

## AGENDA

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Council Chamber, Monkton Park, Chippenham SN15 1ER  
**Date:** Monday 5 November 2012  
**Time:** 7.00 pm

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

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**The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.**

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

**Refreshments and networking opportunities will be available from 6:30pm.**

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Please direct any enquiries on this Agenda to Penny Bell, on 01249 706613 or email [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk)  
Or Victoria Welsh (Chippenham Community Area Manager), direct line 01249 706446 or (email) [victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@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

Desna Allen – Queens & Sheldon ( <b>Chairman</b> )	Peter Hutton – Cepen Park & Derriards
Chris Caswill – Monkton	Mark Packard – Pewsham ( <b>Vice Chair</b> )
Paul Darby – Hardenhuish	Nina Phillips – Cepen Park & Redlands
Bill Douglas – Hardens & England	Judy Rooke – Lowden & Rowden
Howard Greenman - Kington	Jane Scott OBE– By Brook

	<b>Time</b>
<p>1 <b>Chairman's Welcome and Introductions</b></p>	7:00pm
<p>2 <b>Apologies</b></p>	
<p>3 <b>Minutes</b> (<i>Pages 1 - 18</i>)</p> <ul style="list-style-type: none"> <li>i. To approve the minutes of the meeting held on Monday 3 September 2012.</li> <li>ii. Actions from previous minutes.</li> </ul>	
<p>4 <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any pecuniary or non-pecuniary interests, or dispensations granted by the Standards Committee.</p>	
<p>5 <b>Chairman's Announcements</b> (<i>Pages 19 - 24</i>)</p> <p>To include the following:</p> <ul style="list-style-type: none"> <li>i. Campus Consultation</li> <li>ii. Informal Adult Education Update</li> <li>iii. Victim Support</li> <li>iv. Community Infrastructure Levy</li> </ul>	
<p>6 <b>Visiting Cabinet Representative</b></p> <p>Councillor John Noeken will talk about his responsibilities for Resources, and respond to any questions.</p>	7.05pm
<p>7 <b>Youth Funding - Participatory Budgeting</b></p> <p>To consider the following proposals from young people for funding from the Area Board's allocated youth budget:</p> <ul style="list-style-type: none"> <li>i. ChAP / Youth Work Team Partnership - £2,500 requested towards the 'Splash Up' project.</li> <li>ii. Chippenham Netball Club - £2,400 requested towards a youth team kit.</li> </ul>	7.15pm
<p>8 <b>Community Area Grants</b> (<i>Pages 25 - 34</i>)</p> <p>To consider the following five applications for funding from the Community Area Grant Scheme:</p> <ul style="list-style-type: none"> <li>i. Sport Wiltshire CIC - £980 requested towards the Introduction to Archery project.</li> <li>ii. Cherish Chippenham CIC - £928 requested towards weights</li> </ul>	7.35pm

& lights for Cherish Chippenham Gazebos.

- iii. Chippenham Rugby Football Club - £1,000 requested towards the Launch and Development of under 15s Girls Rugby Team.
- iv. Chippenham Rotary and Inner Wheel Trust Ltd - £5,000 requested towards the Rotary Hall Kitchen Improvement project, conditional upon the balance of funding being in place.
- v. Sevington School Project Trustees - £10,000 requested towards the purchase of the Sevington Victorian School Building, conditional upon the balance of funding being in place.

9 **Youth Advisory Group Appointments** (Pages 35 - 36) **7.50pm**

To appoint at least one member of the Area Board to the new Youth Advisory Group.

10 **Town, Parish and Partner Updates** (Pages 37 - 62) **7.55pm**

To note the written reports and receive updates from any partners who wish to contribute:

- i. Parish and Town Councils
- ii. Wiltshire Police
- iii. Wiltshire Fire and Rescue Service
- iv. NHS Wiltshire
- v. Chippenham and Villages Area Partnership (ChAP)
- vi. Chippenham Vision
- vii. Chippenham Campus Development Team
- viii. Community Area Young People's Issues Group (CAYPIG)
- ix. Youth Strategy Update
- x. Chippenham Partnership of Schools
- xi. Skate Park Task Group
- xii. Other Community Groups.

11 **Area Board Focus Areas 2012/13** **8.05pm**

To receive updates on the Area Board's Focus Areas for 2012/13, as follows:

- i. Road Safety – Lead Councillor: Bill Douglas
- ii. Crime & Community Safety – Lead Councillor: Peter Hutton
- iii. Deprivation – Lead Councillor: Chris Caswill.

12 **Community Area Transport Group** (Pages 63 - 80) **8.15pm**

To consider recommendations from the Community Area Transport Group for small-scale local highways improvements.

13 **The Legacy of 2012**

8.25pm

To recap on the year's events, discuss with communities the effect the year has had on them and to talk about how to carry on the legacy through 2013 and beyond.

14 **Evaluation and Close** (*Pages 81 - 82*)

9:00pm

The Chairman will invite any remaining questions from the floor and will welcome the submission of new Community Issues.

The next agenda planning meeting will take place on Tuesday 20 November 2012, from 10am at Monkton Park office. Any parish or town council representative interested in attending should contact the Community Area Manager or the Chairman.

The meeting is asked to note the future meeting dates below and the Forward Plan is attached for information.

**Future Meeting Dates**

**Monday 7 January 2013**  
6.30 pm for 7.00 pm  
Sheldon School, Chippenham

**Monday 4 March 2013**  
6.30 pm for 7.00 pm  
Needle Hall, Chippenham

*Please note that there will not be a meeting of the  
Chippenham Area Board in May 2013 due to the pre-  
election period*

## MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Wiltshire & Swindon History Centre, Chippenham, SN15 3QN  
**Date:** 3 September 2012  
**Start Time:** 7.00 pm  
**Finish Time:** 9.15 pm

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Please direct any enquiries on these minutes to:

Penny Bell (Democratic Services Officer), Tel: 01249 706613 or (e-mail) [penny.bell@wiltshire.gov.uk](mailto:penny.bell@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 Mark Packard (Vice Chairman), Cllr Chris Caswill, Cllr Bill Douglas,  
Cllr Howard Greenman, Cllr Peter Hutton, Cllr Nina Phillips, Cllr Judy Rooke and  
Cllr Jane Scott OBE

#### **Wiltshire Council Officers**

Penny Bell, Democratic Services Officer  
Victoria Welsh, Chippenham Community Area Manager  
Parvis Khansari, Service Director for Strategic Services (Highways & Passenger  
Transport)  
Karen Jones, Senior Project Manager  
Angie Rawlings, Head of Allocations and Options  
Jenny Wilcockson, Digital Literacy Coordinator

#### **Town and Parish Councillors**

Chippenham Town Council – Harry Purdon, Elizabeth Kennedy, Martin Coates, Andy  
Phillips  
Biddestone and Slaughterford Parish Council – Rachel deFossard, Alison Butler  
Chippenham Without Parish Council – Ken Kennedy  
Christian Malford Parish Council – Kevin Bolter  
Hullavington Parish Council – Sharon Neal

**Partners**

Chippenham and Villages Area Partnership – Julia Stacey

Community Area Young Peoples' Issues Group – Richard Williams

Chippenham Partnership of Schools – Judy Edwards

Greensquare – Jenny Spoor

**Total in attendance: 51**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>In the absence of the Chairman, the Vice Chairman, Councillor Mark Packard, took the chair and welcomed everyone to the meeting of the Chippenham Area Board.</p>
2	<p><u>Apologies</u></p> <p>Apologies for absence were received from the Chairman, Councillor Desna Allen, Inspector Martin Schorah of Wiltshire Police, John Scragg and Andrew Noblet of Chippenham Town Council and Maurice Dixson of Kington Langley Parish Council.</p>
3	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on Monday 9 July 2012 were agreed a correct record and signed by the Vice Chairman.</b></p>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Vice Chairman drew attention to a number of briefing notes which were available within the agenda packs for information.</p> <p>The following additional briefing notes were circulated at the meeting:</p> <p><b>Mineral Sites in Wiltshire &amp; Swindon</b>  Wiltshire Council and Swindon Borough Council had jointly submitted the Proposed Submission draft Aggregate Minerals Site Allocations Plan. Copies of all submission documents were available on the Council's website at: <a href="http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/mineralsandwastepolicy/aggregatemineralssiteallocations.htm">http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/mineralsandwastepolicy/aggregatemineralssiteallocations.htm</a> and on the councils' dedicated online consultation portal: <a href="http://consult.wiltshire.gov.uk/portal">http://consult.wiltshire.gov.uk/portal</a>.</p> <p><b>Wiltshire Time Credits</b>  Since May 2012, more than 100 local people had given their time to a variety of community activities and events and received Time Credits in return. Several of the community organisations involved in the scheme would be taking part in a Time Credits festival week during half term to promote their organisations and some of the opportunities available.</p> <p>Further information was available at <a href="http://www.wiltshire.gov.uk/wiltshiretimecredits">www.wiltshire.gov.uk/wiltshiretimecredits</a>.</p>

## Housing Need and Review of Wiltshire's Housing Allocations System

Karen Jones, Senior Project Manager for Wiltshire Council, gave a presentation regarding the Council's review of the current Housing Allocations System.

Karen explained that the Chippenham Community Area had a population of 44,220, with a mix of owner occupied homes (67.4%), social housing (17.5%), private housing (13.4%), and other (1.6%).

There were several potential land opportunities with the Chippenham Community Area, including:

- Westinghouse Cricket Club site in Chippenham – delivering 22 affordable housing units
- The North Chippenham expansion – seeking 40% affordable housing
- The former chicken factory in Sutton Benger – delivering 19 affordable housing units
- Further small sites in Kington Langley and Kington St Michael.

Wiltshire's housing register had a total of 17,088 households currently. Of these, 1,637 had indicated Chippenham as their first preference.

The Council was considering many factors as part of its review, including under-occupation. There were currently 250 households in Wiltshire that occupied a house that was larger than required.

Jenny Spoor of Greensquare provided further information on the issue of under-occupation and the Welfare Reform.

A Project Board and Plan had been assembled and households that were currently under-occupying their properties were being targeted. Continued work was being done with partner agencies, and various policies and procedures were also being reviewed.

The Avon Communities Board had been in operation since April 2012 and the AGM would be held on 23 October 2012.

Angie Rawlins, Head of Allocations and Options at Wiltshire Council, presented information regarding the review of allocations.

The Localism Act 2011 had introduced amendments to The Housing Act which provided new freedoms for local authorities to set the rules determining which categories of applicants qualified for social housing.

Following the presentation, there was an opportunity for everyone present to contribute to the review through a series of questions which sought to obtain people's views regarding the future of housing options and allocations.



