

# AGENDA

**Meeting:** Chippenham and Villages Area Board  
**Place:** Yatton Keynell Village Hall. Biddestone Lane, Chippenham, SN14 7BD  
**Date:** Monday 26 September 2022  
**Time:** 7.00 pm

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

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**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.

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Please direct any enquiries on this Agenda to Ben Fielding (Democratic Services Officer) email: [benjamin.fielding@wiltshire.gov.uk](mailto:benjamin.fielding@wiltshire.gov.uk), direct line 01225 718259 x18259

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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## Wiltshire Councillors

Cllr Ross Henning, Lowden and Rowden (Chair)  
Cllr Dr Nick Murry, Monkton (Vice-Chairman)  
Cllr Liz Alstrom, Chippenham Hardens & Central  
Cllr Nick Botterill, By Brook  
Cllr Clare Cape, Pewsham  
Cllr Adrian Foster, Chippenham Sheldon  
Cllr Howard Greenman, Kington  
Cllr Peter Hutton, Cepen Park and Hunters Moon  
Cllr Kathryn Macdermid, Chippenham Hardenhuish  
Cllr Nic Puntis, Chippenham Cepen Park & Derriads

## **Recording and Broadcasting Information**

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**County Hall, Trowbridge**  
**Bourne Hill, Salisbury**  
**Monkton Park, Chippenham**

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

## **Public Participation**

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

<b>Items to be considered</b>		<b>Time</b>
1	<p><b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome those present to the meeting.</p>	<b>7:00pm</b>
2	<p><b>Apologies</b></p> <p>To receive any apologies for absence.</p>	
3	<p><b>Minutes</b> (<i>Pages 1 - 10</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 13 June 2022.</p>	
4	<p><b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
5	<p><b>Chairman's Announcements</b> (<i>Pages 11 - 34</i>)</p> <p>The Chairman will provide information about:</p> <ul style="list-style-type: none"> <li>• Engagement and Partnership Team Structure</li> <li>• Annual Canvass</li> <li>• Update on behalf of the Wiltshire Centre for Independent Living</li> <li>• Building Bridges</li> <li>• Temporary Events Notices</li> <li>• Post-16 Skills and Participation Offer</li> <li>• EV Charging Webinar Feedback</li> <li>• Fly-tipping</li> </ul>	<b>7.10pm</b>
6	<p><b>Town, Parish and Partner Updates</b> (<i>Pages 35 - 54</i>)</p> <p>To receive updates from the following partners:</p> <ul style="list-style-type: none"> <li>• Wiltshire Police</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board</li> <li>• Older People/Carers Champion</li> <li>• Town and Parish Councils</li> <li>• Other Community Groups</li> </ul>	<b>7.20pm</b>
7	<p><b>Chippenham Community Conference</b> (<i>Pages 55 - 56</i>)</p> <p>To receive an update regarding the Chippenham Community Conference:</p> <ul style="list-style-type: none"> <li>• The Neeld Community and Arts Centre 6 - 7 October 2022</li> </ul>	<b>7.40pm</b>

- Two days of guest speakers, networking, priority setting and celebrating the work of the community and voluntary sector in the Chippenham area.
- Poster included in agenda pack pages 55-56.

Links to workshops:

<https://www.eventbrite.co.uk/e/community-conference-2022-health-wellbeing-workshop-tickets-336480049887>

<https://www.eventbrite.co.uk/e/community-conference-2022-young-people-workshop-tickets-336485746927>

<https://www.eventbrite.co.uk/e/community-conference-2022-community-safety-forum-purple-flag-lunch-tickets-336492206247>

<https://www.eventbrite.co.uk/e/community-conference-2022-environment-climate-workshop-tickets-336493189187>

8 **Shared Lives Presentation** (*Pages 57 - 58*) **7.50pm**

To receive a presentation from Mercedes Apps (Shared Lives Team Leader).

9 **St John Ambulance Presentation** **8.05pm**

To receive a presentation from Colin Tonge from St John Ambulance.

10 **Area Board Funding** (*Pages 59 - 62*) **8.15pm**

To consider the following applications for funding:

**Community Area Grants:**

- Chippenham Hospital Radio - £1,500 towards Studio Tech Upgrade.
- Rag and Bone Arts CIC - £1,027 towards Lighting improvements for Life Drawing and Independent Theatre visits.
- St John Ambulance - £5,000 towards Wiltshire Community Support Unit Vehicle.

**Older and Vulnerable Adults Funding:**

- Chippenham Community Eco Hub - £2,000 towards Chippenham Hub Warm and Safe Space.



**Youth Grants:**

- Chippenham Sports Partnership - £3,000 towards Chippenham Olympic and paralympic legacy games 2023.
- Chippenham Sports Partnership - £500 towards Chippenham Dance Festival.

11 **Local Highways and Footway Improvement Group (LHFIG)** **8.30pm**  
*(Pages 63 - 102)*

The Area Board will be asked to consider the recommendations from the 26 July 2022 Chippenham Local Highway and Footway Improvement Group (LHFIG) meeting outlined in the report.

12 **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

13 **Close** **8.35pm**

The next meeting of the Chippenham and Villages Area Board will be held on 12 December 2022.



# MINUTES

**Meeting:** Chippenham and Villages Area Board  
**Place:** Neeld Community & Arts Centre, High St, Chippenham SN15 3ER  
**Date:** 13 June 2022  
**Start Time:** 7.00 pm  
**Finish Time:** 9.00 pm

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Please direct any enquiries on these minutes to:

Ellen Ghey (Democratic Services Officer), (Tel): 01225 718259 x18259 or (e-mail) [Ellen.Ghey@wiltshire.gov.uk](mailto:Ellen.Ghey@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Ross Henning (Chair), Cllr Dr Nick Murry (Vice-Chairman), Cllr Liz Alstrom, Cllr Nick Botterill, Cllr Clare Cape, Cllr Adrian Foster, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Kathryn Macdermid and Cllr Nic Puntis

### **Wiltshire Council Officers**

Ollie Phipps – Community Engagement Manager  
Dom Argar – Technical Support Officer  
Stuart Figini - Senior Democratic Services Officer  
Kathryn Brown – Senior Prevention and Wellbeing Officer  
Jay Williams – Kinship and Fostering Manager

### **Partners**

Tim Elliott - Wiltshire Fire and Rescue Service  
Danielle Blake – The RISE Youth Trust  
Alison Butler and Julia Stacey – Chippenham Carers Champion and Rural Representatives

### **Others**

Ben Tong – Scout Patrol Leader

**Total in attendance: 31**

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<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
58	<p><u>Election of Chairman</u></p> <p><b>Resolved:</b></p> <p><b>To appoint Cllr Ross Henning as Chairman of the Chippenham and Villages Area Board for the forthcoming Year.</b></p>
59	<p><u>Election of Vice-Chairman</u></p> <p><b>Resolved:</b></p> <p><b>To appoint Cllr Dr Nick Murry as Vice-Chairman of the Chippenham and Villages Area Board for the forthcoming Year.</b></p>
60	<p><u>Apologies</u></p> <p>Apologies for absence were received from Cllr Howard Greenman.</p>
61	<p><u>Minutes of the Previous Meeting</u></p> <p>The Chairman commented further on the Jubilee events, the Old College planning application, the Swindon and Wiltshire Youth Commission – youth ambassadors, the community conference in October 2022 and the river festival.</p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on 14 March 2022 were agreed as a correct record and signed by the Chairman.</b></p>
62	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
63	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> <li>• <b>Updates to Area Board Arrangements</b>  It was noted that following a review by Overview and Scrutiny, the Leader of the Council had implemented a number of changes to Area Board arrangements, including producing a new Area Board handbook and changes to grants criteria.</li> </ul> <p>The Community Engagement Manager commented further on the grant funding changes and the role of the Grant Assessment Panel.</p> <ul style="list-style-type: none"> <li>• <b>Changes to Community Area Transport Groups (CATGs) into Local</b></li> </ul>

**Highways and Footway Improvement Groups (LHFIGs)**

Details of the changes were included in the agenda pack and it was noted that the key difference is the new groups will be able to improve or repair existing infrastructure such as highways and footways, in addition to investing in new infrastructure.

It was suggested that potentially the complete LHFIG budget allocated to this Area Board could be assigned to footway issues.

- **Taxi Drivers**

It was noted that the council is seeking to encourage people to become taxi drivers, in particular to help the council fulfil its SENS school and social care contracts.

- **Solar Together**

It was noted that Wiltshire Council is working with Swindon Borough Council and independent experts iChoosr to give homeowners the opportunity to invest in renewables through a group buying scheme for solar panels and battery storage.

64

Appointment to Outside Bodies and Non-Priority Working Groups

The Area Board considered a report requesting appointments of Councillor representatives to outside bodies, the reconstitution of and appointment to non-priority working groups for the Year 2022/23.

**Resolved:**

1. **To make appointments to outside bodies for 2022/23 as detailed below:**

<b>Outside Body</b>	<b>Councillor Representative</b>
<b>Chippenham Multi-Agency Forum</b>	<b>Cllr Kathryn MacDermid, Cllr Ross Henning and Cllr Dr Nick Murry</b>
<b>Chippenham Town Team</b>	<b>Cllr Clare Cape</b>
<b>Chippenham Arts Team</b>	<b>Cllr Ross Henning and Cllr Liz Alstrom</b>

(Note – All Area Board members would receive invites to the above meetings for their information)

2. To reconstitute and appoint the following Councillors to Area Board Non-Priority Working Groups as detailed below:

Working Group	Councillor Representative
Local Highway and Footpath Improvements Group (LHFIG)	Cllr Nic Puntis, Cllr Ross Henning, Cllr Nick Botterill and Cllr Adrian Foster
Local Youth Network	Cllr Adrian Foster, Cllr Peter Hutton, Cllr Kathryn MacDermid and Cllr Ross Henning
Health and Wellbeing	Cllr Cllr Clare Cape and Cllr Adrian Foster
Climate and Ecological Emergency Forum	Cllr Howard Greenman and Cllr Nic Puntis

3. To note the LHFIG Terms of Reference as set out in Appendix C

4. To agree the Terms of Reference for any non-priority Working Groups as set out in Appendix D.

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Local Priorities Update and Appointment to Priority Working Groups

The Community Engagement Manager (CEM) reminded the Area Board that data from the Joint Strategic Needs Assessment for the Chippenham area was combined with other sources of data along with local intelligence to produce the Community Area Status report. This information in turn informed the Area Board which priority areas it should focus its energy and resources on.

The CEM explained that the Area Board had focused its attention on themed priority areas during the Covid-19 pandemic and highlighted a number of key

	<p>achievements from these areas.</p> <p>The Area Board then considered potential priorities for 2022/23, taking into account evidence and themes that would make a positive impact on the Chippenham area. The CEM highlighted three priorities for each 2022/23 theme along with a lead Councillor taking responsibility for overseeing its delivery and reporting back to the Area Board on progress, with appropriate support from the CEM. The five themes are:</p> <ul style="list-style-type: none"> <li>• Young People – Cllr Ross Henning / Cllr Kathryn Macdermid / Cllr Adrian Foster</li> <li>• Older People – Cllr Clare Cape / Cllr Adrian Foster</li> <li>• Environment – Cllr Nick Murry</li> <li>• Economy – Cllr Nick Murry / Cllr Howard Greenman</li> <li>• Anti-Social Behaviour – Cllr Liz Alstrom / Cllr Clare Cape</li> </ul> <p>The members thanked those groups that had partnered with the Area Board during the year and specific mention was made of the work of the Food Bank in providing help to many families during the year.</p> <p>The Area Board noted the need to recognise the future challenges for each themed area, and an understanding of how to ‘fill the gaps’ as these are highlighted during the coming year.</p> <p><b>Resolved:</b></p> <ol style="list-style-type: none"> <li>a. <b>To acknowledge the progress update from the 2021/22 local priorities work.</b></li> <li>b. <b>To agree the priorities to focus on in the coming year, as detailed in the report and summarised below along with the Lead Councillor:</b> <ul style="list-style-type: none"> <li>• Young People – Cllr Ross Henning / Cllr Kathryn Macdermid / Cllr Adrian Foster</li> <li>• Older People – Cllr Clare Cape / Cllr Adrian Foster</li> <li>• Environment – Cllr Nick Murry</li> <li>• Economy – Cllr Nick Murry / Cllr Howard Greenman</li> <li>• Anti-Social Behaviour – Cllr Liz Alstrom / Cllr Clare Cape</li> </ul> </li> <li>c. <b>To acknowledge and note the existing externally operated groups in place for the priorities detailed above.</b></li> </ol>
66	<p><u>Partner and Community Updates</u></p> <p>To receive updates from the partners listed below:</p> <ol style="list-style-type: none"> <li>a. Wiltshire Police The Area Board received and noted the written report attached to the agenda pack. The report provided an update on the performance of the</li> </ol>

Police over the previous 12 months, local priorities including the rise in anti-social behaviour, drugs supply and community speed watch.

Cllr Puntis referred to his comment at the previous Area Board meeting about parking issues along Old Hardenhuish Lane during drop off and pick up times for the school. Cllr Puntis highlighted that he had not received a response and asked for an update.

The Area Board noted that there were concerns locally about the number of Police Officers 'on the ground' and the help that can be provided by the public in reporting crime and providing information to the local force. The Chairman reported that he was a member of the Wiltshire Police and Crime Panel and explained that the recently elected Police and Crime Commissioner was very aware of the issues being raised and challenges being encountered by the public. He also commented on the training being received by new officer recruits.

b. Dorset and Wiltshire Fire and Rescue Service

The Area Board noted the written report and received a presentation from Tim Elliott, District Commander, who commented on the three strands of the Service - prevention, protection and on-call recruitment. The District Commander responded to questions in relation to the availability of Spectre courses, Fire Service cadets, and the Biker Down national safety campaign.

c. Parish Councils

- Chippenham Town Council

Had appointed a climate officer and were progressing with white ribbon status.

- General

The Area Board commented on the consultation of the Neighbourhood Plan, the White Paper and inclusion of environmental enhancements requiring a further consultation; the re-establishment of the Parish Forum; .

d. Clinical Commissioning Group (CCG)

The Area Board received and noted the written report attached in the agenda pack. Members expressed their concern about non-attendance at Area Board meetings of a CCG representative and asked that the CCG attend a future meeting in order to provide an update on the future of Chippenham Hospital.

e. Healthwatch

The Area Board received and noted the written report attached in the agenda pack.

f. Older People/Carers Champion

The Area Board raised the issue of the lack of community volunteers and



	<p>funding challenges being faced by small organisations in the current economic climate. They suggested a number of funding opportunities that organisation could explore. The Chairman highlighted the importance of local co-ordination in order to avoid duplication of effort between organisations.</p> <p>The Community Engagement Manager highlighted the work of Chippenham Borough Lands and the potential for individual and community funding within Chippenham. He also referred to the work of Tempo Time Credits and their role in building local and national networks of organisations, bringing people together in their local communities to carry out valued and important voluntary work.</p>
67	<p><u>World Scout Jamboree</u></p> <p>The Area Board received a presentation from Ben Tong about the 25<sup>th</sup> World Scout Jamboree being held in South Korea between 1-12 August 2023. Ben explained the selection process and that four scouts from the Chippenham area had been chosen to attend the jamboree.</p> <p>Members congratulated the scouts on their success in representing the UK at the Jamboree and asked to be kept updated on the events being held to raise funds for the trip and provide feedback following their attendance at the Jamboree.</p>
68	<p><u>Fostering Presentation</u></p> <p>The Area Board received a presentation from Jay Williams, Kinship and Fostering Manager, who gave an overview of fostering in Wiltshire.</p> <p>The Kinship and Fostering Manager provided information about the Service, an overview of children in care, common fostering myths, who makes a good foster carer, fostering in Chippenham, the local campaign to raise awareness of fostering in Chippenham and the promotion of fostering in the local community.</p> <p>The Area Board thanked the Kinship and Fostering Manager for his presentation. The Area Board noted that a number of Councillors were involved with the Foster Working Group and expressed their appreciation for the work undertaken by the Working Group.</p> <p>Cllr Hutton, Portfolio Holder for Safeguarding, highlighted the importance of Councillors being involved in fostering.</p> <p>In response to comments raised during the presentation, the Kinship and Fostering Manager confirmed that two new foster carers were appointed in the last year, safe and stable placements would ideally be made in Wiltshire and assessments to become a foster carer may take up to six months to complete.</p>

	<p>The Chairman thanked the Kinship and Fostering Manager for his presentation.</p>
69	<p><u>Prevention and Wellbeing Team Presentation</u></p> <p>The Area Board received a presentation from Katie Brown, Senior Prevention and Wellbeing Officer, who provided details about the Prevention and Wellbeing Team.</p> <p>The Area Board were informed that the Prevention and Wellbeing Team is a new Adult Social Care Team which follows that Team’s geographical boundaries for the county, with teams covering the North, West and South.</p> <p>It was noted that Prevention and Wellbeing is a fundamental component of the Care Act 2014 for adults with needs and for carers in England, alongside other support services.</p> <p>The presentation covered the Teams vision and values and the categories of people requiring support. Residents were encouraged to contact the Team via the Advice and Contact Team on 0300 4560111 who will then pass on details to the Prevention and Wellbeing Team. An online referral <a href="#">link</a> may be useful for professional and other organisations.</p> <p>The Area Board noted that the Team provided a comprehensive service with engagement and support to parent’s and young adults.</p> <p>The Chair thanked Katie for her informative presentation.</p>
70	<p><u>Funding</u></p> <p>The Area Board considered the following applications for a Community Area Grant and Youth Grants as detailed in the report.</p> <p><b>Resolved:</b></p> <p><b><u>Community Area Grant Funding:</u></b></p> <p>1) To grant £500 towards Chippenham Art Trail.</p> <p><b><u>Youth Grants</u></b></p> <p>1) To grant The RISE Youth Trust £5,000 towards RISE youth sessions, with an additional £770 requested by the RISE Youth Trust being considered by the Grant Assessment Panel</p> <p><b>(Note – The Area Board asked the Chairman to support the additional £770 requested by the Trust when it is considered by the Assessment Panel).</b></p>

	<b>2) To grant The RISE Youth Trust £5,000 towards RISE school holiday sessions.</b>
71	<u>Urgent Items</u> There were no urgent items.



