications for funding from the Community Area Grant Scheme:</p> <p>i. <u>Chippenham Hospital Radio</u>  £746 to convert a storage room into an office for programme preparation training and development of volunteers.</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £746 to Chippenham Hospital Radio.</b>  <b><i>Reason: The application met the Community Area Grant Criteria 2010/11 and linked directly to the Chippenham and Villages Community Plan.</i></b></p> <p>ii. <u>North Wraxall Hall Management Committee</u>  £5,000 to build an extension to the village hall to provide improved facilities and increased capacity.</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £5,000 to North Wraxall Hall Management Committee.</b>  <b><i>Reason: The application met the Community Area Grant Criteria 2010/11 and linked to Wiltshire Council's priority to create local communities where people could easily meet and share a wide range of activities.</i></b></p> <p>iii. <u>Hullavington Parish Council</u>  £150 towards the cost of planting two trees on the village green.</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £150 to Hullavington Parish Council.</b>  <b><i>Reason: The application met the Community Area Grant Criteria 2010/11 and would improve the local natural environment.</i></b></p> <p>iv. <u>Doorway</u>  £4,700 towards 48 weekly arts and craft sessions and 39 weekly gardening sessions for homeless and marginalised adult guests of Doorway aged 16 to 25.</p> <p><b><u>Decision</u></b></p>	<p>Victoria Welsh</p> <p>Victoria Welsh</p> <p>Victoria Welsh</p>
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	<p>The Area Board awarded the sum of £4,700 to Doorway.  <b><i>Reason: The application met the Community Area Grant Criteria 2010/11 and would enable people to improve their long-term health and wellbeing.</i></b></p> <p>v. <u>Kington Langley Tennis Club</u>  £3,700 towards the resurfacing of the tennis court. Since the application was submitted it was confirmed that Kington Langley Parish Council had awarded an additional £200, leaving the amount sought from the Area Board as £3,500.</p> <p><b><u>Decision</u></b>  The Area Board awarded the sum of £3,500 to Kington Langley Tennis Club.  <b><i>Reason: The application met the Community Area Grant Criteria 2010/11 and would encourage people to participate in sporting activities.</i></b></p> <p>vi. <u>Chippenham Ladies Hockey Club</u>  £380 towards the purchase of protective equipment and coaching equipment.</p> <p><b><u>Decision</u></b>  The Area Board awarded the sum of £380 to Chippenham Ladies Hockey Club.  <b><i>Reason: The application met the Community Area Grant Criteria 2010/11 and would encourage people to participate in sporting activities.</i></b></p> <p><b>c) Performance Reward Grant Scheme</b>  Consideration was given to the following applications for funding from the Performance Reward Grant Scheme (the Area Board would consider whether to support the applications, with the final decisions being made by the Performance Reward Grant Panel):</p> <p>i. <u>Wilts and Berks Canal Trust</u>  £8412 for the environmental enhancement of the canal corridor at Pewsham.</p> <p><b><u>Decision</u></b>  The Area Board supported the application from Wilts and Berks Canal Trust and recommended that it be approved by the Performance Reward Grant Panel.</p>	<p>Victoria Welsh</p> <p>Victoria Welsh</p> <p>Victoria Welsh</p> <p>Victoria Welsh</p>
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	<p>ii. <u>Wiltshire Voices</u> £3,000 for each Area Board to encourage participation of selected hard to reach groups in their Community Areas.</p> <p><b><u>Decision</u></b> <b>The Area Board supported the application from Wiltshire Voices and recommended that it be approved by the Performance Reward Grant Panel.</b></p> <p>iii. <u>SNAP – St Nicholas Appeal for a Pool</u> £85,000 towards their appeal for funds to build and equip a dual-use hydrotherapy pool.</p> <p><b><u>Decision</u></b> <b>The Area Board supported the application from SNAP and recommended that it be approved by the Performance Reward Grant Panel.</b></p> <p>iv. <u>Chippenham Town Council – Stanley Park</u> £75,000 for a new extension onto the existing changing block and a new floodlit 3<sup>rd</sup> generation synthetic full-size pitch.</p> <p><b>Due to having prejudicial interests in this application, councillors Allen, Darby, Douglas and Phillips left the room for consideration of this item.</b></p> <p><b>Before leaving the room, the Chairman proposed that Councillor Howard Greenman took the Chair for consideration of this item. This was seconded and agreed.</b></p> <p><b>Councillor Greenman in the Chair.</b></p> <p><b><u>Decision</u></b> <b>The Area Board supported the application and recommended that it be approved by the Performance Reward Grant Panel.</b></p> <p><b>Councillor Greenman proposed that an update be provided at the next meeting on progress with the skate park plans.</b></p> <p><b>Councillors Allen, Darby, Douglas and Phillips</b></p>	<p><b>Victoria Welsh</b></p> <p><b>Victoria Welsh</b></p> <p><b>Victoria Welsh</b></p> <p><b>Richard Williams</b></p>
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	<p style="text-align: center;"><b>returned to the meeting.</b></p> <p style="text-align: center;"><b>Councillor Allen back in the Chair.</b></p> <p><b>d) Area Board Projects</b>  Consideration was given to one application under the Area Board Projects Scheme.</p> <p style="padding-left: 40px;">i. <u>Taxi Marshall Scheme for Chippenham</u>  £500 towards the project costs of running a Taxi Marshall scheme for six key evenings over the Christmas and New Year period.</p> <p style="text-align: center;"><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £500 to the Taxi Marshall scheme.</b></p>	<b>Victoria Welsh</b>
8.	<p><u>Leisure Facilities Review</u></p> <p>Councillor Stuart Wheeler, Cabinet member for Leisure, Sport and Culture, gave a presentation on the Council's proposals for leisure provision in the county over the next 25 years.</p> <p>Wiltshire Council had inherited some form of financial responsibility for 23 leisure facilities on 1 April 2009 and it was considered that the present indoor leisure facility stock was broadly outdated, inefficient and unsustainable. £93 million would be required over the next 25 years to sustain the existing buildings, and this did not include any service or building enhancements, which were much required in some of the centres.</p> <p>Councillor Wheeler stated the following points pertinent to Chippenham Community Area:</p> <ul style="list-style-type: none"> <li>• The Olympiad Leisure Centre was considered to be of strategic significance to the Council.</li> <li>• The facility would continue to be the responsibility of the Council.</li> <li>• Scheduled investment was planned into plant, machinery and equipment.</li> <li>• Provision would be made for Adult Learning and Disabilities and Youth Services to use the new dedicated and shared improved facilities within the Olympiad Leisure Centre. This was the first example of a new 'community campus'.</li> <li>• It was intended to provide a consistently high quality facility.</li> </ul> <p>Following Councillor Wheeler's presentation, various comments and questions were raised, as follows:</p>	

