

DRAFT MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Neeld Hall - Chippenham Town Council, The Town Hall, High Street, Chippenham, SN15 3ER
Date: 19 January 2015
Start Time: 7.00 pm
Finish Time: 9.26 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

Cllr Linda Packard (Chairman), Cllr Desna Allen (Vice Chairman), Cllr Chris Caswill, Cllr Bill Douglas, Cllr Nick Watts, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Mark Packard and Cllr Jane Scott OBE

Wiltshire Officers

Parvis Khansari - Associate Director, Victoria Welsh - Community Area Manager, Will Oulton – Senior Democratic Services Officer, Tim Martienssen – Head of Service and Richard Williams – Community Youth Officer.

Town and Parish Councillors

Biddestone Parish Council - Rachel De Fossard, Chippenham Town Council –Martin Coates, Sue Wilthew, Kington Langley Parish Council – Maurice Dixon and North Wraxall Parish Council - Jane King.

Partners

Campus Development Team – Ian Bridges, Chippenham and Villages Area Partnership (ChAP) – Alison Butler, Chippenham Vision – Tom Jacques, Chippenham BID – Carolyn Brownwell and Melody Thompson, The Nature of It – Leanne Taylor
Wiltshire Fire Service – Kit Watson, and Wiltshire Police – Angus Macpherson and Inspector Dave Hobman

Total in attendance: 50

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p data-bbox="339 376 903 414"><u>Chairman's Welcome and Introductions</u></p> <p data-bbox="339 443 1487 517">The Chairman, Councillor Linda Packard welcomed everyone to the meeting and gave an outline of the evenings proceedings.</p>
2	<p data-bbox="339 548 1487 622"><u>Round Table Discussion - Regeneration & Future Development in Chippenham Community Area</u></p> <p data-bbox="339 651 1487 725">The Chairman outlined the item, and the procedure to be followed, to allow the speakers to discuss their topics with as many people as possible in the room.</p> <p data-bbox="339 763 1487 837">The following speakers gave a brief introduction, before circulating around each of the tables in turn:</p> <ul data-bbox="384 875 1437 1249" style="list-style-type: none"> <li data-bbox="384 875 1437 949">• Tim Martienssen, from Wiltshire Council, discussing the Core Strategy and Economic Regeneration; <li data-bbox="384 949 1437 1023">• Tom Jacques, Chair Chippenham Vision, discussing the Chippenham Vision Master Plan; <li data-bbox="384 1023 1437 1097">• Ian Bridges, Chair of the Chippenham Campus Project, discussing the Campus Project; <li data-bbox="384 1097 1437 1171">• Carolyn Brownell, Chippenham BID Manager, discussing the Chippenham Business Improvement District (BID); and <li data-bbox="384 1171 1437 1245">• Leanne Taylor, from The Nature of It, discussing the Better Use of Outdoor Spaces. <p data-bbox="339 1285 1487 1359">Following the discussions, the Chair asked each of the panel members to feedback some of the issues they had heard, which included:</p> <ul data-bbox="384 1397 1487 1957" style="list-style-type: none"> <li data-bbox="384 1397 1487 1471">• People wanted more information about the Community Interest Levy (CIL), and how it will work in practice; <li data-bbox="384 1509 1230 1547">• People also had queries about neighbourhood planning; <li data-bbox="384 1585 1437 1659">• Views were expressed about how the town could be developed to face the river; <li data-bbox="384 1697 1410 1736">• The issues of traffic circulation and linking different parts of the town; <li data-bbox="384 1774 1294 1848">• The importance to the community of quality and aspiration in developments; <li data-bbox="384 1886 1487 1960">• People wanting to know more about what the Campus project is, and how other organisations can link to the project;

	<ul style="list-style-type: none"> • When the Campus feasibility study would be finished; • How the branding exercise can be used to promote the Chippenham BID; • How to establish Chippenham’s unique selling point (USP) • How car parking policies can support the town centre; • How to promote inward investment, how to improve the market itself. • How keen people are to develop outdoor space; • Finding suitable land to develop new projects on; • How to make the river more accessible and developing more spaces for families; and • How Anti-Social Behaviour can be tackled through positive projects. <p>The Chair thanked all those who had contributed to the debate, and to the panel members for attending.</p>
3	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillor Nina Phillips, Alistair Cunningham, Hullavington Parish Council and the Chippenham Schools Partnership.</p>
4	<p><u>Minutes</u></p> <p><u>Decision</u></p> <p>The minutes of the meeting held on 10 November 2014 were agreed a correct record and signed by the Chairman, subject to the following amendment to Minute 22:</p> <ul style="list-style-type: none"> i) That the sentence ‘Following a discussion, the committee;’ be added to the final paragraph; and ii) That the word ‘membership’ be added after the word ‘procedures’ in resolution 2.
5	<p><u>Declarations of Interest</u></p> <p>Councillor Chris Caswill stated that as a trustee of the Victoria County History Trust, he would not speak or vote on their application.</p>
6	<p><u>Chairman's Announcements</u></p>

