

# AGENDA

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** St Margaret's Hall, St Margaret's Street, Bradford on Avon BA15 1DE  
**Date:** Wednesday 21 September 2011  
**Time:** 7.00 pm

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Including the Parishes of Limpley Stoke, Winsley, Monkton Farleigh, Bradford-on-Avon, Holt, South Wraxall, Wingfield, Westwood, Staverton

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**The press and public are invited to attend the meeting**

**The Area Board welcomes and invites contributions from members of the public**

**ARRIVE EARLY! Refreshments will be available**

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Please direct any enquiries on this Agenda to Kevin Fielding , on 01249 706612 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk) or Peter Dunford (Bradford on Avon Community Area Manager), direct line 01225 713060 or (email) [peter.dunford@wiltshire.gov.uk](mailto:peter.dunford@wiltshire.gov.uk)

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 Malcolm Hewson, Bradford on Avon  
South (Chairman)  
Cllr Rosemary Brown, Bradford-on-Avon  
North (Vice Chairman)

Cllr Trevor Carbin, Holt & Staverton  
Cllr Linda Conley, Winsley &  
Westwood

Items to be considered	Time
<p style="text-align: center;"><b><u>Before the Meeting</u></b></p> <p>Wiltshire Council Highways display stand with information on winter maintenance, grit bins and other information.</p> <p>Wiltshire Council Waste and Recycling display with details of the new waste and recycling collection service.</p>	6.30pm
<p>1. <b>Chairman's Welcome and Introductions</b></p> <p>Lionel Grundy, Cabinet Portfolio Holder for Childrens' Services at Wiltshire Council, will be in attendance.</p> <p>2. <b>Apologies for Absence</b></p> <p>3. <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p> <p>4. <b>Minutes (Pages 3 - 34)</b></p> <p>i) To approve and sign as a correct record the minutes of the Bradford on Avon Area Board meeting held on 20 July 2011.</p> <p>ii) To approve and sign as a correct record the minutes of the Bradford on Avon Community Area Transport Group meeting held on 8 July 2011.</p>	7.00pm
<p>5. <b>Chairman's Announcements and Updates (Pages 35 - 44)</b></p> <p>i) Establishment of a Bradford on Avon Markets Working Group.</p> <p>ii) Updates from Wiltshire Police, Wiltshire Fire and Rescue and NHS Wiltshire.</p> <p>iii) Report back from Community Area Young Peoples' Issues Group held on 6 September 2011.</p>	7.10pm
<p>6. <b>HGV issues and proposal for a Lorry Watch initiative (Pages 45 - 56)</b></p> <p>i) Allan Creedy - Head of Service, Sustainable Transport at Wiltshire Council - to report the latest regarding the proposed HGV</p>	7.25pm

weight restriction order at Cleveland Bridge/ Bathwick Street in Bath.

Full papers from Bath & North East Somerset Council can be viewed at

<http://democracy.bathnes.gov.uk/mglIssueHistoryHome.aspx?Ild=5517>

ii) Tom Hutchinson – Senior Trading Standards Officer at Wiltshire Council - to outline the Lorry Watch initiative and to seek support for a 'Lorry Watch - Bradford on Avon' campaign.

7. **Waste and Recycling** (*Pages 57 - 64*)

8.05pm

Martin Litherland – Head of Waste Collection at Wiltshire Council - will update the board on changes to waste and recycling collections in the Bradford on Avon community area which will see the introduction of a new plastic bottle and cardboard collection service from October 2011.

8. **BOA2026 - Mapping the Route to a Sustainable Town**

8.15pm

Gerald Milward-Oliver – Chief Executive, Bradford on Avon Development Trust - to present a report on a series of public consultation events held in the town in July 2011 to discuss a plan for the sustainable future of the town.

9. **Community Area Grants** (*Pages 65 - 78*)

8.25pm

Councillors will consider 5 applications seeking 2011/2012 Community Area Grant Funding:

i) Climate Friendly Bradford on Avon requesting £1000 for a walking, cycling and bus map of Bradford on Avon.

ii) Bradford on Avon Rowing Club requesting £3,528 for recreational rowing.

iii) Winsley Village Hall Management Committee requesting £2,056 for the installation of new heaters.

iv) Deferred grant application by Saxon Church and St Mary Tory Trusteeship requesting £600 for directional signage.

v) Councillor-led grant application by Councillor Carbin requesting £5,000 for a zebra crossing at The Common, Holt.

Copies of the completed application forms and grant application

packs here:

<http://www.wiltshire.gov.uk/areboardscommunitygrantsscheme.htm>

10. **Core Funding Grant - application from Bradford on Avon Community Partnership** (Pages 79 - 82) **8.50pm**

i) Councillors will consider a supplementary report for core funding in 2011/12, a deferred matter from the meeting on 20 July.

ii) Jim Lynch – BOACAP Project Officer – and Tony Haffenden – BOACAP Committee Member - to report.

11. **Future Meeting Dates**

Wednesday 23rd November – Holt Village Hall.

Wednesday 11<sup>th</sup> January 2012 – venue tbc.

Wednesday 14<sup>th</sup> March 2012 – venue tbc.

12. **Evaluation and Close** **9.00pm**

**Area Board Issues Process:**

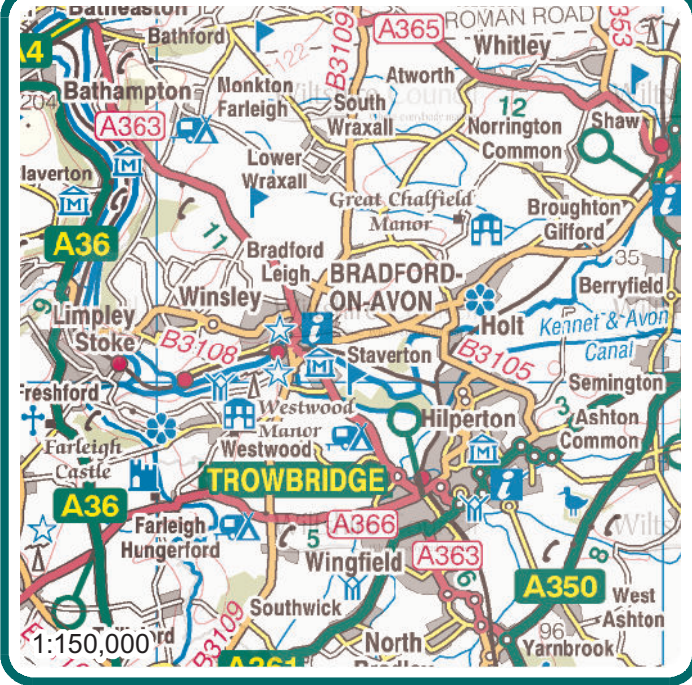
Please see our online issues tracker for progress on all issues submitted to the Bradford on Avon Area Board to date

<http://www.wiltshire.gov.uk/communityandliving/areboards/areboardsissuestracking.htm>

You can also submit issues online for the area board to consider, or fill in an issues sheet by hand

[https://forms.wiltshire.gov.uk/area\\_board/areboards.php](https://forms.wiltshire.gov.uk/area_board/areboards.php)





**St Margarets Hall**  
**St Margarets Street**  
**Bradford on Avon**  
**BA15 1DE**

  
 Wiltshire Council  
 Where everybody matters







# MINUTES

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** Westwood Social Club, Lower Westwood, BA15 2AP  
**Date:** 20 July 2011  
**Start Time:** 7.00 pm  
**Finish Time:** 9.15 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding ,Tel: 01249 706612 or (e-mail) [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@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 Malcolm Hewson (Chairman), Cllr Rosemary Brown (Vice Chairman),  
Cllr Trevor Carbin and Cllr Linda Conley  
Cllr Fleur de Rhe-Philippe (Portfolio Holder for Strategic Planning, Minerals, Waste and Economic Development and Tourism)

### **Wiltshire Council Officers**

Peter Dunford – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Mal Munday – Service Director, Integrated Youth  
Julia Cramp – Service Director, Commissioning and Performance, Children & Education

### **Town and Parish Councillors**

Limpley Stoke Parish Council – Bill Bailey  
Monkton Farleigh Parish Council – Matthew Midlane  
Westwood Parish Council – Allan Parker & Terry Biles  
Wingfield Parish Council – Alan Mines  
Winsley Parish Council – Pamela Bennett

### **Partners**

Wiltshire Police – Insp David Cullop  
Bradford on Avon Community Area Partnership – David Gregory & Michael Collins

**Total in attendance: 50**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Sharon Davies – Service Director, Simon Coombe – Limpley Stoke Parish Council, Jim Lynch – Community Area Partnership, Peter Leach &amp; Gwen Allison – Bradford on Avon Town Council, Ambrose Stickney – Senior Citizens Forum.</p>
2.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the Westwood social club, and introduced the Wiltshire councillors who made up the board, as well as Mal Munday, (Acting Service Director), the Community Area Manager and the Democratic Services Officer.</p> <p>The Chairman introduced Cllr Fleur de Rhe-Philippe – Wiltshire Council cabinet portfolio holder for Strategic Planning, Minerals, Waste and Economic Development and Tourism who was invited to give an update on her portfolio.</p> <p>All town, parish and partner representatives in attendance were welcomed by the Chairman.</p>
3.	<p><u>Election of Chairman of the Bradford on Avon Area Board for the Municipal Year 2011/12</u></p> <p>Cllr Malcolm Hewson was re-elected as Chairman.</p>
4.	<p><u>Election of Vice-Chairman of the Bradford on Avon Area Board for the Municipal Year 2011/12</u></p> <p>Cllr Rosemary Brown was re-elected as Vice Chairman.</p>
5.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
6.	<p><u>Minutes</u></p> <p>Decision:</p> <ul style="list-style-type: none"> <li>• The minutes of the meeting held on the 11 May 2011 were approved and signed as the correct record.</li> </ul>

7.	<p><u>Chairman's Announcements and Updates</u></p> <p>The following announcements contained in the pack were mentioned briefly:</p> <p>i) Transfer of Assets, Bradford on Avon – report of roundtable meeting held between the Town Council and Wiltshire Council on 31 May 2011.</p> <p>ii) Section 106 contributions to Play Parks in Bradford on Avon – report of roundtable meeting held between Wiltshire Council, Bradford on Avon Town Council and the Friends of Barton Farm on 6 June 2011.</p> <p>iii) Nomination to the Voluntary and Community Sector Awards 2011 in the category ‘Best Community Initiative Nominated by an Area Board’ – Heaven Scent, graffiti Art Mural at Victory Field.</p> <p>iv) Nominations to the Queen Elizabeth II Fields Challenge.</p> <p>v) Partner updates from Wiltshire Police, Wiltshire Fire and Rescue and NHS Wiltshire were noted.</p> <p>vi) Bradford on Avon Young Peoples’ Issues Group – report of CAYPIG meeting held on 7 June. The CAYPIG were also praised for their help at the recent Woolley Festival.</p>
8.	<p><u>13-19 Commissioning Strategy</u></p> <p>Julia Cramp - Service Director for Commissioning and Performance in the Department for Children and Education, Wiltshire Council, outlined the new strategy which would affect the delivery of youth services in Bradford on Avon.</p> <p>Points made by Julia Cramp included:</p> <ul style="list-style-type: none"> <li>• Wiltshire Children’s Trust draft commissioning strategy for services for young people aged 13 to 19 has been issued for consultation. This is an important strategy which outlines plans for improving services for the 13 to 19 age range.</li> <li>• Young people and representatives from a range of agencies working with 13 to 19 year olds have been involved right from the start and their views have informed the draft including the commissioning priorities and youth work suggestions. Each CAYPIG held a session on the Strategy and each Area Board had been offered a presentation to highlight awareness of the Strategy. In addition, the Strategy was sent out to a wide range of stakeholders including members of Wiltshire's Children's Trust Partnership, Police, schools, the voluntary sector, etc.</li> </ul>

- Consultation is taking place for 12 weeks from 13th May to 5th August 2011. The final strategy will be presented to Wiltshire Council's Cabinet in September 2011 along with a report making specific proposals on future plans for youth work. The draft includes key consultation questions. Written responses to the consultation should be sent to [Pathways@wiltshire.gov.uk](mailto:Pathways@wiltshire.gov.uk).
- The purpose of the commissioning strategy is to achieve better outcomes for young people aged 13-19 by: Ensuring a good range of high quality services for all young people. Providing an early integrated response when young people are vulnerable or at risk, as soon as problems or issues arise.
- The draft commissioning strategy notes that there are plans for developing a campus in each of the 18 community areas. Each campus would bring together a number of local services provided by the Council and other agencies in a building or collection of buildings.
- It is envisaged that each campus will contain some space which will be used by the 13 to 19 age range. The draft includes a specific consultation question on space for young people in each campus.
- The draft strategy also outlines 4 suggestions for future youth work services including some initial thoughts on making the savings from youth work budgets noted in the Council's financial plan. The suggestions are put forward in order to promote discussion and debate and there is not a favoured suggestion. Some of the suggestions could be combined and through discussions during the consultation period new ideas are likely to emerge.
- More information on the draft 13 to 19 commissioning strategy and the suggestions for future youth work services will be provided at the Area Board meeting.

Questions raised from the floor included:

- Are there any plans to include Wiltshire's young people in the 2012 Olympics celebrations?  
*We are looking to see what each community wants to do, and are keen that young people are actively involved in it.*
- Will any of Wiltshire's young people have the opportunity to carry the Olympic torch as it travels through the county?  
*We are hopeful that some young people will get the opportunity to be part of the torch carrying.*

	<ul style="list-style-type: none"> <li>• Do we know the torch route yet? <i>The route will be announced in November 2011.</i></li> <li>• Have you any idea what the consultation feedback results are looking like? <i>The results coming in appear to be mixed.</i></li> <li>• Would any consultation responses be reported back to the area board? Yes.</li> <li>• Are you speaking to a good cross section of age groups? <i>Yes, the presentation is doing the rounds of all the area boards and CAYPIGs.</i></li> </ul> <p>Area Board members felt that they would like to see a schedule of forthcoming corporate consultations to be able see who they thought should be consulted on particular issues. It was agreed that the Community Area Manager would discuss this with Julia Cramp.</p> <p>The Chairman thanked Julia Cramp for her presentation.</p>
9.	<p><u>Community Area Grants</u></p> <p>a)The Wiltshire Councillors considered three applications to the Community Area Grants Scheme 2011/12 as follows:</p> <p>Cllr Matthew Midlane, (Monkton Farleigh PC) commented on behalf of the Bradford on Avon Area Board Grants Advisory Group for each application.</p> <p><b>Decision:</b></p> <p><b>Saxon Church and St Mary Tory Trusteeship applied for £600 to remove/ renovate/ renew 3 directional signs. The Wiltshire Councillors considered the objections raised by the Grants Advisory Group and agreed to defer the application pending a site visit and further discussion.</b></p> <p><b>Decision:</b></p> <p><b>1<sup>st</sup> Winsley Scout Group awarded £924 for a district patrol camping competition.</b></p> <p><b>Reason:</b> <b><i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to activities for young people and to community volunteering.</i></b></p>

	<p><b>Decision:</b></p> <p><b>Limpley Stoke K6 Telephone Kiosk Refurbishment Group awarded £560 for the mini-library project.</b></p> <p><b>Reason:</b>  <b><i>The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to village services and community volunteering.</i></b></p> <p>b)The Wiltshire councillors considered the withdrawal of funding granted at the Area Board meeting on 11 May for the following application:</p> <p>Bradford on Avon Arts Festival - grant award of £ 1,175</p> <p>In the light of the decision of the organisers to cancel the 2011 event and hold it over until June 2012. The Wiltshire councillors, supported by the Grants Advisory Group, agreed that the application be withdrawn and re-submitted in the next financial year, closer to the date when more details are known of the exact nature and costs of the 2012 event.</p>
10.	<p><u>Traffic and Transport Issues and Updates</u></p> <p>i ) Report of Community Area Transport Group meeting held on 8 July to consider priorities and progress with minor capital improvement works. Cllr Malcolm Hewson gave a brief overview of the CATG meeting and schedule of requested traffic and transport schemes for each parish. Cllr Hewson invited parish representatives to take the listing away to digest.</p> <p>Councillor Conley and others agreed that the Community Area Transport Group had become a useful forum for the parishes to meet with Wiltshire Council officers to resolve local traffic issues.</p> <p>ii) Dr Allan Parker – Chairman, Westwood parish council outlined the 20 mph zone trial and the proposal for virtual pavements in Westwood using a power point presentation to show the various road traffic hot spots that were causing concern to the community of Westwood.</p> <p>Points made from the floor included:</p> <ul style="list-style-type: none"> <li>• Virtual pavements are a good visual tool for speed control and pedestrian safety and cost less than conventional pavements.</li> </ul>