- A comment was made that there may be other sites in Chippenham, besides the Olympiad, that could offer leisure facilities in a better way. Councillor Wheeler commented that this was considered expensive and contradictory to the community campus initiative.
- Other activities, such as dancing, art and singing, did not appear to have been considered in the review and it was questioned whether such services at Neeld Hall were being enhanced or improved. Councillor Wheeler commented that this review was focussing on the 23 existing leisure facilities only at this stage.
- A question arose regarding the costs of relocating the services at Middlefield to the Olympiad. Robin Townsend, Head of Leisure, reported that the bringing together of services under one roof would allow other spaces to be used to their full potential. Councillor Wheeler commented that costs were predicted to reduce by merging the two facilities; but the exact costs did not form part of the leisure review and **would need to be sought from the Workplace Transformation Team.**
- In response to a query regarding provision for disabled swimmers, Councillor Wheeler stated that any changes to the pool and any other leisure facilities would all be fully DDA compliant.
- A comment was made regarding the lack of provision for swimming competitions to be held in Chippenham, due to the swimming pool being of an insufficient size. Councillor Wheeler was appreciative of the need for more competition-size pools within the county, but it was not possible to provide one in every town. The proposals in Trowbridge included an eight-lane pool, a leisure pool with flumes and a learner pool.
- Disappointment was expressed that some of the facilities at the Olympiad would become unavailable to local groups, such as the beer festival and arts/cultural events. It was suggested that investment of this kind was lacking in Chippenham, and appeared to be more predominant in other towns such as Corsham and the Pound Arts Centre. Councillor Wheeler reminded the meeting of recent investments in Chippenham such as the Wiltshire and Swindon History Centre, which was a great facility for the town.

The Chairman thanked Councillor Wheeler for his presentation.

**Robin  
Townsend**

9.	<p><u>Community Issues Update</u></p> <p>Parvis Khansari, Service Director, provided an update on issues received and action taken since the last Area Board meeting.</p> <p>Councillor Judy Rooke enquired as to the progress with the long standing issue of residents parking, to which Parvis commented that progress was being made but that it could take several months to resolve such issues.</p> <p>A question arose regarding local highways issues and it was confirmed that the Chippenham Vision Board would be looking very closely at these in the future.</p> <p>Parvis encouraged use of the community issues system for any local issues that people may have; either via the online reporting tool, or by contacting Parvis directly.</p>	
10.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting and announced that the next meeting would be held on Monday 22 November 2010, 7.00 pm at the Wiltshire and Swindon History Centre in Chippenham.</p> <p>The agenda planning meeting would take place on Thursday 21 October at 10.00 am and any parish or town council interested in attending should contact Vicky Welsh or the Chairman.</p> <p>The following Area Board meeting would be held on Monday 17 January 2010; not 18 January as stated in the agenda.</p>	