	<p>The Chairman referred to the following announcements circulated with the agenda papers:</p> <ul style="list-style-type: none"> • Budget Consultation Event Announcement • Speed Indicator Devices (SIDs) Funding
7	<p><u>Police & Crime Commissioner</u></p> <p>Angus Macpherson, the Police and Crime Commissioner (PCC) for Wiltshire and Swindon, attended the meeting to discuss the implications of his proposed budget for 2015/16. In the course of his presentation the following issues were raised:</p> <ul style="list-style-type: none"> • The achievements of the police over the last year, and the level of the Police’s precept on the Council Tax bill; • How satisfied the public and, in particular, victims of crime are with the service provided by the Police; • The positive comments made by Her Majesty’s Inspectorate of Constabulary (HMIC) regarding the Wiltshire Police; • The challenge faced in maintaining performance in the face of reducing funding; • The proportion of the police’s funding which is raised through the precept on the council tax – currently 38%; • The comparison of the Wiltshire Band D council tax police precept against near neighbour councils; • The priority given to community policing. • The proposal is to increase precept by 1.9%, an average increase of £3.06 a year. • That savings will still be required to be made to meet the funding gap, even with the increase in funding. • How some services and costs can be shared across police authorities thus protecting frontline services. • That the consultation information was available via the website, and the consultation was on going until 4th February. <p>The Chair thanked the PCC for attending the meeting.</p>

Funding

The Community Area Manager (CAM), Victoria Welsh, introduced the report, drawing members attention to the balance of funding and the likely balance should all awards be successful.

The meeting's attention was drawn to the fact that two applications were asking for more than normal limit of £5,000.

In response to a question from Councillor Scott, the CAM confirmed that on this occasion none of the applications had secured financial support from their respective Town or Parish Councils. The CAM will make a recommendation to the Area Board Team for the grant application process to be amended to include the question: Does this project have the support of your local Town or Parish Council? and that the issues as to whether the Area Board should insist that Town or Parish Councils are approached ahead of application to the Area Board could be looked at when the criteria is next reviewed. In the course of the discussion, it was clarified that the application from the Victoria County History Trust was for £929.

The Chair proposed that, subject to any questions or comments from Members, applications 1 – 9 and 12, be voted on together, as each application was within the £5,000 limit.

Councillor Jane Scott seconded the proposal, and there being no further comments, the meeting:

- i. Sevington Victorian School - award £5,000 towards new toilet facilities, conditional upon the balance of funding and planning permission being in place.
- ii. Wiltshire Wildlife Trust Food Champions - award £2,658 towards the Forces for Food project, conditional upon the balance of funding being in place.
- iii. Victoria County History Trust - award £929 towards the Chippenham History Project community web site.
- iv. Kington St Michael Village Hall - award £1,250 towards a new shop floor, conditional upon the balance of funding being in place.
- v. Chippenham Christian Fellowship - the ONE place award £937 towards equipment for the ' One place' Youth community project.
- vi. Bengier Bears Forest School - award £1,000 towards equipment for the Bengier Bears Pre-School Chippenham.
- vii. Grittleton Village Hall - award £5,000 towards Access for All, Grittleton,