	<ul style="list-style-type: none"> <li>• Experience from Limpley Stoke shows that Westwood needs a combination of measures to tackle its issues - 20 mph limits, virtual pavements, lines on side of road, speed indicator devices etc.</li> <li>• Interim surveys show that average speeds are down to 24 mph. It would be useful if the community could have a breakdown of speeding, by whom and at what times of day.</li> <li>• The Portfolio Holder reported that driver speeds had been reduced elsewhere when central road lines had been taken away. It is counter-intuitive but effective.</li> </ul> <p>The Chairman thanked Dr Parker for his presentation.</p> <p>iii) Potential impact on the Bradford on Avon community area of a possible Experimental Traffic Regulation Order at Cleveland Bridge, Bath to reduce the weight limit on HGV vehicles. It was agreed that Wiltshire Council needed to keep on top of this issue as this could have a serious impact on local villages.</p> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>• <b>That the Community Area Manager would write to Bath and North East Somerset Council raising serious concerns on behalf of the Bradford on Avon Area Board.</b></li> </ul> <p>Note: The Community Area Manager to consider a similar letter sent from Trowbridge Town Council to B&amp;NES. The content of the letter to be agreed by Councillors Hewson and Carbin.</p>
11.	<p><u><b>BOA 2026 - Roadmap for a Sustainable Future</b></u></p> <p>Gerald Milward-Oliver reported back on recent stakeholder and public workshops held in parallel with the Council's consultation on the Local Development Framework of planning policies for the Bradford on Avon community area.</p> <p>He outlined a programme of community engagement to develop a vision and roadmap for the sustainable future of the town. A programme outline of the report, "BoA 2026 - Road Map for a Sustainable Future" was included in the agenda pack for information.</p> <p>The Chairman thanked Gerald Milward-Oliver for his presentation.</p>

12.	<p><u>Cabinet Portfolio Holder for Strategic Planning, Minerals and Waste, Economic Development and Tourism</u></p> <p>Cllr Fleur de Rhe-Philippe - Cabinet Portfolio Holder for Strategic Planning, Economic Development and Tourism gave an update on her portfolio of responsibility as it relates to the Bradford on Avon community area.</p> <p>Points made by Cllr de Rhe-Philippe included:</p> <ul style="list-style-type: none"> <li>• Strategic Planning &amp; Economic Development – the prime objective being to get jobs into Bradford on Avon, rather than houses, and to achieve carbon reduction targets.</li> <li>• Tourism – concentrating on selling Bradford on Avon and the county of Wiltshire to the rest of the country, looking to get tourists into Wiltshire for longer stays.</li> <li>• The importance of the core strategy planning policies to the town and community area.</li> </ul> <p>Gerald Milward-Oliver praised planning officers for listening to local opinion and for presenting a balanced spatial strategy for the future.</p> <p>Councillor Hewson asked that Visit Wiltshire should recognise the important role and work better with the Tourist Information Centre and Tourism Association in Bradford on Avon.</p> <p>The Chairman thanked Cllr de Rhe-Philippe for her presentation.</p>
13.	<p><u>Bradford on Avon Community Area Partnership</u></p> <p>David Gregory presented the Bradford on Avon Community Area Partnership work plan and their application for core funding support for 2011/12. The work plan and Partnership Development Officer's report were included in the agenda pack for information.</p> <p>The Wiltshire councillors discussed the work plan and agreed that they needed a more detailed workplan and calendar of activity from the Community Area Partnership before they could release the first tranche of funding in full.</p> <p>Councillor Carbin was concerned at level of administrative costs forecast, the level of contingency reserves held, and the lack of engagement of the parishes in the work of BOACAP.</p>

	<p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>• <b>To approve in principal the whole year’s core funding of £9,403.32 with an agreement to release the 1<sup>st</sup> tranche of £2,000 immediately on the understanding that the Bradford on Avon Community Area Partnership works with the Community Area Manager to provide more details of their budget and work plan.</b></li> <li>• <b>To agree to the release of the 2<sup>nd</sup> tranche in early 2012 as long as conditions set by the Partnership Development Officer and agreed by the Board, have been met.</b></li> </ul>
14.	<p><u>Nominations of Representatives to Outside Bodies</u></p> <p>The representatives were re-appointed as follows:</p> <p>Bradford on Avon Community Area Young Persons Issues Group – Rosemary Brown &amp; Trevor Carbin.</p> <p>Bradford on Avon Community Area Partnership – Rosemary Brown.</p> <p>Bradford on Avon Historic Core Zone Project Board – Malcolm Hewson.</p> <p>Bradford on Avon Area Board Grants Advisory Group – Terry Biles (Westwood PC), Bill Bailey (Limpley Stoke PC), Matthew Midlane (Monkton Farleigh PC).</p> <p>It was agreed that the Community Area Manager would contact the parish councils for nominations to join the Grants Advisory Group as a replacement for Alan Mines, (Wingfield PC), who had decided to step down from the group.</p>
15.	<p><u>Future Meeting Dates</u></p> <p>Wednesday 21st September – St Margaret’s Hall, Bradford on Avon.</p> <p>Wednesday 23rd November – Holt Village Hall.</p> <p>The Chairman asked for nominations for other venues which could host future meetings.</p>
16.	<p><u>Close</u></p>

**Note of Bradford on Avon Community Area Transport Group held on 8 July 2011**

**Orkney Room, East Wing, County Hall, Trowbridge**

**Present:**

Malcolm Hewson, Wiltshire Councillor (Chairman)

Rosemary Brown, Wiltshire Councillor

Trevor Carbin, Wiltshire Councillor

Gwen Allison, Bradford on Avon Town Council

Martin Moyes, Holt Parish Council

Bill Bailey, of Limpley Stoke

Matthew Midlane, Monkton Farleigh Parish Council

Allan Parker, Westwood Parish Council

Alan Mines, Wingfield Parish Council

PC Martin Barrett, Wiltshire Police

Andy Cadwallader, Area Highway Engineer, Wiltshire Council

David Thomas, Traffic Engineering Manager, Wiltshire Council

Spencer Drinkwater, Principal Transport Planner, Wiltshire Council

Peter Dunford, Community Area Manager for Bradford on Avon, Wiltshire Council

**1. Apologies**

Linda Conley, Wiltshire Councillor

Richard Craft, Climate Friendly Bradford on Avon

## **2. Notes of CAT-G meeting on 18 April 2011**

**Agreed** with one amendment re. Grit Bins. "Alan Mines from Wingfield Parish Council asked for an update on the position re the purchase and supply by Wiltshire Council in 2011/12 of grit bins in order that the outstanding bids after the allocations made at the November 2010 CATG meeting could be met. Andy Cadwallader stated that the funding had not yet been allocated and no orders had been placed". It was subsequently confirmed by Bill Parks, Head of Service Local Highways and Streetscene (Central), that Councillor Tonge had decided that no grit bins would be purchased in the current financial year due to budget constraints.

## **3. Balancing Traffic and People in Smaller Communities**

Martin Moyes presented his paper, the detail of which had been the subject of a prior meeting with Spencer Drinkwater and Peter Dunford. Highways Officers raised no objection in principle to trialling a local assessment of this kind.

The concept of a 'Severance Index' was explained. It would be an additional criteria for the assessment and ranking of highways schemes to recognise the circumstances of smaller settlements, such as in the Bradford on Avon community area. Applicants would be expected to demonstrate severance through providing information on local circumstances, data on perceptions, evidence from local surveys etc.

David Thomas confirmed that the Council has access to data collected by the Police regarding 'collision data' but only where personal injury has actually occurred.

It was noted that the index did not measure the 'frequency' of the severance issue and that issues such as car parking could not be measured by the index. The terminology "the number who make an inappropriate choice" should be changed.

**ACTION: Paper to be revised and embellished with examples of the use of the index in practice, for discussion next time (Martin Moyes)**

## **4. Budget Update and opportunities for joint funding**

Spencer Drinkwater confirmed the budget for 2011/12 to be £ 20,125 of which £ 1,080 had been spent to date. The Chairman reminded all of the opportunities to top up this fund with contributions from other sources - the Area Boards, the Town and Parish Councils and the new Substantive Highways Scheme.

**ACTION: Consider establishing a joint-fund budget for minor capital highway schemes (Peter Dunford/ Spencer Drinkwater)**

*Note on SHSA: A sum of £100,000 has been made available to fund more substantive priority highway schemes that are emerging from the Community Area Transport Groups (CAT-Gs). This funding will be eligible to any Area Board that has a priority transport issue*



where the cost of implementing the identified infrastructure solution exceeds the discretionary highways budget available.

As the number of substantive highway scheme bids is likely to exceed the £100,000 budget, a mechanism is being developed to ensure that the limited funding is awarded to those schemes that deliver the best outcomes in terms of value for money, transport benefit and deliverability. It is anticipated that the mechanism will be the subject of a forthcoming Cabinet Member Report.

Details at <http://moderngov.wiltshire.council/ieDecisionDetails.aspx?ID=424>

## **5. Update on Priority Projects**

### **i) Wingfield - provision of footways**

Concern - lack of footways in the village

Solution – provision of new footways at Magdalen Lane - construction to commence on 18 July - Phase 1 costs are approximately £ 5, 000.

### **ii) Holt - pedestrian crossing**

Concern – pedestrian danger in crossing the busy main road.

Solution – a Feasibility Study, part-funded by the ‘Taking Action on School Journeys’ programme, is now published and recommends a zebra crossing solution on the main road at a cost of approximately £18,000 plus lighting etc – total estimate £ 22,000.

A 144 signatory petition has been submitted and public meetings are planned.

The next steps are local informal consultation (Autumn); formal advertisement of a Traffic Regulation Order (Winter); scheme design (Spring); and construction 2012/13.

It was suggested that the zebra crossing project could form the basis of an application to the Substantive Highways Scheme. Martin Moyes confirmed that a local funding contribution from the parish towards the scheme costs would be likely.

**ACTION: The Community Area Manager and Divisional Member to work with Holt Parish Council to put together an application to the SHS once full details of the scheme are published (Peter Dunford/ Trevor Carbin/ Martin Moyes)**

### **iii) Trowbridge Road, Bradford on Avon - traffic calming**

Concern - regarding pedestrian safety when walking along northern footway due to parked cars and traffic intrusion.

Solution – the footway is generally quite wide approx 1.8metres. In some areas it is less and there are some areas subject to overhanging vegetation that could be cut back. The use of vertical features such as bollards is considered inappropriate over this long a length.

Possible solution would be to create a margin strip, say 300mm wide, at the front edge of the footway to encourage pedestrians to stay away from the kerb. This could be achieved using road markings or an imprint material.

The margin strip has been investigated and a 'street print' pigmented asphalt has been costed at £ 12,000. Dave Thomas doubtful as to the cost-benefit of this solution. A cheaper solution would be a Traffic Regulation Order to ban on-street parking and replace with double-yellow lines, although this would be highly contentious with local residents.

Gwen Allison commented that the proposed Historic Core Zone gateway on the Trowbridge Road may achieve the same traffic calming outcomes which are sought.

**ACTION: Overhanging vegetation to be cut back (Andy Cadwallader)**

**Further discussions to be held (Malcolm Hewson/ Gwen Allison/ Dave Thomas)**

**iv) Bath Road/ Mount Pleasant, Bradford on Avon – traffic intrusion**

Concern - narrow footways and generally unpleasant area for pedestrians and school children.

Solution – upgrade the exiting walking route through the Lambert Rooms community centre car park and then through the church yard. This low cost solution could be achieved through a fingerpost and advisory footway markings on the tarmac. Negotiations would be necessary with landowners including the community centre and the Church. Include in School Travel Plans for Christchurch Primary and St Laurence secondary school.

A higher cost engineering solution could include setting back the wall to the community centre; resurfacing the carriageway and footways and building new kerbs; narrowing the road carriageway slightly where this can be achieved. Estimated cost of this is in excess of £ 100,000.

**ACTION: School Travel Plan Adviser to establish who to contact at the Primary and Secondary schools in order to deliver this solution (Ruth Durrant)**

**Cut back vegetation (Andy Cadwallader)**

**Monitor programme of major highways upgrades to Bath Road/ Mount Pleasant**

**6. Other matters on the schedule of requested traffic and transport schemes**

**Newtown, Bradford on Avon**

Concern – pedestrian safety due to narrow footways or no footways.

Solution – site visit held on 22 March 2011 to consider concerns re pedestrian safety due to narrow footways or no footways. Plastic bollards may be suitable.

Amendments to the alignment of the existing double yellow lines may help but measures need to be low key in keeping with the environment. Priority traffic flows not possible due to lack of intervisibility.

**ACTION: Local member to consult (Malcolm Hewson)**

**Agree plastic bollard design - hold site visit at 17/18 Newtown**

### **Ashley Road, Bradford on Avon**

Concern – opposing vehicles are mounting the footways to get by each other due to parked cars

Solution – introduce short lengths of waiting restrictions to create passing bays. St Laurence School Travel Plan proposes to introduce yellow lines and to designate drop-off points.

Feasibility report due soon; school to support findings with promotional and educational activities

**ACTION: Local member to consult (Rosemary Brown)**

**School Travel Plan Co-ordinator to advise next steps once feasibility report is published (Ruth Durrant)**

### **Holt – advisory white lining**

Concern – car parking nuisance in the village

Solution - the use of non-enforceable white lining (raised with David Bullock at the previous meeting).

**ACTION: Officers to discuss with Holt Parish Council (Dave Thomas/ Andy Cadwallader / Martin Moyes)**

### **Holt - Footpath 55**

Concern – footpath requires resurfacing to enable disabled access to the primary school

Solution - footpath surface needs to be covered with scalplings to allow wheelchair access

**ACTION: Officers to discuss with Holt Parish Council (Paul Millard - Rights of Way/ Andy Cadwallader)**

## Limpley Stoke

It was queried and agreed by the chairman that 'A36 issues' should certainly be included in the schedule of Requested Traffic and Transport Schemes at July 2011. Surprise was shown that this was not already an issue for inclusion, for this had been raised formally and informally with the Area Board over the past 2 years, and it was directed by Cllr Hewson that the principal concerns regarding the A36T be reflected in the schedule.

There are 3 positions of primary concern. The problems are compounded by density and speed of traffic, and by blind bends at each of those positions.

- At the Church Lane/ Midford Lane/ A36T staggered intersection: The nature of the blind bend and fast approaching (unseen) traffic hazards vehicles exiting both minor roads creating hazard and causing 'community severance'.

Pedestrians who require to cross the A36T for access to nearby village facilities - e.g. children walking to school, others to attend the surgery - and/or to await a bus at the nearby bus stop are similarly hazarded. There is significant 'severance' of the community in Upper Stoke from the main village by intimidating traffic on the A36T. There have been several Road Traffic Collisions with vehicles stopped, or pulling out, at the 4 cottages immediately adjacent to the bend. Several of those have involved waste collection vehicles employed by Wiltshire Council.

- At the Woods Hill/Middle Stoke/A36T junctions:

Pedestrians who require to cross the A36T for access to nearby village facilities - e.g. children walking to school, and/or to await a bus at the nearby bus stop are similarly hazarded. A registered AONB footpath exits onto the A36T roadway here, and walkers are similarly hazarded. There have been multiple Road Traffic Collisions with vehicles stopped, or pulling out of the minor roads here.

- At the multiple bends adjacent to Highways Agency A36T road marker '65'/private entrance to Monkton House and others:

The nature of the blind bend and fast approaching (unseen) traffic hazards vehicles exiting the multiple-user access driveway. No warning sign exists. There continues to be multiple-vehicle Road Traffic Collisions here, with multiple casualties. There have been 2 deaths here in recent years where excessive speed is considered contributory, and 1 'other cause'.

Additionally, continuing difficulty was noted in communicating effectively with the Highways Agency and its sub-contractors regarding these and other, more temporary hazards - such as fallen trees - on this stretch of the A36T in Wiltshire. Wiltshire Council officers have jurisdiction. The suggestion was made that the relevant Member of Parliament, Duncan Hames, be asked to help identify which HA official should best be addressed by representatives of the community. Chairman Malcolm Hewson requested that Duncan Hames MP be approached with that request.