**Briefing Note**  
**Engagement and Partnerships Team**  
**Structure**  
**August 2022**

**Service :** *Leisure, Culture and Communities*  
**Further Enquiries to:** *Rhys Schell, Service Manager, Engagement and Partnerships*  
**Date Prepared:** 22/08/2022  
**Direct contact:** [rhys.schell@wiltshire.gov.uk](mailto:rhys.schell@wiltshire.gov.uk)

**Engagement and Partnerships Team**

The new staffing structure for the Engagement and Partnerships team comes into place from 1 September and introduces three officer levels of support to local communities and Area Boards. Officers will work collaboratively across community areas, however, locally named contacts remain available for Councillors, partners and residents to directly engage with. The service will work with communities in an innovative and proactive way and empower them to do even more for themselves and to deliver to the Wiltshire Council Business Plan. A brief overview of the respective duties are set out below.

- **Strategic Engagement and Partnerships Manager**

The six Strategic Engagement and Partnership Managers (SEPMs) will hold overall responsibility for Area Board delivery and the development of the local Area Board work plan in conjunction with the local Councillors. The SEPMs are the main points of contact for local Councillors, strategic partners, community volunteers and leaders. Each SEPM will lead an organisational theme, which includes children and young people, equality, diversity and inclusion, the environment, economic regeneration and older and vulnerable adults, however, this is not an exhaustive list and will be reviewed regularly. The SEPMs will drive this area forwards across communities and develop exciting link ups between council services and the community to provide excellent information, insight and evidence sharing between parties.

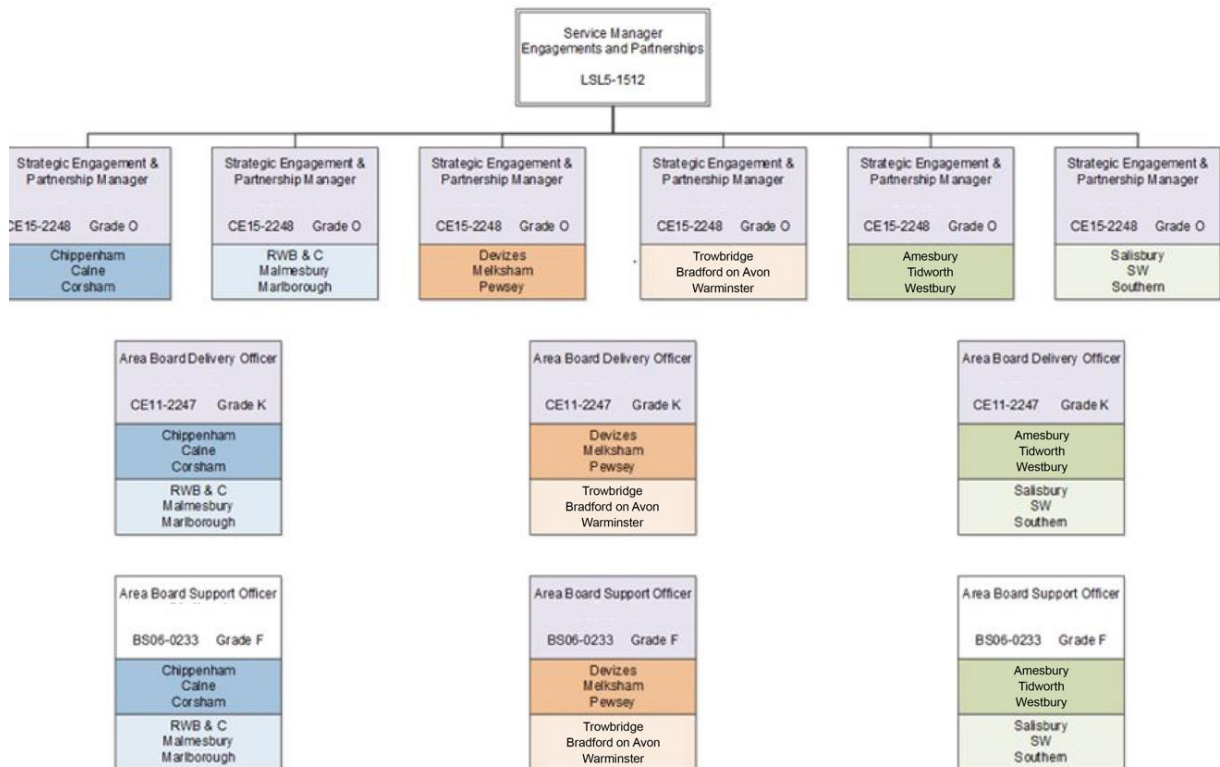
- **Area Board Delivery Officer**

Three dedicated officers that facilitate and support Area Board delivery in an innovative way. The delivery officers will build exceptional relationships with the voluntary and community sector and other key local partners to facilitate projects and initiatives that support the objectives of the Area Board work plans. They will be actively involved in Area Board business meetings, engagement activities, events and working groups to deliver exceptional local and organisational outcomes.

- **Area Board Support Officer**

Three Area Board Support Officers will oversee and effectively implement all grant funding processes. This includes eligibility assessment, reporting, payments, impact analysis, budget monitoring and audit. The Area Board Support Officers will collate and assess data on behalf of the team, facilitate regular communication through online platforms such as Our Community Matters and respond to resident enquiries. They report to the Strategic Engagement and Partnership Managers.

## Structure Visual



The post holders are as follows:

- Andrew Jack, (01225 713109 or [andrew.jack@wiltshire.gov.uk](mailto:andrew.jack@wiltshire.gov.uk)) Strategic Engagement and Partnerships Manager - Malmesbury, Marlborough, Royal Wootton Bassett and Cricklade
- Ros Griffiths, (01225 718372 or [ros.griffiths@wiltshire.gov.uk](mailto:ros.griffiths@wiltshire.gov.uk)) Strategic Engagement and Partnerships Manager - Corsham, Chippenham and Calne
- Liam Cripps, (01225 713143 or [liam.cripps@wiltshire.gov.uk](mailto:liam.cripps@wiltshire.gov.uk)) Strategic Engagement and Partnerships Manager - Bradford on Avon, Trowbridge and Warminster
- Richard Rogers, (07771547522 or [richard.rogers@wiltshire.gov.uk](mailto:richard.rogers@wiltshire.gov.uk)) Strategic Engagement and Partnerships Manager - Melksham, Devizes and Pewsey
- Graeme Morrison, (01225 713573 or [graeme.morrison@wiltshire.gov.uk](mailto:graeme.morrison@wiltshire.gov.uk)), Strategic Engagement and Partnerships Manager - Westbury, Amesbury, Tidworth
- Karen Linaker, (01722 434697 or [karen.linaker@wiltshire.gov.uk](mailto:karen.linaker@wiltshire.gov.uk)) Strategic Engagement and Partnerships Manager - South West, Salisbury, Southern Wiltshire
- David Holker, Area Board Support Officer (North)
- Catherine Russell, Area Board Support Officer (South)

The three vacant Area Board Delivery Officer roles and the central Area Board Support Officer role are currently being recruited to.

**Briefing prepared by:** Rhys Schell, Service Manager, Engagement and Partnerships

**Report Date:** 22/08/2022

**Area Board Briefing Note – Annual Canvass**

<b>Service:</b>	<b>Electoral Services</b>
<b>Date prepared:</b>	<b>20 June 2022</b>
<b>Further enquiries to:</b>	<b>Caroline Rudland Head of Electoral Services</b>
<b>Direct contact:</b>	<b>elections@wiltshire.gov.uk</b>

Each year the statutory Annual Canvass process takes place between June - November. This is an audit to ensure the electoral register is accurate and all those people entitled to vote are registered.

Forms will be sent to all properties in July. We encourage everyone to check the information is correct and use the contact details on the form to update their details as appropriate, preferable by using the online or telephone service as this is a quicker and efficient option.

Some households will be **required** to respond where other households only need to if there is a change in the information shown on the form. Full details will be explained on the form.

If you can disseminate the information within your parishes, and encourage households to respond as soon as possible, it will save further reminders being sent.

The final process for those households that do not respond to the initial and reminder form, is to employ canvassers to door knock to encourage a response. This will take place during September.

However, hopefully the number of properties to door knock can be significantly reduced if households respond to the forms so, please encourage your communities to do so.





Wiltshire Centre for Independent Living is a Disabled People’s user led organization.

Our aim is to ensure that all people in Wiltshire can live the life they choose as valued members of their community.

We support people to live independently and well and to have a voice. Our main activities are:

- Supporting people who receive direct payment from Wilts Council to employ their own care
- Promoting PA opportunities, with a PA register and promotional events (PAs provide paid care and support so that people can live independently)
- Providing varied opportunities for disabled people to have a voice and co-produce local services.
- Supporting all our communities to be inclusive and welcoming through the Make Someone Welcome campaign
- Providing awareness raising sessions on disability issues and wider community development work
- Providing a community connector service, working alongside people in the community who want to get back to living well after they have experienced issues that have prevented this

We have several partners who commission us to do this work, including Wiltshire council, Wilts CCG and local Primary Care Networks (G.P practices)

All our work starts with this question: ‘what does a Good life look like to you and what do you need to live it’. We have used this question in our forums, consultations and all our 1:1 work, and we now have over 2000 responses from disabled people in Wiltshire. Disability is defined broadly and includes physical disability, dual sensory, mental health issues, learning disability and Autism.

The PowerPoint slide pack is a synthesis of all the responses to this question, providing a unique knowledge base for decision makers and planners. The messages are simple, yet we know that we aren’t achieving these things for all our residents. Please do use the findings in whatever way you find useful and contact us if you would like any further information/ conversations:  
[mary@wiltshirecil.org.uk](mailto:mary@wiltshirecil.org.uk)

Report author: Mary Reed

Organisation name: Wiltshire Centre for Independent Living

Date: 23/06/22





What do people need to live their good  
life?

In groups, in the community and in one-to-one conversations we have asked over 2000 people these 3 questions:

- What does a good life look like to you?
- What have you got to live that life?
  - What do you now need?



# We want what you want

Everyone wants the same things to live well: a home, equal and meaningful relationships, to be valued and have purpose, to be hopeful about the future.

People need choice and control to live good, independent lives.

Everyone can be supported to live their good life.

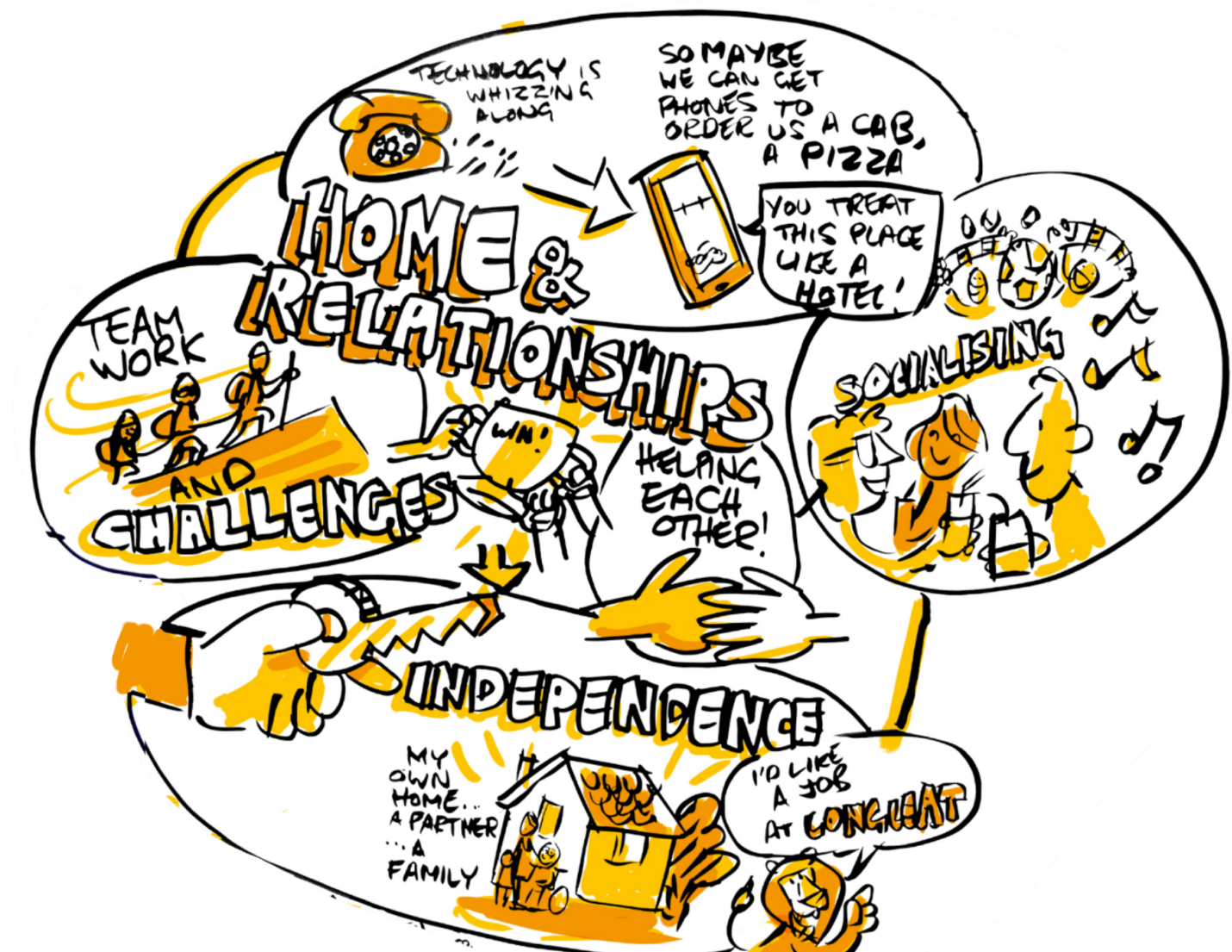


# Homes not institutions

People want to live in a place called home, where they have choice and control over all aspects of their daily lives.

The homes people live in need to fit with who they are, this might mean living with others or on their own.

A house is not a home if people don't feel that they belong and are safe in the place they live.





# Relationships REALLY matter

At the heart of a good life are meaningful relationships.

Having people around us that we trust, and love can support us all to live well

Relationships work best when people value each other as equals.



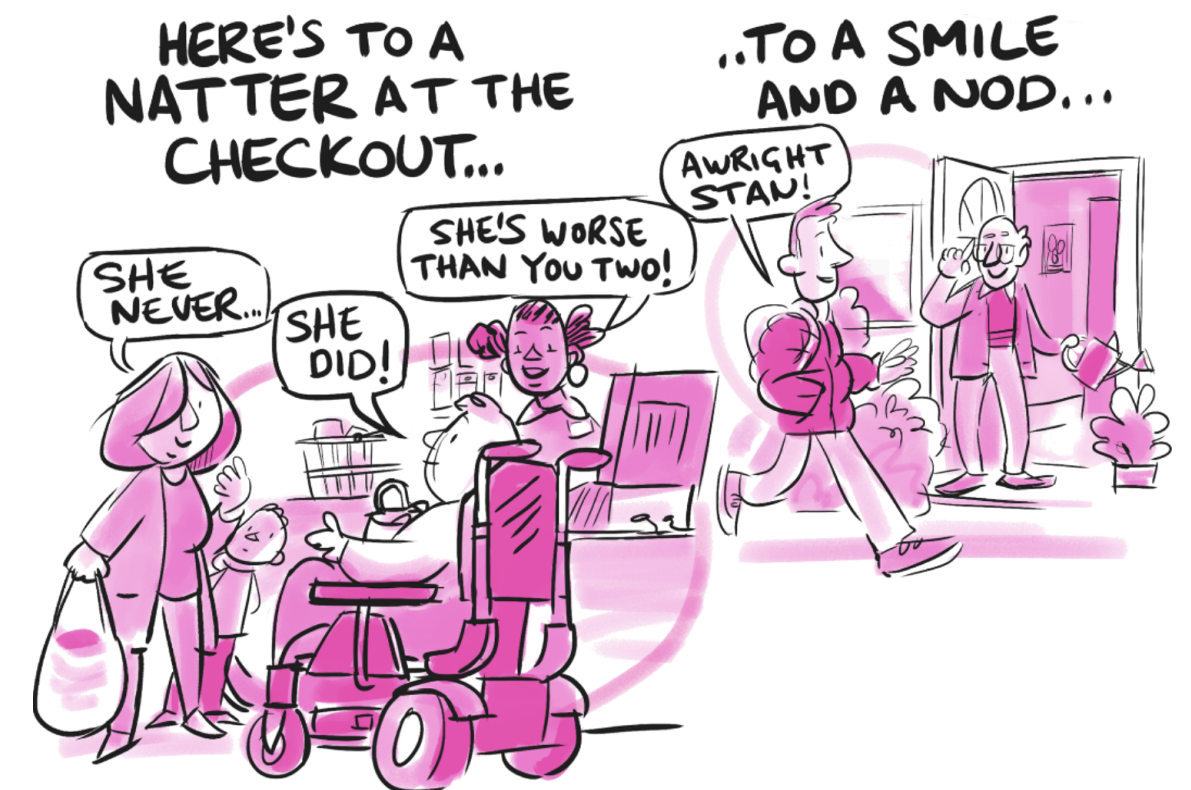
# Real connection in real communities

Community is people not places.