	<p>A question and answer session was also held with the three presenters, and the following summarises the key points and issues that arose:</p> <ul style="list-style-type: none"> <li>• Greensquare had a Tenancy Sustainment Team and worked closely with other agencies to assist those households that were wishing to downsize.</li> <li>• Greensquare was not currently looking to introduce Fixed Term Tenancies due to the scale of the impact this could have. There were many issues that would need to be considered, but this might be something that would be looked into in the future.</li> <li>• Wiltshire Council had a duty to provide housing for homeless people, however there was a lot of criteria to consider in the process, including details of any previous evictions and whether or not the person was 'intentionally homeless'.</li> <li>• Wiltshire Council's housing policies did not currently allow for any households to be excluded from the register, but the housing associations were able to exclude as they had their own lettings policies.</li> <li>• The Welfare Reform and the new provisions regarding under-occupation of properties, did not apply to elderly people; it only applied to people of working age.</li> </ul> <p>The Vice Chairman thanked the presenters for the useful information and suggested that anyone wishing to obtain a copy of the presentations should contact the Democratic Services Officer.</p> <p>Please see Appendix 1 for a summary of the answers to the questions that would feed into the Housing Allocations review.</p>
7	<p><u>'SPLASH UP!' - Project Evaluation</u></p> <p>A group of young people from the SPLASH UP project presented a DVD which showcased the success of their project. The group thanked the Area Board for awarding them funding last year, which had enabled the project of river-based activities for young people to go ahead.</p> <p>The Vice Chairman congratulated the group on such a successful project.</p>
8	<p><u>Parish Spotlight</u></p> <p>Alison Butler of Biddestone &amp; Slaughterford Parish Council gave a presentation and showed a DVD that highlighted some of the main issues that were experienced in the parish.</p> <p>The main problems experienced in Biddestone &amp; Slaughterford were transport and road related, as the roads and lanes in and between the villages were very steep and narrow in places. This presented many issues with large vehicles and sometimes HGVs becoming stuck in the lanes and having to carefully manoeuvre out. This also presented safety issues for pedestrians and cyclists.</p>

	<p>Flooding and drainage on the steep lanes could also be an issue in the wetter months.</p> <p>The Vice Chairman thanked Alison for the interesting presentation and invited a parish or town council to make a similar presentation at the next Area Board.</p> <p><b><u>Action:</u> Parishes to contact Victoria Welsh if they would like to present Parish Spotlight at the next Area Board meeting on 5 November 2012.</b></p>
9	<p><u>Town, Parish and Partner Updates</u></p> <p>The Vice Chairman drew attention to a number of partner update reports that were contained within the agenda pack. Further verbal updates were received as follows:</p> <p><b>Chippenham &amp; Villages Area Partnership (ChAP)</b>  The fourth Chippenham River Festival had been held on the August bank holiday weekend and had been very successful, despite the mixed weather. A range of new attractions had been available, such as kayak taster sessions. Thanks were extended to Chippenham Town Council, Chippenham Borough Lands, Specsavers, Digiprint, Chippenham Hospital Radio and the many volunteers for their support.</p> <p>The River Clean-Up project was ongoing and the next event would be taking place on 15 September. All volunteers were welcome. The next Parish Forum would be taking place on 19 September in Seagry.</p> <p><b>Shadow Community Operations Board (COB)</b>  A full update from the Shadow COB was included within the agenda, but the Vice Chairman highlighted that all Chippenham Community Area parish, town and unitary councillors were invited to a Campus Update presentation, which would be taking place in Chippenham Town Hall on Wednesday 26 September 2012, from 6pm.</p> <p>There was a plea for the Shadow COB to keep the Area Board fully updated via progress reports, and also to ensure that an options paper was brought to the Area Board following the consultation phases.</p> <p><b>Skate Park Task Group</b>  The Vice Chairman provided a verbal update on the progress of the Skate Park Task Group.</p> <p>It was reported that MACH Acoustics had completed the Noise Assessment and produced a report. The report would shortly appear on the Wiltshire Council website and would also be available in hard copy upon request and from reception at Monkton Park Offices.</p> <p>A member of the public had requested some points of clarification and once</p>

these had been provided, a senior officer from Wiltshire Council's Public Protection Team, together with the Chairman of the Area Board, would meet with the resident to address these points.

The next step would be to start the first phase of public consultation on the proposed site of River Island. An item would be included in the next edition of 'Talk of the Town' and an online survey would be set up to ask people to let us know whether they supported River Island as the proposed site.

Following the update, the following points and concerns arose:

- There was some surprise that the proposed River Island site had come forward, seemingly without any prior notification.
- One resident expressed concern that there was no written report on the matter
- Concern was raised that some of the points in the Noise Assessment Report were unsupported, and could be challenged. One resident stated that they did not accept the findings of the report and that the residents would consider commissioning another report.
- One resident also commented that they would get the skate park shut down if it went ahead.
- A suggestion was made that perhaps Monkton Park was not, in fact, the most appropriate site for a skate park in the town if it transpired that the only suitable place for it would be River Island.
- Placing the skate park on River Island could potentially have an adverse affect on the Folk Festival and River Festival, as both events made full use of River Island.
- The possibility of an indoor skate park should be explored as the way forward, which could be the result of the planning development on Bath Road by ING.
- There was no representation on the Skate Park Task Group of Monkton Park residents which was unfair and did not provide for residents' views to be put forward.
- It was felt to be too premature to go to consultation when the Area Board had received no formal report yet.
- The Millennium Wall site was suggested as a potential alternative location for the skate park, but this site had already been examined and found to be unsuitable due to flooding.
- A comment was made that it was a shame that no young people were here to put forward their representations into this matter.
- Chippenham was a large town and the young people deserved to have a skate park.
- Monkton Park was considered to be a park for everyone of the town, including the young people, and hence should be considered for a range of activities.

Councillor Hutton, member of the Skate Park Task Group, stated that a full

	<p>planning application would have to be submitted, which would need to take into account all of these issues, and address them. Everyone would have the opportunity to submit their representations once the planning application was submitted.</p> <p>Councillor Hutton also stated that the Skatepark Task Group was happy to provide a report for the next Area Board meeting and would discuss this possibility with the Chairman.</p>
10	<p><u>Police and Crime Commissioners</u></p> <p>Councillor Caswill presented information on the new Police and Crime Commissioners (PCCs), which would be elected for every police force area in England and Wales outside London.</p> <p>The PCCs would replace the Wiltshire Police Authority and the elections would take place on 15 November 2012, with the PCCs taking office on 22 November. PCCs were being introduced by the Government to increase accountability of the Police.</p> <p>The transition timetable for the changes was as follows:</p> <ul style="list-style-type: none"> <li>• Oct 2012: pre-election period begins (Purdah)</li> <li>• 19 Oct 2012 – Last point candidates could declare</li> <li>• 15 Nov 2012: Elections of PCCs</li> <li>• 22 Nov 2012: PCCs take office</li> <li>• 21 Dec 2012: PCC sends draft budget for 2013/14 to Police &amp; Crime panel</li> <li>• March 2013 – PCC’s Police &amp; Crime Plan is published.</li> </ul> <p>Further information was available online:</p> <p><a href="http://www.wiltshire-pa.gov.uk/pcc">www.wiltshire-pa.gov.uk/pcc</a></p> <p><a href="http://www.homeoffice.gov.uk">www.homeoffice.gov.uk</a></p> <p><a href="http://www.apccs.police.uk">www.apccs.police.uk</a></p>
11	<p><u>Wiltshire Online: Digital Literacy in Wiltshire</u></p> <p>Jenny Wilcockson, Digital Literacy Coordinator, gave a presentation regarding the Wiltshire Online – Digital Literacy project.</p> <p>By March 2016, the project aimed to:</p> <ol style="list-style-type: none"> <li>1. Improve access to broadband for residents, businesses and third sector organisations in Wiltshire.</li> <li>2. Ensure that local people could access free computer support to learn</li> </ol>

	<p>about the basics of computers and the internet.</p> <p>3. Increase uptake and usage of online government services.</p> <p>As part of the project, Wiltshire Council was currently in the process of recruiting local volunteer coordinators and digital champion volunteers. Anyone interested in volunteering in either of the two positions was encouraged to sign up.</p> <p>Further information on the Wiltshire Online – Digital Literacy project was available by calling 01225 793349, by visiting <a href="http://www.wiltshireonline.org">www.wiltshireonline.org</a>, by emailing <a href="mailto:digitalinclusion@wiltshire.gov.uk">digitalinclusion@wiltshire.gov.uk</a> and also on Twitter at @wiltshireonline .</p> <p>The Vice Chairman thanked Jenny for her informative presentation and encouraged volunteers to come forward for this project.</p> <p>Unfortunately there was not time to show the Wiltshire Online DVD as planned; however the DVD could be viewed at:  <a href="http://www.wiltshire.gov.uk/council/areboards/chippenhamareaboard">www.wiltshire.gov.uk/council/areboards/chippenhamareaboard</a></p>
12	<p><u>Area Board Focus Areas 2012/13</u></p> <p>Updates were received as follows:</p> <p><b>i. Road Safety</b>  Councillor Douglas reported that the Community Area Transport Group (CATG) was continuing to work well at dealing with local highways priorities.</p> <p>At the previous Area Board meeting it was agreed to pursue a poster campaign for the '20 is Plenty' initiative. This was currently being costed by the Highways department and would be required to come before the Area Board at a future meeting for potential funding.</p> <p><b>ii. Crime &amp; Community Safety</b>  Councillor Hutton reported that the group was continuing to meet regularly with its partners to progress the work of the group.</p> <p>Councillor Douglas advised that it was hoped to hold a drugs awareness event next March to coincide with the national Drugs Awareness Week.</p> <p><b>iii. Deprivation</b>  Councillor Caswill reported that he was on a steep learning curve and was working with key partners to digest the data and information that was available, and assessing the potential ways forward.</p>
13	<p><u>Funding</u></p> <p>The Area Board considered an Area Board Project funding application for the sum of £1,000 to hold a Victorian Fayre in Chippenham.</p>

	<p><b><u>Decision</u></b>  <b>The Area Board agreed to award the sum of £1,000 to hold a Victorian Fayre in Chippenham.</b></p> <p>It was suggested that the project should work closely with local retailers and traders groups regarding the possibility of including the local retail outlets in the event.</p>
14	<p><b><u>Evaluation and Close</u></b></p> <p>The Vice Chairman thanked everyone for attending the meeting. The next meeting of the Chippenham Area Board would take place on Monday 5 November, 7pm at the Monkton Park offices in Chippenham..</p> <p>The next agenda planning meeting would take place on Wednesday 19 September at 10am. Any parish or town council representative interested in attending should contact the Community Area Manager or the Chairman.</p> <p>An electronic evaluation exercise was conducted; the results of which could be viewed at Appendix 1.</p>
<p><b><u>Appendix 1: Voting Results</u></b></p>	