**ACTION: Wiltshire Council to write to the Highways Agency and MP requesting a roundtable meeting with the Limpley Stoke Parish Council to discuss the issues (Peter Dunford to facilitate).**

### **Monkton Farleigh**

Concern – PC Barrett reported that traffic congestion and parking near the school, caused by agricultural vehicles and parents on the school run, was putting children at risk when walking and crossing in the road. Richard Mortimer, Parking Services Manager, had been on site to see the problem.

Solution – Dave Thomas felt that a zig zag ‘Keep Clear’ sign in the road would help. This was a matter for the Road Safety team, led by Judith Billingham, and an issue for the School Travel Plan – rather than for the Parking team.

**ACTION: Officers to investigate further (Judith Billingham/ Ruth Durrant)**

### **South Wraxall**

Report of a recent fatality on the road between South Wraxall and Box – awaiting coroner’s report for any recommendations re. highways or safety improvements

**ACTION: Include in the schedule (Peter Dunford)**

### **Woolley Green**

Dangerous double bend.

**ACTION: Local councillor to provide detail of issue (Rosemary Brown)**

### **Staverton**

Need for pedestrian crossing at Hammond Way. Link to School Travel Plan process.

**ACTION: School Travel Plan Co-ordinator to advise (Ruth Durrant)**

### **Westwood**

Westwood is part of the initial 20mph trial sites in Wiltshire. The Parish Council are keen to see other measures introduced within the village to reinforce and supplement the 20mph speed limit which would enhance pedestrian safety and encourage compliance with the 20mph limit. A site meeting was held on the 22nd June 2011 to discuss the Parish Council’s ideas. The meeting was attended by John Bishop, Ian Richardson, Allan Parker representing Westwood Parish and Gareth Rogers representing Wiltshire Council.

#### **i) Upper Westwood Road to the New Inn**

Request made for on carriageway footway along the whole length, predominantly on the northern side but moving to the southern side at the eastern end. No practical alternative route exists.



Visibility along this length is acceptable and a footway would form a link to existing infrastructure. Traffic characteristics are met as is forward visibility however some on street parking takes place at the eastern end. Carriageway condition through narrow section is very poor and requires resurfacing to allow footway installation. Main concern is lack of safety areas for pedestrians to step into if they encounter vehicles in the on carriageway footway due to the presence of high walls. On carriageway footway would be formalisation of existing pedestrian practise.

**ACTION: Detailed design and costing of on carriageway footway to be undertaken (Dave Thomas)**

Costs – length of on carriageway footway is approximately 280metres. Road markings, symbols, signs and coloured surface at termination points, indicative cost £800. Note - no resurfacing or traffic management costs included.

**ii) Orchard Close**

Concerns raised about vehicles overrunning the footway on north eastern corner. Vehicles on main road use the junction bellmouth as a passing area and overshoot onto footway.

**ACTION: Detailed design of minor amendments to kerbline with installation of bollard to be undertaken (Dave Thomas)**

Costs - Works costs £2000 but road closure required. Indicative closure costs in the order of £3000.

**iii) The Pastures to Iford Manor**

Request made for on carriageway footway along whole length most likely on southern side. No existing practical alternative route exists.

There is a link to existing infrastructure at the eastern end. Visibility is acceptable and there is no on street parking taking place. Characteristics of road need further investigation in terms of traffic volume, vehicle speed and pedestrian numbers to establish if scheme is warranted. Carriageway surface okay some repairs required. Alternative of standard footway on existing grass verge needs to be investigated. Further to the site visit it may be possible to provide a footpath within the field on the north side of the road. Main concern relates to pedestrian vulnerability due to volume of vehicles, their speed and the overall pedestrian usage levels.

**ACTION: Undertake pedestrian and vehicle counts to establish if scheme is justified and establish costs of all options (Dave Thomas)**

**Wingfield**

See comments under Item 5.

## Winsley

No representation or comments made.

### **7. Dropped Kerbs and Grit Bins**

#### i) Dropped Kerbs

Andy Cadwallader reported that the budget for 2011/12 was only £ 830 which would provide for one dropped kerb only – not even a pair. The Chairman suggested that the Area Board together with the town and parish councils could joint fund a programme of dropped kerbs, as has been done elsewhere.

**ACTION: The Town and Parishes Councils to be invited to nominate suggested sites and funding towards a joint programme of dropped kerbs across the community area (Peter Dunford)**

The Chairman had recently been around town in a motorised disabled scooter and was very aware of the difficulties for wheelchair, scooter and pushchair users.

Peter Dunford had received one request for a dropped kerb from a disabled resident at Kingsfield, Bradford on Avon.

**ACTION: Local councillor to investigate location at Kingsfield (Rosemary Brown)**

#### ii) Grit Bins

Site near war memorial at Winsley now agreed.

Andy Cadwallader confirmed that there was no budget for grit bins in 2011/12.

Alan Mines reported that Wingfield Parish Council was shocked and disappointed at the situation. The village has only 1 grit bin to service 6 lanes and 2 ½ sq. miles and experienced serious problems last winter.

Gritting routes follow the main roads, hospitals and schools as a priority. 'C' class roads are a lower priority. AC reminded all of the gritting helpline for emergency situations. He also hold a list of farmers who may be able to help.

At Avoncliff there is one bin at the bottom of the hill. The Parish Council paid for a new bin and sited it on private land. Local residents fill it with salt supplies.

Wingfield has an unmet request for 8 grit bins and there are a total of 26 unmet requests across the Bradford on Avon community area. AM asked whether requests would be carried forward into 2012/13 for possible implementation.

The Council had a duty to maintain and supply the existing network of grit bins but no duty to make further provision. The issue is not the purchase but is the cost of the filling and maintenance required by the contractor, Ringway.

Concern was expressed at the wisdom of a zero budget for grit bins and the potential impact of another 'arctic winter'.

**ACTION: Requests were made for the following information (from Bill Parks):**

1. How many grit bins are maintained by the council?
2. How much did it cost to carry out one complete fill cycle in 2010/11?
3. How long did the fill cycle take 2010/11?
4. Is there a report of how the winter maintenance service performed last winter that is available for the public?
5. Is there any information on the 1 tonne bags of grit that were available to parish council's
  - i. How many parishes asked for bags?
  - ii. What are the restrictions on having bags?
  - iii. Will this service be offered next year?
  - iv. Is there a risk assessment involved with the use of the bags and parishes fill grit bins themselves?

#### **8. Any Other Business**

- i) The Chairman requested that the Schedule of Requested Traffic and Transport Schemes for the Bradford on Avon community area be published on the Council's website
- ii) A presentation is to be made to the Area Board on 20 July in Westwood, to feature the work of the CAT-G and the 20 mph and virtual pavement projects in Westwood.

**ACTION: Site visit to be hosted by Westwood Parish Council at 6pm prior to the Area Board meeting on 20 July, to walk the Lower Westwood Road (Allan Parker). Hi-viz jackets to be supplied (Andy Cadwallader)**

#### **9. Dates of Next Meetings**

Friday 7 October 2011 and Friday 6 January 2012.

#### **Post Meeting Note: Cleveland Bridge, Bath**

Concern – a proposed Experimental Traffic Road Order for a 16 tonne weight limit for HGVs and re-routing from M4 Bristol via Avon Ring Road and Keynsham Bypass and Lower Bristol Road in Bath then via A36 through Wiltshire. Concern that HGVs will instead seek a quicker route via the A363 or A350 through Wiltshire. The issue is at an early stage of investigation

and as yet there is no impact assessment or formal consultation with neighbouring authorities/ partners.

**ACTION: Head of Service - Sustainable Transport and Portfolio Holder to discuss with counterparts in B&NES (Allan Creedy/ Councillor Dick Tonge)**

**Issue to be discussed at the Bradford on Avon Area Board on 20 July 2011**

**Note taken by Peter Dunford, Community Area Manager for Bradford on Avon**

**July 2011**



Bradford on Avon Area Board – Community Area Transport Group

Requested Traffic and Transport Schemes at July 2011

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
1	Bradford on Avon	Trowbridge Road	<b>Traffic calming (between Junction Road and Poulton)</b> Kerb Alterations and Cycleway	<b>Prioritised by Community Area Transport Group</b>  Site visit held on 22 March 2011 to consider pedestrian safety on northern footway. Bollards considered inappropriate. Possible solution would be to create a margin strip, say 300mm wide, at the front edge of the footway to encourage pedestrians to stay away from the kerb  A 'street print' pigmented asphalt has been costed at £ 12,000. Dave Thomas doubtful as to the cost-benefit of this solution. A cheaper solution would be a Traffic Regulation Order to ban on-street parking and replace with double-yellow lines, although this would be highly contentious with local residents.	Cut back overhanging vegetation (Andy Cadwallader)  Further discussion to be held (Malcolm Hewson/ Gwen Allison/ Dave Thomas)			
2	Bradford on Avon	Trowbridge Road	Pedestrian Crossing in vicinity of Abbeyfield House	Site visit held	Pedestrian count			
3	Bradford on Avon	Trowbridge Road	30 mph limit on stretch between Bradford and Trowbridge	Site visit held	Metrocount			
4	Bradford on Avon	Bath Road/ Mount Pleasant	<b>Traffic Management</b>	<b>Prioritised by Community Area Transport Group</b>  Site visit held on 22 March to consider narrow footways and a generally unpleasant area for pedestrians.	Local member to consult (Rosemary Brown)  School Travel			

				<p>Low cost solutions include waymarking the existing walking route through the community centre car park and church yard using colour surfacing and finger posts.</p> <p>Higher cost options include setting back the wall to the Lambert Rooms; resurfacing the carriageway and footways, new kerbs; and to narrow the carriageway slightly where this can be achieved.</p> <p>Monitor programme of major highways works for opportunity to achieve improvements.</p>	<p>Plan Adviser to contact the Primary and Secondary schools (Ruth Durrant)</p> <p>Cut back vegetation (Andy Cadwallader)</p>			
5	Bradford on Avon	Bath Road	Pedestrian Crossing near top of Winsley Road	Consider as part of Historic Core Zone gateway				
6	Bradford on Avon	Newtown	Abuse of free car parking restrictions causing nuisance in evenings and at weekends	Parking Operations Manager aware of the issue				
7	Bradford on Avon	Newtown	Traffic Calming	<p>Site visit held on 22 March 2011 to consider concerns re pedestrian safety due to narrow footways or no footways. Plastic bollards may be suitable. Amendments to the alignment of the existing double yellow lines may help but measures need to be low key in keeping with the environment. Priority traffic flows not possible due to lack of intervisibility.</p>	<p>Local member to consult (Malcolm Hewson)</p> <p>Agree plastic bollard design; hold site visit at 17/18 Newtown</p>			
8	Bradford on Avon	Jones Hill	Traffic Calming/20mph Speed Limit	Not deliverable	No action			

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
9	Bradford on Avon	Ashley Road	Traffic management	Site visit held on 22 March to consider concerns that opposing vehicles are mounting the footways to get by each other due to parked cars. Solution could be single yellow lines and short lengths of waiting restrictions to create passing bays.  Feasibility Study to be published soon.	Local member to consult (Rosemary Brown)  School Travel Plan Co-ordinator to advise once feasibility report is published (Ruth Durrant)	FY 2012/13		
10	Bradford on Avon	Ashley Road	Traffic Calming	Speed survey requested				
11	Bradford on Avon	Mount Pleasant/ Springfield	Pedestrian Crossing					
12	Bradford on Avon	Springfield	Parking Controls needed	Yellow lines would displace vehicles to Woolley Street and Kingsfield which have a similar issue.				
13	Bradford on Avon	Moulton Drive	Speed limit signs to remind motorists of 30 mph limit	Refer to Community Speedwatch	Metro Count to be sited midway on Moulton Drive between entrances to Southway Road.			
14	Bradford on Avon	Bailey's Barn	Missing link in cycle network	Not a priority for Sustrans	Feasibility Study being carried out Autumn 2011 funded by Taking Action on School Journeys through Fitzmaurice School Travel Plan			
15	Bradford on Avon	Winsley Road	Traffic Calming	Following Metro Count Survey location deemed eligible for Community Speed Information Sign Boards				



16	Bradford on Avon	Winsley Road to St Laurence School	20 mph flashing warning lights at school times	Link to School Travel Plan				
17	Bradford on Avon	Woolley	Traffic Calming	'Friends of Woolley' seeking to slow traffic and widen footpaths.				
18	Bradford on Avon	Frome Road near Barge Inn	New road markings and signage needed to improve road layout/ safety	Reported to highways officers; awaiting response				
<b>Ref</b>	<b>Location</b>	<b>Street</b>	<b>Scheme Description</b>	<b>Current position</b>	<b>Next Action</b>	<b>Target Date for Action</b>	<b>Budget Required</b>	<b>Implementation Target</b>
19	Bradford on Avon	Bancroft - the entrance onto the scheme by the roundabout and also near to the bottom by 18 and 20	There is a concern from some residents that cars driving too fast down this road may have an accident with vehicles travelling into/from Bainton Road (the junction by number 16)	Refer for metrocount	Deemed an unsuitable location due to the small residential area and dead end - may want to discuss with Neighbourhood Police Team as offenders in this area are only going to be residents.			
20	Bradford on Avon	Historic Core Zone	Traffic Calming	Tendering for the detailed design of the Church Street/ Market Street junction; de-cluttering of street furniture; changes to parking and loading; design of gateways to HCZ	Design contract to be let (Laura Gosling)			
21	Bradford on Avon	Town Centre	Programmed traffic lights on the outskirts of town to control traffic flow through the town centre	Consider as part of Historic Core Zone implementation				
22	Bradford on Avon	Woolley Green		Dangerous double bend	Local councillor to provide detail of issue (Rosemary Brown)			
23	<b>Holt</b>	<b>Near the</b>	<b>Pedestrian Crossing</b>	<b>Prioritised by Community Area</b>	Application for	Informal	Estimate	Construction

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
		<b>School</b>		<b>Transport Group</b> Pedestrian traffic surveys and feasibility study complete – recommending installation of zebra crossing on main road	Substantive Highway Scheme funding- by 1 <sup>st</sup> September	consultation (Autumn); formal advert of TRO (Winter); scheme design (Spring)	£ 22,000 in total	2012/13
24	Holt	Alongside the Recreation Ground	Footway improvements	Parish Council currently looking at possibility of funding a new footpath on the recreation ground				
25	Holt	Main road	Advisory White Lines	Legally non-enforceable	Officers to discuss with Parish Council (Dave Thomas/ Andy Cadwallader / Martin Moyes)			
26	Holt	Old Glove Factory	Lack of signage to new Trust shop	National Trust negotiating a solution with Holt Parish Council				
27	Holt	Footpath 55	Disabled access to primary school	Footpath surface needs to be covered with scalplings to allow wheelchair access	Paul Millard (Rights of Way) and Andy Cadwallader to advise			
28	Limpley Stoke	B3108 (Lower Stoke)	Provision of raised footway	<ul style="list-style-type: none"> <li>A key walk to school route from B3108/ Winsley Hill to Freshford. Plus popular pedestrian and biking 'traffic' to / from the Mill, the hotels etc to the canal, estimated 500 people would benefit</li> <li>Roughly 10,000 vehicles per week use this road (tracked Autumn 2010).</li> <li>WCC have stated a painted pavement cannot be implemented in this section of road owing to road width and lack</li> </ul>				

Ref	Location	Street	Scheme Description	Current position	Next Action	Target Date for Action	Budget Required	Implementation Target
				<p>of pedestrian 'escape' points due to high walls.</p> <ul style="list-style-type: none"> <li>A raised footway is required to provide pedestrian safety and linkage to raised pavement in Limpley Stoke, linking to new painted pavement to Freshford.</li> <li>To allow space for a pavement, a traffic flow chicane will be required.</li> </ul> <p>Funding required for feasibility study</p>				
29	Limpley Stoke	Upper Crowe Lane, Upper Church Lane	Provision of Painted Footway to Freshford	Implemented October 2010. Solved with area board and local fund raising				
30	Limpley Stoke	Upper Crowe Lane, Upper Church Lane	Traffic calming (30mph)	30mph to be implemented alongside 20mph pilot April 2011. Pilot coordinated by WCC Department for Neighbourhood & Planning.				
31	Limpley Stoke	Middle Stoke, Woods Hill, Crowe Hill, Lower Stoke	Traffic calming (20mph)	20mph pilot April 2011. Pilot coordinated by WCC Department for Neighbourhood & Planning.	Review of pilot phase			
32	Limpley Stoke	Midford Lane	Traffic calming	<ul style="list-style-type: none"> <li>A key walk to school route for families from Midford Lane to Freshford linking across A36 with painted pavement on Church Lane. Plus popular cycling route linking both sides of the village.</li> <li>Speed reduction required on Midford Lane to reduce traffic intimidation – frequently used as a cut through to Bath.</li> <li>At least 100 households.</li> <li>Location 1, Midford Lane: A speed survey was carried out between 07/05/2010 and 14/05/2010. A total of 3952 vehicles were checked. The 85<sup>th</sup></li> </ul>				