People want to be part of their community; a valued and active member.

People might need some support to 'Access their community'. Support works best when it helps people to meet with others, help each other out, and enjoy each others company.

Communities need to be fully accessible, accepting and safe for people





# We may well need support, but we want the right support

Independent living does not mean living without support.

Support works best when provided by people that are liked, known, and trusted and is led by the people receiving it, enabling them to get on with their day to day lives.

Support to help people get back on track works best when its about relationship building and maintaining.

The right support at the right time can stop people finding themselves in a crisis or unable to cope.





# We are not there yet

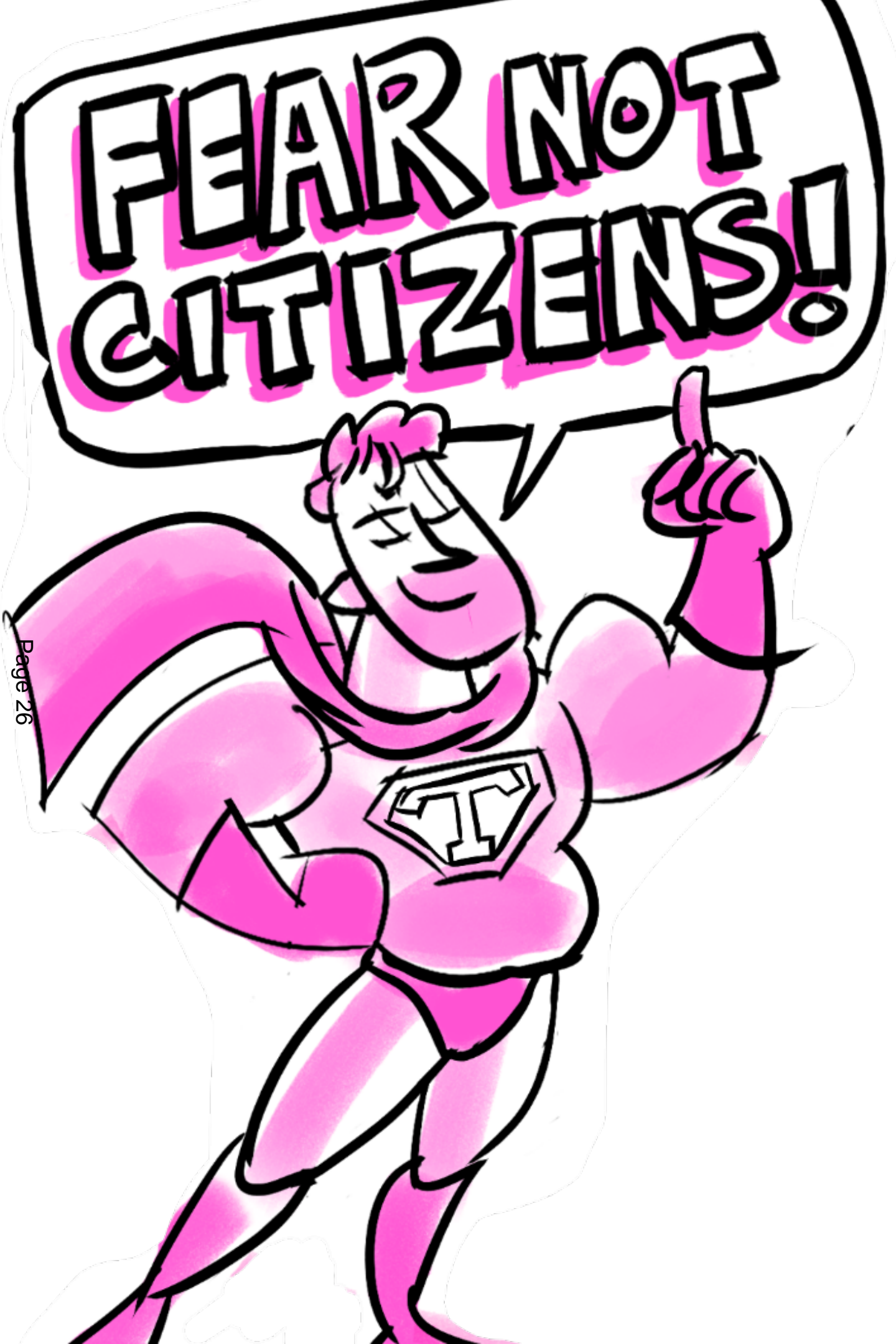
‘Written off for being different’

There are many examples of people feeling excluded from normal everyday life, which includes our places of work and our communities.

We now need to act and ensure that every Wiltshire resident and every professional involved in the health and social care system play their part to ensure that people get to live the lives they deserve.







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**We start today!**

You have the power to create positive change!

As local change makers you can influence, design and develop your 'community' and make sure everything in it works for you.

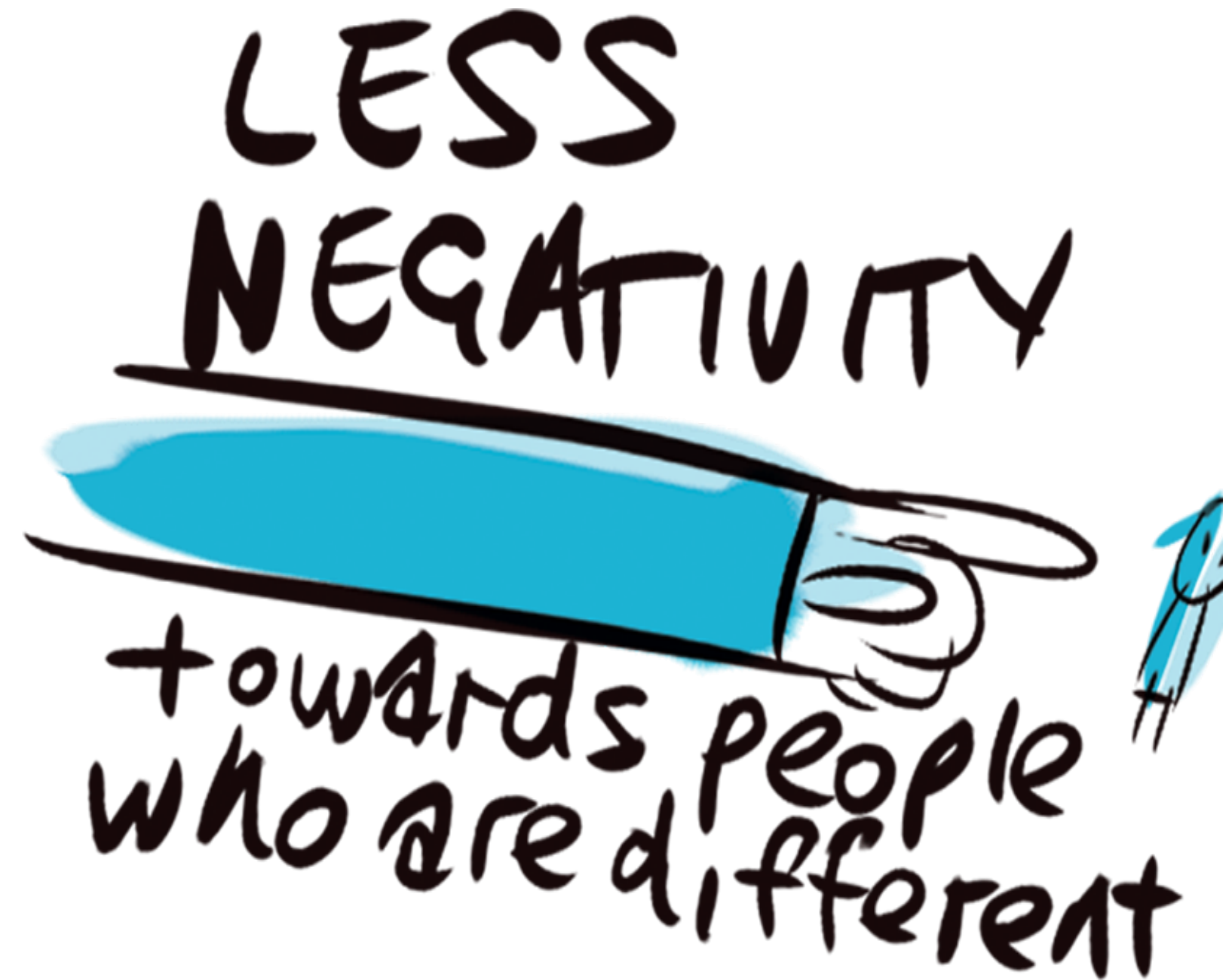


We are here to make a difference

Be hopeful, be ambitious...

We need BIG IDEAS

Think risky, think 'good trouble'





## Area Board Briefing Note – Building Bridges, support available for unemployed/ not in education

<b>Service:</b>	<b>Employment and Skills</b>
<b>Date prepared:</b>	<b>18/8/22</b>
<b>Further enquiries to:</b>	<b>Emily Hughes, Team leader Building Bridges</b>
<b>Direct contact:</b>	<b>Emily.hughes@wiltshire.gov.uk</b>

The Building Bridges project continues to support those furthest from the workplace or with multiple barriers back towards the world of work, education or training. The team offer bespoke 1:1 support to help identify what barriers a person might have which are preventing them progressing and help plan ways to address these. They can even offer up to 12 weeks support once someone has entered employment/ education to ensure they have settled in and aid with transition.

Building Bridges can work with any Wiltshire resident aged over 15 (no upper age limit) as long as they have the right to work in the UK and are not currently in and employment / formal education.

The team are currently supporting a range of NEET (not in employment education and training) young people to identify what their plans for September and make steps towards engaging with that goal.

The project has recently seen a large increase in referrals for support for Ukrainian guests through the Family and Community Learning ESOL (English for speakers of other languages). We are working in close partnership with FCL to offer ongoing support to those completing their ESOL programme and help them access work or further training.

We are keen to work with local communities to reach those individuals whom we may not have reached yet and offer them the fantastic 1:1 support the team are able to provide.

Building Bridges is a partnership of organisations, led by Community First, that has come together to deliver the Building Better Opportunities Programme across Swindon and Wiltshire.

The project has received up to £8.4M of funding from the European Social Fund and The National Lottery Community Fund as part of the 2014-2020 European Structural and Investment Funds Growth Programme in England.

Support is free for those participating on the project.

Referrals can be made by a professional or self referral and can be made via the Website.

More information on the project can be found at: [www.buildingbridgessw.org.uk](http://www.buildingbridgessw.org.uk)





**Area Board Briefing Note – Temporary Events Notices**

<b>Service:</b>	<b>Place – Public Protection – Licensing</b>
<b>Date prepared:</b>	<b>7 September 2022</b>
<b>Further enquiries to:</b>	<b>Linda Holland, Licensing Manager</b>
<b>Direct contact:</b>	<b><a href="mailto:Linda.holland@wiltshire.gov.uk">Linda.holland@wiltshire.gov.uk</a></b>

At a recent Licensing Committee meeting Members requested a briefing to note for Area Boards to raise member and public awareness around the use and control of Temporary Events Notices under the Licensing Act 2003.

**What are Temporary Events Notices and how are they used:**

A Temporary Event Notice (TEN) is a standalone permission which permits licensable activities (sale of alcohol and regulated entertainment) for a short period of time., for a maximum of 168 hours (7 days) for any one event. They were introduced as part of the Government’s light touch approach to the regulation of licensable events.

A Temporary Event Notice may be used to cover outside functions, extensions to licensed hours for licensed premises, charity events, weddings, off sales at market, etc.

A TEN is not an application for a licence and the Council as Licensing Authority does not approve the application it merely permits the event.

**Who can apply for one ?**

Anyone over 18 years of age can apply for one, within certain restrictions

**Temporary Event Notices are subject to following restrictions:**

- no more than 20 events or 26 days to be granted for any premises / location within a calendar year ( increased for 2022/2023 following Covid)
- a **personal licence holder** may apply for a maximum of 50 events in a calendar year
- a **non-personal licence** may only apply for a maximum of 5 events in a calendar year
- no two temporary event notices can be applied for the same premise without a break period of 24 hours between events
- no more than 499 persons may attend at any one time, including all staff and performers
- no temporary event notice can exceed 168 hours / 7 days in time.
- any associate, relative or business partner of the premise user is considered to be the same premises user in relation to the restrictions.

If any of the limitations are exceeded the application will be rejected by the Licensing Authority. If the applicant still wants to go ahead with the event and there is sufficient time for the required legal process, they can apply for a premises licence or club premises certificate.

## ***There are two types of Temporary Events Notice***

### **Standard temporary event notices**

Served on the Licensing Authority and responsible authorities a minimum of 10 working days prior to an event, with the required fee of £21.

The 10 working days' notice does not include bank holidays or weekends and does not count the day the application is received or the day that the event starts.

### **Late temporary event notices**

A late temporary event notice is one served 5 - 9 days working days before the event. With the required fee of £21.

The 5 working days' notice does not include the day the notice is given or the day of the event. The same working day restrictions apply, it does not include bank holidays or weekends.

### **Number restrictions apply to late temporary events notices**

A personal licence holder is limited to **10 late** temporary event notices each calendar year and a non-personal licence holder is limited to **2 late** temporary event notices each year.

### ***Who can object to a temporary events notice?***

Only Wiltshire Police and the council's Environmental Pollution and Control Team in Public Protection can object to a temporary event notice if they consider the event would undermine any of the 4 licensing objectives as follows:

- Prevention of Crime and Disorder
- Public Safety
- Prevention of Public Nuisance
- Protection of children from harm.

The Licensing Team, the public and other public bodies are **not** permitted by the Licensing Act to have a view or object to any Temporary Events Notice.

Once a temporary event notice is submitted, both responsible authorities have a maximum of 3 working days to submit an objection to the Licensing Authority.

On a standard temporary event notice if an objection is received then the Licensing Authority will arrange a Licensing Sub Committee hearing to determine the notice. A hearing will take place to decide to approve, add conditions or reject the notice.

On a late temporary event notice, if an objection is received the temporary event notice will be rejected and a counter notice issued, and the event will not be authorised.

***What powers does the Licensing Authority have to stop a permitted temporary event once it has started?***

Licensing authorities have no power under the Licensing Act 2003 to stop permitted temporary events once they have started. A local authority may have powers under other legislation for example: to deal with a statutory nuisance.

***How many temporary events notices does the council receive annually?***

Year	Number	Explanation
2018	2210	
2019	2171	
2020	427	Impacted by Covid
2021	586	Impacted by Covid
2022	1234	Up to 7 <sup>th</sup> September

***Useful links***

[Temporary event notices - Wiltshire Council](#)

[Temporary Events Notice \(England and Wales\) - GOV.UK \(www.gov.uk\)](http://www.gov.uk)







# Area Board Update

Chippenham Community Policing Team

July 2022



Agenda Item 6

# Your CPT - Chippenham

**Inspector:** James Brain

**Neighbourhood Sergeants:** Richard Marshall / Gavin Brewster

**Neighbourhood Officers:**

PC Evie Templar (Chippenham)

PC Jon Bourke (Calne / Chippenham)

DC Kev Golledge (Corsham)

**PCSOs:**

Mark Cook / Nicole Sheppard / Simon Partington (Calne)

Barbara Young/ Stacey Cunningham /Liam Owen / Linda Staples / Lewis Hawkins  
(Chippenham)

Shaun Redmond

# Performance – 12 Months to June 2022

## Force

- Wiltshire Police recorded crime reports a YoY increase of 10.5% in the 12 months to June 2022 and continues to have one of the lowest crime rates in the country per 1,000 population.
- Wiltshire Police has seen a 18.1% increase in violence without injury crimes in the 12 months to June 2022.
- In June 2022, we received:
  - 9,427 '999' calls, which we answered within 8 seconds on average;
  - 11,522 '101' calls, which we answered within 16 seconds on average;
  - 12,522 CRIB calls, which we answered within 2 minutes and 27 seconds on average.
- In June 2022, we also attended 1,718 emergency incidents within 9 minutes and 36 seconds on average.

Crime Type	Crime Volume	% of Crime
<b>Totals</b>	<b>42,401</b>	<b>100.0</b>
Violence without injury	7,456	17.6
Violence with injury	6,268	14.8
Criminal damage	5,139	12.1
Stalking and harassment	4,172	9.8
Public order offences	4,104	9.7
Other crime type	15,262	36.0

## Chippenham CPT

Crime Type	Crime Volume	% of Crime
<b>Totals</b>	<b>4,412</b>	<b>100.0</b>
Violence without injury	768	17.4
Violence with injury	692	15.7
Criminal damage	590	13.4
Stalking and harassment	444	10.1
Public order offences	410	9.3
Other crime type	1,508	34.2

### Stop and Search information for Chippenham CPT

During the 12 months leading to May 2022, 129 stop and searches were conducted in the Chippenham area of which 57.4% related to a search for controlled drugs.

