

# MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Goss Croft Hall, Startley Road, Upper Seagry, Chippenham  
**Date:** 23 July 2018  
**Start Time:** 7.00 pm  
**Finish Time:** 8.03 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Andy Phillips, Cllr Nick Murry, Cllr Ross Henning, Cllr Peter Hutton (Vice-Chairman), Cllr Howard Greenman (Chairman) and Cllr Clare Cape

**Total in attendance: 15**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
46	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Howard Greenman, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
47	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillors Ashley O'Neil, Melody Thompson, and Baroness Jane Scott.</p>
48	<p><u>Minutes</u></p> <p><b>Resolved</b></p> <p><b>That the minutes of the meeting held on 4 June 2018 were agreed a correct record and signed by the Chairman with the following amendment:</b></p> <p><b>That the word copying be replaced with coping at minute 41.</b></p>
49	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
50	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew the meeting's attention to the announcements in the agenda pack, regarding the UK Youth Parliament and Special Schools consultation.</p> <p>The Chairman stated that concerns about the staffing of CATG meetings had been addressed for the foreseeable future.</p> <p>The Chairman announced that fly-tipping signs, funded by the Area Board, had been produced and that he would meet with officers and councillors to agree how they should be used.</p> <p>The Chairman also announced that a public consultation drop-in event regarding the proposed development at the Sadlers Mead car park SITE would take place between 1pm—7pm on 25th July 2018 in Wiltshire Council's Monkton Park offices, SN15 1ER.</p>
51	<p><u>Local Youth Network</u></p> <p>Councillor Peter Hutton and Local Youth Facilitator, Richard Williams, presented the update on the activities of the network, including the use of the Blue Bus as part of the carnival procession and other areas in the community area. The meeting was also asked to consider making an award.</p>

	<p>A short video was shown outlining the work of the Youth Adventure Trust who support disadvantaged children with a particular focus on developing good mental health</p> <p><b>Resolved</b></p> <p><b>To award £3,000 to the Youth Adventure Trust.</b></p>
52	<p><u>Waste Collection Service Changes</u></p> <p>The Area Board received a presentation from Martin Litherland, Head of Waste Management about changes in the Waste Management Service from the end of July 2018.</p> <p>Issues highlighted in the course of the presentation included: the increased range of materials, including waxed cartoons, would be recyclable from 30th July 2018; the reminders to rinse and squash waste to fit it into the receptacles; that additional bins are available on request; that recycling saved energy, costs less and frees up space in the household waste bin; the decrease in waste going to landfill; the plans, for next year, to be able to co-mingle materials, but that this would require further work; that some plastics were best to avoid as they were harder to recycle; that the changes would help to reduce the amount of waste sent to landfill and achieve recycling rates of at least 50%; that there will be no changes currently to the timing and frequency of collections; the importance of getting information out about the importance of recycling the right plastics and the need to encourage reuse.</p> <p>Councillors, Town and Parish Councils and Community Groups were encouraged to work with Waste Services to spread the message about the changes, and all people are encouraged to sign up for email updates from the service. <a href="https://services.wiltshire.gov.uk/WiltsForms/WasteRegistration">https://services.wiltshire.gov.uk/WiltsForms/WasteRegistration</a></p> <p>In response to a question by Councillor Hutton, it was noted that food waste collection did not feature in the council's 10 year strategy as the benefits of introducing the collection were less than the cost of implementation in a rural county.</p> <p>In response to a question by Councillor Hutton, it was noted that metal objects such as biscuit tins would be recyclable at the kerb but that larger objects such as saucepans should be taken to household recycling centres.</p> <p>The Chair thanked the officer for the update.</p>
53	<p><u>Community Asset Transfer</u></p> <p>The Area Board considered the report which asked the meeting to agree a supplement to the decision in connection with the Area Board meeting of 13th March 2017.</p>