				<p>percentile was 32.0 mph (the 85<sup>th</sup> percentile is the speed at which 85% of the traffic is travelling or below). The average speed of the vehicles checked was 26.7mph.</p> <ul style="list-style-type: none"> <li>Location 2, Midford Lane: A speed survey was carried out between 07/05/2010 and 14/05/2010. A total of 2995 vehicles were checked. The 85<sup>th</sup> percentile was 32.7 mph. The average speed of the vehicles checked was 27.3mph.</li> <li>Funding required for speed reduction implementation – signage etc.</li> </ul>				
33	Limpley Stoke	Woods Hill	Traffic Restrictions	<ul style="list-style-type: none"> <li>A key walk to school route to Freshford school, both down to Lower Stoke or up via footpaths to Middle Stoke. Also key route to local village pub, hotels, garage and Mill (offices).</li> <li>Used as a cut-through from BoA via Lower Stoke to A36 (to avoid Viaduct route) and by return. Estimated 4,000 cars per week.</li> <li>Exit onto A36 is dangerous; blind, sharp and steep.</li> <li>The road itself is also narrow, with several sharp blind bends. Frequent reports of intimidation from residents on Woods Hill due to rush hour traffic.</li> </ul> <p>Funding required for feasibility study. Consultation with local residents in progress.</p>				
34	Limpley Stoke	A36 issues	At the Church Lane/Midford Lane/A36T staggered intersection: The nature of the blind bend and fast approaching ( unseen ) traffic hazards vehicles exiting both minor roads creating hazard and causing 'community	<p>Pedestrians who require to cross the A36T for access to nearby village facilities - e.g. children walking to school, others to attend the surgery - and/or to await a bus at the nearby bus stop are similarly hazarded. There is significant 'severance' of the community in Upper Stoke from the main village by intimidating traffic on the A36T. There have been several Road Traffic Collisions with vehicles stopped, or pulling out, at the 4 cottages immediately adjacent to the bend. Several of those</p>	<p>Wiltshire Council to write to the Highways Agency and MP requesting a roundtable meeting with the Limpley Stoke Parish Council to discuss the issues (Peter Dunford to facilitate).</p>			

			severance'.	have involved waste collection vehicles employed by Wiltshire Council.				
35	Limpley Stoke	A36 issues	At the Woods Hill/Middle Stoke/A36T junctions	Pedestrians who require to cross the A36T for access to nearby village facilities - e.g. children walking to school, and/or to await a bus at the nearby bus stop are similarly hazarded. A registered AONB footpath exits onto the A36T roadway here, and walkers are similiary hazarded. There have been multiple Road Traffic Collisions with vehicles stopped, or pulling out of the minor roads here.	See above			
36	Limpley Stoke	A36 issues	At the multiple bends adjacent to Highways Agency A36T road marker '65'/entrance to Monkton House and others	The nature of the blind bend and fast approaching ( unseen ) traffic hazards vehicles exiting the multiple-user access driveway. No warning sign exists. There continues to be multiple-vehicle Road Traffic Collisions here, with casualties. There have been 2 deaths in recent years where excessive speed is considered contributory.	See above			
37	Monkton Farleigh	A363 junction	Junction improvements					
38	Monkton Farleigh	In village and near school	Review of speed limit	Council soon to review C class speed limits				
39	Monkton Farliegh	Near school	Congestion caused by agricultural vehicles and parked cars of parents on school run, putting children at risk	Suggest zig-zag 'keep clear' sign outside the school	Officers to investigate further (Judith Billingham/ Ruth Durrant)			
40	Monkton Farleigh	To and from the A363 and Kingsdown	Rat-running traffic	Difficult to control; discussions ongoing with parish council re. signage and representations to satnav providers to control HGV traffic				
41	South Wraxall	Gypsy Lane	Traffic Calming - 20 mph zone	Not supported by highways officers				
42	South	Main road to	Recent fatality	Awaiting Coroner's report				

	Wraxall	Box		recommendations for action				
43	Staverton	B3105 New Terrace	Traffic Calming through signage or road markings					
44	Staverton	Hammond Way	Pedestrian Crossing	Link to School Travel Plan process	School Travel Plan Co-ordinator to advise (Ruth Durrant)			
<b>Ref</b>	<b>Location</b>	<b>Street</b>	<b>Scheme Description</b>	<b>Current position</b>	<b>Next Action</b>	<b>Target Date for Action</b>	<b>Budget Required</b>	<b>Implementation Target</b>
45	Westwood	Lower Westwood Road - at the Trowbridge end between the New Inn pub and the junction to Upper Westwood and Avoncliff	Traffic Calming - virtual pavements	This part of the road is considered particularly hazardous for parents and children going to and from Westwood-with-Iford Primary School, and any walkers to the pub or on Wiltshire trails. Lack of safety areas  Carriageway condition is very poor and requires resurfacing to allow footway installation	Site Visit held on 22 June 2011.  Detailed design and costing for an on-carriageway footway to be undertaken (Dave Thomas)		280 m footway at est. cost of £ 800	
46	Westwood	Lower Westwood Road - at the Freshford end between the junction to Iford and the Iford Manor coach entrance to the start of the pavement near The Pastures	Traffic Calming - virtual pavements	Main concern relates to pedestrian vulnerability due to the volume of vehicles, their speed and the overall pedestrian usage levels.  Some repairs required to road surface. Alternative of standard footway on existing grass verge needs to be investigated. It may be possible to provide a footpath within the field on the north side of the road.	Undertake pedestrian and vehicle counts and establish costs of options (Dave Thomas)			
47	Westwood	Lower Westwood Road - near	Pedestrian safety	Concern re. vehicles over-running the footway. Vehicles on main road use the junction bellmouth as a passing area and	Detail design of minor amendments to		£ 2, 000 works costs plus	

		the junction to The Orchards leading to the Westwood Social Club		overshoot onto footway.	kerbline with installation of bollard		£3, 000 road closure costs	
48	Westwood		20 mph pilot scheme	Implemented April 2011. Request that virtual pavements are installed during pilot phase	Review of 12 month pilot phase at mid term and full term	Autumn 2011/ Spring 2012		
<b>Ref</b>	<b>Location</b>	<b>Street</b>	<b>Scheme Description</b>	<b>Current position</b>	<b>Next Action</b>	<b>Target Date for Action</b>	<b>Budget Required</b>	<b>Implementation Target</b>
49	Wingfield	Magdalen Lane (A366)	Provision of Footway	<b>Prioritised by Community Area Transport Group</b>  Costings for 4 stretches of footways provided totalling £ 35,000. Parish Council has prioritised Magdalen Lane as Phase 1.	<b>Construction to commence on 18 July</b>		<b>Phase 1 costs are approx £5, 000.</b>	<b>August 2011</b>
50	Winsley	Haw	Signage to prevent lorries using inappropriate roads in village					
51	Winsley	Dane Rise	Speeding cars on rat-run	Limiting access to residents only is not possible as Dane Rise is a public highway to which the public have free and unencumbered access. Consider application to community speedwatch and cutting back of vegetation, removal of substantive planting and the setting back of boundary walls and fencing to property to improve visibility				



## Crime and Community Safety Briefing Paper Bradford-on-Avon Community Area Board 21<sup>st</sup> September 2011

### 1. Neighbourhood Policing

#### Current Priorities:


Up-to-date details of the current news about Neighbourhood Policing Teams, including, profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police Website.

 Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

#### Team News:

There have been no team changes since the last Area Board.

**Cllr Paul Sample** is a Member of the Wiltshire Police Authority and has the responsibility for overseeing police matters in the Community Area. He can be contacted via Wiltshire Police Authority:

 01380 734022

 <http://www.wiltshire-pa.gov.uk/feedback.asp>



## 2. Vision Wiltshire

Work is continuing to deliver a new emergency response model for the autumn. Once the plans are confirmed Councillors will be briefed regarding any changes to policing delivery.

## 3. 101 – Non-Urgent Calls to Police

The new non-urgent **101** telephone number was introduced yesterday (19<sup>th</sup> September) in Wiltshire as a part of a national roll-out that will be completed by early 2012. Calls from landline and mobile networks cost 15 pence per call, no matter what time of day or how long the call takes. **101** is available 24 hours a day.

Examples of when you should use **101** include:

- My car has been stolen
- My property has been vandalised
- I want to talk to someone about a crime
- I want to report a minor traffic collision
- I suspect someone is selling stolen goods
- I suspect drug use or drug dealing in my neighbourhood
- My phone has been stolen and I need a crime number
- I want to speak to my local police officer

Can I call **101** if I'm deaf, hard of hearing, speech impaired, or if English is not my first language?

Yes, if you are deaf, hard of hearing or speech impaired you can **textphone 18001 101**. If you have difficulty speaking English, your local police can access interpreters who can translate your call.

### **IN AN EMERGENCY ALWAYS CALL 999**

Examples of when you should use **999** include:

- When a crime is in progress
- When someone suspected of a crime is nearby
- When there is danger to life
- When violence is being used or threatened

## 4. Performance

Performance continues to be good. There is an overall reduction in crime levels & ASB levels across the Community Area.

Full details can be found in **Table 1** below.

**Table 1 – Reported Crime Figures**  
**1<sup>st</sup> September 2009 – 31<sup>st</sup> August 2011**

Bradford-on-Avon	Crime				Detections	
	September 2009 - August 2010	September 2010 - August 2011	Volume Change	% Change	September 2009 - August 2010	September 2010 - August 2011
Violence Against the Person	99	72	-27	-27%	42%	50%
Dwelling Burglary	44	28	-16	-36%	32%	18%
Criminal Damage	109	137	28	26%	6%	12%
Non Dwelling Burglary	73	75	2	3%	8%	1%
Theft from Motor Vehicle	41	54	13	32%	22%	2%
Theft of Motor Vehicle	14	12	-2	-14%	36%	0%
<b>Total Crime</b>	<b>598</b>	<b>550</b>	<b>-48</b>	<b>-8%</b>	<b>24%</b>	<b>17%</b>
<b>Total ASB</b>	<b>509</b>	<b>485</b>	<b>-24</b>	<b>-5%</b>		

Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed better than peers in All Recorded Crime and Violent Crime for the most recently reported 3 month (May - Aug 2011) and 12 month period (Aug-Jul 2011)

\*Total Crime comprises all Crime Groupings listed above and also includes Theft and Handling, Fraud and Forgery, Robbery and Sexual Offences

\*\* Detections include both Sanction Detections and Local Resolution



**David W Cullop**  
Sector Inspector  
 08/09/11

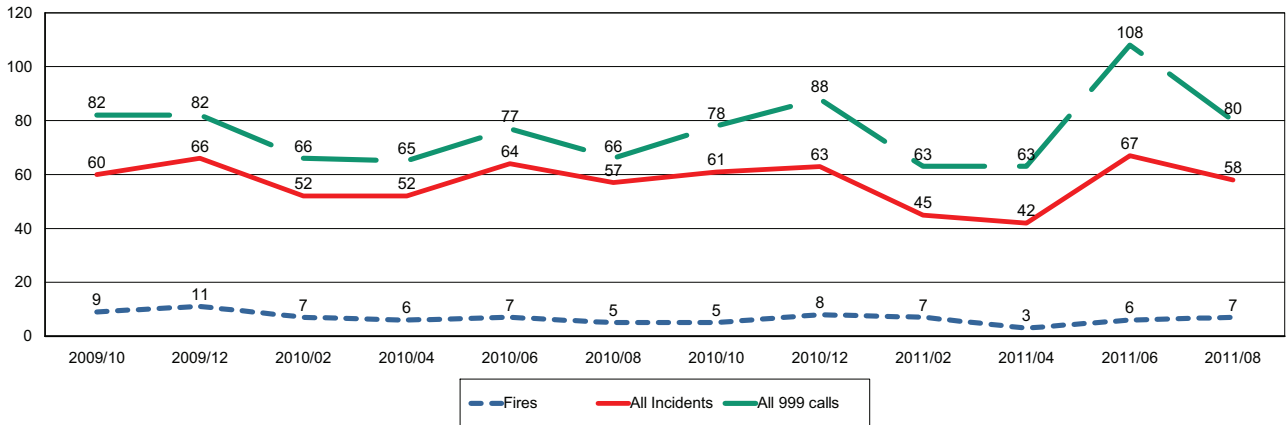




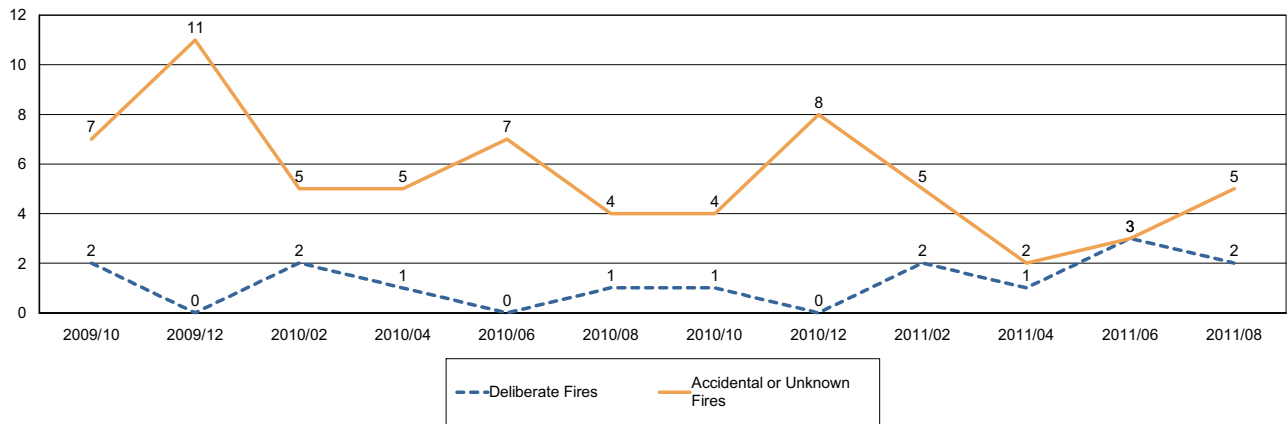
## Report for Bradford on Avon Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including August 2011. It has been prepared by the Group Manager for the Board's area.