	<p>Sevington and Leigh Delamare Village Hall, conditional upon the balance of funding being in place.</p> <p>viii. SPARKS - award £900 towards new mats and tables.</p> <p>ix. Singing with Joy - award £357 towards Percussion Instruments.</p> <p>xii. Wilts & Berks Canal Trust - award £4,902 towards the Pewsham Lock restoration- safe access equipment, conditional upon the balance of funding being in place.</p> <p><i>Admin Note: Councillor Chris Caswill did not vote on this resolution in accordance with his declared interest.</i></p> <p>The Chair invited the representatives from the two remaining applications to address the meeting. Following a discussion of the merits of the applications, the meeting,</p> <p>x. St Nicholas Special School - award £17,490 towards the Starfish Hydrotherapy Pool Car Park, conditional upon the balance of funding being in place.</p> <p>Reason for decision: support to a disadvantaged group</p> <p>xi. Chippenham Rifle and Pistol Club - award £6,700 towards installing electric power supply to Chippenham Rifle and Pistol Club, conditional upon the balance of funding and planning permission being in place.</p> <p>Reason for decision: Creating a new facility, seeking to increase membership for disabled and young people</p>
9	<p><u>Community Area Transport Group (CATG)</u></p> <p>Parvis Khansari, Associate Director for Highways and Transport, presented the report which asked the Area Board to consider the matters arising from the last meeting of the CATG and their recommendations. It was noted that most of the schemes that had already been prioritised had been delivered, or would be by the end of March 2015.</p> <p>In response to a request from Councillor Chris Caswill, the Associate Director stated that the condition of Tugela Road could be investigated and the implications of its prioritisation be considered. Councillor Jane Scott stated that she felt that as it had already been subject to discussion as part of the agreed process then Tugela road should not be prioritised. Following the discussion, the meeting,</p> <p>Resolved:</p> <p>1. To note the progress made on implementing road resurfacing and</p>

	<p>safety schemes in 2014/15;</p> <p>2. To agree the list of proposed highway maintenance schemes in their areas for 2015/16, and agree the final list for implementation. (Appx 3) subject to strongly recommending to officers that due consideration be given to Appx 4 as a reserve list;</p> <p>3. To ask officers to report what the consequence of including the Tugela road to the prioritisation list.</p>
10	<p><u>Local Youth Network (LYN) and Youth Funding</u></p> <p>Richard Williams, the Community Youth Officer (CYO), presented the report which asked the Chippenham Area Board to consider the 'Zanshin Group' application seeking 2014/15 Youth Funding, to take note of the contents of the report.</p> <p>As part of the presentation, it was noted: that the needs analysis questionnaires and gone out and it was hoped that they would elicit a good response to inform funding decisions; and that the LYN steering group, membership is attached, included two young people and relevant partners.</p> <p>In response to questions it was noted: that the terms of reference, and the functioning of the new ways of working, could be discussed at a future meeting of the Area Board; that LYN meeting were not held in public, as to do so might discourage younger participants from attending; that clarification was sought on the exact funding for the Chippenham Area; and how the Area Board can best maintain a focus on this area.</p> <p>Following the discussion, the meeting,</p> <p>Resolved</p> <p>To award the 'Zanshin Group' £400.</p>
11	<p><u>Parish Forum</u></p> <p>Councillor Howard Greenman, Chair of the Parish Forum, presented an update which included: that the nascent group's aim was to give rural parishes a greater voice; that 21 attendees from 13 parishes attended the last meeting where participants shared issues, concerns and looked for solutions; that highways officers had attend to discuss issues; the Forum is looking to develop its own Terms of Reference; and the next meeting will be on the 15th March 2015.</p> <p>The Chair thanked Councillor Greenman for his update.</p>

12	<p><u>Town, Parish and Partner Updates</u></p> <p>The written updates from Partners, circulated prior to the meeting, were noted.</p>
13	<p><u>Area Board Focus Areas 2014/15</u></p> <p>Updates were received as follows:</p> <ul style="list-style-type: none"> i. Outdoor spaces – Lead Councillor: Cllr Linda Packard <p>This had been covered in the first half of the meeting.</p> <ul style="list-style-type: none"> ii. Crime & Community Safety – Lead Councillor: Cllr Desna Allen <p>The Safe Places project would be launched in Emery Gate 12- 2 18th March 2015.</p> <ul style="list-style-type: none"> iii. Road Safety - Cllr Bill Douglas <p>The Task Group's report on 20mph had been referred to Cabinet, and their response was awaited.</p> <ul style="list-style-type: none"> iv. Child Poverty – Lead Councillor: Cllr Chris Caswill <p>The action group would be meeting of in February. Councillor Caswill had attended Cabinet discussion of the Wiltshire Child Poverty Strategy. He had been pleased positive response from Cabinet Members and the officers, the work of the Chippenham group and would be in receipt of specific data for Chippenham that should assist them in their work,</p>
14	<p><u>Evaluation and Close</u></p> <p>The Chair asked those present to fill out evaluation forms before they left.</p> <p>The next agenda planning meeting will take place on Wednesday 28 January at 10:30am at Monkton Park.</p> <p>Any parish or town council representative interested in attending should contact the Community Area Manager or the Chairman.</p>