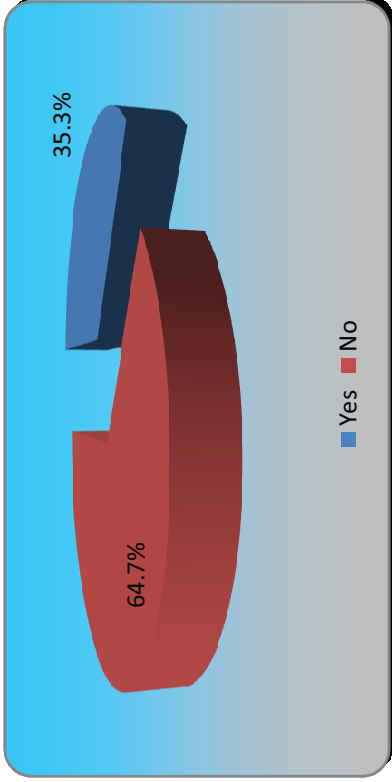
Turning Graphical Results by Question

Session Name: New Session 03-09-12 21-13

Created: 04/09/12 09:17

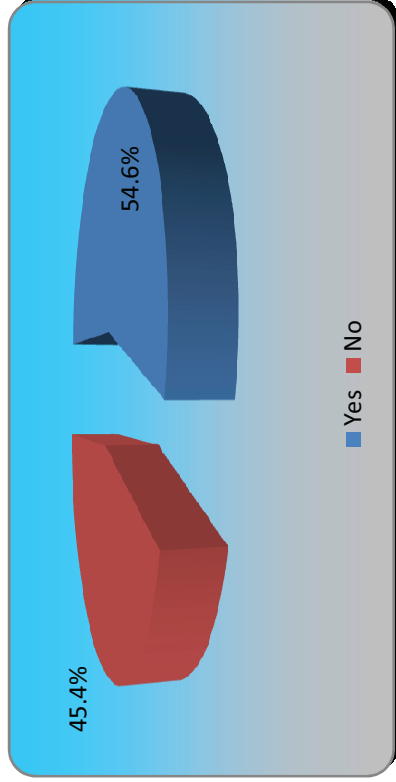
1.) Maintain an open housing register for all? (multiple choice)

	Responses
Yes	12 35.29%
No	22 64.71%
<b>Totals</b>	<b>34 100%</b>



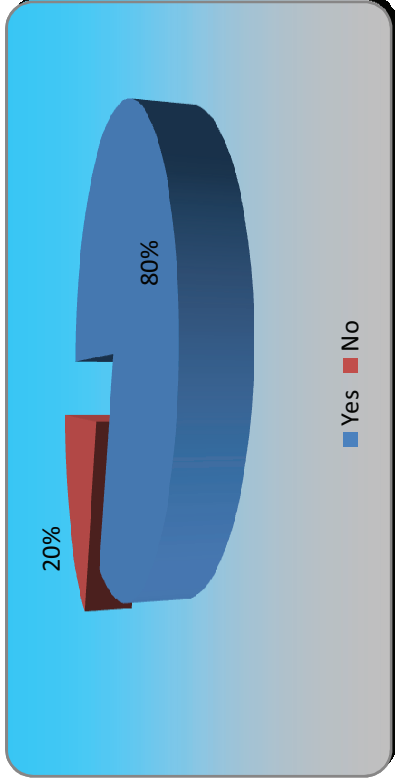
2.) A Local Connection to Wiltshire is required to join? (multiple choice)

	Responses
Yes	18 54.55%
No	15 45.45%
<b>Totals</b>	<b>33 100%</b>



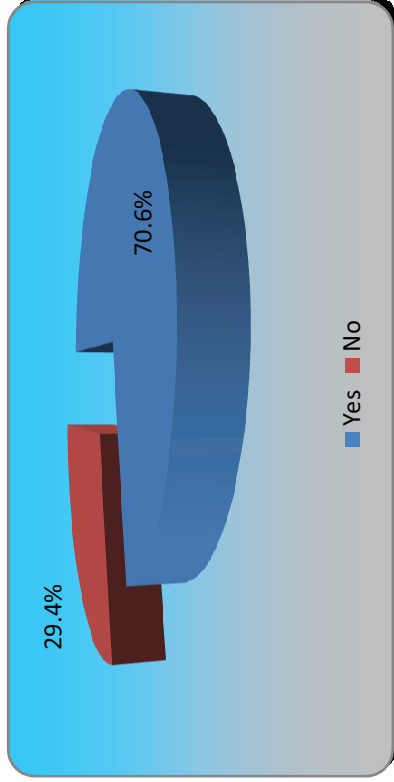
3.) Priority to those with a local connection to an area?  
(multiple choice)

	Responses	
Yes	24	80%
No	6	20%
<b>Totals</b>	<b>30</b>	<b>100%</b>



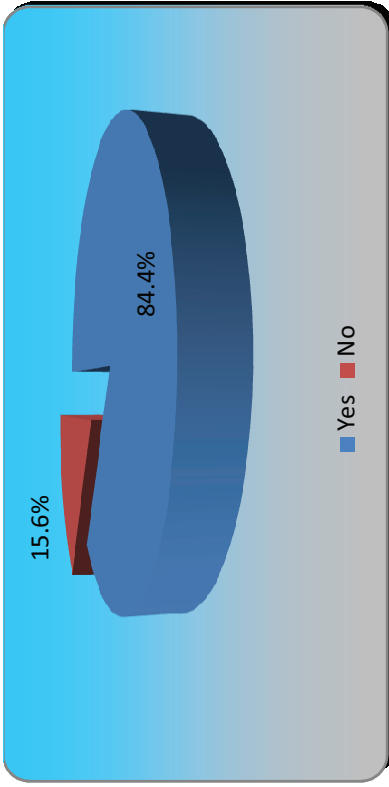
4.) Employed in the area? (multiple choice)

	Responses	
Yes	24	70.59%
No	10	29.41%
<b>Totals</b>	<b>34</b>	<b>100%</b>

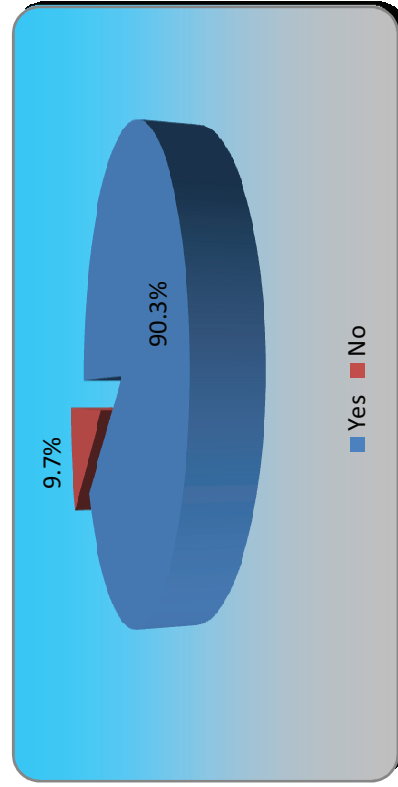




5.) Lives or previously lives in the area? (multiple choice)	Responses	
Yes	27	84.38%
No	5	15.62%
<b>Totals</b>	<b>32</b>	<b>100%</b>



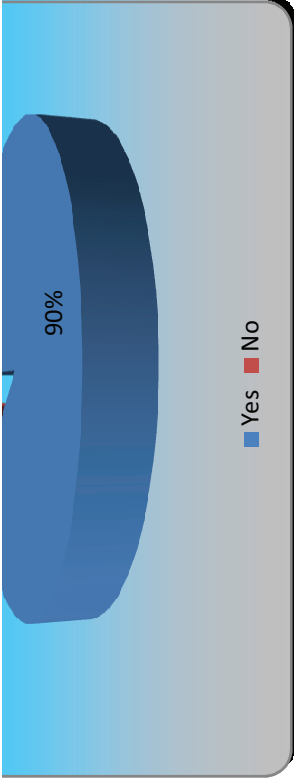
6.) Family currently resides in the area? (multiple choice)	Responses	
Yes	28	90.32%
No	3	9.68%
<b>Totals</b>	<b>31</b>	<b>100%</b>



7.) Under occupation? (multiple choice)	Responses	
Yes	27	90%
No	3	10%

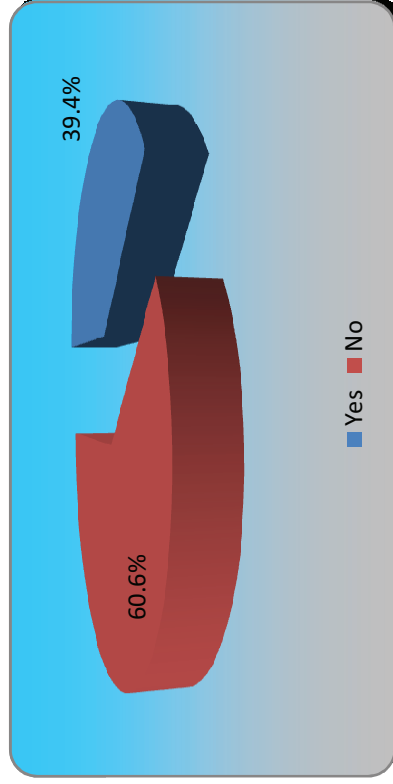


Totals 30 100%



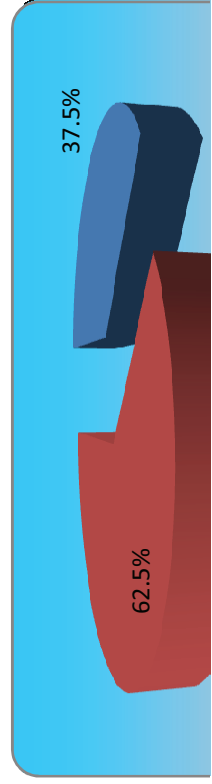
**8.) Employment? (multiple choice)**

	Responses
Yes	13 39.39%
No	20 60.61%
<b>Totals</b>	<b>33 100%</b>



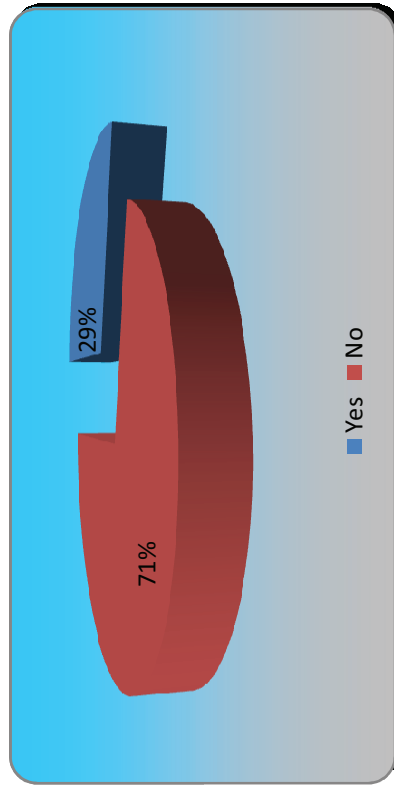
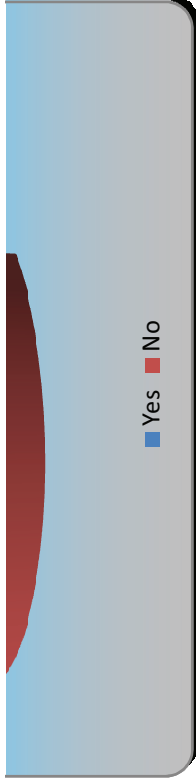
**9.) Training? (multiple choice)**