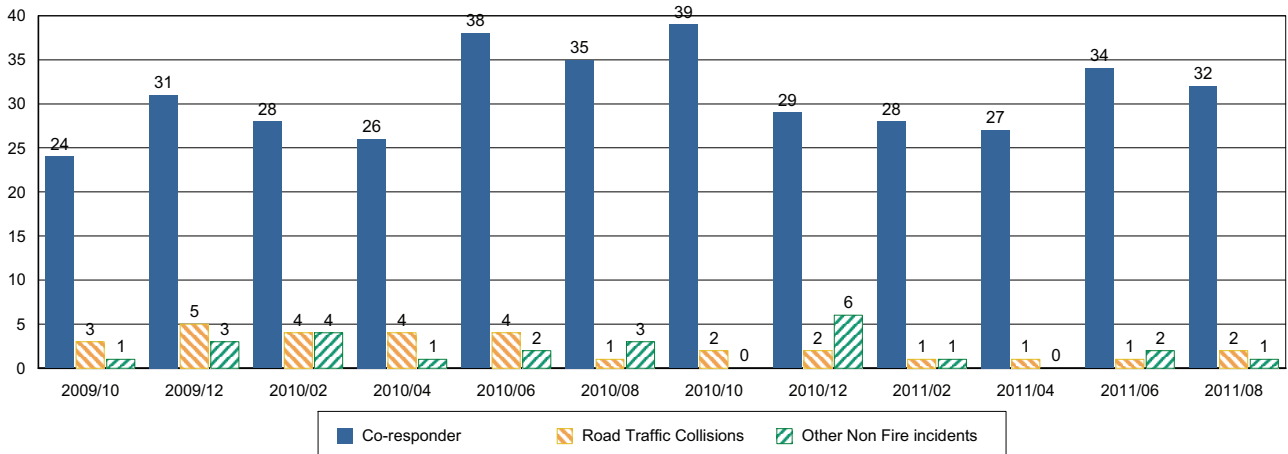
### Incidents and Calls



### Fires by Cause

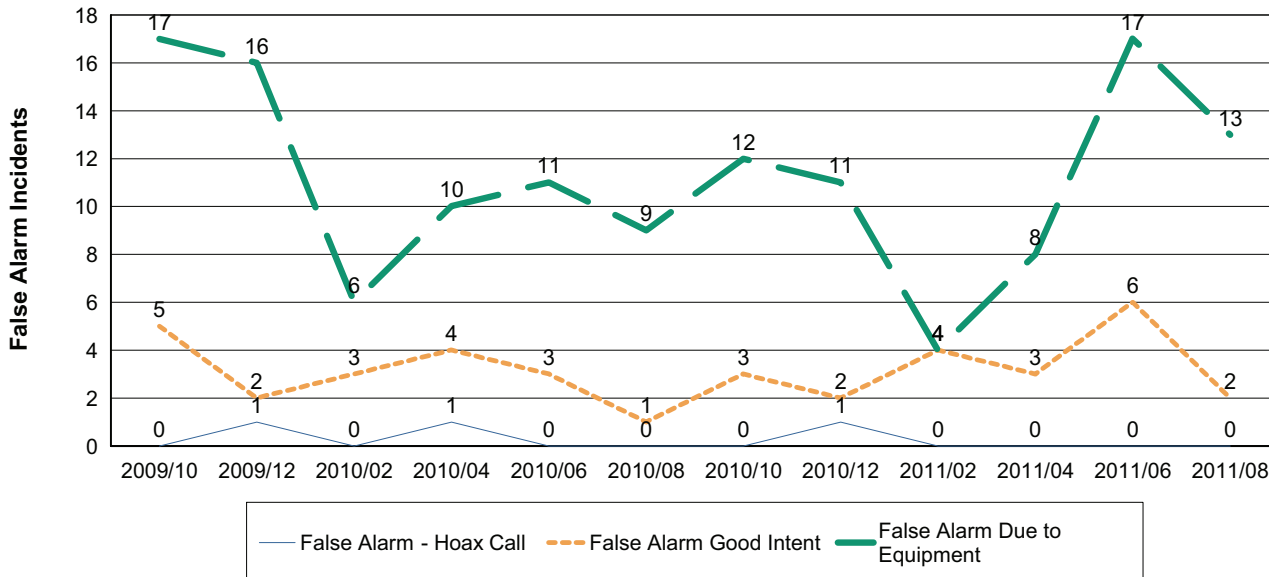


### Non-Fire incidents attended by WFRS

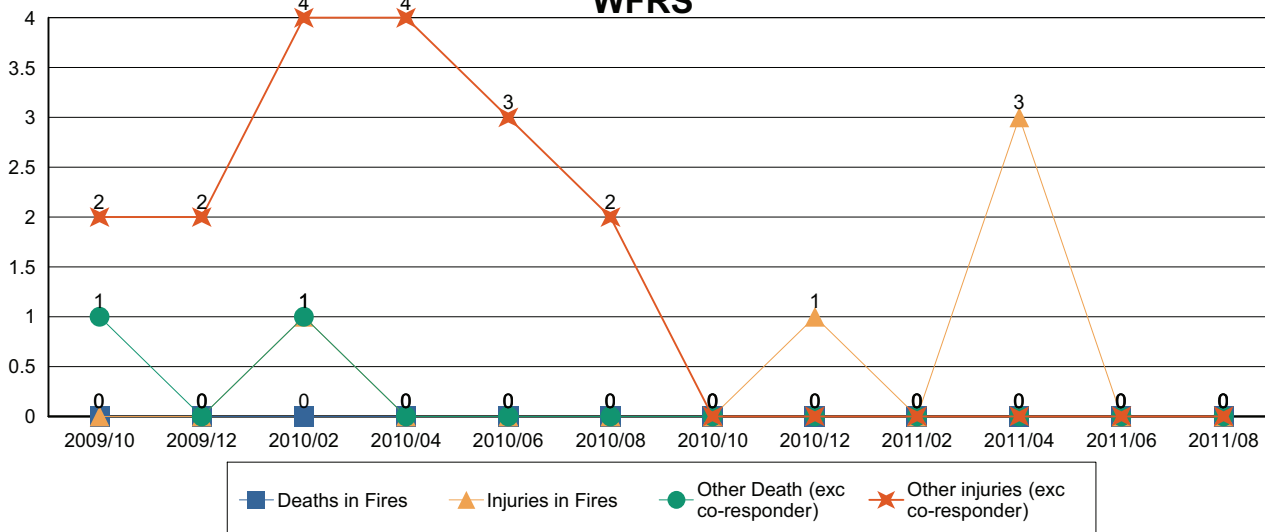




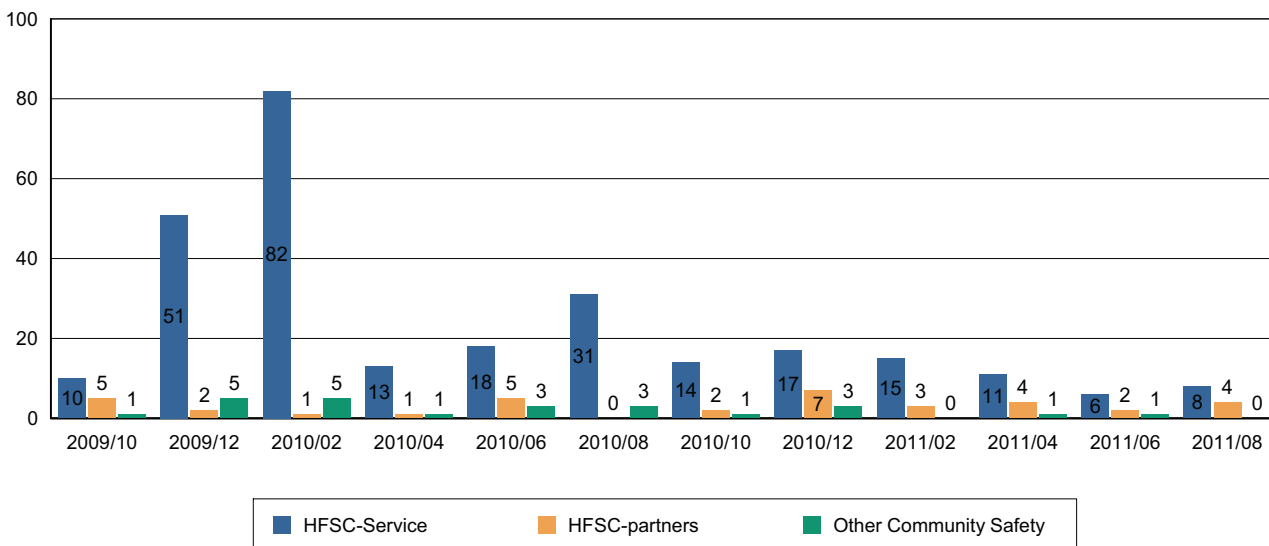
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf



## **NHS Update – September 2011**

### **Exercise after stroke service in Wiltshire**

NHS Wiltshire and Wiltshire Council are working together to provide exercise classes for stroke survivors at leisure centres across the county. Exercise professionals have received stroke training so they can help people to recover more quickly through specially-tailored exercises classes. The first exercise after-stroke classes and gym-based sessions will be offered from September at Castle Place Leisure Centre in Trowbridge. Further classes will be offered in Chippenham, Salisbury, Devizes and Marlborough from January 2012.

Exercise is particularly important for people who are recovering from a stroke, as a stroke often results in reduced strength, mobility, fitness and mood as well as loneliness and a myriad of additional challenges such as pain, impaired movement or comprehension, which may make it difficult for people with stroke to get to exercise facilities. The exercise after stroke service forms part of a range of improvements to stroke services in Wiltshire to help people rebuild their lives.

Stroke Clubs are currently held across Wiltshire in Amesbury, Chippenham, Salisbury, Swindon, Trowbridge, Warminster and Wroughton. Stroke community support workers are also available to provide advice and support to people who have had a stroke and their carers. A major review by the Care Quality Commission (CQC) on stroke care has placed NHS Wiltshire in the category of **best performing** Primary Care Trusts, ranking the trust 20 out of 151 PCTs for the stroke services it delivers. Further details can be found on the NHS Wiltshire website at: <http://www.wiltshire.nhs.uk/Public/Your-health-wellbeing/FAST-stroke-action.htm>

### **Stop Smoking Successfully**

Nearly 5,000 people used the NHS Wiltshire Stop Smoking Service last year. Our aim is to make Wiltshire a healthier place to live and there are many more people we can help to quit. The Wiltshire NHS Stop Smoking Service supports people in a variety of methods and treatments, providing specialist support for groups of people such as women who are pregnant, people with mental health problems and young people. The team of advisors work across different services in all sorts of venues including GP surgeries and health centres, clinics, pharmacies, Children's Centres and hospitals. NHS Stop Smoking Services encourage anyone who is trying to stop their habit to contact us on 01380 733891 or via our website [NHSstopsmoking@wiltshire.nhs.uk](mailto:NHSstopsmoking@wiltshire.nhs.uk).

### **Next NHS Wiltshire Board Meeting**

The next Board meeting of NHS Wiltshire will be held on **21 September 2011 at 10am - Southgate House**. Members of the public are welcome to attend. Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: [stacey.saunders@wiltshire.nhs.uk](mailto:stacey.saunders@wiltshire.nhs.uk)). For further information or copies of documents referred to above, please email [communications@wiltshire.nhs.uk](mailto:communications@wiltshire.nhs.uk)





# BRADFORD ON AVON CAYPIG

TUESDAY 6 September 2011

**Present:** Kath Brownlee (KB), Ali Dewsbury (AD), Trevor Carbin (TC), Bradford On Avon Young People - *including Youth Council and WAY representatives* (BYP), Peter Dunford (PD), Rosemary Brown (RB),

**Apologies:** Niki Willows, Barry Reeve

<p><b><u>Welcome</u></b> KB welcomed all to CAYPIG</p>	
<p><b><u>Graffiti Wall update</u></b></p> <ul style="list-style-type: none"> <li>• PD advised Wiltshire Council will not maintain or insure the wall.</li> <li>• Town Council do not want to maintain or insure the wall as it is on Wiltshire Council property</li> <li>• There is £3300 in the budget for this so CAYPIG requested consultation with Young People to ensure money is put to best use</li> <li>• KB to arrange consultation with young people to check whether they still want wall</li> <li>• PD advised consultation could be done at Poulton party on 17<sup>th</sup> September – KB to look in to</li> </ul>	<b>KB</b>
<p><b><u>Skate Ramp</u></b></p> <ul style="list-style-type: none"> <li>• BYP advised the skate park at Poulton is in need of repair.</li> <li>• KB to email PD regarding repairs</li> </ul>	<b>KB/PD</b>
<p><b><u>Woolley Festival &amp; Summer Events</u></b></p> <ul style="list-style-type: none"> <li>• BYP organised events at Woolley Festival for children</li> <li>• Very positive feedback regarding young people doing this.</li> <li>• BYP enjoyed various summer events including Thorpe Park, Open day at the Youth Centre, Football with Active Trowbridge.</li> </ul>	
<p><b><u>Street Lighting</u></b></p> <ul style="list-style-type: none"> <li>• PD advised proposal for Street Lighting on alley way between Kennet Gardens and Poulton is going to Area Board on 21<sup>st</sup> September.</li> <li>• PD wanted CAYPIG input on location of street lighting – walk around of the area to be done after CAYPIG</li> <li>• PD has written to the Head of Fitzmaurice School for support of street lighting</li> <li>• BYP have petition with over 100 signatures that will be presented to</li> </ul>	<b>PD</b> <b>PD/BYP</b>

Area Board and will do presentation at Area Board to support proposal	
<p><b><u>Youth Service Consultation</u></b></p> <ul style="list-style-type: none"> <li>• KB advised proposals will go to Cabinet on 13h September</li> <li>• £600,000 needs to be saved over the next two years (£450,000 in first year and £150,000 in the second)</li> <li>• Focus will be on more 1:1 or small group work (targeted youth work)</li> <li>• 4 or 5 full time posts across the Integrated Youth Service will be removed</li> </ul>	
<p><b><u>Community Volunteering</u></b></p> <ul style="list-style-type: none"> <li>• Group of young people that meet on Mondays want to volunteer for Community Work</li> <li>• Letters have been sent to Sainsbury's to assist with bag packing</li> <li>• Letters to a nursing/Care home to request voluntary work</li> <li>• The group is also gong to look into the possibility of a community garden in Bradford On Avon</li> </ul>	
<p><b><u>AOB</u></b></p> <ul style="list-style-type: none"> <li>• BYP requested a bin to be placed next to the Skate Ramp at Poulton to reduce the amount of litter. KB suggested the Monday group could do a litter pick. RB would like to support the Monday activity group as they volunteer to work in the community.</li> <li>• WAY advised they are going to relaunch Mental Illness awareness in the near future.</li> <li>• BOA Youth Council Rep advised he showed Duncan Hames MP the Grafitti Wall and Skate ramp and where the street lighting should be. Duncan Hames MP gave his verbal support for the projects.</li> </ul>	
<p><b>Next Meeting:- 6<sup>th</sup> December 2011 Bradford On Avon Youth Centre</b> <b>6:00-7:00pm</b></p>	

## WILTSHIRE COUNCIL

### BRADFORD ON AVON AREA BOARD 21 September 2011

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#### Proposal for a Lorry Watch Initiative in Bradford On Avon

##### **1 Purpose of the Report**

To outline the purposes and operation of the Lorry Watch initiative and to seek support for a 'Lorry Watch – Bradford on Avon' campaign.

##### **2 Proposal from Trading Standards**

2.1 A scoping meeting was held on 30 August 2011 to introduce the initiative, attended by Sgt Chris Hams and PC Martin Annetts (Wiltshire Police), Councillor Vicky Landell-Mills (Bradford on Avon Town Council); Tom Hutchinson (Wiltshire Trading Standards) and Peter Dunford (Bradford on Avon Community Area Manager)

2.2 Lorry Watch has been implemented successfully in other counties, such as Gloucestershire, and has been piloted in Wiltshire at Purton (near Swindon) as well as being investigated at Laverstock and Ford (near Salisbury) and at Newtown (in Trowbridge).

2.3 Lorry Watch is a scheme operated by using local observers to detect the misuse of weight restricted routes by heavy goods vehicles in local towns and parishes.

2.4 Local observers note details of vehicles that may be misusing the route; details are then handed to a Co-ordinator for administration and checking; the Co-ordinator sends details to Trading Standards who will obtain details of the owners of the vehicles from the DVLA; once the vehicle weight has been confirmed a letter will be sent to the owner to determine whether the driver was in contravention of the Order when observed; Trading Standards will then make a decision as to what action is necessary.

2.5 Help will be provided by Wiltshire Council for initial set-up but the initiative will run with local volunteer effort. A Co-ordinator and team of observers will need to be recruited and briefed. A leaflet 'What is Lorry Watch' together with a set of 'Frequently Asked Questions' has been prepared to assist the recruitment process (attached).

2.6 Bradford on Avon is considered a prime candidate as an early-adopter of the scheme, particularly given the proposed HGV weight limit on the A46/A36 route via Cleveland Bridge/ Bathwick Street in Bath which could result in increased

levels of heavy traffic trying to reach the A36 southbound by way of the A363 through the congested centre of the town.

### **3 The issue in Bradford on Avon**

- 3.1 There is much local concern regarding the intrusion of overweight HGVs in the historic environment of Bradford town centre. Previous efforts to control the HGV nuisance by the Police and the Town Council, over many years, have suffered from a lack of resources and enforcement powers and the sheer volume of bureaucracy involved. There remain a number of activists in the town who are campaigning for improvements to the situation.
- 3.2 The Police report frustration that, despite years of effort and lobbying, until now no co-ordinated action had been taken by the local authorities to address the problem. Weight limit warning signs on the roads around the town are felt to be inadequate and should be clearer and sited further out e.g on the A46 approaching Bath from the motorway.
- 3.3 Other problems include foreign drivers not understanding the road signs and the expense and lack of universal availability of HGV-specific SatNav software which sometimes results in lorries driving through the town in error.
- 3.4 The current weight limit on the Town Bridge is 17.5 tonnes. There is widespread support to reduce this to 7.5 tonnes and 2 axle vehicles, however this would need to be considered as part of a sub-regional freight strategy.