During 69.8% of these searches, no object was found. In 25.6% of cases, an object was found. Of these cases 69.8% resulted in a no further action disposal; 18.6% resulted in police action being taken; 5.4% resulted in an arrest.

Of the stop and search subjects who defined their ethnicity:

- White – 104 stop and searches
- Black or Black British – 8 stop and searches
- Mixed – 1 stop and search



# Performance – Hate Crime Overview

## Force

Hate Crime is reporting as stable, with a slight loss of seasonality since the impact of Covid. Volumes are now reporting flatter across the year. Year on year reporting increases in Transgender and Sexual Orientation related hate which follows National trends.

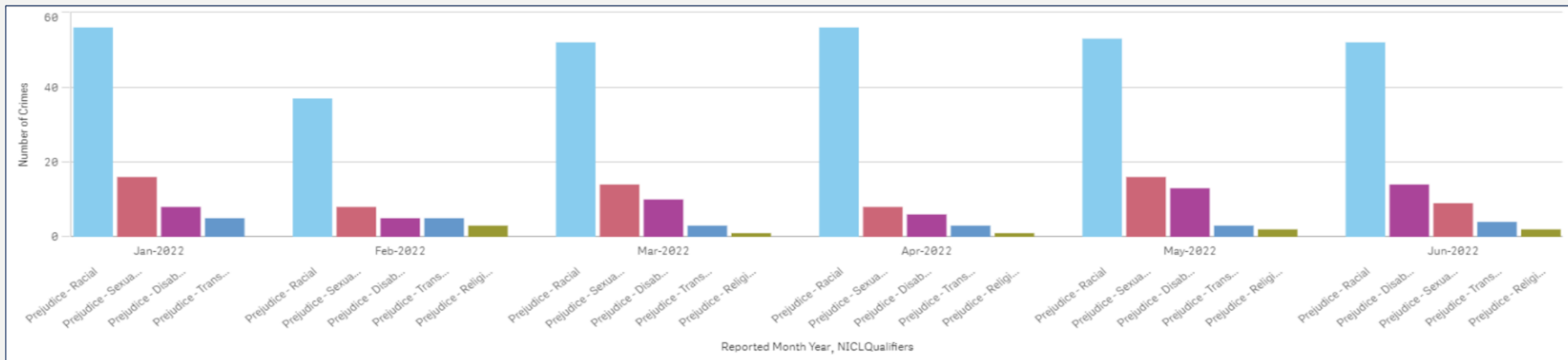
Work by the Hate Crime Silver Scrutiny Panel on hate crime video to raise awareness of Hate Crime and how to report it, including details surrounding how the Criminal Justice System responds to it is ongoing. There is an increased focus on Out of Court Disposal outcomes relating to Hate Crimes.

## Chippenham CPT

	Number of Crimes	Change (number)	Change (%)
<b>Total</b>	77	2	2.7%
<b>Prejudice – Racial</b>	52	10	23.8%
<b>Prejudice – Sexual orientation</b>	15	4	36.4%
<b>Prejudice - Disability</b>	12	-3	-20.0%
<b>Prejudice - Religion</b>	3	-1	-25.0%
<b>Prejudice - Transgender</b>	2	-2	-50.0%

Year on year comparison June 2021 to June 2022 (note: an individual crime can be tagged with more than one prejudice type e.g. sexual orientation & transgender)

### Force Hate Crime (6 months to June 2022)





# Local Priorities & Updates

Priority	Update
Unity House and surrounding areas ASB	Multi agency approach with a number of preventative and enforcement actions being worked through. Ongoing and will update at the next meeting.
Drug supply	Recent arrests of young linked to county lines. The team are actively tackling and disrupting their activity and identifying vulnerable persons and locations.
Rough sleepers	Monkton park, working closely with the council and rough sleeper team. Ongoing enquiries.

# Local Priorities & Updates Continued

Priority	Update

# Useful Links

For more information on Wiltshire Police's performance please visit:

- PCC's Website - <https://www.wiltshire-pcc.gov.uk/>
- HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>
- Police.uk - <https://www.police.uk/pu/your-area/wiltshire-police/>
- For information on what crimes and incidents have been reported in the Chippenham Community Policing Team area, visit <https://www.police.uk/pu/your-area/wiltshire-police/chippenham/> to view a crime and incident map and find links to more detailed data

# Get Involved

Keep up to date with the latest news and alerts in your area by signing up to our **Community Messaging service** –

[www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)

## Follow your CPT on social media

- [Calne Police Facebook](#)
- [Calne Police Twitter](#)
- [Chippenham Police Facebook](#)
- [Chippenham Police Twitter](#)
- [Corsham Police Facebook](#)
- [Corsham Police Twitter](#)

Find out more information on your CPT area at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk) and here [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)

The screenshot shows the Wiltshire Police website. At the top left is the "WILTSHIRE POLICE" logo. To the right is a search bar with the text "How can we help you?". Below the search bar is a navigation menu with five items: "Report", "Tell us about", "Apply or register", "Request", and "Feedback". Below the menu is a breadcrumb trail: "Home > About us > CPTs". The main heading is "Chippenham CPT". Below this is a paragraph: "CPT Chippenham covers the areas of Chippenham, Calne and Corsham". This is followed by contact information: "To contact your CPT about a community-related matter, such as a school visit, then please email [ChippenhamAreaCPT@wiltshire.pnn.police.uk](mailto:ChippenhamAreaCPT@wiltshire.pnn.police.uk). Please note that this mailbox is not monitored 24/7." Next is a paragraph: "You are unable to report crimes of any type via email and please do not report any situations that require an urgent response. In the case of an emergency please contact 999 and for non-urgent crimes and incidents, please call 101 or [Report a crime here](#)". The final line says: "You see a map of crimes in the Chippenham area [by visiting www.police.uk](#)".



## DORSET & WILTSHIRE FIRE & RESCUE SERVICE

### WILTSHIRE AREA BOARD REPORT

#### Community Safety Plan

DWFRS Community Safety Plan can be found on the DWFRS website;  
<http://www.dwfire.org.uk/community-safety-plan/>

#### Prevention

We are committed to making a real difference to the lives of people in Dorset and Wiltshire. Our aim is to reduce the level of risk and harm to our communities from fire, targeting those most at risk. We do this primarily through our Safe and Well visits.

A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need

Are you or anyone you know:-

- Over the age of 65?
- Need a smoke detector?
- Have a long-term health condition?
- Suffer from poor hearing or sight loss?
- Would you struggle to escape in the event of a fire?

If you can answer yes to more than one of these questions, then please call us on 0800 038 2323 or visit <https://www.dwfire.org.uk/safety/safe-and-well-visits/>



## Protection

On-going interaction by Protection Team members with Local Authorities, Private landlords and tenants regarding fire safety-related matters: external cladding systems; fire detection and warning systems; fire resisting doors (& self-closers); combustibility/fire resistance of construction materials; commercial and residential sprinklers systems and water-mist suppression systems

### **General Enquiries**

If you have a general fire safety enquiry regarding commercial property, please email [fire.safety@dwfire.org.uk](mailto:fire.safety@dwfire.org.uk) and the Fire Safety Team will respond in office hours.

### **Fire Safety Complaint**

If you wish to tell us about fire safety risks in commercial premises, such as locked or blocked fire exits, you have three options:

- You can email the fire safety department at [enforcement@dwfire.org.uk](mailto:enforcement@dwfire.org.uk)
- Call 01722 69 1717 during office hours (9am-5pm).
- Call our Service Control Centre on 0306 799 0019 out of office hours (5pm-9am)

## On Call Recruitment

Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter is for you.

As a paid position, on-call firefighters commit anywhere between 40 to 120 hours per week, during which time they must be able to respond to the station immediately.

Many have 'normal' jobs during the day, then upon their return home make themselves available overnight or during the weekends. Some of our crew respond from their workplaces during the day, and we are very grateful to their employers for releasing them to perform their vital duties.

Anyone over 18 years old can apply (although you can also apply once you are 17½) you must be able to respond and attend the fire station within 5-8 minutes, you have a good standard of physical fitness (i.e. you are generally active), and you must have the right to work in the UK.

Further information on becoming an On Call Firefighter can be found at [www.dwfire.org.uk/working-for-us/on-call-firefighters/](http://www.dwfire.org.uk/working-for-us/on-call-firefighters/) or should you have any questions, you can call **01722 691444**.

## Recent News & Events

### DWFRS launch wildfire prevention campaign #BringAPicnicNotABBQ



This week, at the start of National Picnic Week (19-26 June), Dorset & Wiltshire Fire and Rescue Service (DWFRS) is launching its wildfire prevention campaign – #BringAPicnicNotABBQ.

The campaign aims to remind the residents of Dorset and Wiltshire, as well as day trippers and holidaymakers, to take care in our beautiful open spaces this summer. During 2021, firefighters across Dorset and Wiltshire attended 494 wildfires and already in 2022, firefighters across the UK have attended more wildfires than in 2021\*.

More information on staying safe and enjoying outside areas whilst avoiding starting a wildfire can be found at [www.dwfire.org.uk/heath-fires-and-countryside-safety](http://www.dwfire.org.uk/heath-fires-and-countryside-safety)

## **New safety packs for gypsies and travellers**



The Service has launched new safety packs targeted at gypsies and travellers, following collaborative work with the Gypsy, Roma, Traveller and Boater (GRTB) team at the charity Julian House. Safe & Well Team Leader Tracy Jenkins reports.

Fires in vehicles and caravans can be devastating, and we hope the packs will help to keep more people safe. It's also important to raise awareness of carbon monoxide and the dangers it presents. Travellers may be at risk if they encounter problems with solid fuel stoves, including flue pipes, so it's important to be aware of the signs and symptoms of carbon monoxide poisoning and to seek help quickly.

If you know of anyone living roadside or on a site who would benefit from a pack, please contact one of the following. • Jassy from the Julian House team: email [grtb@julianhouse.org.uk](mailto:grtb@julianhouse.org.uk) or phone 07498 723504. • Aileen from Wiltshire Council: email [gypsyandtravellerservice@wiltshire.gov.uk](mailto:gypsyandtravellerservice@wiltshire.gov.uk) • Gary New, Gypsy & Traveller Liaison: email [gary.new@dwfire.org.uk](mailto:gary.new@dwfire.org.uk) or phone 07789 923458.

## **Junior Good Citizen returns**

During June, around 2,800 Year 6 children from Swindon and Wiltshire will attend Junior Good Citizen with their school. Education manager Tess Cross reports.

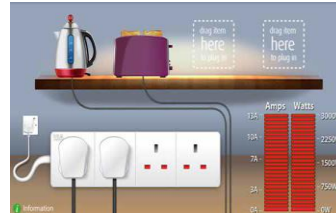
Undertaking a carousel of activities to help them understand how they can live safer lives, these 10-11 year olds will be discovering the importance of being safe with electrical items, thanks to the DWFRS Education team.

Junior Good Citizen is a partnership between Wiltshire Police, Swindon Borough Council, Wiltshire Council, DWFRS and other organisations. The scheme has been running for almost 20 years and, after a break of two years due to Covid, we are delighted to be able to support it again.





**DORSET & WILTSHIRE  
FIRE AND RESCUE**



## Station open days make a welcome return!



After two years of not being able to hold events on station, it's great to see open days being planned again!



## Demand

Total Fire Calls for Chippenham Fire Station for period 1<sup>st</sup> April – 1<sup>st</sup> August 2022:-

Category	Total Incidents
No. of False Alarms	46
No. of Fires	23
No. of Road Traffic Collisions and other Emergencies	32
<b>Total</b>	<b>101</b>

## Local Incidents of Note

This period has seen a real variety in the type of incidents attended within the local area, this has included vehicle collisions, fires in domestic, industrial and educational properties, animal rescues including the traditional ‘Cat stuck up a tree’ and medical incidents. The recent dry spell has seen a marked increase in grass fires and local crews have been required to assist in dealing with these incidents all across the county.

.....  
**Station Manager**

**Email:**.....[dwfire.org.uk](http://dwfire.org.uk)

**Tel:** .....

**Mobile:** .....



**DORSET & WILTSHIRE**  
**FIRE AND RESCUE**



## **Update for Wiltshire Area Boards**

August 2022

### **Winter Planning**

As our System continues to experience unrelenting demand challenges and operational pressures, we are continuing to work with our partners to deliver existing demand management and capacity improvement plans. We are monitoring the impact of these plans at both a System and Place level and will take the learning into the development of our plans for the coming winter. One important aspect of our future plans is the delivery of a Virtual Ward model. Virtual Wards allow patients to get the care they need at home safely and conveniently, rather than being in hospital.

Fiona Slevin-Brown, Wiltshire Place Director, is providing Executive leadership across the BSW programme to enable successful roll out of this programme across all three Places.

In addition, our winter plans will encompass the continuation of additional bed capacity to support wider adoption of discharge to assess. Further work to support the timely discharge of patients out of hospital will continue with specific focus on securing additional domiciliary care provision in South Wiltshire. This will contribute to the much needed capacity required to help with the expected challenges for this coming winter period.

### **Primary Care Update**

In March 2022 NHS England published 'Enhanced Access for General Practice' guidelines, the aim is to improve access to GP services outside of core hours.

The new service which goes live from 1<sup>st</sup> October 2022 will provide more appointments for patients between the hours of 6.30pm – 8pm Monday to Friday, and 9am to 5pm on Saturdays. Details on how this will be delivered at a Primary Care Network and practice level will be communicated directly with local registered patients in the coming weeks.

### **Connecting with our Communities (CWOC)**

The Wiltshire Integrated Care Alliance CWOC work stream is focused on empowering our communities and ensuring their voices are heard through the design and delivery of the work of the Alliance, paying particular attention to inclusion of our most vulnerable and marginalised residents. This workstream will be informed by the latest NHSE guidance outlining the revised legal responsibilities for statutory NHS

organisations <https://www.england.nhs.uk/publication/working-in-partnership-with-people-and-communities-statutory-guidance/>

A CWOC away day is organised for the 30<sup>th</sup> August at County Hall, with invites being extended to representatives of the Wiltshire VCSE, and local statutory partners. The purpose of the away day is to work towards strong community engagement, including the planning of listening events within various communities within the Wiltshire footprint.

### **Dr Amanda Webb appointed to Chief Medical Officer**

Amanda has served as Swindon Locality Clinical Chair for BSW since 1 April 2020 having previously been a member of the Governing Body of Swindon CCG and Clinical Director for the Brunel 1 Primary Care Network.

She is dedicated to improving population health and wellbeing and to addressing inequities in health and life opportunity for the people of BSW. Amanda has a particular interest in workforce retention and career development and founded the national Phoenix GP Programme.

Amanda trained at both Cambridge and Oxford University, before qualifying as a GP in 2012 and joining Westrop Medical Practice in 2014 with specialist clinical interests in paediatrics and women's health.

The process of appointing a Wiltshire Health Care Professional Lead Role is underway, and details of the successful candidate will be shared when appointed.

### **Keep up to date**

Those wanting to keep up to date with developments with the BSW Integrated Care System can sign up to receive The Triangle - a monthly newsletter about the work of BSW Together. The public facing publication contains a mix of news and updates showing how the BSW ICS is working to improve the health and wellbeing of local people, tackle health and care inequalities and improve services for everyone.

A sign-up form is available here <https://bswtogether.org.uk/news-events/the-triangle/>

Wiltshire Council has issued a Traffic Regulation Order implementing parking charges in the Dunns Lane Car Park at Castle Combe. The Council did not have the courtesy to discuss this in advance with the Parish Council and was clearly unaware that when such charges were implemented in the past, they were speedily withdrawn due to the havoc caused on surrounding roads and the resultant danger to visitors and villagers, in the latter case due to the inability of emergency vehicles to access the village centre.

Castle Combe Parish Council has objected in the strongest terms to the CEO and Council Leader but has been stonewalled with a refusal to disclose internal correspondence regarding the matter.

The projected income from this proposal makes no allowance for setting up or running costs, yet is only 0.00007% of the Council's budget. It is clearly a matter of political expediency designed to ensure uniformity across the County despite the potential impact on our residents and villagers.

The last time an identical TRO was proposed in 2017, the then Council Leader intervened to ensure that it was not implemented. Sadly the current leadership is unwilling to do so despite being made fully aware of the potential safety risks.

At its inception the Unitary Council proudly introduced its logo "Where Everybody Matters". In recent years this was quietly dropped when it became evident that it was unsustainable.

Our correspondence with the CEO and Council Leader highlighted the following:

1. The financial projections are incomplete and inaccurate, despite the assurance that this would not be the case.
2. There is no evidence that a risk analysis has ever been undertaken despite the numerous occasions on which the risks have been summarised in detail by us. Neither is there any documented evidence that the risks have been discussed at senior level internally despite our concerns.
3. The Unitary Council is unable to identify any other community with a risk profile commensurate with that of Castle Combe.
4. The TRO does not meet the requirements of the Road Traffic Regulation Act 1994.
5. There is no acknowledgment that when charges were previously introduced, they had to be speedily withdrawn due to the havoc on the public highway.
6. Gridlock on the hill can last 30 minutes or more, with a consequent inability of emergency vehicles to access the village centre. The last time this occurred, the ambulance had to take a six mile (17 minute) diversion along narrow country lanes to enter the village from the other end. The danger to life is self evident.
7. The public consultation exercise was yet again of no consequence.
8. The media release claiming that the decision is "evidence based" is meaningless and untenable.
9. The refusal to disclose internal correspondence, on the basis that this would inhibit future debate, is highly questionable. We consider that public authority discussions should be open to scrutiny and have referred this to the Information commissioner's Office.