	Responses
Yes	12 37.50%
No	20 62.50%
<b>Totals</b>	<b>32 100%</b>



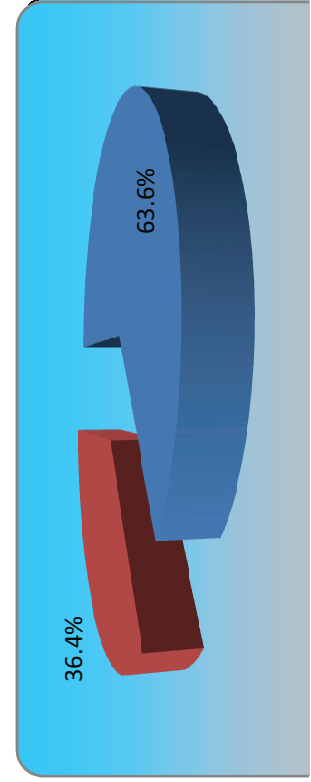
10.) Those who volunteer in the community? (multiple choice)

	Responses
Yes	9 29.03%
No	22 70.97%
<b>Totals</b>	<b>31 100%</b>



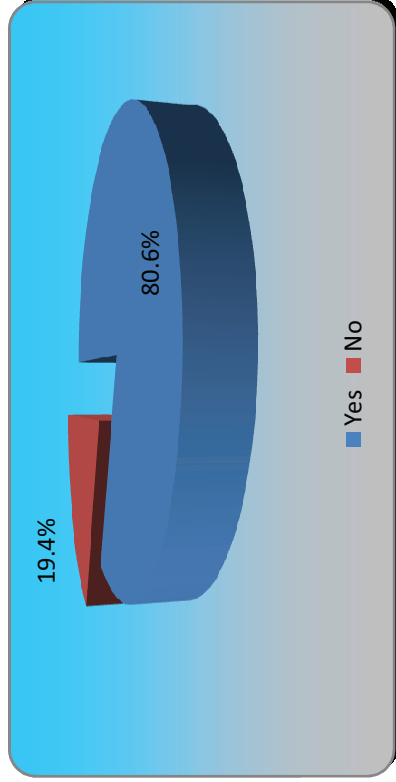
11.) Those with no identified housing need? (multiple choice)

	Responses
Yes	21 63.64%
No	12 36.36%
<b>Totals</b>	<b>33 100%</b>



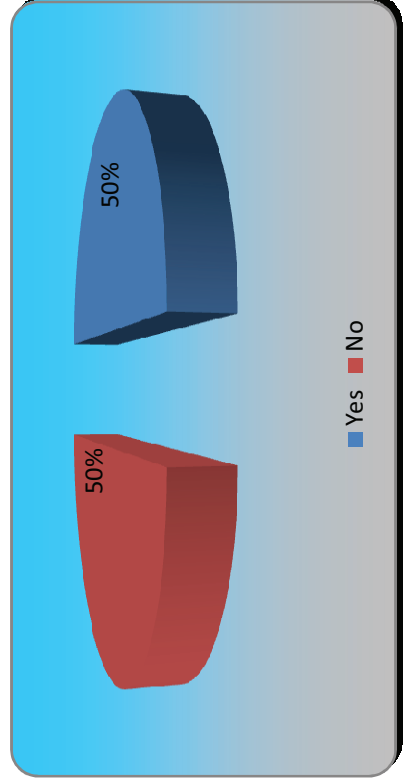
**12.) Those evicted or caused severe anti-social behaviour?  
(multiple choice)**

	Responses	
Yes	25	80.65%
No	6	19.35%
<b>Totals</b>	<b>31</b>	<b>100%</b>



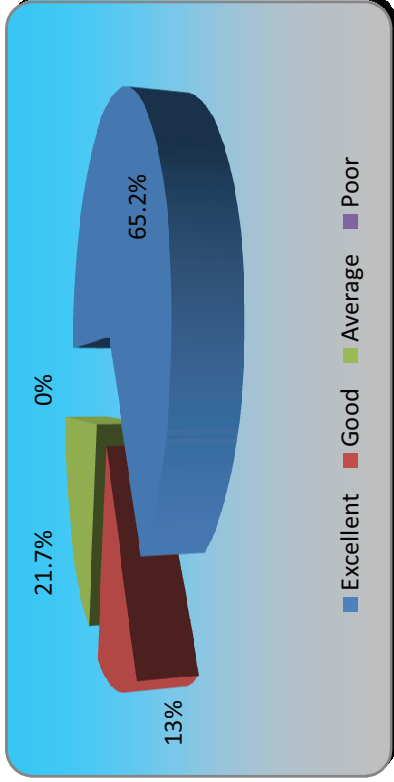
**13.) Those with significant rent arrears? (multiple choice)**

	Responses	
Yes	16	50%
No	16	50%
<b>Totals</b>	<b>32</b>	<b>100%</b>



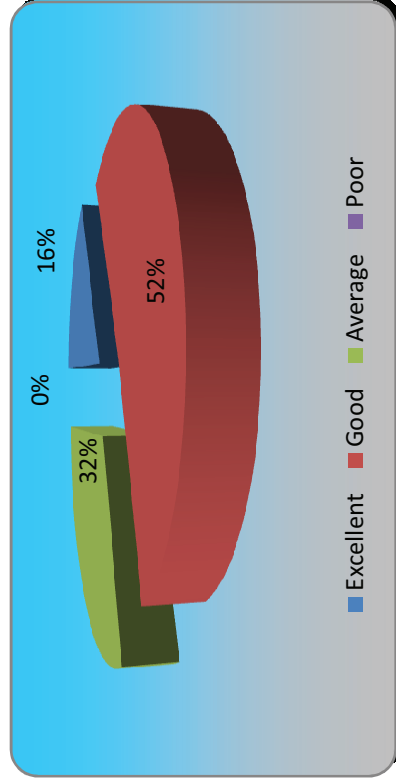
**14.) How do you rate the venue? (multiple choice)**

	Responses
Excellent	15 65.22%
Good	3 13.04%
Average	5 21.74%
Poor	0 0%
<b>Totals</b>	<b>23 100%</b>



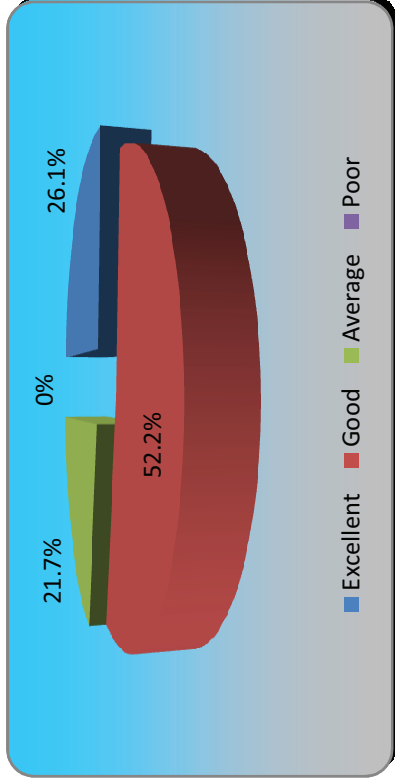
**15.) How do you rate the agenda? (multiple choice)**

	Responses
Excellent	4 16%
Good	13 52%
Average	8 32%
Poor	0 0%
<b>Totals</b>	<b>25 100%</b>



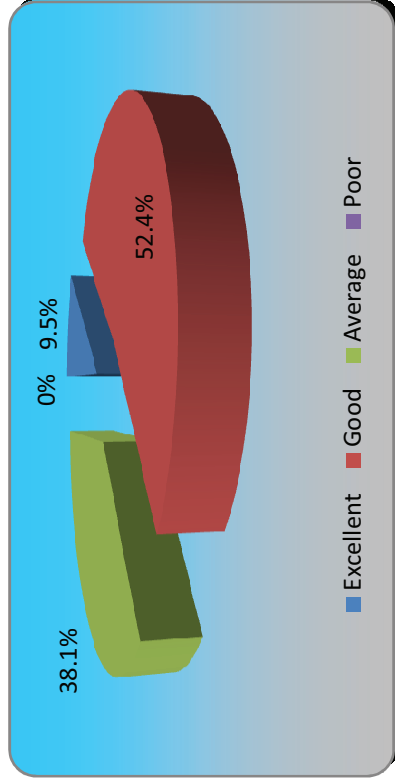
16.) How would you rate tonight's presentations? (multiple choice)

	Responses
Excellent	6 26.09%
Good	12 52.17%
Average	5 21.74%
Poor	0 0%
<b>Totals</b>	<b>23 100%</b>



17.) How would you rate the meeting overall? (multiple choice)

	Responses
Excellent	2 9.52%
Good	11 52.38%
Average	8 38.10%
Poor	0 0%
<b>Totals</b>	<b>21 100%</b>



## Chairman's Announcements

<b>Subject:</b>	<b>Informal Adult Education In Wiltshire - update</b>
<b>Officer Contact Details:</b>	Simon Burke Head of Business and Commercial Services Schools and Learning Wiltshire Council Tel. 01225 713840  <a href="mailto:Simon.burke@wiltshire.gov.uk">Simon.burke@wiltshire.gov.uk</a>

### Summary of announcement:

At its meeting held on 10<sup>th</sup> September 2012, Cabinet received a report on the outcome of the consultation on adult education in Wiltshire which had been undertaken and invited the cabinet to determine the future role of Wiltshire Council in respect of the provision of informal adult education. The full report can be found at <http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=6122&Ver=4>

The cabinet agreed to support the option which had been recommended by ten area boards and Children's Select Committee and resolved:

- i. that the council adopt the role to facilitate the provision of informal adult education at a local level;
- ii. to approve the appointment of a 0.6 full-time equivalent part-time adult education officer to work with local community networks to develop a sustainable locally-based adult education provision including information on, and promotion of, opportunities;
- iii. to allocate budget of £32,000 from the revenue savings accrued from the closure of Urchfont Manor College to meet the costs associated with the appointment.