### **4 Staverton River Bridge and other Villages**

- 4.1 HGV traffic is signed to follow the B3105 route from the top of town through Woolley Green to Staverton so as to avoid the town centre of Bradford on Avon. Heavy traffic has no option but to use the bridge at Staverton and this restricts the possibility of any such weight limit being placed upon it. Unrestricted HGV traffic on this route is likely to increase following the weight restrictions imposed in Bath and the enforcement through Lorry Watch of the weight limit on Town Bridge.
- 4.2 Increased traffic in and around Bradford on Avon will also impact on villages such as Woolley Green, Holt, Limpley Stoke, Westwood and Wingfield, some of which have very constrained historic environments.

### **4 The Need for Joined-Up Strategy and Action**

- 4.1 There are a number of initiatives which, if joined-up effectively, could deliver a multi-agency response to the HGV nuisance in the town:

- i) The Historic Core Zone – plans for surface improvements at Church Street/ Market Street will re-inforce the pedestrian priority in the town centre and new ‘gateways’ will feature new signage to deter HGV traffic from entering the historic core zone of the town.
- ii) The Air Quality Management Area – levels of nitrogen dioxide in the town centre are already in excess of EU air quality standards and a new air quality monitoring device is to be sited towards the top of Masons Lane, at the junction with Ivy Terrace, to monitor emissions.
- iii) The proposed Experimental Environmental Traffic Regulation Order at Cleveland Bridge/ Bathwick Street in Bath – likely to be approved by Bath & Northeast Somerset Cabinet on 14 September - will require extensive new signage to direct HGV traffic in excess of 18 tonnes away from Bath and the centre of Bradford on Avon. Cabinet papers here: <http://democracy.bathnes.gov.uk/mgIssueHistoryHome.aspx?IId=5517>
- iv) Freight Strategy – as part of the recent Local Transport Plan, a separate freight strategy was published in March 2011 which highlights the importance that Wiltshire Council places in the efficient movement of freight within the county. It is proposed to designate the A363 through Bradford on Avon town centre as an ‘Access Freight Route’ for local access traffic only and not for through HGV traffic.
- v) Community Speed Watch – this joint initiative of Wiltshire Police and Wiltshire Council is already active across the county, featuring trained teams of volunteers, so there will now be learning to benefit the operation of Lorry Watch.

## **5 Launching Lorry Watch – Bradford on Avon**

5.1 Further to discussion at the Bradford on Avon Area Board on 21 September, the initiative will be formally debated by Bradford on Avon Town Council at its meeting on 27 September. Assuming that the project will receive endorsement, it is hoped to recruit volunteers and a Co-ordinator and to formally launch the scheme during October 2011.

5.2 Members of the Town Council and of the Neighbourhood Policing Team have already put their names forward to help.

## **6 Implications**

### **6.1 Environmental Impact of the Proposals**

Lorry Watch will hope to impact upon over-weight HGV traffic which unlawfully seeks to pass through the historic core zone of the town, thereby reducing the number of unnecessary traffic movements and improving the pedestrian

environment. A reduction in nitrogen dioxide emissions should improve environmental conditions within the designated air quality management area.

## 6.2 Financial Implications

Lorry Watch will run as a predominantly volunteer scheme and the post of Lorry Watch Co-ordinator is a voluntary position. Wiltshire Trading Standards will provide the 'back office' administration for the scheme, including contact with the Driver Vehicle Licensing Agency and the Magistrates Courts.

## 6.3 Legal Implications

Volunteers will be trained to monitor the traffic and collect vehicle registration data in safe and controlled conditions. The subsequent dealings with drivers and the prosecution process will be handled by suitably trained employees of Wiltshire Council and Wiltshire Police.

## 6.4 HR Implications

There are no specific HR implications related to this report.

## 6.5 Equality and Diversity Implications

Involvement in Lorry Watch is open to all and the outcomes from it will benefit the whole community.

## 7 Recommendation

- i) The Bradford on Avon Area Board supports the initiative of Wiltshire Trading Standards to establish 'Lorry Watch' in Bradford on Avon.
- ii) The Community Area Manager be delegated responsibility to organise the launch and management arrangements including overseeing the recruitment of a Co-ordinator and Volunteers
- iii) That joined-up strategy and action is ensured between officers responsible for highways and traffic improvements in Bradford on Avon, including the Historic Core Zone, the Freight Strategy, and the effects of the proposed HGV weight restriction order at Cleveland Bridge in Bath.

**Report Author: Peter Dunford, Community Area Manager for Bradford on Avon**  
**Tel No: 01225 713060 E-Mail: [peter.dunford@wiltshire.gov.uk](mailto:peter.dunford@wiltshire.gov.uk)**

## What Is Lorry Watch?

A scheme operated using local observers, to detect the misuse of weight restricted routes by heavy goods vehicles in local towns and parishes.

## Why?

Heavy goods vehicles have an adverse effect on road surfaces, structures and underground services. They can also cause unnecessary air and noise pollution in built up areas. Large vehicles can create serious safety hazards for other road users and pedestrians, in particular children.

## How Will It Work?

- Local observers note details of vehicles that may be misusing the route.
- Details are then handed to the parish or town co-ordinator for administration and checking.
- Co-ordinator sends details to Trading Standards.
- Trading Standards will then obtain details of the owners of the vehicles from the DVLA.
- Once the vehicle weight has been confirmed a letter will be sent to the owner to determine whether the driver was in contravention of the Order when observed.
- We will then make a decision as to what action is necessary.

## Exemptions

Some vehicles are permitted to use weight-restricted routes and these may include:

- Vehicles loading or unloading within the restricted area.
- Emergency vehicles.
- Agricultural, building or demolition in or adjacent to the length of road.

- Public utility services along the route.
- Road maintenance.
- Vehicles in the service of the local authority in pursuance of its statutory powers or duties.

## What Can You Expect From Us?

- We will provide initial help and information to set up the scheme.
- Provide all pro forma documents.
- Process all correctly completed observers' forms with the DVLA.
- Contact owners / drivers to request information where necessary.
- Deal with contraventions appropriately.
- Provide reports at agreed intervals.

## What Would We Expect From You

- To petition local residents in order to find people willing to act as observers. These observers must be able to record details accurately.
- To ensure that observers have had sufficient briefing before commencement of their duties.
- To elect an officer of the Parish or Town Council to act as co-ordinator.
- To filter all observers' forms to ensure that only those correctly completed are submitted for processing.
- Under no circumstances should observers approach drivers and any questions from drivers or companies should be referred back to Trading Standards.





# **Lorry Watch FAQs**

## **HOW MUCH DOES IT COST TO JOIN THE SCHEME?**

Nothing, membership is free. We supply all necessary paperwork including prepaid envelopes.

## **ARE OBSERVERS PAID?**

No. The scheme runs on a purely voluntary basis. Payment could be seen as improved quality of life due to the success of the scheme.

## **HOW MANY OBSERVERS DO WE NEED?**

The minimum would be one but it must be stressed that the more observers there are, spread out over different times of the day, the more successful the scheme is likely to be.

## **WHO CAN BE AN OBSERVER?**

Anyone over 18. The only requirement is that the person has good eyesight and can record details accurately.

## **HOW LONG DO OBSERVERS HAVE TO STAND AT THE ROADSIDE?**

This is entirely up to the individual observer. The scheme can be run as formally or informally as you wish. Observers could for example spot a lorry whilst walking the dog or visiting the local shop.

## **DO I HAVE TO ATTEND COURT?**

This may be a possibility but is very unlikely. We may require you to sign a statement to say that the record you made of the vehicle on the day is accurate. If you would NOT be prepared to attend court you can still be an observer, but please make us aware of this when you join so that we do not cause embarrassment by asking you should the need arise.

### **ARE MY DETAILS KEPT PRIVATE?**

Absolutely. Your details are held by the Trading Standards Service for correspondence purposes only. They are not given to anyone else for any reason. Your name and address will be strictly confidential.

### **SHOULD I APPROACH LORRY DRIVERS?**

No. Observers should under no circumstances approach lorry drivers or be drawn into arguments over weight restrictions. Any queries should be passed on to the Trading Standards Service to deal with. It is our job to sort out any problems or arguments. The safety of the observers is our paramount concern. Any abuse or threats should be reported to the police and Trading Standards.

### **HOW DO WE START THE SCHEME?**

Once you have agreed to join the scheme you will be asked to nominate a local co-ordinator (usually the Town or Parish clerk) and to begin the enrolment of observers. You can utilise Council members, local businesses or members of the public, it is entirely up to you. Trading Standards will obtain a copy of the Weight Restriction Order, check that all of the statutory signage is in place and is clearly legible and furnish all of the observers with the necessary forms and envelopes.

### **HOW LONG DO WE STAY IN THE SCHEME?**

As long as you want to. We will contact you on a regular basis to ensure that you are happy with the results of the scheme. We would ask that you give the scheme at least 6 months.

## Bath & North East Somerset Council

DECISION MAKER:	Cllr Symonds, Cabinet Member for Transport		
DECISION DATE:	On or after 6 <sup>th</sup> August 2011	EXECUTIVE FORWARD PLAN REFERENCE:	
		E	2222
TITLE:	<p style="text-align: center;"><b>A36 Cleveland Bridge, Bath</b></p> <p style="text-align: center;"><b>HGV Issues</b></p>		
WARD:	All		
<b>AN OPEN PUBLIC ITEM</b>			
<p><b>List of attachments to this report:</b></p> <p style="padding-left: 20px;"><b>Appendix A : A36 Cleveland Bridge HGV Flows</b></p> <p style="padding-left: 20px;"><b>Appendix B: A36 Bathwick St and Beckford Road: Illustration of proposed 18 Tonne Experimental Environmental Weight Restriction</b></p>			

### 1 THE ISSUE

- 1.1 Heavy Goods Vehicles (HGVs) travelling through Bath have been a concern for many years, particularly along A4 London Road and A36 Bathwick Street. Local residents are concerned about the contribution made by HGVs to poor air quality, road safety issues and intimidation experienced by vulnerable road users within the Bath World Heritage Site.
- 1.2 An 18 tonne environmental weight restriction is proposed for vehicles turning between A36 Bathwick St and A36 Beckford Road, in both directions. This proposal will reduce the contribution that HGVs make towards poor air quality in an air quality management area, congestion and intimidation by traffic. A further ban on U turning traffic is proposed extending ¼ mile south of this junction, including the A36 Pulteney Rd/Bathwick Hill roundabout. This is to prevent HGV's avoiding the turning ban
- 1.3 An experimental traffic regulation order is proposed to allow the impact of the proposed weight restriction on alternative routes to be monitored before a decision is taken whether to modify, suspend or make the order permanent.

## **2 RECOMMENDATION**

The Cabinet member is asked to agree that:

2.1 Subject to consultation with affected local highway authorities, the police, the Highway Agency, Freight Transport Association and Road Haulage Association:

i) A local experimental environmental 18 tonne weight restriction be made for a period not exceeding 18 months under Section 1 of Traffic Regulation Act 1984 on the A36 Primary Route in the left hand turning lane on the A36 Bathwick Street approach to the A36 Beckford Road junction and in the central right turning lane on the A36 Beckford Road approach to the A36 Bathwick Street with an exemption for emergency services.

ii) A experimental 'U' turn prohibition be made for a period not exceeding 18 months under Section 1 of Traffic Regulation Act 1984 on the A36 Primary Route on Darlington Street and Pulteney Road for a distance of ¼ mile in a southbound direction from the junction of Darlington Street with Sydney Place with an exemption for emergency services.

iii) Delegated authority be given to the Group Manager Planning and Transport Policy to modify or suspend the operation of the order, or any part of it, in accordance with Section 10 Traffic Regulation Act 1984 in consultation with the Cabinet Member for Service Delivery.

## **3. FINANCIAL IMPLICATIONS**

3.1 The capital cost of the project is estimated to be £34k funded from the Integrated Transport Block capital grant allocation. The whole life cost of providing additional signs is estimated to be £300.

## **4. CORPORATE PRIORITIES**

Removing through HGV traffic on the A4 and A36 between the A46 and A36 Beckford Road in Bath will improve transport and the public realm in the local area by helping to reduce pollution and congestion.

## **5. THE REPORT**

5.1 The A36 through Bath is designated as part of the Primary Route Network. The Primary Route Network (PRN) designates routes between major settlements and ports/airports across the UK, and is normally the preferred routing for long-distance traffic, particularly goods traffic, between those destinations.

5.2 A roadside interview conducted in October 2009 on the A36 Bathwick St, Bath, indicated some 335 HGV's (18 hr 2 way weekday flow) in excess of 18 tonnes (maximum laden weight) travelling between the A36 and A46 through Bath, with neither an origin nor destination in Bath & North East Somerset. This amounts to 60% of the total number of HGVs >18 tonnes travelling across the A36 Cleveland Bridge. The remaining 40% using Bathwick Street are delivering to locations in Bath and North East Somerset.

- 5.3 This volume of through HGV traffic is considered to be particularly low for a Primary Route, but nonetheless its impact on the local area is significant in terms, congestion and pollution this causes within the Bath World Heritage Site and designated Air Quality Management Area particularly along the A4 London Road.
- 5.4 Within the Air Quality Management Area levels of NO<sub>2</sub> exceed EU air quality standards. Introducing an 18 tonne weight restriction will help reduce congestion and air pollution in this area and also help to reduce HGV traffic travelling through the World Heritage Site, an important objective of the World Heritage Site Management Plan.
- 5.5 Consideration will also be given to the alternative suitable routes likely to be used for HGV's up to 44 tonnes and other abnormal loads to ensure their expeditious movement on the network, in accordance with the Council's duty under the Road Traffic Regulation Act 1984 and Traffic Management Act 2004. In exercising this duty, the Council will consult with both the Highways Agency and affected highway authorities before the experimental order is made and monitor the impact of the proposed 18 tonne weight restriction during the experimental period.
- 5.6 From the RSI survey, most HGV through traffic is travelling from the M4 west to destinations to the south and south/east of the district and the most suitable alternative route for HGVs to follow is the M32/A4174/A4/A36 via Saltford and Lower Bristol Road, Bath (Appendix A Fig 1 – Route 1).
- 5.7 Advance signing of the proposed weight restriction outside the district may be desirable, subject to the agreement of the relevant highway authorities, to discourage traffic from using less suitable routes.
- 5.8 The proposed 18 tonne experimental environmental weight restriction on the A36 Bathwick St and Beckford Road and associated U turn prohibition is illustrated in Appendix B.

## **6. RISK MANAGEMENT**

- 6.1 The report author and Cabinet member have fully reviewed the risk assessment related to the issue and recommendations, in compliance with the Council's decision making risk management guidance.

## **7. EQUALITIES**

The proposal does not affect any of the equality groups and therefore no Equalities Impact Assessment has been carried out.

## **8. RATIONALE**

The rationale is to reduce congestion and pollution on the A4 and A36 through Bath by reducing through HGV traffic movements. An experimental Traffic Regulation Order will allow before and after monitoring to take place to establish the impact of weight restriction before a final decision is made.

**9. OTHER OPTIONS CONSIDERED**

The Bristol/Bath to South Coast Study considered options for building a link road between the A46 and A36 to remove through traffic from Bath, and whilst there are significant benefits for road users, the cost and environmental impact of a link road are also significant and should only be considered as a last resort.

**10. CONSULTATION**

10.1 Ward Councillor; Cabinet members; Parish Council; Town Council; Local Residents; Community Interest Groups; Stakeholders/Partners; Other Public Sector Bodies; Section 151 Finance Officer; Monitoring Officer

10.2 The consultation will be carried out by email and letter with the above consultees, Highways Agency, Police, Freight Transport Association, Road Haulage Association and affected highway authorities and by advertisement of statutory notices prior to advertising the Experimental Traffic Regulation Orders.