The Council's Highways department has been very helpful in liaising with us to implement improvements to road markings and signage. However neither these nor increased warden visits will have material effect on the busiest days when we experience total gridlock, which past experience has shown can only become more frequent with a consequent increased risk to the public.

We therefore wish our concerns to be placed on record for referral in the event of a serious incident occurring.





# CHIPPENHAM

# COMMUNITY

# CONFERENCE



## The Neeld Community and Arts Centre

**6 - 7 October 2022**

Two days of guest speakers, networking, priority setting and celebrating the work of the community and voluntary sector in the Chippenham area.

### Thursday 6 October

#### Health and Wellbeing Workshop - 10am-12pm



- Speed Networking
- Presentations from; Make Someone Welcome Campaign and Warm and Safe Wiltshire
- Workshop on Fraud Prevention by Rachel Davies from Wiltshire Police

#### Complimentary Lunch - 12.30pm-2pm

#### Young People's Workshop - 2pm-4pm



- Speed Networking
- Presentation on Young People Online by Richard Pomfrett from Stay Safe Initiative
- Workshop on Mental Health First Aid by Denise Little from Mind Reset

## Friday 7 October

### Community Safety Forum - 10am-11.15am

### Purple Flag - 11.30am-12pm



BOOK HERE

- Guest Speaker: Ojay McDonald, Chief Executive of the Association of Town and City Management
- Presentation on Town Centre, Now and The Future by Mike King, Director of People and Places Insight Ltd, giving the results of the 2022 Benchmarking Exercise and an interactive quiz
- Presentation on Creating an Experience by Jeremy Rucker from IPM
- Followed by a complimentary lunch

### Environment and Climate Change - 2pm-4pm



BOOK HERE

- Key note on the climate and ecological emergency
- Presentations from Community Groups
  - Wiltshire Wildlife Trust
  - Zero Chippenham
  - Cycle Chippenham
- Presentations from local business
  - Wessex Water: Community Connector Project
  - Good energy: Getting to Net Zero
  - Siemens: Tiny Forest Project
- Workshop on delivering solutions and working in partnership.





**Shared Lives**  
Wiltshire

## Do you live in Wiltshire? Do you have a spare room?

If you would welcome an adult with care or support needs into your home on a short-term or long-term basis, then we would like to hear from you!

No qualifications are required, but a willingness to share your life with others, and provide care or support with enthusiasm, motivation and commitment is essential.

Following an approval process, you will receive a weekly fee and work as a self-employed professional.

Call: 01380 826451

Email: [sharedlives@wiltshire.gov.uk](mailto:sharedlives@wiltshire.gov.uk)



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**Wiltshire Council**



**Report To** Chippenham Area Board  
**Date of Meeting** Monday, 26 September 2022  
**Title of Report** Chippenham Area Grant Report

### Purpose of the Report

- To provide detail of the grant applications made to the Chippenham Area Board. These could include; community area grants, health and wellbeing, young persons grants and Area Board initiatives.
- To document any recommendations provided through sub groups.

### Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
<b>Opening Balance For</b> 2022/2023	£ 33,527.00	£ 30,500.00	£ 7,700.00
<b>Awarded To Date</b>	£ 0.00	£ 10,000.00	£ 86.00
<b>Current Balance</b>	£ 33,527.00	£ 20,500.00	£ 7,614.00
<b>Balance if all grants are agreed based on recommendations</b>	£ 25,999.58	£ 17,000.00	£ 7,614.00

### Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG727</a>	Community Area Grant	Chippenham Hospital Radio	Studio Tech Upgrade	£3447.00	£1500.00
<b>Project Summary:</b> We are looking to update elements of software and hardware in our studio as much of this hasn't been updated for many years and is now presenting problems for both the operation of our on-air studio and also our station output. A number of these items are key to the operational running of our facility but also the user (volunteer) experience.					
<a href="#">ABG742</a>	Community Area Grant	Rag and Bone Arts CIC	Lighting improvements for Life Drawing and Independent Theatre visits	£2054.85	£1027.42



Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p><b>Project Summary:</b>  We require a set of rechargeable easel lights which would allow artists to see their subject or work more clearly during our painting and Life Drawing classes; often overhead lighting is not adequate, especially for older attendees or those who have difficulty with their vision. Often a drawing requires dramatic or minimal lighting to produce the correct atmosphere for the subject, but this means that there is inadequate light available for the artists to work. Other times the subject itself needs to be lit at close quarters (eg for a still life), which is not possible without a close bright light source. These lights would enable us to provide more successful and inspiring sessions for those who have sight issues, as well as improving the quality and diversity of all drawings. We also require a portable lighting rig so that we can provide a more professional environment for visiting independent theatre companies and local events/shows. Often, local venues with a realistic hiring fee for our company do not have a flexible lighting system that can be directed or controlled in the way that an independent theatre company require. Whilst Chippenham boasts viable venues for larger acts, we often miss out on smaller local touring shows because there is nowhere with adequate lighting available that falls within their financial capabilities. These lights would enable us to diversify and enlarge the number of events and venues available in Chippenham, and would of course be available for hire to other companies or venues who need a professional, portable lighting system. At the moment, the price of going elsewhere in Wiltshire/Bath/Bristol to watch independent theatre can preclude many from experiencing it.</p>					
<a href="#">ABG757</a>	Community Area Grant	St John Ambulance	Wiltshire Community Support Unit Vehicle	£65000.00	£5000.00
<p><b>Project Summary:</b>  We are raising funds for a Community Support Unit (CSU) which is a specifically designed vehicle for our volunteers who support the local communities across Wiltshire. The CSU's are spacious four-wheel drive vehicles. They are adaptable for all terrains, so most outdoor locations can be reached. Up to six volunteers can travel together to an event, allowing briefing and preparation during the journey so they do not waste precious time on arrival. Along with the team members, the van will carry first aid kitbags necessary for the different situations the volunteers might encounter, as well as equipment which can be quickly removed from the van to set up a covered first aid post. The Community Support Unit contains facilities essential to enable rapid and safe response from our busy volunteers: a water heater for vital regular handwashing, a power supply to charge radios and mobile phones, a towbar to carry cycles for our specialist cycle responders, a table for setting up communications equipment if needed and four seats for the occasional rest and a cuppa! Improving the environment for our volunteers means improving the quality of our provision to all those who need us. Being able to respond quickly to an emergency incident is vital to our work. We have a number of ambulances and support vehicles which are part of an aging fleet. The new CSU vehicles will enable more volunteers to travel as one and as well as being just right for the job, it means we are able to 'retire' a number of older and less suitable ambulances from our fleet, improving our service and our environmental footprint. Since January 2022 our 627 volunteers in Wiltshire have delivered over 10,650 of volunteering hours to support a number of activities across the County. Across Swindon and Wiltshire, we have provided frontline support to communities, caring for patients in hospitals, supporting 999 services with our ambulances and working alongside the NHS in the delivery of the Covid-19 vaccine rollout by recruiting and training vaccination volunteers. Some events that we have supported this year have included five Larkhill Point to Point Races, Barbury Castle Point to Point Race, Sponsored Men's Walk for Dorothy House, Imber Ultra Marathon, Lackham College Lambing x2 Weekends, Corsham 10k, Forever Friends Appeal Walk of Life, Keynsham Jubilee Picnic, Corsham Street Fair, Avebury Solstice and the Melksham Carnival.</p>					
<a href="#">ABG801</a>	Older and Vulnerable Adults Funding	Chippenham Community Eco Hub	Chippenham Hub Warm and Safe Space	£8300.00	£2000.00
<p><b>Project Summary:</b>  Recently many people went through a long period of isolation due to the pandemic and the elderly were particularly affected by this. As the community began to get back to 'normal' life many older people were, and are still, reluctant to leave the isolation of their homes. With the forecasts of severe financial problems in the coming months and fuel poverty, future improvement in the present social isolation does not bode well. This project will be an extension of the new friendship group that has just started at Chippenham Community Hub which is run by its members with the clear message of "Don't just sit there alone wondering what everyone else is doing with their lives, come along to the Hub, relax in a laid back and enjoyable environment and have fun - swap stories, make memories, drink tea/coffee, and take part in quizzes". This is a bi-monthly activity that the Hub is going to expand to twice a week on set days throughout the winter, with the intent of affording a warm/safe and welcoming option for the older population with the addition of providing a hot drink/soup etc. It will also be an opportunity to signpost individuals to any help that is needed to the various organisations and social care professionals. The money will partly cover the cost of the room hire/refreshments.</p>					



Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG759</a>	Youth Grant	Chippenham Sports Partnership	Chippenham Olympic and paralympic legacy games 2023	£6000.00	£3000.00
<p><b>Project Summary:</b>  Wiltshire Council have used the event to provide a template for other areas. The event has become sustainable and every year we try to find funding approximately 5000. This has become a huge event in the Chippenham schools calendar and hits so many targets leadership inclusivity exit routes transition for year 6 pupils Olympic paralympic legacy community alternative sports etc. The Chippenham sports partnership are have to source funding ourselves in order for the legacy event to continue. Chippenham Town Council very kindly give us the facility of Stanley park for free and many of the specialist coaches we use give us reduced rates also.</p>					
<a href="#">ABG786</a>	Youth Grant	The Chippenham Sports Partnership	Chippenham Dance Festival	£895.26	£500.00
<p><b>Project Summary:</b>  I would like to run a dance festival for the schools in Chippenham at the Neeld as a neutral and amazing venue for all our schools to enjoy. I will be inviting the local school children of Chippenham to perform and to experience being on stage, it will help to build wellness and resilience after a tough couple of years. This event is inclusive for all and its an event that all children can do. To continue the community feel, I will also ask the young people of Chippenham to compere and set up the festival, allowing everyone to find a role within this great event. It will have a large build up with schools having to learn dances to a theme "back to the 90s", and performing at the Neeld. It will also allow parents, grand parents, carers to come and watch and see their child perform.</p>					

## 1. Background

Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website.

Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:

- ◆ Community Area Grants (capital)
- ◆ Young People (revenue)
- ◆ Health and Wellbeing (revenue)

The Area Board will be advised of the funding available prior to their first meeting of each financial year.

## 2. Main Considerations

2.1. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young persons funding guidelines have been adhered to.

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

2.3. Councillors need to consider any recommendations made by sub groups of the Area Boards.

## 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

Councillors must ensure that the Area Board has sufficient funding available to cover the grants awarded.

## 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.

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

## **Report Author**

Ros Griffiths, Community Engagement Manager, [Ros.Griffiths@wiltshire.gov.uk](mailto:Ros.Griffiths@wiltshire.gov.uk)

26<sup>th</sup> July 2022 – Meeting Tracker - FINAL

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
1.	<b>Attendees, Apologies &amp; Introductions</b>				
	<b>Present</b>	Ross Henning (WC) Nic Puntis (WC) Kirsty Rose (WC – Officer) Nick Botterill (WC) Adrian Foster (WC) Kathryn MacDermid (WC) Mike Barber (Seagry PC) Alex Hall (Kington St Michael PC) Laurence Cable (Chippenham Cycling Development Group) Lesley Palmer (Grittleton PC) Martin Rose (WC – officer) Graham Trickey (Kington Langley PC) Graham Worsnop (North Wraxall PC) Anthea Kelsall (Biddestone PC) David Arnup (WC – officer)			
	<b>Apologies</b>	Fiona Twisse (Kington St Michael PC) Howard Greenman (WC) Liz Alstrom (WC) Alex Cooper (Chippenham TC)			
2.	<b>Notes of the last meeting (19<sup>th</sup> April 2022)</b>				

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		The minutes and recommendations of the previous meeting held on the 19 <sup>th</sup> April 2022 were to be considered at the Chippenham Area Board scheduled for the 13 <sup>th</sup> June 2022			
<b>3.</b>	<b>Finance</b>				
		<p><u>Financial position at 26<sup>th</sup> July 2022:</u></p> <p>(a) 2022-23 allocation = £36,174  (b) 2021-22 underspend = £30,407.49  (c) 2022-23 3<sup>rd</sup> party Contributions = £11,562.50  (d) Total Budget for 2022-23 = £78,143.99 (a+b+c)  (e) Existing commitments (incl. carry over schemes from 2021-22) = £66,158.00</p> <p>(f) Current Balance = <b>£11,985.99</b> (d-e)</p>			
<b>4.</b>	<b>Annual Dropped Kerbs Exercise</b>				
		<p>Suggestions for dropped kerb sites for 21/22 to be put forward for consideration at next CATG meeting.</p> <p><b>14/09/2021</b>  <u>New Requests</u>  Queen's Crescent (Cepen Park &amp; Hunters Moon)</p> <ul style="list-style-type: none"> <li>• Pathway from Carnarvon Close behind the cooperative</li> <li>• Windsor Close Junction</li> <li>• Clover Dean Junction</li> </ul>	<p><b>19/04/2022</b>  Allocation made to substantive bid for dropped kerb provision in Chippenham of £12,058.</p> <p>KR to review locations provided to assess feasibility</p> <p><b>26/07/2022</b>  The group agreed to make a substantive bid as proposed</p>		<b>All</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<ul style="list-style-type: none"> <li>Farleigh Close Junction</li> </ul> <p>There are a number of sites that are likely to be put forward as requests ahead of the next CATG meeting.</p> <p>Cllr Foster raised concerns that dropped kerbs are an important requirement to assist with accessibility and will be writing to Cllr McClelland to request additional funding. Also CATG may wish to consider a hierarchy of priorities for schemes based on safety and accessibility needs.</p> <p>CATG agreed a £6,000 allocation with a 25% contribution requested from Chippenham Town Council</p> <p><b>17/11/2021</b> Chippenham TC are collating dropped kerb requests to form a substantive bid. The parish councils are encouraged to put forward any dropped kerbs in their area for CATG consideration</p> <p>The dropped requests in the Queens Crescent area will be progressed with Ringway</p> <p><b>22/02/2022</b> CTC are compiling a list of dropped kerb requests in the town. Currently 42 locations.</p> <p>KR to seek guidance as to whether dropped kerbs in villages can be combined with town for substantive bid.</p>	<p>but if unsuccessful, the contribution will be used to take a phased approach to delivery.</p> <p>List of dropped kerbs provided by CTC to be discussed at their meeting.</p> <p>Future dropped kerb priorities will be those in the villages.</p>		
<b>5.</b>	<b>Freight Assessment and Priority Mechanism (FAPM) exercise</b>				
	<b>Standing item for update</b>	<p><b>25/06/19</b> SD explained that all freight requests are on hold pending publication of new freight strategy as part of LTP in 2020.</p>	<b>26/07/22</b> No update to report.		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		CATG's can still support requests but must fund investigatory work and implementation costs.			
<b>6.</b>	<b>Major Maintenance in 2021-22</b>				
		<b>01/06/2021</b> Major maintenance list for 2021/22 was included via email, but can also be found here: <a href="#">Highways Asset Management - Wiltshire Council</a>			
<b>7.</b>	<b>Priority One Schemes</b>				
	<p>CATG agreed that once work orders have been placed for Priority One schemes a full entry is not required on Action Tracker:</p> <ul style="list-style-type: none"> <li>• A summary will be retained</li> <li>• The entry will be "greyed out" to indicate scheme in progress and no further discussion is required at the CATG meeting unless otherwise indicated.</li> <li>• MR will provide updates</li> <li>• The item will be removed once the scheme has been implemented</li> <li>• A <u>maximum</u> of 5 LIVE priority 1 schemes to be progressed at any one time.</li> </ul>				
<b>7.1</b>	<b>5827</b> – Installation of four sets of White Gates and associated improvements, Biddestone	<p><b>01/09/20</b> Design work to recommence early September. Target deadline of 31<sup>st</sup> March 21 for Gateways, signs and resurfacing works. Imprinted concrete will be delayed until 2021/22.</p> <p><b>17/11/20</b> Updated design and costing presented to Biddestone PC. (£47k) Road closures for surfacing works booked 8/9th February 2021.</p> <p>Note: Footway area adjacent to turnpike cottage to be included in 'Texprint' surface areas</p>	<p><b>26/07/22</b> Works 90% complete however issue with one village gate. Relocation and additional sign required and missing village sign to be installed. KR to progress.</p> <p>KR to arrange post-implementation monitoring once works complete.</p>	<b>1</b>	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>01/06/21</b> Surfacing works undertaken in May ahead of Texprint surfacing installation w/c 14<sup>th</sup> June.</p> <p>Gateway and signing to follow later in financial year – to be agreed with PC prior to works order being raised.</p> <p><b>14/09/2021</b> Texprint works complete. Some issues relating to traffic management, weather and conflicting works resulting in increased costs.</p> <p>The group agreed to provide a £5,000 contribution to assist with completing the signing works as the Parish Council providing the remaining funding.</p> <p>KR to liaise with PC and progress signing and gate installation.</p> <p><b>17/11/2021</b> Liaison with PC regarding outstanding signing work ongoing.</p> <p><b>19/04/22</b> Order has been issued to Ringway for signing works. Expected completion May 2022.</p>			
7.2	<b>6846</b> - Road Safety at The Street B4039 Nettleton Road and Church Hill junction Burton	<p><b>18/02/20</b> Group agreed to promote proposed Nettleton Road warning sign and SLOW marking to Priority 1. Cost £400 PC to contribute 25%</p> <p>20mph limit on hold pending publication of 20mph update report, expected in spring/ summer 2020</p> <p><b>30/04/20</b> Order issued for warning sign and 'SLOW' on Nettleton Road. Awaiting implementation.</p> <p><b>01/09/20</b></p>	<p><b>26/07/22</b> Awaiting data collection results. Report to be prepared once results received.</p>	1.	KR