It is envisaged that the adult education officer will work with a few community areas at a time, to develop appropriate systems which will become sustainable. The officer's work could relate to the development of the community campuses if supported by the relevant area boards.

We will now seek to appoint to this position as soon as possible. When in post, the officer will be able to brief Area Boards on the priorities for their work and how it may benefit individual community area.





<b>Subject:</b>	<b>Victim Support</b>
<b>Officer Contact Details:</b>	Julie Locks, Victim and Witness Development Officer 01380 738878 <a href="mailto:Julie.locks@victimsupport.org.uk">Julie.locks@victimsupport.org.uk</a>
<b>Weblink:</b>	<a href="http://www.victimsupport.org.uk">www.victimsupport.org.uk</a>
<b>Further details available:</b>	Victim Support 01380 738878

### **Summary of Announcement:**

Victim Support offers free confidential support to those people who have been a victim of crime. We have a team of professionally trained volunteers who can offer emotional and practical support whatever the impact on the victim.

We have specialist support workers who assist those that have been a victim of a serious crime including domestic violence and anti-social behaviour.

We are looking to raise our profile in the local communities and ensure that our service is available to all. We would therefore appreciate any opportunities to come along to community groups/events to talk about what we do.

We are also looking for venues to display our posters.

Any help would be greatly appreciated. Please ring Julie Locks on 01380 738878.



# Chairman's Announcements

<b>Subject:</b>	<b>Community Infrastructure Levy (CIL) for Wiltshire – Consultation</b>
<b>Officer Contact Details:</b>	<b>CIL@Wiltshire.gov.uk</b>
<b>Weblink:</b>	<b><a href="http://consult.wiltshire.gov.uk/portal">http://consult.wiltshire.gov.uk/portal</a></b>
<b>Further details available:</b>	<b>The charging schedule and supporting documents can be viewed online at: <a href="http://www.wiltshire.gov.uk/communityinfrastructurelevy">www.wiltshire.gov.uk/communityinfrastructurelevy</a></b>

## Summary of announcement:

### What is the Community Infrastructure Levy (CIL)?

Wiltshire Council is in the process of preparing a Community Infrastructure Levy (CIL) charging schedule. CIL is a new charge that local authorities in England can place on new development in their area. The money generated through the levy will contribute to the funding of infrastructure to support growth.

### Why has Wiltshire decided to implement the Levy?

Government, through legislation, has restricted the ability of local authorities to pool funding for off-site infrastructure and expects them to develop CIL. The government believe that this tariff based approach provides the best framework to fund new infrastructure in a fair and transparent manner. CIL will provide 'up front' certainty about how much money developers will be expected to contribute.

### How will money from CIL be spent?

CIL is designed to contribute towards bridging the 'funding gap' between the total cost of new infrastructure required to support development and the amount of funding available from other sources. Wiltshire Council's Infrastructure Delivery Plan (IDP) identifies a range of physical, community and 'green' infrastructure projects that will be required to support the level of development as set out in the Wiltshire Core Strategy. Informed by the IDP, a list (known as the Regulation 123 list) will identify and prioritise which infrastructure projects will be eligible to receive money from CIL. CIL regulations also propose to allow the council to allocate a share of the levy raised in a local area to deliver infrastructure that local communities want – although this 'meaningful proportion' is yet to be set by the government.

### Consultation on the preliminary draft charging schedule

A preliminary draft charging schedule has been developed which sets out the proposed charging rates for Wiltshire. The council considers that the preliminary draft charging schedule strikes an appropriate balance between contributing to funding infrastructure and not putting development across Wiltshire at risk.

In accordance with Regulation 15 of the CIL Regulations 2010 (amended 2011), comments are invited on the preliminary draft charging schedule during the consultation period starting 1 October and ending 12 November 2012 at 5pm.



<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>5<sup>th</sup> November 2012</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

## **Purpose of Report**

To ask Councillors to consider 5 applications seeking 2012/13 Community Area Grant Funding:

1. Award Sport Wiltshire CIC £980 towards the Introduction to Archery project.
2. Award Cherish Chippenham CIC £928 towards Weights & Lights for Cherish Chippenham Gazebos.
3. Award Chippenham Rugby Football Club £1,000 towards the Launch and Development of Under 15s Girls Rugby Team.
4. Award Chippenham Rotary and Inner Wheel Trust Ltd £5,000 towards the Rotary Hall Kitchen Improvement project, conditional upon the balance of funding being in place.
5. Award Sevington School Project Trustees £10,000 towards the purchase of the Sevington Victorian School Building, conditional upon the balance of funding being in place.

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (4<sup>th</sup> April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2012/2013.
- 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 for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Likewise, Small Grants (new this year) should be awarded to similar groups, as well as un-constituted groups of people wanting to improve things near to where they live.
- 1.4. Chippenham Area Board has been allocated a 2012/2013 budget of **£68,917** for Community Area Grants, Small Grants, Community Partnership core funding and Area Board/Councillor Led initiatives.
- 1.5. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The Area Board will not normally award more than £5,000.
- 1.6. Small Grants, new for this year will fund up to £350, where the total cost of the project does not exceed £350. This grant is aimed at enabling groups (including those not formally constituted) to implement projects, involving local people to make their community a better place to live.
- 1.7. Area Boards will not consider Community Area Grant (CAG) applications from Town and Parish councils for purposes that relate to their statutory duties or powers that should be funded from the local Town/Parish precept. However this does not preclude bids from Town/Parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the Town/Parish council.
- 1.8. In addition to CAGs and Small Grants, Councillors can submit an Area Board/Councillor Led Initiative. This enables Area Boards to tackle community issues and/or community identified priorities. Cabinet has emphasised that it does not wish these applications to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls. The application process and form has been updated to bring it in line with the other grants.

- 1.9. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.
- 1.10. Funding applications will be considered at every Area Board meeting.
- 1.11. Applicants are encouraged to contact and seek funding help from Charities Information Bureau (CIB) who work on behalf of Wiltshire Council. CIB support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.12. The 2012/2013 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.
- 1.13. A decision was been made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.14. All recipients of Area Board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the Area Board. This applies to all grants made by the Area Board.
- 1.15. On 30<sup>th</sup> April, Chippenham Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Area Board Chairman and/or Vice Chairman, to approve expenditure of up to £1,000 between Area Board meetings.
- 1.16. The delegated power is only intended to be used for matters of urgency which cannot wait until the next meeting of the Area Board and would not be used as a matter of routine. The majority of decisions will continue to be taken at a public meeting.
- 1.17. A budget of £6,900 ring-fenced for the needs of young people has again been made available in 2012/2013. This will be allocated using the "Participatory Budgeting" method.
- 1.18. Chippenham Area Board has a separate Community Area Transport Group (CATG) Highways Funding budget of £39,587 for 2012/13.
- 1.19. Funding awarded to date totals £15,402. This leaves a balance of **£51,515** for 2012/13.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"> <li>• Area Board Grant Guidance 2012/13 as presented for delegated decision</li> <li>• Chippenham and Villages Community Area Plan</li> </ul>
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## 2. Main Considerations

2.1. Councillors will need to be satisfied that grants awarded in the 2012/13 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 2012/2013. The first took place on 30<sup>th</sup> April 2012, the second on 9<sup>th</sup> July, the third on 3<sup>rd</sup> September, the fourth is contained in this report and the remaining will take place on:

- 7<sup>th</sup> January 2013                      deadline for applications 26<sup>th</sup> November 2012
- 4<sup>th</sup> March 2013                         deadline for applications 21<sup>st</sup> January 2013

2.3. Chippenham Area Board was allocated a 2012/2013 budget of **£68,917** for Community Area Grants, Small Grants, Community Partnership core funding and Area Board/Councillor Led initiatives.

## 3. Environmental & Community Implications

3.1. Area Board Grants 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 Chippenham Area Board.

4.2. If grants are awarded in line with officer recommendations, Chippenham Area Board will have a balance of **£33,607**.

## 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 and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 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	Sport Wiltshire CIC	Introduction to Archery	£980

- 8.1.1. Sport Wiltshire CIC – Award £980 towards the Introduction to Archery Project.
- 8.1.2. This application meets funding criteria 2012/13.
- 8.1.3. This application demonstrates links to the Community Plan "Provide support to active and successful clubs" and "Increase support for community facilities and events and to encourage a range of cultural opportunities for both residents and visitors to the area".
- 8.1.4. This application demonstrates links to Wiltshire Councils priorities in the Local Agreement for Wiltshire "Encourage communities to take part in sporting and cultural activities and events" and "Increase children and young people's access to facilities and activities".
- 8.1.5. Officers understand that Sport Wiltshire CIC is a key partner of Wiltshire Council's Sports Development Team.
- 8.1.6. Wiltshire Councils Sports Development Officer is of the opinion that this project will provide a new sports activity and increase sports participation locally. The associated benefits of sports participation include community cohesion, improved health, mental well being, improved confidence, self esteem and social development. Archery sessions are fully inclusive allowing a broad appeal and the sport has also proved successful attracting hard to reach groups, specifically those who do not engage with traditional sports.

Ref	Applicant	Project proposal	Funding requested
8.2	Cherish Chippenham CIC	Weights & Lights for gazebos	£928

8.2.1 Cherish Chippenham – Award £928 towards the purchase of weights and lights for use with the Cherish Chippenham Gazebos and marquees.

8.2.2 This application meets funding criteria 2012/13

8.2.3 This application demonstrates links to the Community Plan “Increase support for community facilities and events and to encourage a range of cultural opportunities for both residents and visitors to the area” and “Reduce leakage of shoppers to Bath Swindon”.

8.2.4 This project links to a Chippenham Vision Board key objective “Develop the town centre, making it more attractive to visitors and improve the retail offer”.

8.2.5 This project demonstrates links to Wiltshire Councils priorities in the Local Agreement for Wiltshire “Help local communities develop their own priorities and improvements”, “We help communities to help themselves” and “We need to realise the potential of our main towns and villages so they can have a vibrant and thriving local economy”.

8.2.6 Officers understand that the weights and lights are essential to enable the gazebos to be safe and secure and well lit; increasing the opportunities for use at community events on both hard and soft standing.

8.2.7 Officers are of the opinion that these items will increase the versatility of the gazebos and will be widely used by Cherish Chippenham at events, the next one being the Victorian Fayre on 15<sup>th</sup> December.

Ref	Applicant	Project proposal	Funding requested
8.3	Chippenham Rugby Football Club	The Launch and Development of Under 15s Girls Rugby Team	£1,000

8.3.1 Chippenham Rugby Football Club – Award £1,000 towards the Launch and Development of the Under 15s Girls Rugby Team.

8.3.2 This application meets funding criteria 2012/13

8.3.3 This application demonstrates links to the Community Plan “Provide support to active and successful clubs” and “Increase support for community facilities and events and to encourage a range of cultural opportunities for both residents and

visitors to the area”.