**11. ISSUES TO CONSIDER IN REACHING THE DECISION**

11.1 Customer Focus; Sustainability; Other Legal Considerations

**12. ADVICE SOUGHT**

The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

<b>Contact person</b>	Adrian Clarke tel 01225 395223 email <a href="mailto:Adrian_Clarke@BathNES.gov.uk">Adrian_Clarke@BathNES.gov.uk</a>
<b>Background papers</b>	<a href="http://www.bb2scstudy.org.uk">www.bb2scstudy.org.uk</a>
<b>Please contact the report author if you need to access this report in an alternative format</b>	

# A new waste and recycling collection service for Wiltshire

Martin Litherland  
Head of Waste Collection







## Background

- **All Wiltshire residents deserve same level of service.**
- **Need to recycle more and landfill less - disposal costs rapidly increasing to £80.00 per tonne by 2014.**
- **Opportunity to offer additional recycling services to ALL residents.**
- **Public consultation completed summer 2010 - 72% in favour of proposed new service.**

# Your new waste and recycling collection service

Your new service will be:



**Plastic bottles and cardboard**

Fortnightly collection



**Non-chargeable garden waste**

Fortnightly collection



**Black box recycling**

Fortnightly collection



**Household waste**

Fortnightly collection

## Your new blue lidded recycling bin

### West Wiltshire

Residents will receive new plastic bottle and cardboard bins from:

**3<sup>rd</sup> October 2011**

Service starts from:

**7<sup>th</sup> November 2011**



# Plastic Bottle and Cardboard Recycling Collections

A quick guide of what you can and can't recycle in your new blue lidded bin:

## Plastic bottles

### Yes please

- ✓ washing up bottles
- ✓ milk bottles, fizzy drinks bottles, juice bottles
- ✓ shampoo bottles, handwash bottles
- ✓ cleaning product bottles, bleach bottles
- ✓ yogurt drink bottles



### No thank you

- ✗ ice cream tubs
- ✗ yogurt pots
- ✗ margarine tubs
- ✗ plastic packaging
- ✗ crisp packets
- ✗ meat trays

## Cardboard

### Yes please

- ✓ cereal boxes, egg boxes (cardboard only), food boxes
- ✓ ready meal sleeves
- ✓ corrugated cardboard
- ✓ shredded paper (clean)
- ✓ brown paper
- ✓ greeting cards

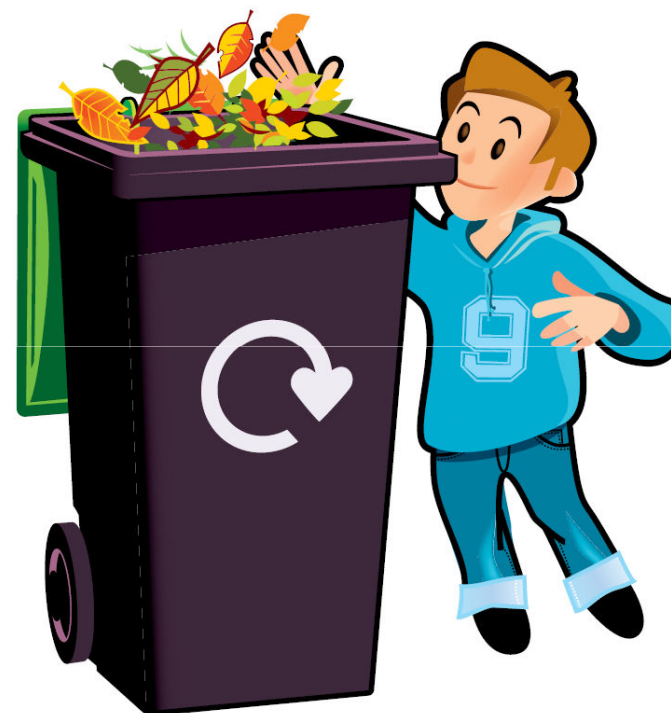


### No thank you

- ✗ waxed cartons
- ✗ yogurt pots
- ✗ paper (please recycle this in your black box)
- ✗ books

## WEST WILTSHIRE:

No need to sign up  
for the new non-  
chargeable garden  
waste collections.  
Current service  
continues...



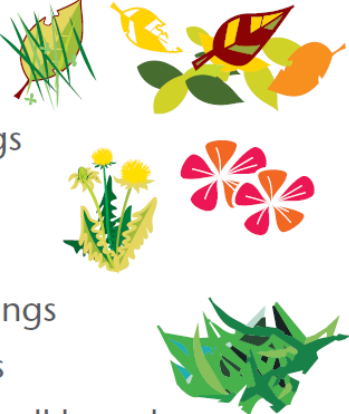
# Garden waste collection service



## What can I put in?

### Yes please

- ✓ bark
- ✓ cut flowers
- ✓ grass cuttings
- ✓ weeds
- ✓ leaves
- ✓ hedge clippings
- ✓ house plants
- ✓ twigs and small branches



### No thanks

- ✗ fruit/vegetable peelings
- ✗ food waste
- ✗ cardboard
- ✗ paper
- ✗ pet litter
- ✗ soil
- ✗ rubble
- ✗ animal waste



# Any Questions?

<b>Report to</b>	<b>Bradford on Avon Area Board</b>
<b>Date of Meeting</b>	<b>21 September 2011</b>
<b>Title of Report</b>	<b>Community Area Grants</b>

## Purpose of Report

To ask Councillors to consider five applications seeking 2011/12 Community Area Grant Funding:

1. Climate Friendly Bradford on Avon

The officer recommendation is that £ 1000 is awarded to Climate Friendly Bradford on Avon for a walking cycling and bus map of Bradford on Avon

2. Bradford on Avon Rowing Club

The officer recommendation is that a reduced sum of £ 1, 116 is awarded to the Bradford on Avon Rowing Club to purchase a new boat for recreational rowing to reflect the resources held and potential income generation to the club of the new boat

3. Winsley Village Hall Management Committee

The officer recommendation is that £ 2, 028 is awarded to Winsley Village Hall Management Committee for the installation of new heaters

4. Saxon Church and St Mary Tory Trusteeship – deferred application

The officer recommendation is that £ 600 is awarded to the Saxon Church and St Mary Tory Trusteeship for directional signage

5. Councillor-led application by Councillor Carbin

The officer recommendation is that £ 5, 000 is awarded for a zebra crossing at the Common, Holt as matched funding to an application to the Substantive Highways Scheme. **Should the bid be unsuccessful the funding offer will be revoked.**



## 1. Background

- 1.1 Area Boards have authority to approve Community Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2 In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons as to why this should justify an exception to the criteria.
- 1.3 In accordance with the Area Board Grants Guidance, officers are required to provide recommendations in their report, however the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4 Bradford on Avon Area Board has been allocated a budget in 2011/2012 of £47,110 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2010/2011 budget is £12,142. This gives a total budget of £59,252 for the 2011/2012 financial year. It will not be possible for unspent monies at 31/03/12 to be rolled forward into the budget for the 2012/13 financial year.
- 1.5 It has been decided that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce the volume of paper used. However, the application forms will be available on the Wiltshire Council website and hard copies will be available upon request.
- 1.6 The 2011/2012 funding criteria and application forms are available on the Council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) and paper versions are available from the Community Area Manager.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• <b>Community Area Grant Application Pack 2011/12</b></li><li>• <b>Bradford on Avon Community Area Plan</b></li><li>• <b>Wiltshire Local Area Agreement</b></li></ul>
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## 2 Main Considerations

- 2.1 Councillors will need to be satisfied that grants awarded in the 2011/12 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2 There will be 6 rounds of funding during 2011/12, this being the third round.

### 3 Environmental & Community Implications

3.1 Community Area Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

### 4 Financial Implications

4.1 Awards must fall within the Area Boards budget allocated to the Bradford on Avon Area Board.

4.2 If grants are awarded in line with officer recommendations, Bradford on Avon Area Board will have a balance of £ 44, 956 remaining in the grants budget for the 2011/12 financial year.

### 5 Legal Implications

5.1 There are no specific legal implications related to this report.

### 6 HR Implications

6.1 There are no specific HR implications related to this report.

### 7 Equality and Inclusion Implications

7.1 Community Area Grants give all local community and voluntary groups an equal opportunity to receive funding towards community based projects and schemes.

7.2 Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

## 8 Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	Climate Friendly Bradford on Avon	A walking cycling and bus map of Bradford on Avon	£ 1, 000

8.1.1 The application meets the Community Area Grant Scheme criteria for 2011/12.

8.1.3 The application demonstrates a link to the Bradford on Avon Community Plan and to the Wiltshire Local Area Agreement through its aims to promote sustainable transport, reduce carbon emissions and to stimulate tourism and spending in the local economy. It also supports the aims of the BOA2026 strategic plan.

8.1.4 Members of the Grants Advisory Group would have liked to have seen financial contributions from the Town Council, CFBOA's own reserves or from sponsorship (although applications for under £ 1,000 in fact do not require this). The community benefit is questioned and the project is felt to be 'a luxury, not a necessity in the current financial climate'. The GAG recommend refusal of the application.

8.1.5 The project will highlight footpaths, cycle routes and bus routes with the aim of encouraging residents when travelling within the town to use alternatives to the car. The map will complement the Walkers are Welcome initiative, which is aimed more towards visitors, and will show the proposed Bradford on Avon cycle network and designated rights of way. The map will be free of charge with an initial print run of 3000 copies. It is hoped to make this available through the Tourist Information Centre. A survey will be carried out after 6 months to measure changes in travel behaviour.

**The officer recommendation is that £ 1000 is awarded to Climate Friendly Bradford on Avon for a walking cycling and bus map of Bradford on Avon**

Ref	Applicant	Project proposal	Funding requested
8.2	Bradford on Avon Rowing Club	Purchase of new boat for recreational rowing	£ 3, 528

8.2.1 This application meets the community area grant criteria for 2011/12.

- 8.2.3 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to improved leisure provision, to activities for young people and to healthy lifestyles.
- 8.2.4 Members of the Grants Advisory Group consider that the project can readily be met from the club's own financial reserves. They note there is no contribution sought or offered from the Town Council and that Sport England and Cash 4 Clubs have refused to support the project. They estimate significant income generation which will repay the costs of investment in the new boat in only 2 years. The GAG note that the Area Board has previously given a substantial grant to the club and recommend approval of the application on a reduced basis to reflect these concerns.
- 8.2.5 The Rowing Club is small but successful with a large number of beginners wishing to row recreationally. Recreational rowing provides a wide range of benefits to individuals, including improved physical and mental health, as well as providing a valuable resource to bring together the local community. The club owns only one stable single scull which is more than 40 years old and they wish to purchase a new stable boat for recreational members to use. The club has identified the 'Rossiter Grebe' as the boat most suitable to requirements given its flexibility of use, longevity and its ability to be used coxed or coxless. In order to cope with the level of interest from adult beginners the club has run 'learn to row' courses for the last 2 years and there is a waiting list for the course. The new boat will increase the capacity of the club to meet its demand for an estimated 10 year life span. The club will monitor the satisfaction of recreational rowers, will promote the new boat to the wider community and will try to manage downwards the length of the waiting list. The club has reserves but has other structural liabilities and last year made an operational losses due to repairs needed at the boathouse, which is in need of replacement.

**The officer recommendation is that a reduced sum of £ 1, 116 is awarded to the Bradford on Avon Rowing Club for recreational rowing to reflect the resources held and potential income generation to the club of the new boat**

<b>Ref</b>	<b>Applicant</b>	<b>Project Proposal</b>	<b>Funding Requested</b>
<b>8.3</b>	<b>Winsley Village Hall Management Committee</b>	<b>Installation of new heaters</b>	<b>£ 2, 028</b>

8.3.1 The application meets the community grant criteria for 2011/12.

8.3.2 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to village services and to culture, leisure and sporting provision in the community.

8.3.3 The Grants Advisory Group note that the committee has free reserves of over £ 8, 500 but that only £ 1,000 is being contributed by them. The applicant confirms that maintenance and repair costs are very high and last year the roof alone cost £ 2, 000 to repair. The Parish Council is contributing £ 1,000 as the owner of the building. Four new 'Drugasar ART 8' gas wall heaters are to be installed (following three quotations being received) but the GAG suggest that further information is sought on the comparisons between different types of heaters.

8.3.4 The existing heaters in the hall were condemned following the annual inspection in May 2011. The installation of new heaters will enable the hall to be open through the coming winter as has always been the case in previous years. The application is for the capital investment. The Management Committee have the funds to maintain the heaters after installation. Records will be kept of lettings and numbers attending events in the hall during the winter to measure the value of this investment.

**The officer recommendation is that £ 2, 028 is awarded to Winsley Village Hall Management Committee for the installation of new heaters**

Ref	Applicant	Project proposal	Funding requested
8.4	Saxon Church and St Mary Tory Trusteeship – deferred application	Directional signage	£ 600

8.4.1 The application meets the Community Area Grant Scheme criteria for 2011/12. Highways Officers comment that the ownership of the current signs at Barton Farm is unclear, but likely to be in the ownership of the Bradford on Avon Preservation Trust, English Heritage or British Waterways. The Council is not in a position to undertake the renewal of these signs anytime soon and because the signs are not on the highway the Council does not need to be involved in erecting the refurbished signs.

8.4.2 The application demonstrates a link to the Bradford on Avon Community Plan and to the Wiltshire Local Area Agreement through its aim to protect local heritage and to stimulate tourism and spending in the local economy.

8.4.3 Members of the Grants Advisory Group consider that the project is ineligible for support because they take the view that the renewal of signage is the responsibility of the local authorities. The financial reserves of the applicant body are healthy. The GAG recommend refusal of this application, their full comments are available in an appendix to this report.

8.4.4 The signs are currently in a poor state and need attention either because they are unreadable or because of disintegration. Clear signage is important as these two

churches are of great value to the town and bring in hundreds of tourists and visitors. The maintenance costs of the churches are high and although the trust has reserves it does rely on donations for the upkeep.

8.4.5 The application was originally considered at the Area Board meeting on 20 July 2011 and was deferred pending a site visit and discussions with the Town Council and the applicant. The visit was held on 12 August, attended by Councillor Gwen Allison and Mrs Anna Tanfield, and the Town Council at its meeting on 30 August gave the proposal its full support:

“I have been asked to write to you by Councillor Leach on behalf of the Town Council to pass on our full endorsement of the Community Area Grant requested by the Trustees of the Saxon Church and St Mary Tory. The Town Council is very appreciative of the good work the Trustees do in maintaining our Ancient Monument and Grade 2 Listed building of St Mary Tory. We understand the need to have adequate financial reserves for unforeseen repairs. The current signage appears to be old and in some places is missing causing difficulties for tourists. Having new appropriate signs will improve the look of the street scene for both residents and tourists alike. Tourism is of great benefit to the commerce of the town. The Town Council hopes the Area Board will support this grant application.”

**The officer recommendation is that £ 600 is awarded to the Saxon Church and St Mary Tory Trusteeship to remove and renovate or renew 3 directive signs to both churches**

<b>Ref</b>	<b>Applicant</b>	<b>Project proposal</b>	<b>Funding requested</b>
<b>8.5</b>	<b>Councillor Carbin</b>	<b>Zebra Crossing at the Common, Holt</b>	<b>£ 5, 000</b>

8.5.1 The application meets the community grant criteria for 2011/12. Funding through the Community Area Transport Group is highly constrained at current levels of £ 10, 062 per annum and ‘cross funding’ with the Community Area Grant Scheme has been supported by councillors.

8.5.2 The application demonstrates a link to the Bradford on Avon Community Plan and Wiltshire Local Area Agreement through its contribution to community safety, pedestrian priority and community cohesion.

8.5.3 The Grants Advisory Group are concerned that the Community Area Grant Scheme is being used for highways infrastructure projects, rather than the highways budget, and the potential to ‘crowd out’ smaller bids from community groups. They are concerned whether the community will use the crossing (confirmed in surveys) and who will install and maintain the crossing (Wiltshire Highways).

8.5.4 A feasibility study was carried out in response to a request raised by Holt Parish Council that they would like to see the provision of a pedestrian crossing made in the vicinity of the Station Road junction with The Street / The Common. The reason for this request was that changes are being made to the advised walking route to the local junior school and to the drop off and pick up point for those car transported children. There is a perception in the village of community severance brought about by traffic using the B3107 and it is considered that a crossing will reduce this severance, make crossing the road safer, and encourage greater numbers of children to walk to school. A 145 signatory petition from local residents was received by Wiltshire Council in May 2011. The feasibility report, published in May 2011, recommended the implementation of a zebra crossing adjacent to the boundary of numbers 152 and 153 The Common. The Parish Council with the support of their Wiltshire Councillor, Trevor Carbin, have held public meetings in the village to discuss the need for the crossing and in order to raise funding towards it. There is widespread goodwill towards the project evidenced in the funding package which includes contributions from Holt Parish Council and local residents. The Bradford on Avon Community Area Transport Group at its meeting on 8 July discussed the project, which is identified as one of its priority transport issues. It recommended that a bid be put forward to the Substantive Highways Scheme. Should this bid be unsuccessful the funding offer will be revoked. Funding through CAT-G is highly constrained at current levels of £ 10, 062 per annum and 'cross funding' with the Community Area Grant Scheme has been supported by councillors.