	<p>It was noted that the original decision of the Area Board of 13 March 2017 gave authority for the Community Asset Transfer of the Council's land, proposed by the Club for a car park, on the premise that the Club would be granted a new lease of their ground by their landlord and the term for each lease would run co-terminus in accordance with the principles of good estate management; and that a supplemental recommendation was requested as subsequent to the Area Board decision, the Club has suggested there may be an opportunity to acquire their football ground as an alternative to a new lease of the Club's ground with their landlord.</p> <p>The report informed the meeting that the Council's Legal Unit had advised that the wording of the original Area Board decision providing the authority to lease the land to the Club for a car park only covers the outcome where the Club are granted a new lease of their ground rather than buy it from the landlord; that the recommendation in the report accommodated both possible outcomes; and that all other conditions and provisions of the original Area Board decision on this matter would stand.</p> <p>Following an issue raised by Councillor Nick Murry, it was agreed that officers be asked to seek agreement with the Football Club that the car park be available to other users when not in use by the Football Club.</p> <p><b>Resolved</b></p> <ol style="list-style-type: none"> <li><b>1. That in supplement to the Area Board decision of 13th March 2017, to authorise the Solicitor of the Council to execute all documentation needed to implement the transfer of a lease to Chippenham Town Football Club of the land for car parking uses for a period of 17 years (or such other period as runs co-terminus with CTFC new lease with their landlord) and upon such terms as Wiltshire Council Estates considers reasonable. If the circumstances arise, the Solicitor of the Council may execute all documentation needed to implement to grant a lease for a similar period and upon such terms as Wiltshire Council Estates considers reasonable in the event of the Club completing the freehold or long leasehold of their ground from their landlord.</b></li> <li><b>2. To note that all other provisions and conditions of the original Area Board decision of 13th March 2017 to remain.</b></li> </ol>
54	<p><u>Community Updates</u></p> <p>The meeting's attention was drawn written updates included in pack. The Chairman thanked those groups who had submitted comprehensive written updates, and there were no additional issues raised.</p>

55	<p><u>Funding</u></p> <p>The meeting considered two applications for community grant funding. The meeting noted the feedback and thanks from previous recipients including the Moonrakers Gymnastics Club. The meeting had an opportunity to ask questions about the applications including information about demand for the art sessions, and the number and uses of the radio handsets.</p> <p>At the conclusion of the item, the meeting;</p> <p><b>Resolved</b></p> <p><b>To make the following awards:</b></p> <ul style="list-style-type: none"> <li>• <b>Rag and Bone Art CIC - Community Life Drawing Sessions -£1,273</b></li> <li>• <b>Radio Handsets for Town Centre Night Time Economy -£1,250</b></li> </ul>
56	<p><u>Community Area Transport Group (CATG)</u></p> <p>The meeting considered the notes of the last CATG meeting and the recommendations therein. There being no questions, the meeting;</p> <p><b>Resolved</b></p> <ol style="list-style-type: none"> <li>1. <b>To note the temporary appointment of Cllr Maurice Dixson as Chairman</b></li> <li>2. <b>To note the financial position including the current balance of £13,871.16</b></li> <li>3. <b>To note the updates on projects and issues</b></li> <li>4. <b>To prioritise the location, Zebra Crossing Wedmore Avenue and Malmesbury Road, and instruct Principal Highways Engineer to proceed with the pedestrian assessment for this scheme.</b></li> <li>5. <b>To elevate issue <a href="#">5489</a> – Vehicles driving across green open space Derriads Lane, Chippenham, to Priority One and allocate £395 funding for installation of bollards, conditional upon a contribution of £100 from Chippenham Town Council</b></li> <li>6. <b>To elevate issue <a href="#">5829</a> - Vehicles ignoring No Entry and No Right Turn signs, to Priority One and allocate £300 funding, conditional upon a contribution of £100 from Chippenham Town Council</b></li> <li>7. <b>To elevate issue <a href="#">5942</a> – Vehicles misdirected in to The Cloisters by sat nav. causing damage and disturbance, to Priority One and allocate £140 funding, conditional upon a contribution of £62.50 from Chippenham Town Council</b></li> <li>8. <b>To elevate issue <a href="#">948</a> – Vehicles misdirected by sat nav, to Priority One and allocate £375 funding, conditional upon a contribution of £125 from Langley Burrell Parish Council</b></li> </ol>

	<p><b>9. To remove issue <a href="#">5886</a> - Replace advisory crossing point near St Peters School with zebra crossing this from the list of Highways Improvements Requests for CATG, advise the school to address their concerns via the Taking Action on School Journeys (TAOSJ) scheme.</b></p>
57	<p><u>Urgent items</u></p> <p>There were no urgent items</p>
58	<p><u>Next meeting date</u></p> <p>The Chairman thanked everyone for attending the meeting. It was noted that the next meeting of the Chippenham Area Board would take place on 8 October 2018.</p>