8.3.4 This application demonstrates links to Wiltshire Councils priorities in the Local Agreement for Wiltshire “Encourage communities to take part in sporting and cultural activities and events” and “Increase children and young people’s access to facilities and activities”.

8.3.5 Officers understand that Sport Wiltshire CIC is a key partner of Wiltshire Council’s Sports Development Team.

8.3.6 RFC rules state that girls may not play in mixed teams beyond the Under 12s age group. Officers are of the opinion that the applicant is actively seeking to extend the offer sporting activities to the wider community with the introduction of Under 15s Rugby for girls.

Ref	Applicant	Project proposal	Funding requested
8.4	Chippenham Rotary and Inner Wheel Trust Ltd	Rotary Hall Kitchen Improvements	£5,000

8.4.1 Chippenham Rotary and Inner Wheel Trust Ltd – Award £5,000 towards Rotary Hall Kitchen Improvements, conditional upon the balance of funding being in place.

8.4.2 This application meets funding criteria 2012/13

8.4.3 This application demonstrates a link to the Community Plan “Increase support for community facilities and events”.

8.4.4 This application demonstrates links to Wiltshire Councils priorities in the Local Agreement for Wiltshire “We want to create local communities where people can easily meet and share a wide range of activities”.

8.4.5 Officers understand that a wide range of local community groups regularly use the hall, and it is also used for a variety of local events and activities.

8.4.6 Officers are of the opinion that this project will be of benefit to both current hall users and potential future users as it will increase capacity and improve facilities”.

Ref	Applicant	Project proposal	Funding requested
8.5	Sevington School Project Trustees	Sevington School Project	£10,000

8.5.1 Sevington School Project Trustees – Award £10,000 towards the Sevington School Project, conditional upon the balance of funding being in place.

- 8.5.2 This application meets funding criteria 2012/13.
- 8.5.3 This application demonstrates a link to the Community Plan “Increase support for community facilities and events and to encourage a range of cultural opportunities for both residents and visitors to the area”.
- 8.5.4 This project demonstrates links to Wiltshire Councils priorities in the Local Agreement for Wiltshire “Help local communities develop their own priorities and improvements”, “We help communities to help themselves”
- 8.5.5 Sevington Victorian School is comprised of the former school room and adjoining two storey house dating from 1848. In the garden behind the school there is a stone outbuilding with a stone tiled roof housing a wash house and lavatories.
- 8.5.6 Sevington Victorian School was in continuous use from 1848 until 1913 when the school was forced to close as the number of pupils was so low that it was no longer viable. The same school mistress had been in post from 1856 until 1913 and everything was left as it had always been when she locked the door for the last time in July 1913. When the school room door was opened in 1986, the school room was set out as it had been left 73 years earlier, providing an accurate representation of a small rural Victorian school room.
- 8.5.7 The Trustees work closely with Wiltshire Council as the Local Planning Authority to ensure that repairs and necessary works match those originally used. Indeed, the Senior Conservation officer has stated that the Sevington Victorian School, outbuildings and gardens make “A significant and positive contribution to the hamlet of Sevington by means of their scale, detail and location within the street scene.
- 8.5.8 The Senior Conservation Officer has provided a letter of support confirming that Wiltshire Council fully supports the application to the Sevington Victorian School Trustees application for funding from the Heritage Lottery Fund.
- 8.5.9 Officers are of the opinion that this educational charity provides a unique and valuable facility for the community area. Local school children have the opportunity to spend the day as a Victorian school child; dressed in costume and spending the whole day in role, enables them to immerse themselves in what it would have felt like to go to school in the Victorian era.
- 8.5.10 Several schools have provided letters and testimonials stating what positive and rewarding experiences they have had with their pupils, many taking away enduring happy memories of their visit. This is illustrated by the fact that local schools have the day trip to Sevington Victorian School as a regular annual feature in their annual curriculum.
- 8.5.11 Officers are of the opinion that Sevington Victorian School is a very rare resource and recommend that an exception is made to the normal maximum award of £5,000. An award of £10,000 will help to ensure that the good custody and upkeep of the school can continue and will be available for the benefit of many more in the future.

<b>Appendices:</b>	Appendix 1 grant application – Sport Chippenham CIC Appendix 2 grant application – Cherish Chippenham Appendix 3 grant application – Chippenham Rugby Football Club Appendix 4 grant application – Chippenham Rotary and Inner Wheel Trust Ltd Appendix 5 grant application – Sevington School Project Trustees
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No unpublished documents have been relied upon in the preparation of this report.

<b>Report Author:</b>	Victoria Welsh, Community Area Manager Tel: 01249 706 446 E-mail: <a href="mailto:victoria.welsh@wiltshire.gov.uk">victoria.welsh@wiltshire.gov.uk</a>
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## **Youth Advisory Groups Update - Roll out to all community areas**

The Wiltshire 11-19 Commissioning Strategy was agreed by Cabinet and the Wiltshire Children & Young People's Trust in September 2011. This included the implementation of a new local Youth Work Offer.

Part of the Wiltshire Youth Work Offer includes the formation of Youth Advisory Groups with standard terms of reference in each community area, led by young people. These groups will be linked to Area Boards and chaired by a young person under 25. Over 50% of the members will be under 19 years of age and the groups will play a key role in improving the coordination of positive activities for young people in local areas. This will involve encouraging partnerships that avoid overlap and fill gaps.

The groups will also be involved in planning and shaping local services from a young person's perspective. Furthermore they will help local young people know what opportunities and activities are available for them to access. Mechanisms will be established so that knowledge and ideas can be shared between the groups across the county.

Youth Advisory Groups have been piloted in four community areas since January 2012. The areas involved include Salisbury, Southern Wiltshire, Melksham and Malmesbury. The pilots have recently been evaluated and the learning is being used to inform the development of groups in other areas. It is expected that groups will have commenced in all community areas across the county by the end of October 2012.

- Youth Advisory Groups will be co-ordinated by staff from the Integrated Youth Service and supported by the Voice and Influence Team.
- An evaluation of the Youth Advisory Group pilots has been completed and an evaluation report is available on request. Young people who took part in the pilots were involved in the evaluation and explored what worked well and what did not work so well.
- Standard Terms of Reference for Youth Advisory Groups have been developed and updated following the evaluation. These are also available on request. There will be a minimum of six meetings per year, however the frequency of local meetings will be determined by community areas.
- In keeping with the commitment to localism, it will be up to individual community areas to decide upon the future of Community Area Young People's Issue Groups (CAYPIGs). Following the formation of Youth Advisory Groups in each community area some areas may decide to continue their CAYPIG, whilst others might prefer to disband it. Some areas may opt to

develop their local CAYPIG into a Youth Advisory Group. Either of these options is possible and it's important that decisions are made based on local needs.

***Next Steps***

- Area Boards and Town Councils are invited to appoint a representative to their local Youth Advisory Group.
- Area Boards and Town Councils are invited to consider how they might support and work in partnership with their local Youth Advisory Group.

***For further information please contact:***

James Fortune (Lead Commissioner, Children's Services)

T: 01225 713341

M: 07827309120

E: [James.Fortune@Wiltshire.gov.uk](mailto:James.Fortune@Wiltshire.gov.uk)



## **Update for Chippenham Area Board**

<b>Update from</b>	<b>Castle Combe Parish Council</b>
<b>Date of Area Board Meeting</b>	Monday 5 November 2012

### **Headlines**

- Following the problems again experienced at Japfest, several meetings with the organisers, Police, Highways and Circuit management are in course to ensure that next year's event does not see a repetition. Good progress has been made to date.
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- We shall be applying for a new footpath along the B4039 to mitigate the danger to Whitegates residents especially young children.
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### **Projects**

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### **Future Events/Dates for the diary**

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## **Update for Chippenham Area Board**

<b>Update from</b>	<b>CHRISTIAN MALFORD PARISH COUNCIL</b>
<b>Date of Area Board Meeting</b>	Monday 5 <sup>th</sup> November 2012

### **Headlines**

- The unexpected closure of the Rising Sun was raised in the Public Forum. The Parish Council fully support the retention of the Rising Sun as a public house and agreed to be represented on a small community group established to investigate the owner's intentions and to keep the village informed over any developments that may effect the future of his key village asset.

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- Speedwatch – The Metro Count on Station Road between 21<sup>st</sup> and 29<sup>th</sup> August demonstrated that the village qualifies to join in the Wiltshire Speedwatch initiative and also to have one of the Wiltshire Council speed indicator devices deployed for limited periods. Consequently, the Chippenham Area Transport Group (CATG) will formally consider the Parish Council's applications when it meets in November. Nine residents have already volunteered to join the scheme and be trained in the use of the monitoring equipment.
- In the meantime traffic monitoring will continue on the B4069, where the Parish Council have agreed to the installation of "village gateways" on the village approaches.

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- The Parish Council is currently progressing two new enquiries regarding the establishment of an allotments site in the village, both of which may have an advantage over several of the other sites under investigation, as they are more central to the village.

### **Projects**

- Recreation Ground Improvement Scheme - The Parish Council has confirmed with Wiltshire Council that planning permission will not be required before the improvement scheme proceeds. As result the project is now be progressed without further delay.

### **Future Events/Dates for the diary**

- Date of the next two Parish Council meetings – Tuesday 6<sup>th</sup> November and 4<sup>th</sup> December starting at 7:30pm. For more information go to [www.christianmalford.org.uk](http://www.christianmalford.org.uk)



## **Update for Chippenham Area Board**

<b>Update from</b>	<b>Grittleton Parish Council</b>
<b>Date of Area Board Meeting</b>	Monday 5 November 2012

### **Headlines**

- Parish Council to support Sevington Victorian School project

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- Councillor vacancy filled. Mrs Boo West co-opted as a Member of Grittleton PC.

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- Telephone box in The Street repainted

### **Projects**

- Potential measures to alleviate problems caused by vehicles parking on pavements.

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- Jubilee Oak Tree - Grittleton

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- Insufficient demand for a mobile library stop in Grittleton at the current time.

### **Future Events/Dates for the diary**

- Grittleton Parish Council – Monday 19<sup>th</sup> November – Village Hall.

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- Moviola – Grittleton. 31<sup>st</sup> October. “Salmon Fishing in the Yemen”.

