

Notes/Action List
Chippenham and Villages Pilot Area Board meeting held on 9 March 2009

(The meeting was held at Monkton Park, Chippenham starting at 7pm and concluding at 8.45pm)

Present:

District Council Members

Councillor Desna Allen - Chairman

Councillors Patrick Coleman, Paul Darby, John Doubell, Sylvia Doubell, Jeremy Hall, Peter Hutton, Sherry Meadows, Andy Phillips, Nina Phillips, Jane Scott and John Scragg

Wiltshire County Council Members

Councillor Ross Henning and Judy Rooke

Parish Representatives

Councillors T Bate (Chippenham Without Parish Council), A Bishop (Castle Combe Parish Council), Jane Clark (Seagry Parish Council), Andrew Noblet (Chippenham Town Council), Lesley Palmer (Grittleton Parish Council), Brian Pattinson (Langley Burrell Parish Council), E Rugelos (Castle Combe Parish Council) and F Winup (Castle Combe Parish Council)

Community Representatives

Bryony Brown (Wiltshire NHS) Mike Franklin (Wiltshire Fire and Rescue Service), Kate Pain (Wiltshire Police) Richard Williams (Wiltshire County Council Youth Service), Becky Bell (Ridgeway Care & Repair), Fiona Safrany (Children's Parliament), Sarah Perkins (Community First / Credit Union), John Whittleton (NWCU) and S Sorell (North Wiltshire CAB)

Officers Present

Pete Barnett (Head of ICT, NWDC), Marie Todd (Senior Democratic Services Officer, NWDC), Victoria Welsh (Area Board Project Manager, WCC) and Julia Stacey (WCC)

Minute Ref. No.	Agenda Item/Subject Area	Issues Discussed	Agreement / Recommendation (if any)	Action(s) Required	Action by Whom
CH20	Agenda Item 1 – Welcome, Apologies and introductions	<ul style="list-style-type: none"> Apologies for absence were received from Councillors Caswill, MacGregor and Purdon. The Chairman thanked Vicky Welsh, Area Board Project Manager for all her work to make the Pilot Area Board a success. She also thanked the Democratic Services Team and Corporate Management Team for their support. 			
CH21	Agenda Item 2 – Notes & Actions from last meeting	<ul style="list-style-type: none"> The Pilot Area Board received the notes and actions from the last meeting. Officers reported that the production of the “Just a Minute” publication cost £28 for the colour version. This was felt to be good value for money as people were more likely to read this document than the formal minutes of the meeting. The Chairman reported that a letter had been sent to Network Rail and a representative had now met with the Flooding Working Group to discuss flooding problems in the area. 			
CH22	Agenda Item 3 – Credit Crunch – Guest Speakers from Citizens Advice Bureau & Credit Union	<u>Credit Union</u> <ul style="list-style-type: none"> John Whittleton and Sarah Perkins from the Credit Union gave a short presentation regarding the work of the Credit Union. 			

Minute Ref. No.	Agenda Item/Subject Area	Issues Discussed	Agreement / Recommendation (if any)	Action(s) Required	Action by Whom
		<ul style="list-style-type: none"> It was the 10th anniversary of the community savings and loan scheme. A dividend of 1.5% would be paid this year. A shop in Redland had been made available for the forthcoming year and the Credit Union hoped that this would increase trade as the organisation would be more visible. The organisation was able to offer advice regarding budgeting. A recent initiative was a “fuel loan scheme” for local Westlea tenants. It was important for people to borrow money to ensure balance within the Credit Union. There was one paid member of staff and all others were volunteers. <p><u>Citizens' Advice Bureau</u></p> <ul style="list-style-type: none"> Sandie Sorell from the Citizens' Advice Bureau (CAB) gave a presentation regarding the work of the organisation. The CAB aimed to provide advice to help solve people's problems. More help was required in the current economic climate. Staff were available in four towns and the offices were open for 33 hours per week and phones were answered for 31 hours per week. 	<p>It was agreed that demographic information relating to the CAB service would be sent to members of the Area Board.</p>		Sandie Sorell/Victoria Welsh

Minute Ref. No.	Agenda Item/Subject Area	Issues Discussed	Agreement / Recommendation (if any)	Action(s) Required	Action by Whom
		<ul style="list-style-type: none"> • There were 68 volunteers in the North Wiltshire area. • The recession had affected the work of the Bureau and there had been a 17% increase in employment queries. • It had also become more difficult to find volunteers because of their need to seek paid employment. • The Bureau was able to assist with many types of query including access to benefits, identifying the best fuel tariff for a particular individual and preventing homelessness. • North Wiltshire District Council had given a grant to the CAB which had provided an additional adviser at the Calne office. • It was noted that the training for CAB volunteers lasted for 6 months and took up 10 hours per week. Volunteers were then asked to guarantee to give 10 hours a week for at least 2 years. 			
CH23	Agenda Item 4 – Update from Pilot Area Board Task Group	<ul style="list-style-type: none"> • Jane Clark thanked everyone who had played their part in raising the profile of Area Boards. The Task Group had included representatives from Parish and Town Councils and other organisations which had widened the input. 			