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Sign and SLOW marking complete. 20mph issue on hold pending publication of report. To be greyed out. If 20mph limit does not go ahead the PC have requested the existing 30mph limit be extended.</p> <p><b>22/02/22</b> CATG agreed to fund 20mph speed limit assessment subject to 25% contribution from Parish Council.</p> <p>£2500 total (£1875 CATG, £625 PC tbc)</p> <p>KR to contact PC regarding extents.</p> <p><b>19/04/22</b> PC have confirmed contribution, extents and desire to proceed.</p> <p>KR to proceed with assessment process.</p>			
7.3	4-20-10 Parliament St / Chippenham	<p>Laurence Cable made a presentation to members and is seeking changes at the existing footway link between Parliament Street and Little Down to create a shared access for cyclists and pedestrians.</p> <p>(notes shortened)</p> <p><b>19/04/2022</b> Phase 1 works to take place w/c 30<sup>th</sup> May 2022. Barrier removal to be included.</p> <p>Proposals, including a cost estimate, for the substantive works will be made available ahead of the next meeting (July).</p> <p>The estimate for the substantive works is in the region of £24,000. It was determined that a 3-way split to fund between CTC, LHFIG and funds secured by CNDG would be appropriate.</p>	<p><b>26/07/22</b> Phase 1 works complete. There has been a positive response to these changes.</p> <p>Outline proposal for substantive bid provided with note tracker. This is subject to some changes discussed with Laurence Cable and CNDG. Estimated cost £21,500.</p> <p>Cycle Chippenham asked PET to consider 30% contribution. KR to highlight to Alex Cooper to ensure raised at PET meeting for decision.</p>	1.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
			Funding proposal is LHFIG £8000 (previously agreed), CC £4600 and TC £6450. Funding to be confirmed at next meeting in Oct.		
7.4	4-20-2 Draycott Cerne	<p>PC request a formal review of the speed limit on B4122 from J17 of M4 to the junction with B4069 leading to a reduction from the national speed limit (60mph) to 40mph. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> Members supported this request and felt a review of the current speed limit was justified. However, as the changes identified on the B4122 were largely due to development works, funding for any speed limit re-assessment should be found from another source i.e., Section 106 monies. MR to speak to Development Control and report back to group</p> <p><b>17/11/20</b> Contact made with development control. No provision within Section 106 agreement to permit speed limit assessment work. Funding would be required from the CATG. Current estimate from Atkins £2500</p> <p><b>Agreed</b> – Move to Priority 1 and allocate £2500 for speed limit assessment on B4122. 25% contribution from PC £750.00</p> <p><b>14/09/2021</b> Speed limit assessment to undertaken by Atkins.</p>	<p><b>19/04/2022</b> Speed limit assessment recommendations received from Atkins and circulated. No changes to speed limit recommended.</p> <p>The parish council are to challenge the recommendations of the speed limit assessment. The parish council are to prepare the evidence for the challenge and provide to LHFIG.</p> <p><b>26/07/2022</b> KR to circulate speed limit review information from Atkins.</p> <p>Graham Trickey to nudge PC for challenge to recommendations.</p>	1.	KR
7.6	4-19-5 Hill Rise / Barrow green	<p><i>Request for 20mph limit and speed humps on Hill Rise / Barrow Green.</i></p> <p><b>18/02/19</b> Group appreciated the level of feeling and concern relating to this request. The length covering Hill Rise and Barrow Green is approx. 1km and would require extensive traffic calming which would have a significant impact on</p>	<p><b>26/07/22</b> Traffic survey data received. Report to be prepared and issued.</p>	1.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>roadside parking. The cost is also likely to be high. The group felt it was essential that proposals must be evidence led and it was important to garner speed data before deciding what action, if any, to take. Sites for Metro-counts to be agreed.</p> <p><b>01/09/20</b> Metro-count sites agreed. Counts remain outstanding due to Covid-19. Counts to restart once schools return. MR to report findings to next meeting.</p> <p><b>02/02/21</b> Traffic survey results circulated with note tracker. KR to review options for improvements other than speed humps with the aim of raising awareness of pedestrians.</p> <p><b>01/06/2021</b> KR to arrange a site meeting with Kathryn MacDermid and Ross Henning</p> <p><b>14/09/2021</b> Site meeting held. KR recommends 20mph assessment be taken forward with lighter touch measures rather than traditional physical calming features.</p> <p>CATG to await outcome of discussions regarding 20mph assessment report before making decision. If the publication is likely to be significantly further delayed, CATG will discuss how to proceed with 20mph speed limit requests at its next meeting</p> <p><b>17/11/2021</b> Agreed - to proceed with 20mph speed limit assessment for the wider area around Hill Rise/Barrow Green. Potential template/test for future assessments.</p> <p>Total - £2500 - £1875 CATG, £625 CTC (tbc)</p> <p><b>22/02/22</b></p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Assessment to be progressed when resource becomes available.</p> <p><b>19/04/2022</b> Traffic surveys ordered to form basis of assessment. Report will be prepared upon receipt of data.</p>			
7.7	4-20-15 C151 Ford	<p>C151 in village of Ford, from junction with A420 to limit of village, particularly from White Hart Inn to the gateway by the River bridge and access to Bybrook Valley on the Macmillan Way, opposite the entrance to the property - Doncombe Mill.</p> <p>Request for:</p> <ol style="list-style-type: none"> <li>1. Demarcation of a pathway, the suggestion is for a different colour tarmac/paint to be used to highlight the ideal place for walkers to walk and as a visual identifier to vehicles that there may be pedestrians</li> <li>2. Warning triangle signs – warning of pedestrians</li> <li>3. More speed signs to make drivers fully aware of the speed limit, current signs while spaced correctly are not ideally placed for bends and visibility.</li> <li>4. Possible introduction of a 20mph</li> </ol> <p>Increased policing of speed by Wiltshire constabulary <b>17/11/20.</b> Speed survey has been requested. Engineer to look at site with Parish council once Covid-19 restrictions are lifted to discuss options before agreeing way forward. On-carriageway flow chart to be provided to members.</p> <p><b>02/02/21</b> KR and MR to discuss outcome of site meeting and proposals. Plans to be prepared for parish council consideration when scheme becomes priority 1.</p> <p><b>01/06/21</b></p>	<p><b>26/07/22</b> Topo survey received 18/07/22. KR to progress design and share in advance of October meeting.</p>	1	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>To be moved to priority 1. KR to prepare plans for consideration by PC.</p> <p><b>14/09/21</b> KR met with Graham Worsnop to discuss potential improvements. KR to investigate feasibility of promoting alternative route for pedestrians, with informal crossing on A420, and the provision of a marked pedestrian route on the C151.</p> <p><b>22/02/22</b> Proposal provided to Parish Council for consideration.</p> <p>Informal crossings on A420 estimated in region of £8000.</p> <p>Pedestrian improvements on C151 estimated at £40,000 but land negotiations and topo survey required. Topo survey cost estimate is £2000.</p> <p>It was agreed to fund the topographical survey to allow further design work to take place. This is to include the C151 to the kissing gate to the west of The Dene.</p> <p><b>17/11/2021</b> KR to prepare plans however some investigation into land ownership is needed.</p> <p>Negotiations with landowner may be required in due course.</p> <p>Concerns raised regarding ongoing drainage issues and road camber.</p> <p><b>19/04/22</b> Awaiting quote for topo survey. Survey required to progress design.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
7.8	4-20-4 B4039 Hillside Burton	<p><i>"It is well known to residents of Burton as being very dangerous for walkers due to the narrow width combined with the slow bend in the road on Hillside".</i></p> <p>An investigation of options to reduce the speed of traffic and thus make the road safer for pedestrians including a reduction in speed limit and traffic calming measures.  <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> MR to arrange site meeting with David Kerr.</p> <p><b>01/06/2021</b> Engineer to arrange site meeting with parish representative.</p> <p><b>14/09/2021</b> Site meeting has taken place. PC wish to pursue speed limit assessment to determine if extending the 30mph speed limit is feasible. Group agreed to fund. £2500 total with £1875 from CATG and £625 from PC.</p> <p>KR to produce plan for signing improvements alongside this.  <b>22/02/22</b> Await outcome of speed limit assessment from Atkins. This will be undertaken in 22/23 financial year.</p>	<p><b>26/07/22</b> Atkins to undertake speed limit assessment. Likely to be complete in October.</p> <p>KR has provided additional background information to Atkins regarding parish council concerns to feed into review process.</p> <p>A discussion was had regarding speed limit reviews and the circumstances under which the group should consider approval of speed limit reviews as many recent reviews have identified no changes to be made. Group to consider if in future, reviews are supported only where substantive changes have been made since reviews in previous years.</p>	1.	<p><b>Atkins</b></p> <p><b>To note</b></p>
7.9	4-21-11 & 13 Upper Seagry	<p>Request for a 20mph speed limit assessment. Speed limit reduction to improve safety for pedestrians and reduce speed of vehicles, including calming measures.</p> <p><b>14/09/21</b> CATG to await outcome of discussions regarding 20mph assessment report before making decision. If the publication is likely to be significantly further delayed, CATG will discuss how to proceed with 20mph speed</p> <p><b>17/11/2021</b></p>	<p><b>26/07/22</b> Traffic survey data received. Report to be prepared and issued in September.</p>	1.	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Decision on hold pending further discussion of approach to 20mph assessments overall.</p> <p><b>22/02/22</b> It was agreed to progress this request and undertake the 20mp assessment. Agreed funding £2500 with 25% contribution from PC.</p> <p>Concerns were also raised regarding heavy goods vehicle use, particularly from a haulage company in Startley.</p> <p>To be moved to priority 1.</p> <p><b>19/04/2022</b> Traffic surveys ordered to form basis of assessment. Report will be prepared upon receipt of data.</p>			
7.10	4-21-18 A350 to A420 Bumpers Farm roundabout to B4039 Yatton Keynell slip road turning	<p>Excessive speeds creating significant highway safety issues. Attached letter refers</p> <p>Reduction in speed limit from the western approach to the slip road on the A420 to slow traffic and to reduce speeds at Allington crossroads and onwards to Bumpers Farm roundabout. Attached letter refers.</p> <p><b>14/09/21</b> Group agreed a speed limit assessment would be appropriate and would like to see this extend further along the A420 to the boundary. North Wraxall and Chippenham Without Parish Councils to be approached to consider a 25% contribution (£625) of the £2500 assessment cost.</p> <p><b>17/11/2021</b> PC contributions agreed. KR to order speed limit assessment with Atkins. £2500 total - £625 NWPC, £625 CWPC, £1250 CATG.</p>	<p><b>26/07/22</b> Atkins to undertake speed limit assessment.</p> <p>KR has provided additional background information to Atkins regarding parish council concerns to feed into review process.</p> <p>PC would like to see Atkins assessment before it is finalised to allow feedback into the process.</p>	1	<b>Atkins</b>



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>22/02/22</b> Assessment to be undertake in 2022/23 financial year.</p> <p>To be moved to priority 1.</p>			
7.11	Kington St Michael – Advisory Crossing	<p>Advisory pedestrian crossing point is in poor condition, not maintained since installation in 2007. School warning sign on the southbound approach has gone missing. Advisory crossing confuses pedestrians (particularly school children) and vehicles alike. Some drivers give way to waiting pedestrians – others don't, even overtaking on the crossing point despite a pedestrian presence. Pre-existing safety risk compounded by COVID-19 as more parents/ guardian's park and use the crossing to walk children to school (to prevent congregating on school grounds - but this shifts issue to the crossing).</p> <p>Upgrade advisory crossing point to Pelican or Zebra crossing. Ensure that vehicle drivers must give way to pedestrians, eliminating confusion for vehicle drivers and pedestrians alike.</p> <p>Reintroduce and improve school warning sign on southbound approach, improve or move the school warning sign on northbound approach (which is often obscured by vegetation).</p> <p><b>14/09/21</b></p> <p>KR to undertake site visit at school drop off/pick up times. Shift changes at Leigh Delamere also coincide with this.</p> <p><b>17/11/2021</b></p> <p>KR to undertake site observations 23/11.</p> <p><b>22/02/22</b></p> <p>Site observations undertaken. Improvements to the visibility to and of the crossing are required, with changes to layout</p>	<p><b>26/07/22</b></p> <p>Parish Council have considered the proposal and would like to see the following:</p> <ul style="list-style-type: none"> <li>• provision of a build-out if feasible</li> <li>• no waiting restrictions to be introduced</li> <li>• bollards as shown in proposal plan</li> </ul> <p>Group discussed above. KR estimates £20,000 for build-out provision.</p> <p>It was agreed to proceed with original option, excluding waiting restrictions, at a cost of £5350 (£3750 LHFIFG, £1600 from PC).</p>	1.	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>needed. KR to prepare proposal and estimate. Item to be moved to priority 1.</p> <p><b>19/04/2022</b> Proposal plan included with note tracker. Improvements aim to increase conspicuity of crossing and visibility of pedestrians waiting to cross.</p> <p>Cost estimate, including waiting restrictions and coloured surfacing, is £7350.</p> <p>The proposal plan is to be considered by the parish council. The group suggested 'no loading' be included with waiting restrictions to prevent loading/unloading.</p> <p>Suggestions also to use person shaped bollards to further highlight crossing and possible build-out.</p>			
<b>8.</b>	<b>Priority Two / Pending Schemes</b>				
<b>8.1</b>	<b>5753</b> - Replace informal crossing points with zebra crossings Queens Crescent, Chippenham	<p><b>25/06/19</b> Issue to remain on hold pending future resurfacing works on Queens Crescent</p> <p><b>18/02/19</b> Cllr O'Neil to work with Queens Crescent school on update travel plan.</p> <p><b>17/11/20</b> No update to report</p> <p><b>01/06/2021</b> No update to report. Ross Henning to speak with Peter Hutton re school and travel plan.</p> <p><b>14/09/21</b> Update as per last meeting</p>	<p><b>22/02/22</b> Resurfacing work is due to take place in 23/24 financial year.</p>	<b>2</b>	<b>KR</b>
<b>8.2</b>	<b>6144</b> – Speed reduction to 20mph for	<p><b>16/09/19</b> Standalone 20mph covering High Street in isolation not possible due to length &lt; 300m. MJR attended PET meeting</p>	<b>14/09/21</b>	<b>2</b>	<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
	High Street in Chippenham	<p>16/05/19 to discuss 20mph limits. Agreed to place issue on hold pending formation of working group to look at viability of wider 20mph limit exercise in Chippenham. Report back to future meeting.</p> <p><b>17/11/20</b> Publication of 20mph assessment report on hold. Chippenham TC would like some temporary advisory signs for the High Street to be erected on Market day. Engineer to agree sign and order.</p> <p><b>02/02/21</b> MR to provide sign detail to KR. Sign to be agreed and ordered.</p> <p><b>01/06/2021</b> KR to discuss with TC and order sign if required.</p>	To be placed on hold pending further investigation of retaining current temporary closure.		
8.3	<p><b>4-19-1</b> Yatton Keynell</p> <p><b>4-22-3</b> C86 Yatton Keynell to Grittleton</p>	<p><b>25/06/19.</b> Response received from YKPC. They would like the speed limit to be extended but if this isn't possible, they would ask the gateway surfacing to go down at the current terminal point. Estimated cost £4000</p> <p><b>16/09/19.</b> Members suggested this issue is considered later once development of the Phillips Bodywork site has taken place. To remain on hold.</p> <p><b>01/09/20</b> Issue remains on hold pending possible section 106 monies</p> <p><b>02/02/21</b> YKPC are in contact with Debbie Evans at WC with regard to available CIL monies from this development. YKPC to update CATG in due course</p> <p><b>01/06/2021</b></p>	<p><b>26/07/22</b> PC confirmed contribution. Works have been ordered and awaiting completion.</p>	2.	To note