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**Crime and Community Safety Briefing Paper  
Chippenham Community Area Board  
5<sup>th</sup> November 2012**



**1. Chippenham Neighbourhood Policing Team**

**Sgt:** Philip Connor

PC Sarah Pulman  
PC Paul Mcquillan  
PC Ash Jones (seconded)  
PCSO Barbara Young  
PCSO Ali Duncan,  
PCSO Toni Brown  
PCSO Aaron Rowe  
PCSO Helen Bray  
PCSO Linda Staples  
PCSO Claire Hannam  
PCSO Sarah Hardwidge  
PCSO Michelle Nears  
PCSO Will Taylor  
PCSO Val Wagstaff  
**Chippenham Rural Team**  
PC Emma Higgins  
PCSO Elizabeth Duncan

PC Rachel webb posted to Malmesbury

**2. NPTs - Current Priorities & Consultation Opportunities:**

Up-to-date details about Neighbourhood Policing Teams including team membership, current 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)

**3. Police Authority Representative: Chris Caswill**

Please contact via Wiltshire Police Authority Tel. 01380 734022 or <http://www.wiltshire-pa.gov.uk>

**4. Performance and Other Local Issues:**

On 12<sup>th</sup> September a crackhouse closure was ordered for the first time in Chippenham. The home in Cowleaze, which is owned by GreenSquare, was used for months as a meeting place for drug addicts and dealers. Class A-drugs, including heroin, crack cocaine, have been sold from the flat, and gangs from outside Chippenham were starting to use the property as well to deal drugs. In Partnership with Green Square and Chippenham NPT and Police

Dedicated Crime Team, a warrant was issued on that address at 8am. No one was in the flat at the time but kitchen cupboards were filled with new and used syringes and drug paraphernalia. A community Bus from Swindon was in Cowleaze during the day to give out information and reassurance to concerned residents. This was the first time the order, part of the Anti-Social Behaviour Act 2003, had been used in the Town. The Order allows the Closure of premises used in connection with Production, supply or use of class A drugs and which is associated with serious problems.

A teenage drug dealer arriving in Chippenham with a Stock of hard drugs to sell has recently been jailed for 4 years. Rico Corbin was already on bail for peddling heroin in the Town when he was spotted arriving on a train from Bristol by Chippenham Police Officers. When the male was arrested at the railway station he was found to have 40 wraps of crack cocaine and 39 of heroin with a street value of £1500. The male was first arrested back in April 2012 after being found with 10 wraps of heroin on him along with £225 in cash and when his mobile phone was searched it was found to have texts about drug dealing on it.

The Chippenham Pub Watch Scheme continues to be well supported by Licensees, meetings are held monthly and the Police attend every meeting to support the Licensees and share information with stake holders. I am pleased that most Licensees continue to take a robust stance against those within our community who think they can engage in alcohol related violence or crime. Decisions at the meetings are driven by the Licensees, and at the last meeting several people were banned from ALL pubs in Chippenham for a set period of time. The success of the Chippenham pub watch scheme has clearly had an impact in reducing alcohol related violence in the Town, most people know the consequences should they engage in alcohol related crime and or breach their ban contract. The Police will fully support responsible Licensees committed to running a professional business.

Many successes during the night time economy would not have been possible without the close working relationship with our partners, in particular Chippenham Town CCTV provide us with high quality footage during the late evening/early hours of Thursday, Friday and Saturday. Chippenham CCTV often direct officers to events unfolding and on one such occasion officers were directed by Town CCTV in September of a male who had been glassed outside the Brunel Pub, New Road, Chippenham. From the good work of Chippenham CCTV they directed officers to the offender who was arrested and later provided recorded evidence of the incident.

Chippenham Blues n Zuz Disco for 11-16 years olds will soon be resuming in Chippenham with the next Disco arranged at Jax Bar on the 9th of November. Jax Bar and the Police are keen to provide a safe environment for young persons to attend and have a good time but also reduce Anti-Social Behaviour during the weekend particularly on a Friday when the Disco is held. The Disco usually runs from 1930-2100 hours once a month. Chippenham Police are also keen for partner agencies to volunteer to help assist at the disco, so if interested please contact PCSO Sarah Hardwidge [sarah.hardwidge@wiltshire.pnn.police.co.uk](mailto:sarah.hardwidge@wiltshire.pnn.police.co.uk).



EP Chippenham	Crime				Detections	
	October 2010 - September 2011	October 2011 - September 2012	Volume Change	% Change	October 2010 - September 2011	October 2011 - September 2012
Victim Based Crime	2064	1913	-151	● -7%	22%	22%
Domestic Burglary	97	68	-29	● -30%	9%	9%
Non Domestic Burglary	153	179	26	● 17%	7%	3%
Vehicle Crime	207	214	7	● 3%	7%	7%
Criminal Damage & Arson	515	377	-138	● -27%	10%	17%
Violence Against The Person	380	351	-29	● -8%	45%	43%
ASB Incidents (Year to Date)	1278	1038	-240	● -19%		

Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Violence Against the Person in the previous 12 month period (September 2011 -August 2012) and have recorded the lowest

\* Detections include both Sanction Detections and Local Resolution

PS Phil Connor Chippenham NPT

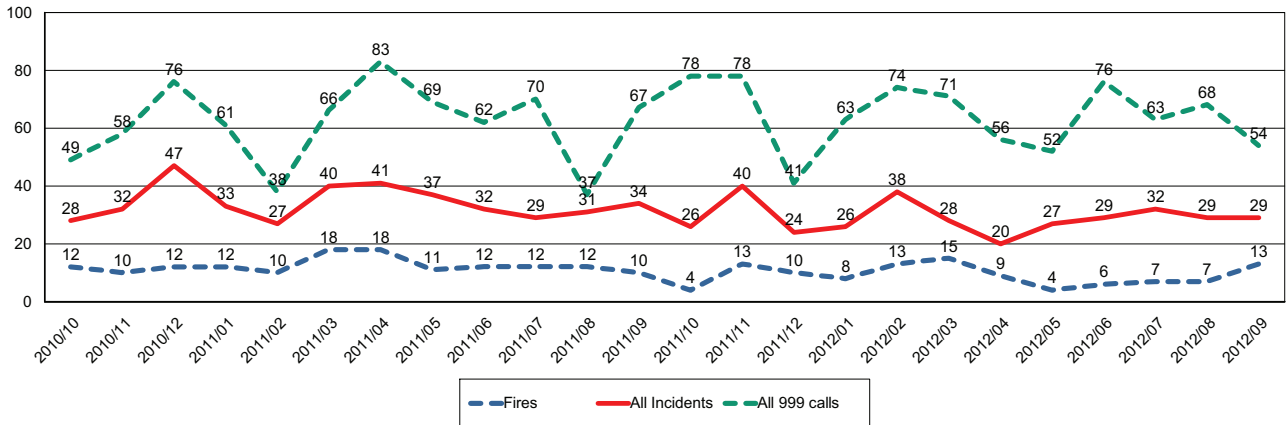




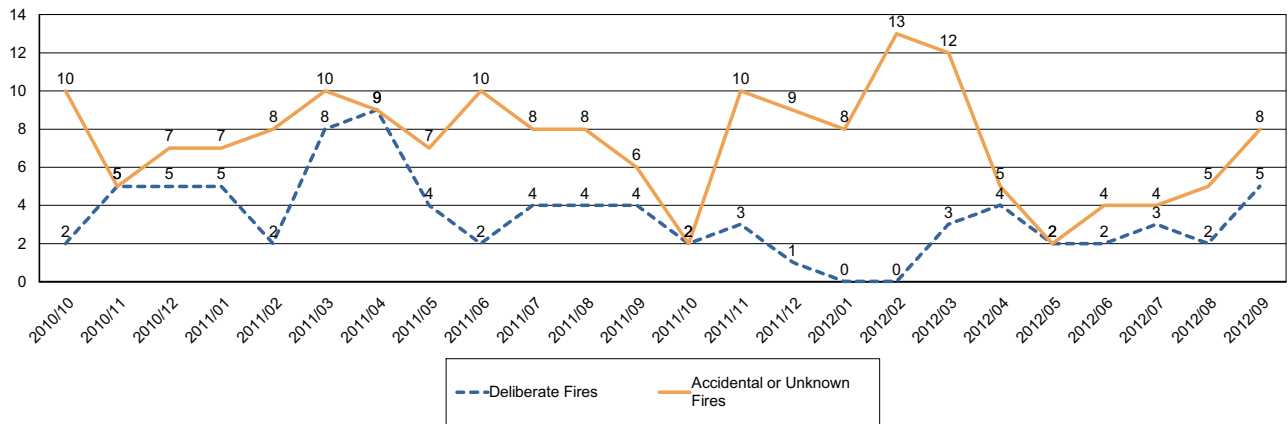
## Report for Chippenham Area Board

The following is an update of Fire and Rescue Service activity up to and including September. It has been prepared using the latest information and is subject to change.