Minute Ref. No.	Agenda Item/Subject Area	Issues Discussed	Agreement / Recommendation (if any)	Action(s) Required	Action by Whom
		<ul style="list-style-type: none"> The evaluation forms had shown that people had enjoyed the last meeting held at Grittleton Village Hall. There had been a less formal atmosphere and people had enjoyed the opportunity for networking. The Parish updates should be an opportunity for updating the Board and sharing information rather than raising problems. The updates could be given in writing in the future. It was important to provide a balance between the rural areas and the town. The Task Group welcomed Hullavington Parish Council to its area. Jane Clark also thanked the Chairman Councillor Desna Allen and her predecessor, Councillor Jane Scott for the inclusive way they had chaired the Area Board and Area Committee meetings. The Area Boards provided an excellent opportunity to work together and it was important to get this right. 			
CH24	Agenda Item 5 – “Sticky Issues” Update	<p><u>Stanton St Quintin Parking</u></p> <ul style="list-style-type: none"> The relevant paperwork had now been submitted to provide double yellow lines in the problem area. <p><u>Webbington Road</u></p> <ul style="list-style-type: none"> It was reported that two options had been 		Yellow lines to be provided.	WCC Highways Department

Minute Ref. No.	Agenda Item/Subject Area	Issues Discussed	Agreement / Recommendation (if any)	Action(s) Required	Action by Whom
		<p>considered, an informal crossing point or closure of Webbington Road to all traffic.</p> <ul style="list-style-type: none"> Officers considered that the informal crossing point was the only viable option. This could be progressed and design options brought to the next Area Board meeting in June. Members were not happy with the officer response because this would not solve the problem at the other end of the road. The decision should be made following consultation with the residents. Total agreement would be required if the road were to be closed. The closure could also cause displacement problems in the local area. <p><u>BMX Project</u></p> <ul style="list-style-type: none"> Chippenham Town Council had passed a resolution to support the provision of a BMX track in principle. A meeting would now be held for local people to discuss the proposals. 	<p>After discussion the Pilot Area Board remain of the opinion that the best course of action is for Highways Officers to consult with the residents of Webbington Road offering two options: road closure or traffic calming measures.</p>	<p>Highways officers to attend the Area Board meeting on 29 June 2009.</p>	<p>Marie Todd/Victoria Welsh</p>
CH25	<p>Agenda Item 6 – Update from Town & Parish Council & CHAP</p>	<p><u>Yatton Keynell Parish Council</u></p> <ul style="list-style-type: none"> Final confirmation had been received that the village Post Office would now remain open in the local shop. This was an excellent example of the effectiveness of several parishes working together with local residents towards a common 			

Minute Ref. No.	Agenda Item/Subject Area	Issues Discussed	Agreement / Recommendation (if any)	Action(s) Required	Action by Whom
		<p>aim. The Area Board congratulated the Parish Council on its success.</p> <p><u>Chippenham Without Parish Council</u></p> <ul style="list-style-type: none"> It was noted that on 1 April 2009 boundary changes would take effect which meant that Chippenham Town Council would include parts of Chippenham Without Parish Council. <p><u>Seagry Parish Council</u></p> <ul style="list-style-type: none"> A “Seagry Past and Present” event would be taking place. In June the village fete would be held. The Parish Council hoped to lead on the provision of low-cost housing in the area. <p><u>Chippenham Town Council</u></p> <ul style="list-style-type: none"> The toilets at the bus station were now open thanks to the £100k grant from the District Council. The bandstand in John Coles Park was almost completed. There was some concern regarding car parking near the railway arches, lighting was needed. The grass was also being churned up. The Town Council asked that the following items be added to the list of issues for the Area Board to consider: <p>The poor condition of the surface of the High Street, The number of retail outlets being closed.</p>		<p>To add these concerns to the list of sticky issues to be considered by the Area Board.</p>	<p>Victoria Welsh</p>

Minute Ref. No.	Agenda Item/Subject Area	Issues Discussed	Agreement / Recommendation (if any)	Action(s) Required	Action by Whom
		<ul style="list-style-type: none"> Councillor Noblet also thanked all the District Councillors for their hard work over the years. <p><u>Grittleton Parish Council</u></p> <ul style="list-style-type: none"> There was some concern about the interim period when no Area Board meetings would take place. The Planning process was also unclear during this time. The improvements to the Village Hall, play area and cricket club had now been carried out. <p><u>CHAP</u></p> <ul style="list-style-type: none"> The partnership was about to send out 28,000 leaflets delivered door to door which gave details of its work. There was also a separate questionnaire regarding ideas for the Community Plan. Two cluster meetings had been held at Christian Malford and Grittleton facilitated by Community First. All the interest groups were very active. A "River Festival" would be held in August. 		To send information to the Parish Council explaining what would happen during the interim period between April and June.	Marie Todd
CH26	Agenda Item 7 – Evaluation of Pilot Area Board Project & Area Board Information	<ul style="list-style-type: none"> 13 Pilot Area Boards had been run over the last seven months. The fire authority, police, NHS and Community Partnerships had all been involved. A number of meetings had been held with lots of events and different meeting styles being tested. All meetings had been evaluated to find out 			

Minute Ref. No.	Agenda Item/Subject Area	Issues Discussed	Agreement / Recommendation (if any)	Action(s) Required	Action by Whom
		<p>what was working and aspects that needed to be improved.</p> <ul style="list-style-type: none"> Several ideas had come out of the evaluation such as new venue suggestions, different seating layouts, timed agendas and opportunities for networking. The Pilot phase would end in March and a report would be submitted to the Implementation Executive in April. The Development Team would now be working on the Area Boards project. Victoria Welsh thanked all those who had been involved in the Pilot Area Boards process, and in particular Councillor Desna Allen, Jane Clark and the Task Group members. 			
CH27	Bus Service in Pewsham	<ul style="list-style-type: none"> There was a problem with the buses serving the railway station as they were not arriving to meet the trains as was originally planned. It was important to have an integrated transport system. 		To raise this issue with the local transport group.	Councillor John Scragg