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>To remain on hold at request of YKPC. Update on CIL monies to be provided by YKPC with regard to decision to fund gateway surfacing</p> <p><b>22/02/22</b> Item to be reopened and combined with item 4-22-3 going forward.</p> <p><b>19/04/2022</b> There are no signs permitted in the TSRGD that would serve to highlight the access/egress at Folly Farm.</p> <p>It is recommended that introduction of gateway surfacing as per the Wiltshire Council approved standard be considered as this would highlight the speed limit change to drivers on approach. The estimated cost is £4000.</p> <p>LHFIG agreed to contribute £2800 to fund this, subject to a contribution of £1200 from the parish council.</p> <p>Lesley Palmer to follow up with parish council.</p>			
8.4	<p><b>4-20-3</b> Hardenhuish Avenue Chippenham</p>	<p>Concerns relating to speeding vehicles and rat running traffic. Request for traffic calming to slow down traffic. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> Metro counts to take place to establish speed and volumetric data on Hardenhuish Avenue / Yewstock Crescent. MR to report results to next meeting.</p> <p><b>17/11/20</b> Monitoring sites to be agreed. Note delay to all MC request of approx. 3-6 months due to large backlog across county. SDR(s) may be required due to parked cars</p> <p><b>02/02/21</b></p>	<p><b>26/07/22</b> Survey results received and included with tracker.</p> <p>KR to arrange site meeting with Kathryn MacDermid and Ross Henning</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>No further update. All traffic surveys on hold due to lockdown restrictions.</p> <p><b>14/09/2021</b> Awaiting traffic survey</p> <p><b>22/02/22</b> New survey request issued.</p> <p><b>19/04/2022</b> Awaiting survey results</p>			
8.5	4-20-7 Bristol Road, Chippenham	<p><i>Request for formal crossing (Puffin / Zebra) by the entrance to Lidl Store. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></i></p> <p><b>02/02/21</b> Issue on hold pending outcome of Tranche 2 cycle scheme</p> <p><b>01/06/2021</b> The proposal for Bristol Road as part of the Tranche 2 bid is not being progressed.</p> <p>It was agreed that a pedestrian crossing assessment should be undertaken between Bumpers Roundabout and the junction with Hungerdown Lane. Funding for survey agreed at £1000. Contribution from CTC to be confirmed.</p> <p><b>14/09/2021</b> Pedestrian survey ordered. To take place in September after which a pedestrian assessment report will be prepared.</p> <p>The study area will include the area around Hathaway Surgery. KR to check if crossing movements across Hungerdown Lane can also be included. If not part of survey, may be possible to have survey undertaken as part of apprentice training.</p> <p><b>22/02/22</b></p>	<p><b>26/07/22</b> Schools are updating their travel plans. There are proposals to continue to educate parents through newsletter with regard to parking etc.</p> <p>KR to circulate pedestrian crossing assessment report when complete.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Pedestrian survey complete. Peak hour monitoring of pedestrians crossing Hungerdown Lane to be undertaken. Report to be prepared and circulated for discussion.</p> <p><b>19/04/2022</b> An issue has been found with the pedestrian count data and as such the pedestrian survey is being retaken. Report to follow as soon as updated data is received.</p>			
8.6	4-20-11 Fairfoot Close to Gascelyn Close	<p>Land negotiations required. Being led by Sustainable Transport. May return to this group for design work/delivery.</p> <p><b>19/04/2022</b> KR provided required width information for land to Laura Gosling</p>	<p><b>26/07/22</b> Initial discussions with Greensquare re: land are encouraging. KR to continue discussions with legal team.</p>	2	
8.7	4-20-12 Baydons Lane to Long Close	<p>Land negotiations required. Being led by Sustainable Transport. May return to this group for design work/delivery.</p>	<p><b>26/07/22</b> No update</p>	2.	KR
8.8	4-20-13. Various locations Chippenham	<p>Chicanes in shared-use paths create obstacles for cyclists and completely exclude certain users. New Government guidelines in Cycle Infrastructure Design (LTN 1/20) strongly advocate against the use of chicane barriers. Request for removal at the following sites:</p> <ol style="list-style-type: none"> <li>1. On path linking Methuen Park to Pheasant roundabout (to the side of MRG garage)</li> <li>2. Monks Way: barrier at end of shared-use path leading to Pewsham Park – not highway but RoW</li> <li>3. Path linking Evans Close to Langley Road</li> <li>4. Drake Crescent, where shared-use path crosses road (2x chicanes) One side adopted highway/one side RoW</li> <li>5. Path linking Hardenhuish Lane to Old Hardenhuish Lane (2x chicanes) (partially adopted highway)</li> <li>6. Bristol Road, south of football club car park</li> <li>7. Easton Lane at Haystack Avenue (2x chicanes newly installed by Hunters Moon developers)</li> </ol> <p><b>17/11/20</b></p>	<p><b>26/07/22</b> Works order issued and awaiting completion. Due to be complete end August.</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Engineer to arrange meeting to look in more detail at sites before next meeting.</p> <p><b>02/02/21</b> Site meeting to be arranged in due course</p> <p><b>01/06/21</b> WC in -house safety auditor is to review the locations. Laurence Cable to be included in site visits if possible.</p> <p><b>14/09/21</b> The 'Barrier removal' document circulated with the note tracker sets out the potential for removal at each location.</p> <p>KR to liaise with LC regarding next steps.</p> <p><b>17/11/2021</b> KR, LC and RH to meet at Old Hardenhuish Lane to consider solutions.</p> <p>It was agreed the following will be taken forward: Evans Close – removal and replace with bollard Bristol Road – removal and replace with bollard Avebury Road – removal Drake Crescent (south) – removal and replace with bollard</p> <p>£2500 total - £1875 CATG, £625 CTC (tbc)</p> <p><b>22/02/22</b></p> <p>Order for agreed barrier removals will be raised when resource allows.</p> <p>Site meeting held at Old Hardenhuish Lane. KR to prepare proposal for removal of barrier and replacement with bollards. Hazard paving and signing amendments may also be needed.</p> <p>KR to speak to RoW re Monks Way and Drakes Crescent.</p>			



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>LC explained funding may be available via area board climate change fund.</p> <p><b>19/04/2022</b> Barrier removals/replacements works package being prepared. This will include those on the RoW to be funded by CNDG Area Board grant.</p> <p>KR to provide plans to Laurence Cable ahead of works order being issued</p>			
<b>8.9</b>	<b>4-21-1</b> Shared Use Path – Island Park	Laura Gosling is looking into feasibility of some widening and signing in this area already. To be progressed by Sustainable Transport for further discussion.	<b>26/07/22</b>	<b>2</b>	
<b>8.10</b>	<b>4-21-3</b> Car Park, Timber Street/A4 War Memorial	<p>Cars entering the car park by the war memorial against the flow of traffic. The no entry sign cannot be seen by cars coming from Timber Street causing cars to enter the car park from the war memorial end. The one sign that is there is currently not angled in to be seen from motorists entering from A4/London Road. There have been several instances of road rage as cars meet head on. It is a one-way system entering from the Rose &amp; Crown end.</p> <p>Request</p> <ol style="list-style-type: none"> <li>1. Reposition the existing no entry sign so it can be clearly seen by motorists entering from A4/London Road.</li> <li>2. A second no entry sign positioned to be seen by motorists entering from Timber Street.</li> <li>3. Ideally a painted no entry sign on the road.</li> </ol> <p><b>01/06/21</b> Signing to be reviewed.</p> <p><b>14/09/21</b> KR to check if existing sign can be altered to be more visible.</p> <p><b>22/02/22</b></p>	<b>26/07/22</b> Lining works passed on for inclusion in ad-hoc road markings ticket.	<b>2</b>	<b>To note</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>KR has reviewed signing. The signing is clear and installed in accordance with regulations. A second no entry would be immediately next to War Memorial and due to the visual impact is not recommended.</p> <p>No Entry Road markings may be provided.</p> <p>CATG agreed to fund road markings at £300 with contribution from CTC required.</p>			
8.11	4-21-4 Langley Road Chippenham	<p>Request for traffic calming on Langley Road, subject to results of traffic survey (requested by CTC)</p> <p><b>01/06/21</b> KR to further liaise with Highways DC. Possible installation of double mini roundabout proposed which will have a traffic calming request.</p> <p>Traffic survey requested by CTC to be undertaken when all restrictions are lifted.</p> <p><b>14/09/21</b> Plan circulated with note tracker showing layout of double mini roundabout.</p> <p><b>17/11/2021</b> LC raised concerns regarding the proposed layout. KR to pass detail of concerns back to Highways DC engineer.</p> <p><b>22/02/22</b> KR to find out when works are due to take place and report back.</p>	<p><b>19/04/2022</b> Highways DC unaware of likely construction dates.</p>	2	KR
8.12	4-21-5 Westmead Lane, Chippenham	<p>Request for widening of footway on Westmead Lane to improve pedestrian access to/from Bowles Court. Pedestrians currently walking in carriageway due to insufficient width when</p>	<p><b>26/07/22</b> Contributions agreed. Construction to be progressed by Area Highways.</p>	2	CTC

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>using rollators etc. Potential conflict with HGVs accessing Wessex Water site.</p> <p><b>01/06/21</b> KR to review planning details for skate park to determine if any improvements to access. Footway widening to be investigated.</p> <p><b>14/09/21</b> KR still to review feasibility. There may be changes as rumoured that Wessex Water will be vacating site.</p> <p><b>17/11/2021</b> KR and RH to meet on site.</p> <p><b>22/02/22</b> Site meeting took place with resident, KR, RH and LA. KR to develop options for pedestrian improvements.</p> <p><b>19/04/2022</b> KR has reviewed feasibility of widening the existing footway on the western side of Westmead Lane.</p> <p>There is unfortunately insufficient width to do so, even if consideration given to reducing the width of the eastern footway.</p> <p>Pedestrians should be encouraged to cross to use the existing footway network. They cannot do this at present due to a lack of dropped kerb access. The provision of a dropped kerb as shown on the plan provided is recommended. The estimated cost is £2500 (a road closure may be required due to widths).</p> <p>The group agreed to allocate £1750 subject to a contribution of £750 from CTC</p>			
8.13	4-21-9 Abbeyfield School	Install appropriate signage along Stanley Lane informing road users of the school.	<b>26/07/22</b> KR suggests school warning signs be provided (approx.	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Relocating national speed limit signage further away from the entrance to the school and sufficiently away from Stanley Park sports ground also.</p> <p>Installation of either a pelican crossing or a pedestrian crossing to enable a safe crossing point for Stanley Lane. This will benefit students and users of the Stanley Park sports facility by illustrating a safe crossing point.</p> <p>Removal of drop kerb within the junction of the school and installation of barriers to restrict crossing at this point.</p> <p><b>01/06/21</b> Site observations to be undertaken to determine next steps.</p> <p><b>14/09/21</b> KR to undertake observations</p> <p><b>22/02/22</b> KR to undertake site observations during term time (school pick up). KR to find out timescale for proposed school expansion.</p> <p><b>19/04/2022</b> Site observations scheduled for 4<sup>th</sup> May.</p>	<p>£800) along with removal of dropped kerb at junction as requested (£1500). Total estimate £2300.</p> <p>In addition, pedestrian crossing assessment to determine appropriate crossing facility including relocation of speed limit terminal, recommended for September. Cost of £2000 for this.</p> <p>Potential for funding toward crossing implementation, should criteria be met, from school expansion.</p> <p>The group discussed this and felt that it would be appropriate to provide signing at this stage, with a pedestrian survey in the new term. The dropped kerb changes were not supported at this time.</p> <p>Funding agreed - £800 for signing and £2000 for pedestrian crossing assessment subject to town council contribution.</p>		
8.14	4-21-10 West Dunley Fosseway/C86, Grittleton	<p>Request for signing on bend at West Dunley where Fosse Way by-way meets C86</p> <p><b>14/09/21</b></p>	<p><b>26/07/22</b> Review underway.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Options for signing to be reviewed.</p> <p><b>17/11/2021</b> Signing to be reviewed. LP raised concerns about the road camber. Also to note – musical festival planned for 2022 that will impact this location.</p> <p><b>22/02/22</b> Signing to be reviewed when resource available.</p> <p>Music festival not taking place in 2022.</p> <p><b>19/04/2022</b> Review underway.</p>	<p>LP reported that cyclists using the route are experiencing numerous issues. Verge/edge degradation is a particular issue.</p>		
8.15	4-21-14 Lowden Grass Verges	<p>Lorries and Vans park on the grass verge edge and on many occasions large lorries have carved up the grass and soil on the corner of the grassed area, making large indentations, causing mud all over the road. The grass has only just come back, due to action I took with large stones being placed inset from the curb, painted bright white. I also have continually mowed this area, as to not cause an issue with the Council mowing team.</p> <p>These stones have been removed by the Council. A lot of the neighbours have appreciated the neat and tidy verge that had become of what I have done.</p> <p>We would like to apply for small verge marker posts to safeguard the nice grassy verge that we had come to appreciate. A deterrent is needed to stop the drivers (who do not live in this area) driving their lorries and vans on the Council grass area which is appreciated by neighbours and walkers alike. We would like the small verge marker posts purchased and installed by the Council please.</p> <p><b>14/09/21</b></p>	<p><b>26/07/22</b> Works to be progressed by Area Highways (David Arnup)</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>KR to review.</p> <p><b>17/11/2021</b> Agreed - £1000 for white verge protection/marker posts. £750 CATG, £250 CTC (tbc).</p> <p><b>22/02/22</b> Order to be raised for works</p> <p>KR to provide examples of verge marker post to RH</p> <p><b>19/04/2022</b> Example of verge markers sent to RH. Awaiting approval to raise order.</p> <p>Approval given to proceed. Works order to be issued.</p>			
8.16	4-21-15 Westmead Field, Chippenham	<p>Chippenham Borough Lands Charity are building an Activity Centre on Westmead field, at the end of Westmead Lane, Chippenham. The facility is designed for residents of Chippenham but will attract visitors from much further afield to use the state-of-the-art climbing facilities, and skate park. We are encouraging visitors to travel by public transport, and for local residents to travel by foot/cycle. We are not seeking 'brown signs' as we understand this applies only to rural facilities. We wish to use directional signage within the town both for pedestrians arriving by bus/train/foot and also signage to the nearest car parks. We don't want car users to drive down Westmead Lane only to find they have to turn round again for a car park (disabled only car parking is available on site), and we don't want them driving round Chippenham searching for the site.</p>	<p><b>22/02/22</b> For info: Works being split into 3 phases Phase 1 is to provide vehicular and pedestrian signs in the locality of Gladstone Road / Wood Lane. These are on order and will be installed at the earliest opportunity.</p> <p>Phase 2 is to review the ornamental style fingerposts which belong to the Town Council with a view to adding this to them. We need permission from the Town</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>We are seeking Council support to put up signage within Chippenham town both for vehicles and pedestrians wishing to use the Westmead Activity Centre. We are happy to discuss the precise location and design of these.</p> <p>The Town Council supports this request in principle with the offer of £5000 funding from Chippenham Borough Lands Charity. This would support the new facility in the Town and help people to find it, it was suggested that signs could be added to the existing finger posts within the town. However, this 'in principle' acceptance is made subject to a formal recommendation being made by Wiltshire Council and a fully costed report being submitted and is subject to further debate and decision at a future PET Committee meeting (PET Meeting 05/08/21 Minute 39 refers).</p> <p><b>14/09/21</b> Signing plan and estimate to be prepared.</p>	<p>Council to do this as they are their signs.</p> <p>Phase 3 will be to investigate updating the wayfinding totems. MS will liaise with Transport planning on this.</p>		
8.17	4-21-16 Hill Corner Road, Chippenham (Pew Hill junction)	<p>There is poor visibility for drivers looking at oncoming traffic from the right-hand side at the junction when turning from Hill Corner Rd onto the B4069. The overall visibility to the right (towards the town centre) for traffic exiting Hill Corner Road can be challenging due as drivers aren't able to see very far down the road. Additionally, cars can travel at fast speeds, increasing the risk of pulling out.</p> <p>The view is compromised by the large conifer hedge on the nearside, however, trimming the hedge back could raise some aesthetic issues and could be disputed by local residents. I have applied for a parabolic mirror to increase visibility, but this application was denied, and I've since been advised on the range of possible issues in installing parabolic mirrors.</p>	<p><b>26/07/22</b> David Arnup gave an update on footway repairs on Hill Corner Road. This will be undertaken in 2 phases starting from the Malmesbury Rd end in Yr 1.</p> <p>It was agreed that as action has been taken regarding the hedge, this item can now be removed from the tracker.</p>	2.	KR



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>I've been in contact with Head of Services employee of Wiltshire council for advice on how best to increase road safety at the junction. Martin was kind enough to provide these suggestions and he estimated the total cost of the improvement would be approximately £1000.</p> <p>The road width on the B4069 at its junction with Hill Corner Road is approximately 7.6m. Adjustment to the warning lines in the centre of the road would allow the give way markings to be moved forward from their current position by approximately 300-400m, which would improve visibility to approaching traffic by as much 25 - 30m.</p> <p>Edge line markings on the main road (nearside) would help position northbound traffic on the B4069, away from the nearside and closer to the centre of the road to avoid the potential for collisions with waiting side road traffic.</p> <p>When Martin went to the site to investigate, he observed some of the drivers on the main road leaving Chippenham are unaware of the presence of the Hill Corner Road junction and were looking towards the 50mph limit and the new roundabout, rather than observing the presence of side road traffic.</p> <p>Therefore, I propose in conjunction with the changes to the give way markings, is the provision of a new junction warning sign with a 'reduce speed now' supplementary plate, and a 'SLOW' road marking could also be used for added impact.</p> <p><b>14/09/21</b> KR to review suggested changes and prepare plan and estimate</p> <p><b>22/2/22</b> Site meeting held. Hedge trimming is required to improve visibility when exiting junction however this is with private ownership. Lining changes not recommended.</p>			