**The officer recommendation is that £ 5, 000 is awarded for a zebra crossing at the Common, Holt as matched funding to an application to the Substantive Highways Scheme. Should the bid be unsuccessful the funding offer will be revoked.**

<p><b>Appendices:</b></p>	<p><b>Grant applications from:</b></p> <p><b>Climate Friendly Bradford on Avon Bradford on Avon Rowing Club Winsley Village Hall Management Committee Saxon Church and St Mary Tory Trusteeship Councillor Carbin</b></p> <p><b>The Grants Advisory Group was unable to meet to consider these applications but comments from individual members have been received by email</b></p>
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**No unpublished documents have been relied upon in the preparation of this report.**

<p><b>Report Author</b></p>	<p><b>Peter Dunford, Community Area Manager Tel: 01225 713060 E-mail <a href="mailto:peter.dunford@wiltshire.gov.uk">peter.dunford@wiltshire.gov.uk</a></b></p>
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## Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**

**Please contact your Community Area Manager before completing your application  
(See Section 3 for contact details)**

### 1. Your organisation or group

<b>Name of organisation</b>	Bradford on Avon Rowing Club		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

### 2. Your project

<b>Project Title/Name</b>	Recreational Rowing in Bradford on Avon		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Bradford on Avon is a small but successful rowing club. In the last two years we have had a large number of beginners resulting in a large number of people who wish to row recreationally, who would otherwise be lost to the sport. The club owns only one stable single scull, which is more than 40 years old. We would like to purchase a new stable boat for our recreational members to use. We have identified the Rossiter Grebe as the boat which is most suitable for our requirements for a number of reasons: flexibility of use, longevity and its ability to be used coxed or coxless.		
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Bradford on Avon		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input type="checkbox"/>	<b>Date</b>	No <input checked="" type="checkbox"/>
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input type="checkbox"/>	<b>Date</b>	No <input checked="" type="checkbox"/>



Where will your project take place?	Bradford on Avon Rowing Club
When will your project take place?	December 2011 onwards
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?  <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	In order to cope with the level of interest from adult beginners, we have run learn to row courses for the last 2 years. The Health & Physical Activity Manager at Wiltshire Council has helped with advertising. The level of interest has been far in excess of the numbers that we anticipated and we currently have a waiting list. Without addressing our post-course provision we cannot increase our learn to row capacity. This project relates to our post-course provision for those who choose to join the club following the course. It has become apparent from a survey of our members that many of the people doing these courses do not wish to commit to training the 9+ times a week required for racing and would rather row recreationally. The club owns only one stable scull, which is over 40 years old and is insufficient for the numbers wanting to use it. Recreational rowing provides a wide range of benefits to individuals and the local community e.g. improved health, mood and social inclusion.
How many people will benefit from your project?	Approx 12 people per week, for 10 yrs
How does your project demonstrate a direct link to the local community plan for your area? <a href="http://www.wiltshire.gov.uk/areboards">www.wiltshire.gov.uk/areboards</a>  Please provide a reference/page no.	This project contributes to improved leisure provision, locally based leisure facilities and promoting the town as a healthy place to live/work  Pages 6, 14, 15
<b>To be completed ONLY where town/parish councils are making an application</b>	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Any other information about your project.	

### 3. Management

How many people are involved in the management of your group/organisation?  
Of these, how many are:

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="0"/>
25 – 50 years	Male	<input type="text" value="7"/>	Female	<input type="text" value="3"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Disabled People	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Rowing boats last on average for about 10 years before they become too damaged or worn to repair. If successful this funding from Wiltshire Council would provide 10 years of use to local people. We will make all efforts to extend the boat-life.

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

We will monitor the satisfaction of those taking part in our project in order to assess the impact on that section of the community. In terms of the wider community we will make our project as open as possible to all sections of the community. We will also monitor the length of our waiting list to see if we are better able to cope with the demand from people wanting to row in the local area.

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

15/11/10

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

*Please list with amount applied for and whether you have been successful*

Name of Funder

Amount Applied For

Amount Received

Sport England

£18670.00

£0

Rowing Foundation

£7056.00

ongoing application

Cash 4 Clubs

£2641.88

£0

Have you or do you intend to apply for a grant from another area board within this financial year?

*If yes, please state which one(s).*

Yes

No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending: 2009/10	Month: July	Year: 2010
A - Total income:	£34048.11	
B - Minus total expenditure:	£36414.21	
Surplus/deficit for year: (A minus B)	£2366.10	
Free reserves currently held:	£46648.94	

**5. Financial information – If you can claim back V.A.T. please exclude from figures given below**

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Rossiter Grebe	£5,940	Own fundraising/reserves	C	£3,528
3 x pairs of xcell sculls	£1,116			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£</b>	<b>Total Project Income</b>		<b>£</b>

<b>Total project income B</b>	<b>£3,528</b>
<b>Total project expenditure A</b>	<b>£7,056</b>
<b>Project shortfall A – B</b>	<b>£3,528</b>
<b>Grant sought from Wiltshire Council Area Board</b>	<b>£3,528</b>
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	

**6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered**

**Enclosed (please tick)**

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

**For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.**

**7. Declaration (on behalf of organisation or group) – I confirm that...**

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.  Child Protection  Safeguarding Adults
  - Public Liability Insurance  Equal opportunities
  - Access audit  Environmental impact
  - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

**Name:**

**Date:** 02/08/2011

**Position in organisation:**

**Please return your completed application to the appropriate Area Board Locality Team (see section 3)**



## Area Board Project

### 1. What is the Initiative?

Zebra Crossing at Holt.

### 2. Where is the initiative taking place?

B3017 adjacent the boundaries of numbers 152/153 The Common, Holt.

### 3. When will the initiative take place?

In the current financial year 2011/12.

### 4. What are the Community benefits/evidence of need/links to Community Plan/Community Issue?

A feasibility study was carried out in response to a request raised by Holt Parish Council that they would like to see the provision of a pedestrian crossing made in the vicinity of the Station Road junction with The Street / The Common. The reason for this request was that changes are being made to the advised walking route to the local junior school and to the drop off and pick up point for those car transported children. There is a perception in the village of community severance brought about by traffic using the B3107 and it is considered that a crossing will reduce this severance, make crossing the road safer, and encourage greater numbers of children to walk to school.

A 145 signatory petition from local residents was received by Wiltshire Council in May 2011. This stated "we the undersigned petition the Council to provide a safe crossing on the main B3117 in the vicinity of Holt Primary School. Holt is divided by the main Bradford to Melksham road. A safe crossing would improve road safety and encourage parents to allow their children to walk to school rather than driving them. It would help residents to access the shop and post office."

The feasibility report, published in May 2011, recommended the implementation of a zebra crossing adjacent to the boundary of numbers 152 and 153 The Common but only with an assurance from Holt Primary School that the changes to the walking route to the school are being actively promoted.

The Parish Council with the support of their Wiltshire Councillor, Trevor Carbin, have held public meetings in the village to discuss the need for the crossing and in order to raise funding towards it.

There is widespread goodwill towards the project evidenced in the funding package which includes contributions from the Bradford on Avon Area Board\*, Holt Parish Council and local residents.

The Bradford on Avon Community Area Transport Group at its meeting on 8 July discussed the project, which is identified as one of its priority transport issues. It recommended that a bid be put forward to the Substantive Highways Scheme.

(\*Approval to be confirmed at Area Board on 21/09/11)

#### **5. What is the desired outcome of this initiative?**

Reduced community severance, a safe road crossing, encouragement to children to walk to school.

#### **6. Who will Project Manage this initiative?**

David Thomas, Traffic Engineering Manager, Wiltshire Council.

#### **7. Costs/quotes/ match funding? (total cost £5k require 1 quote, total cost £5k-25k require 3 quotes)**

Feasibility Study at Page 16 quotes £ 23, 100 to cover the costs of a standard zebra crossing, an additional length of footway to Station Road, 4 street lights and belisha beacons, a Traffic Regulation Order and design fees.

#### **8. Additional information**

See attached:

- Application for Substantive Highways Scheme funding
- Pedestrian Crossing Assessment Report

## **Application for Substantive Highway Scheme Funding**

*This form should be completed and submitted to the highways officer serving your Area Board's Community Area Transport Group by 1<sup>st</sup> September 2011 and copied to Spencer Drinkwater in the Sustainable Transport Group*

### **Applicant Details:**

<b>Name:</b>	Holt Parish Council
<b>Area Board:</b>	Bradford on Avon
<b>Email:</b>	<a href="mailto:jenniebeale@jenniebeale.plus.com">jenniebeale@jenniebeale.plus.com</a>
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### **Description and Location of Proposed Scheme:**

<b>Scheme name</b>	Zebra Crossing
<b>Town/village:</b>	Holt
<b>Road name/area of town/village:</b>	B3017 adjacent the boundaries of numbers 152/ 153 The Common, Holt



<p><b>Brief description of scheme:</b></p>	<p>A feasibility study was carried out in response to a request raised by Holt Parish Council that they would like to see the provision of a pedestrian crossing made in the vicinity of the Station Road junction with The Street / The Common. The reason for this request was that changes are being made to the advised walking route to the local junior school and to the drop off and pick up point for those car transported children. There is a perception in the village of community severance brought about by traffic using the B3107 and it is considered that a crossing will reduce this severance, make crossing the road safer, and encourage greater numbers of children to walk to school.</p> <p>A 145 signatory petition from local residents was received by Wiltshire Council in May 2011. This stated “we the undersigned petition the Council to provide a safe crossing on the main B3117 in the vicinity of Holt Primary School. Holt is divided by the main Bradford to Melksham road. A safe crossing would improve road safety and encourage parents to allow their children to walk to school rather than driving them. It would help residents to access the shop and post office.”</p> <p>The feasibility report, published in May 2011, recommended the implementation of a zebra crossing adjacent to the boundary of numbers 152 and 153 The Common but only with an assurance from Holt Primary School that the changes to the walking route to the school are being actively promoted.</p> <p>The Parish Council with the support of their Wiltshire Councillor, Trevor Carbin, have held public meetings in the village to discuss the need for the crossing and in order to raise funding towards it.</p> <p>There is widespread goodwill towards the project evidenced in the funding package which includes contributions from the Bradford on Avon Area Board*, Holt Parish Council and local residents.</p> <p>The Bradford on Avon Community Area Transport Group at its meeting on 8 July discussed the project, which is identified as one of its priority transport issues. It recommended that a bid be put forward to the Substantive Highways Scheme.</p> <p><b>It is considered that the project scores well against all the eligibility criteria for the scheme. The cost-benefit ratio is positive and the deliverability score is high.</b></p> <p>(*Approval to be confirmed at Area Board on 21/09/11)</p>
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**Scheme Costs and Funding Sought:**

<b>Estimated total cost of Scheme</b>	<b>£ 23,100</b>
<b>Contribution from CATG's Discretionary Highways Budget</b>	<b>£ nil</b>
<b>Contributions from third parties (e.g. town/parish councils)</b>	<b>£ 5,000 Area Board £ 500 Holt Parish Council £ 6,000 Auction of Promises</b>
<b>Funding sought from Substantive Highway Scheme Fund</b>	<b>£ 11,600</b>

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**Signature of Area Board Chair/Community Area Manager:**

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**Date:**



The Community Area Partnership has been asked to provide a brief supplementary work plan for the coming months. Jim Lynch will give a short presentation covering the main activities and will respond to any questions. The presentation will cover the areas listed below including any updates.

1. Sports Festival 2012:

Having promoted and coordinated this year's festival, which attracted Olympic 'Inspire Mark' backing, BoACAP is preparing for the 2012 event . We are in touch with over twenty sports groups across the Community Area. We will host a meeting of these plus other relevant bodies in October. This will result in the formation of a Community Area Sports Network. The Network will be the organising body for Sports 2012. It will also act as an ongoing consultative body for sports-related issues across the area. The Festival will have three area of activity: a. The main Sports Festival. b. A Paralympic Festival: we are in discussion with a variety of groups and individuals with interest and expertise in this area. As with the main Festival, we intend to form a coordinating group which will also look at general disability issues e.g. the implications of the proposed Historic Core Zone for those with disabilities, access to facilities, disability-friendly sports resources etc. And finally, c. A Fringe Olympics: for those who don't do sport! The Olympics has a wide-ranging Cultural Olympiad and we will link in with this to promote something for all tastes.

2. Town Centre Benchmarking:

During August and early September a team of volunteers led by members of BoACAP with assistance from WFCAP conducted a comprehensive Town Benchmarking Programme to help measure the performance of the Town Centre of Bradford on Avon.

Town Benchmarking is a combined research methodology and web-based system to address the real issues of how to understand, measure and ultimately improve town centres. It has been developed by market town partnerships and Action for Market Towns. We have been using their toolkit which has been fine-tuned over the past five years and is now used by over 70 other towns in England.

The approach offers a simple way of collecting data which provide a comprehensive portrait of the commercial life of the town and involves gathering and analysing data on 12 Key Performance Indicators (KPI'S) within the designated town centre.

The analysis provides data on each KPI for the town which can then be compared with regional and national figures. The National figure for each KPI is an amalgamation of all the data collected on that element by Town Benchmarking Users within the year.

At the end of the year we will be provided with a valid and robust annual report on the performance of our town centre. As the exercise will be repeated annually it will become possible to identify the impact of significant changes on the performance and character of the centre (e.g. Kingston Mills). We are confident that this exercise will play a key role in town centre planning and encourage a coordinated response from the local business sector.

### 3. Senior Citizens Forum & BoACAP:

We have now built a strong partnering relationship with SCF and will play a lead role (with Peter Dunford, Area Board Manager) in their next open meeting on 28<sup>th</sup> September. We will outline the respective and complementary roles of the Area Board and the Partnership using 'case-studies' of our cooperation to date. We will then invite discussion on the value we could add to the Forum members. We will continue to build on this relationship through regular briefings and joint action.

### 4. Community Planning Events:

Wiltshire Council is investing £3000 in each Community Area to fund a co-hosted event or series of events with the Community Area Boards and their respective Community Area Partnerships. The purpose of the initiative is to introduce new data sets and a stronger evidence base into the community planning process. We are in discussions with the Area Board and other relevant groups as to the best use of these funds in our Community Area. We are hoping to build on the output from the recent BoA 2026 exercise and will provide specific information as soon as possible.

### 5. Broadband/Social Media/ Creative Economy:

Our 'SOS Broadband' survey was very successful, with especially keen interest from the area villages. We conducted a 'rapid response' survey at the request of Wiltshire Council officers, receiving over 80 responses in a single week. This data has formed part of the Council's broadband 'rollout' plans. The preliminary phase of this rollout involves chosen pilot areas. We

are liaising with Ian Baker, head of the exercise, to see what we might do together to ensure that our community area is one such pilot. We are in discussion with Wiltshire Council, the Chamber of Commerce and other relevant groups as to the part we might play in taking this forward.

On the broader (but closely related) area of the creative economy and it's importance to our community area, we are in negotiations with the Southwest Foundation and Learning Curve regarding potential funding for a 6 month project. The purpose of the project is to enhance local employment opportunities in the local creative sector. We intend that this initiative should be of particular interest in our community area villages.

#### 6. Annual General Meeting:

We now feel that we have made sufficient progress to formally reconstitute the Partnership and will hold an A.G.M. to achieve this. Dates and details to follow but will include a 'rebranding' of the Partnership as The Bradford on Avon and Villages Community Area Network. Our structure will reflect both our area-wide remit and a more flexible network-based structure which we trust will enable a wide variety of groups and individuals to participate in their areas of interest and expertise as and when the need arises. Above all we want the Network to be both purposeful AND enjoyable!

#### 7. The Austerity Survey:

This web-based survey, designed in cooperation with Wiltshire Council officers, is available on the community website and is attracting steady attention. We are currently preparing a simpler and more 'user-friendly' version based on community feedback.

#### 8. Working with the Area Board:

We are in regular contact with officers of the Area Board (esp. Peter Dunford) and have evolved a strong working relationship enabling us to assist the Board in consultation and networking activities on a range of issues which arise; often at short notice. We will build on this.

BoACAP is using the above initiatives and projects to provide a renewed credibility to the organisation, to build it's profile and capability and to add genuine value to the Community Area. We look forward to the continued support and backing of The Community Area Board.

Recommendation:

That members approve the release of the first tranche of core funding for BoACAP.