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Junction warning signs may be provided on the B4069 approaches to the junction to highlight its presence.</p> <p>The cost of such signing is estimated at £800.</p> <p>It was agreed to ask Area Highways to send a letter to the landowner re hedge trimming. Junction warning signs to be discussed at the next meeting.</p> <p><b>19/04/2022</b> KR has raised with David Arnup and a letter will be sent out to the relevant owners.</p>			
8.18	4-21-21 Hill Corner Road, Chippenham	<p>The junction of Hill Corner Road (HCR) has become increasingly dangerous, not only for the fellow driver but for the pedestrians and the local wildlife too! Since the Birds Marsh development has sprung up there has been a huge uptake in traffic, plus cars heading down the steep hill towards the HCR junction, plus cars heading down the steep hill towards the HCR junction, are usually traveling far too fast which has resulted in several cars crashing through the Tale of Spice car park and demolishing the fence and telecoms units. It won't be long before a serious accident will happen which may result in an injury or worse, death.</p> <p>HCR/Malmesbury Road junction should be 'widened' to allow vehicles that are turning into HCR from the steep hill side of Malmesbury Road to turn safely without hitting other vehicles that are stood waiting to get out. If a 'small' roundabout was added at this junction, then this would help to make drivers 'slow down' to this point and help to reduce the issues with pedestrians crossing over the road by moving the current traffic island in the centre of the new widened part and a path added on the opposite side to allow pedestrians to be able to cross the road safely.</p>	<p><b>19/04/2022</b> Road likely to be opened in July. On hold until then.</p> <p>DA informed the group that there are a number of remedial works to be undertaken by the developer and these must be completed prior to the road being open to the public. The developer are experiencing resource issues and this is further delaying these works.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p><b>22/02/22</b> This is to be reviewed when new road is open. This is expected to be Easter 2022</p>			
8.19	4-21-22 Saxon Street, Chippenham	<p>Sometime ago a neighbour had a serious accident on their motorbike due to a speeding parent leaving Redland school whilst driving through Wessex Road on a sharp bend and colliding with the bike. My neighbour broke her wrist and damaged her bike. In court the judge said that the Wessex Road junction needed dotted lines across it, but the highways dept., put lines across Saxon Street instead and this has made it extremely dangerous. We want Saxon Street to be reunited as one street, not divided into two halves. Speeding cars now use this road - someone will get hurt or killed very soon.</p> <p>By painting hatch marks on the corner of Wessex Road to 'square-off' the junction, then paint the dotted white lines across Wessex Road. Remove the white dotted lines that currently sit across Saxon Street. Then a 'Give Way' sign needs to be put up, or maybe painted on the road to save money? This will then make people slow down and use the Wessex Road junction 'properly'. Also, we have had issues with postal deliveries and service people trying to find our properties due to our road being cut in two. They don't realise that we are one street and end up driving around the block several times.</p> <p><b>17/11/2021</b> KR to look at on site.</p> <p><b>22/02/22</b>  KR reviewed lining on site. It would not be appropriate to relocate give-way markings</p>	<p><b>26/07/22</b> Works on hold and update required from Town Council as contribution not agreed.</p> <p>NP explained that the town council do not support the provision of a nameplate as it is felt that this does not resolve the original concern.</p> <p>KR has been asked to prepare a report for PET explaining the reasoning why the give-way lining can not be changed. NP asked KR to look at the information provided by a judge regarding an incident with a motorcyclist on Saxon Street.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Delivery related concerns may be mitigated by providing an additional street nameplate including property numbers. The cost of this would be in the region of £250. It was agreed to fund this with a 25% contribution from CTC.</p> <p>AF is liaising with Redland School regarding their travel plan.</p> <p><b>19/04/2022</b> Works pack to be prepared and order issued.</p>			
8.20	4-21-24 Brook Street/Woodlands Road, Chippenham – bus stop	<p>Since a disabled bay has been painted outside of No.9 Brook Street it has made it very awkward and dangerous for the bus to pull into the bus stop. I have witnessed cars trying to navigate between the bus and the parked cars that line the street and the bus driver trying really hard to 'position' the bus as best as they can due to the disabled car space getting in the way. The bus really needs to be able to park parallel to the raised kerb, but it can't, which makes it very awkward for the passengers to get on and off the vehicle.</p> <p>All that needs to be done is to move the bus stop to the right-hand side by about 8 - 12 metres and re-use the kerb stones on both sides so to reduce costings. Once the bus furniture has been moved and a notice board attached to the wall 'discreetly' placed so that it doesn't spoil the surroundings then this should allow the bus to be able to pull in parallel to the path and passengers to enter and exit the bus 'safely'. <b>22/02/22</b> Bus stop would need to be relocated to outside of no15. Kerbing works to install new bus stop kerbs would be required and the previous bus stop kerbs removed. This will also require regrading of the footway due to the height changes.</p> <p>The bus stop flag could not be wall mounted and will need a new post.</p>	<p><b>19/04/2022</b> RH and AF to visit.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Waiting restrictions are recommended to ensure access to the stop is kept clear to avoid future problems. Estimated costs in the region of £6500.</p> <p>RH and AF are to visit this location.</p>			
8.21	4-20-1 A429 Stanton St Quintin	<p><i>There is increased traffic on the A429 and with the proposed developments at the Barracks this will escalate even more. There is a safety issue for anyone trying to cross the road from the bus stop”</i></p> <p>Request by Stanton St Quintin PC for the refuge island on the A429 to be replaced with a formal crossing</p> <p><a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a> <b>18/02/20</b> A formal pedestrian crossing assessment would be required. The key component of the assessment is the numbers crossing the road and it was felt that overall number of pedestrians using the current refuge island now would not be enough to justify provision of a formal crossing.</p> <p>It was agreed this issue was best considered as part of the Barracks development and look for possible Section 106 monies.</p> <p><b>17/11/2021</b> KR to investigate changes that may improve pedestrian safety at this location. <b>22/02/22</b> KR to arrange a site visit.</p> <p>A review of collision data shows that no collisions involving pedestrians are recorded in the 36months prior to June 2021.</p>	<p><b>26/07/22</b> Pedestrian survey complete. Data received 18/07. Assessment report to be prepared and circulated.</p>	2	PC

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>The changes at the garage convenience store have seen an increase in pedestrian activity.</p> <p><b>19/04/2022</b> KR has visited this location. Recommendation that a full pedestrian assessment be undertaken at a cost of £2000 to gather data and fully consider the options available.</p> <p>The group agreed to fund £1400 subject to a contribution of £600 from the PC.</p>			
8.22	4-22-1 London Road, from the roundabout adjacent to the Three Crowns pub to Abbeyfield School	<p>Request for clearer signing directing HGVs away from London Road. Please see enclosed redacted request form.</p> <p><b>22/02/22</b> It was agreed that the signing will be reviewed.</p> <p><b>19/04/2022</b> Review of signing underway</p>	<p><b>26/07/22</b> Review of signing underway</p>	2.	<b>KR</b>
8.23	4-22-2 Roundwood View, Christian Malford	<p>Request for 4no dropped kerbs. Please see enclosed redacted request form.</p> <p><b>22/02/22</b> KR to prepare estimate and plan and find out if can be included in future substantive bid for dropped kerb works.</p> <p><b>19/04/2022</b> It is feasible to provide dropped kerbs at the locations requested. Due to the possible need for 3-way traffic signals during construction, the estimated cost of construction of both sets (4no) dropped kerbs is £4000.</p> <p>It was agreed that to fund this subject to contribution from parish council. LHFIFG £2800, PC £1200 tbc</p>	<p><b>26/07/22</b> Contributions have been agreed. This work is to be taken forward for construction by area highways.</p>	2.	<b>DA</b>
8.24	4-22-4 C86 Yatton Keynell to Grittleton	<p>Concerns raised regarding safety when entering/leaving properties at Ryleys Farm. Please see enclosed redacted request form. As concealed entrance signs aren't permitted on</p>	<p><b>26/07/22</b> Parish Council are happy to proceed. LHFIFG agreed</p>	2.	<b>PC</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>the highway, the parish council would like to review other options.  <b>22/02/22</b>            Signing options to be reviewed.  <b>19/04/2022</b>            Reflective hazard marker posts may be provided at either side of each access to highlight the accesses. 2no posts per access is estimated to cost £400.</p> <p>This is to go back to PC for approval and agreement of contribution. £250 LHFIG, £120 PC tbc</p>	<p>funding - £400 (£250 LHFIG, £150 PC)</p>		
8.25	4-22-6 Primrose Way, Chippenham – Street nameplate	<p>Disruption of mail, parcels and food deliveries.            I have lived at 37 Celandine Way since 2002, but my house is actually on Primrose Way. My postcode takes you to my garage, which is on Celandine Way (which is where I believe the problem lies)            Further along Celandine Way, there are 4 houses in a cul de sac with a road sign that says Leading to numbers XXXX Celandine Way, so I believe the precedent has been set.</p> <p>Request : A road sign added to the existing sign for Primrose Way that reads "Leading to numbers 35 &amp; 37 Celandine Way"</p> <p><b>19/04/2022</b>            Cost estimate and proposal to be brought to next meeting.</p>	<p><b>26/07/22</b>            Sign can be added to existing name plate at Primrose Way. Estimated cost £250.</p> <p>LHFIG agreed funding subject to TC contribution.</p>		TC
8.26	4-22-7 Malmesbury Road, Chippenham – Crossing nr St Pauls Church	<p>The zebra crossing across Malmesbury road has become increasingly dangerous to use as a pedestrian since the traffic lights have been put in place at the top of Park Lane / Malmesbury Road / Langley Road. We regularly use this crossing to get to John Coles Park and into Town (we would rather walk than use our car for our journeys into town). On numerous occasions over the last few years we have been crossing the zebra crossing and have found that cars continue on (both due to not seeing us due to traffic and due to the fact that they are traveling at speed to get through a green light, or</p>	<p><b>26/07/22</b>            Awaiting outcome of safety assessment.</p>		



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>are obviously frustrated at having had to wait at the lights and want to get on with their journey). On one occasion I even ran to speak to a driver, who had almost hit my 3 year old son who was crossing on our way to the park. She was apologetic – but my concern is that if this is not looked into (and if I don't do anything) it will be worse than a near miss in the future. I actually send a message onto my local councillor about 2 weeks ago when I was almost half way across the road with a car driving straight across in front of me. Anecdotally we know of quite a few other similar situations happening with other local residents.</p> <p>I would like the safety of the crossing assessed and for the powers that be to decide whether there is any change required, such as a reduction in the speed limit or conversion of the crossing to one that will be respected more by drivers (e.g. pelican crossing)</p> <p><b>19/04/2022</b> Safety assessment of zebra crossing to be undertaken. Particular attention to be paid to visibility and impact of traffic signals.</p>			
8.27	4-22-5 Station Hill, Chippenham- Parking	<p>The "improvements" to the junction of Station Hill and New Road in Chippenham meant that disabled parking provision on Station Hill has been reduced. Whereas previously blue badge holders could park safely and legally on double yellow lines on Station Hill and New Road this is now not possible due to the cycle land and No Parking at any time provisions.</p> <p>As a disabled driver I am asking for one or two of the 2 hour parking spaces on Station Hill to be designated as Disabled spaces. Likewise for the two Disabled spaces on The Bridge / New Road to be for 2 hours not one.</p>	<p><b>26/07/22</b> These changes are feasible. A TRO advert is required at a cost of £2500. Implementation costs in the region of £2000.</p> <p>KR explained there are other outstanding restriction requests for Chippenham that could be combined with this. To be put on hold until other restrictions considered. KR to</p>		<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
			circulate list for consideration by TC.		
<b>9</b>	<b>New Requests submitted since the last meeting</b>				
<b>9.1</b>	<b>4-22-8</b> Forest Lane Pewsham	Request for amendments to bollards at Forest Lane, Pewsham. Please see redacted request form.	The LHFIG supported this request. KR to look at and report back to group.		<b>KR</b>
<b>9.2</b>	<b>4-22-9</b> Hardenhuish Lane to Stainers Way, Chippenham	Request for barrier removal. Please see redacted request form.	The LHFIG supported this request. KR to look at and report back to group.		<b>KR</b>
<b>9.3</b>	<b>4-22-10</b> Hardenhuish Lane, Chippenham – refuge island	Request for changes to refuge island. Please see redacted request form.	The LHFIG supported this request. KR to look at and report back to group.		<b>KR</b>
<b>9.4</b>	<b>4-22-11</b> Malmesbury Road Roundabout - Crossings	Request for crossing provision at Malmesbury Road roundabout. Please see redacted request form.	It was suggested that the crossing provision and issues with developer installations be brought up at full council.		
<b>9.5</b>	<b>4-22-12</b> Waters Edge/Pewsham Way	Request for barrier removal. Please see redacted request form.	The LHFIG supported this request. KR to look at and report back to group.		<b>KR</b>
<b>9.6</b>	<b>4-22-13</b> A350 Plough Crossroads, Kington Langley	Request for pedestrian crossing facility at signal junction. Please see redacted request form.	The LHFIG supported this request. KR to look at and report back to group.		<b>KR</b>
<b>9.7</b>	<b>4-22-14</b> Minster Way Chippenham	Request for amendments to shared use path. Please see redacted request form.	The LHFIG supported this request. KR to look at and report back to group.		<b>KR</b>
<b>9.8</b>	<b>4-22-15</b> Hungerdown Lane, Chippenham	Request for amendments to access to shared use path. Please see redacted request form.	The LHFIG supported this request. KR to look at and report back to group.		<b>KR</b>

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
10	AOB –				
10.1					
	<b>Agreement of Priority One issues</b>				
11.	<p><b>Agreement of Priority 1 schemes (Funding Allocations)</b> Note: Issue which are 'Greyed out' indicate schemes where orders have been issued / about to be issued but await implementation.</p> <p><b>Any issues highlighted in Yellow are awaiting agreement from the Area board</b></p> <ol style="list-style-type: none"> <li>1. 5827 – Village Gateways, Biddestone. £5000 contribution to complete signing due to cost increases.</li> <li>2. 4-20-10 Parliament Street – New Shared use Cycle / pedestrian link Topo Survey (CATG £1125.00, TC £375.00) Interim changes £4200 (CATG £3150, TC £1050): Phase 2 changes - £8,000 LHFIFG contribution</li> <li>3. 4-20-8 Various sites Chippenham – Welcome to Chippenham Signs (Fully funded by Chippenham TC)</li> <li>4. 4-19-5 Hill Rise/Barrow Green, Chippenham – 20mph speed limit assessment £2500 (CATG £1875, TC £625)</li> <li>5. C151 Ford – £2000 Topographic Survey (£1500 CATG and £500 PC)</li> <li>6. Bristol Road, Chippenham – Pedestrian Crossing Assessment (CATG £700, TC £300 )</li> <li>7. Annual Dropped Kerbs Programme – £6000 CATG, £1500 CTC</li> <li>8. Hillside, Burton – Speed Limit Review - £1875 CATG and £625 PC</li> <li>9. Chippenham – Barrier Removals (various) - £2500 (£1875 CATG, £625 TC)</li> <li>10. Lowden Verges marker posts - £1000 (£750 CATG, £250 TC)</li> <li>11. A420 Speed Limit Review (Atkins) - £2500 (£1250 CATG, £625 NWPC, £625 CWPC)</li> <li>12. Nettleton – 20mph Speed Limit Assessment - £2500 (£1875 CATG and £625 PC (tbc))</li> </ol>				

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION Who
	13.	A4/Timber Street Car Park – No Entry Road Markings - £300 (£225 CATG and £75 CTC)			
	14.	Seagry – 20mph Speed Limit Assessment £2500 (£1875 CATG and £625 PC)			
	15.	Saxon Street – Street Name Plate - £250 (£187.50 CATG and £62.50 CTC (tbc)) – <b>ON HOLD</b>			
	16.	Dropped Kerbs – Substantive Bid Contribution £12,058.			
	17.	Yatton Keynell Village Gateway treatment - £4000 (£2800 LHFIG and £1200 PC)			
	18.	Westmead Lane Chippenham - £2500 (£1750 LHFIG and £750 TC)			
	19.	Stanton ST Quinton Pedestrian Assessment - £2000 (£1400 LHFIG and £600 PC)			
	20.	Christian Malford Dropped Kerbs - £4000 (£2800 LHFIG and £1200 PC).			
	21.	<b>Kington St Michael Informal Crossing Improvement - £5350 (£3750 LHFIG and £1600 PC)</b>			
	22.	<b>Abbeyfield School, Chippenham – School Warning Signs £800 (£560 LHFIG and £240 TC (tbc)) Pedestrian Crossing Assessment £2000 (£1400 LHFIG and £600 CTC (tbc))</b>			
	23.	<b>C86 Yatton Keynell to Grittleton – Marker Posts - £400 (£250 LHFIG and £150 Grittleton PC)</b>			
	24.	<b>Primrose Way, Chippenham – Street Nameplate - £250 (£175 LHFIG and £75 CTC (tbc))</b>			
12.	<b>Date of Next Meeting - October 4<sup>th</sup>, 10am, venue tbc.</b>				

## Highways Officer – Kirsty Rose

### 1. Environmental & Community Implications

- 1.1. Environmental and community implications were considered by the CATG 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.

**2. Financial Implications**

- 2.1. All decisions must fall within the Highways funding allocated to Chippenham Area Board.
- 2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of **£5850.99**

**3. Legal Implications**

- 3.1. There are no specific legal implications related to this report.

**4. HR Implications**

- 4.1. There are no specific HR implications related to this report.

**5. Equality and Inclusion Implications**

- 5.1. The schemes recommended to the Area Board will improve road safety for all users of the highway.

**6. Safeguarding implications – none**

## APPENDIX 1