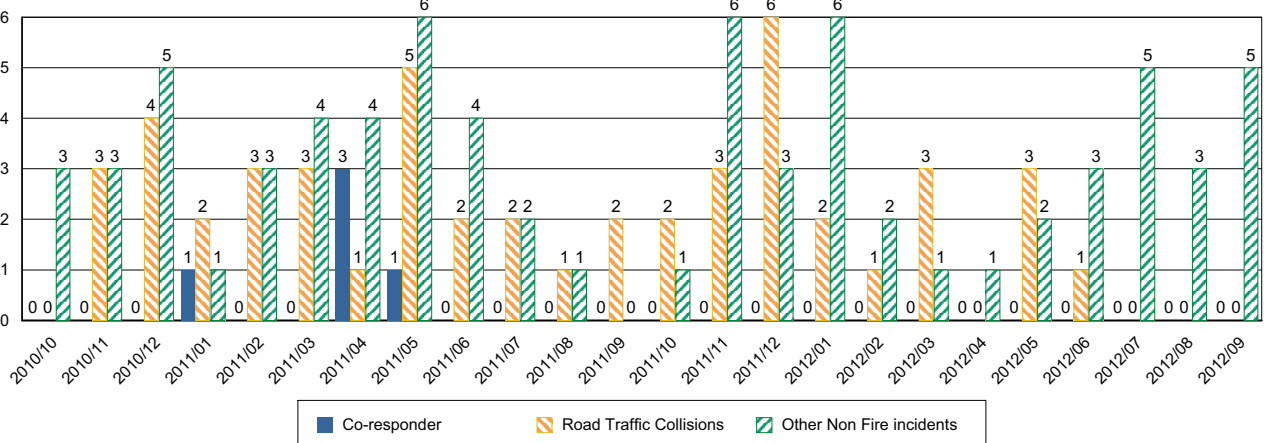
### Incidents and Calls



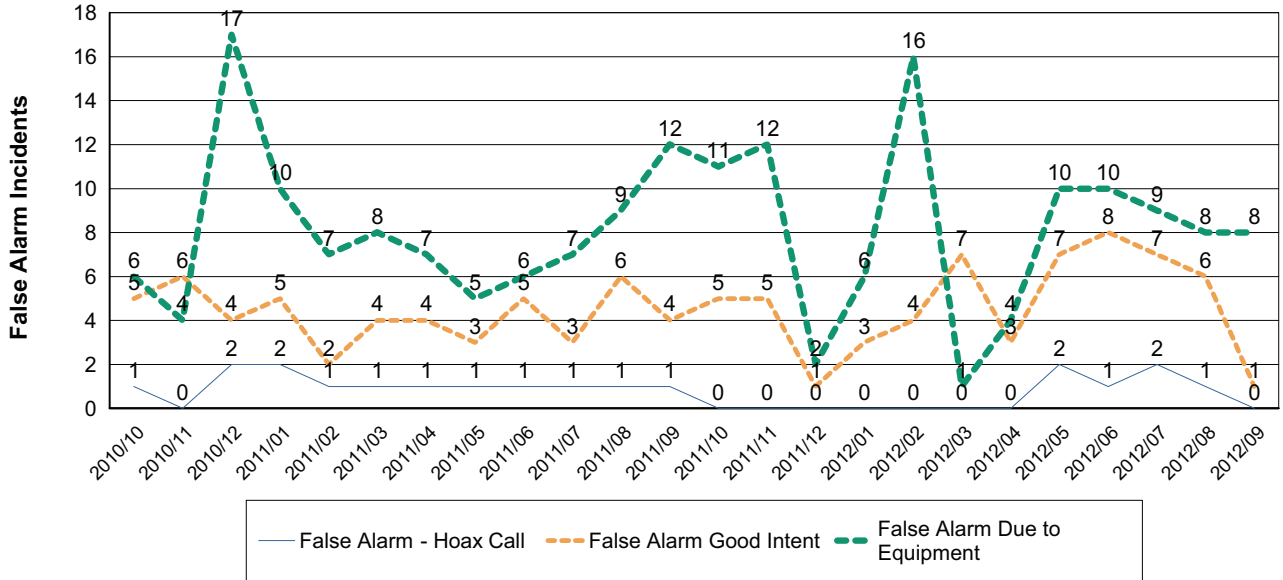
### Fires by Cause



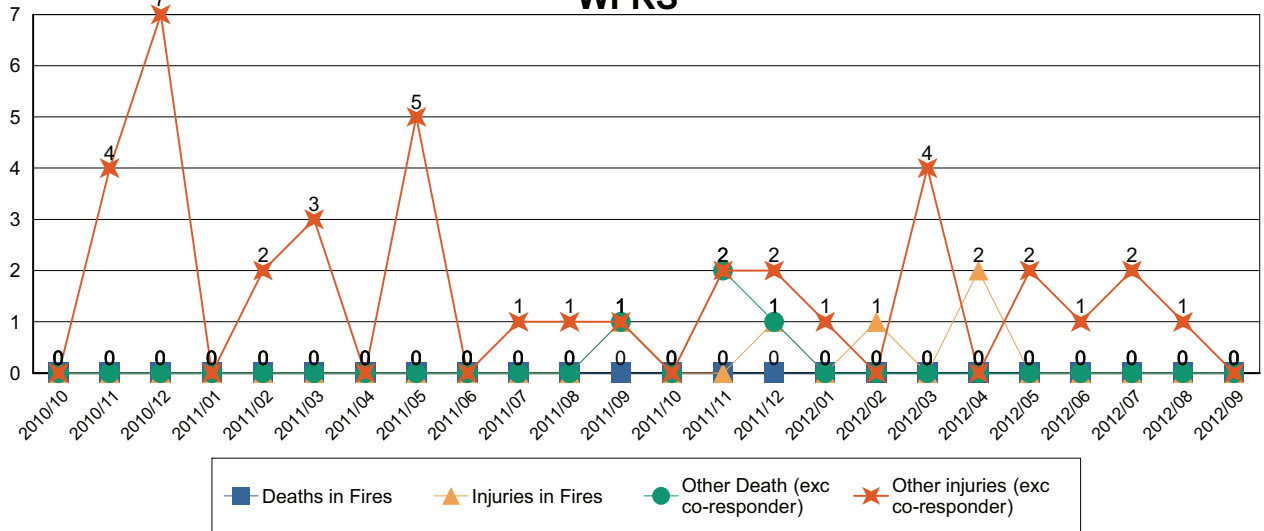
### Non-Fire incidents attended by WFRS



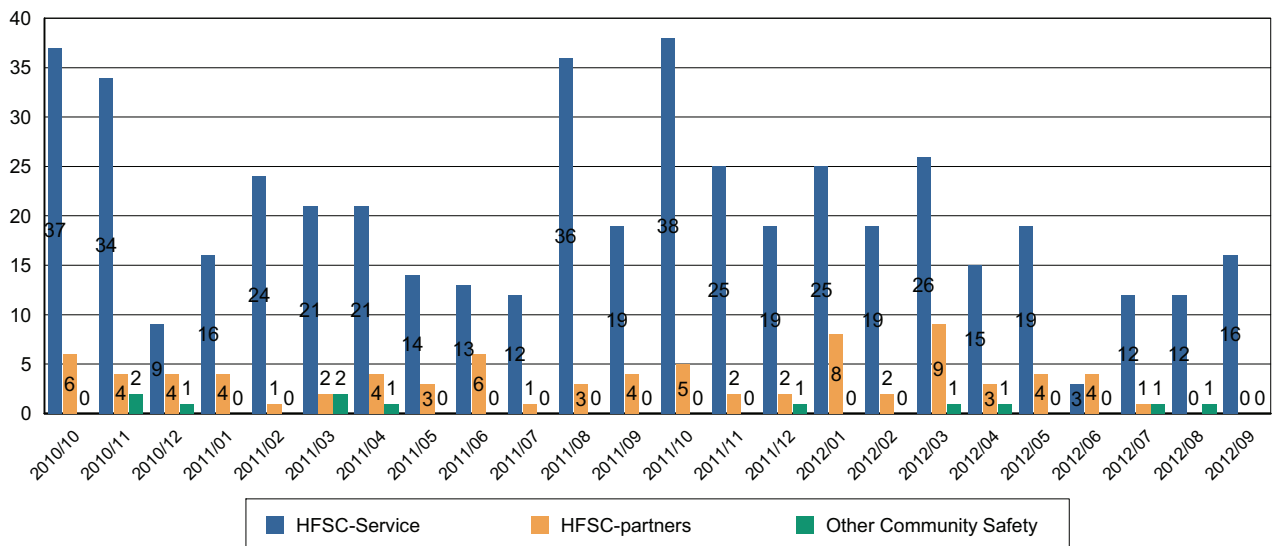
### Number of False Alarm Incidents



### Death & Injuries in incidents attended by WFRS



### Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

# Update for Chippenham Area Board

<b>Update from</b>	<b>Chippenham Campus Development Team</b>
<b>Date of Area Board Meeting</b>	5 <sup>th</sup> November 2012

## Overview

Chippenham campus consultation is currently underway and will run until 30<sup>th</sup> November. Consultation forms and a drop box will be available during the 5<sup>th</sup> November Area Board meeting for attendees to complete.

The Shadow COB has agreed to change the name of the group to the Campus Development Team (CDT) in order to highlight their focus on the Chippenham campus.

Key work for the consultation has been the main focus of the Chippenham shadow COB over the past few weeks with the formulation of a marketing and consultation plan that included presentations to Town and Parish councillors, linking with the Talk of the Town magazine, press releases and linking with social media to try and engage with the wider community.

The CDT has developed a number of different tools and methods to ensure the consultation hits as many different community members as possible. This has included the generation of QR codes that allow users to complete the questionnaire on their mobile phones, online questionnaires, forms and drop boxes at the library, town hall, heritage centre, Monkton Park and Olympiad and using the Wiltshire Councils communications trailer at strategic locations to allow members of the public to complete consultation forms. This is the first phase of the consultation plan and future work will include visiting local groups and visiting the community areas to ensure all members of the Chippenham community can complete the consultation forms.

Post consultation the CDT will be working on developing an initial working proposal that will come back to the area board in the new year that utilises all the consultation information that the CDT will have gathered. The CDT will be asking for the area board to consider and approve the working proposal in preparation for a second consultation to develop the working proposal further.

The CDT would like to thank the area board and the Town and Parish councils for their support during the consultation.

## Key Headlines

- Shadow COB name change to Campus Development Team (CDT)
- Development of consultation and marketing plan

## ***Update for Chippenham Area Board***

- Range of marketing methods has been used to advertise the campus and the consultation
  - Presentation to Town and Parish Councillors on the campus proposal
  - Development of a range of consultation methods to ensure views from as wider group as possible could be recorded.
  - Linking with partners within the town to ensure consultation materials are available across a variety of media
-

## **Update for Chippenham Area Board**

<b>Update from</b>	<b>IYS Chippenham Youth Work Team</b>
<b>Date of Area Board Meeting</b>	Monday 5 November 2012

### **Headlines**

- Wiltshire Youth Strategy - ongoing
- 

- Awaiting Integrated Youth Services new structure to see impact on local community based service.
- 

- Maintaining local provision in Bridge Centre ( Duke Of Edinburgh Award, Chillax Café, Skate shed), Riverbank ( bands, arts, dance and Bridging Project) and Outreach work.

### **Projects**

- Hardenhuish Woods project in partnership with Senior Countryside Ranger; aimed at NEET young people.
- 

- Chippenham Youth Advisory Group formally launched.
- 

- ‘MY World’ outdoor therapeutic personal development project in partnership with Rocks East Education Trust; aimed at vulnerable/ NEET young people.

### **Future Events/Dates for the diary**

- YAG dates – 17.10.12 9.30-11.30pm ( At Chillax café Bridge Centre)
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Please return completed form to Penny Bell, Democratic Services Officer, by 21 February  
email: [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk) tel: 01249 706613





## Update for Chippenham Area Board

Update from	Chippenham Partnership of Schools
Date of Area Board Meeting	Monday 5 November 2012

### Headlines

- Children's Farmers' & Craft Market Oct 5<sup>th</sup>. Enterprise project. 14 schools sold vegetables, chutney, jam, pumpkin muffins, felt crafts and cotton shopping bags and much, much more. Supported by Area Board. Profits back to school councils. Plans to repeat.

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- Self-harm consultations began in Chippenham on Oct 17<sup>th</sup>. Run by PCAMHS, with connection to Chippenham Multi-Agency Forum. Aim: support school staff, and others, in supporting children who self-harm

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- WC Safeguarding Children & Young People Task Group visit to Chippenham Multi-Agency Forum 18<sup>th</sup> Oct.

### Projects

- Deputies Group. Professional Development 'measuring impact' project. Project leads: Queen's Crescent & St. Mary's. Next meeting scheduled for Nov 30<sup>th</sup>.

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- Governor training event. 23<sup>rd</sup> October. Focus - *Future OFSTED inspections: implications for governing bodies*

### Future Events/Dates for the diary

- Chippenham Children and Young People's Parliament. Nov 14<sup>th</sup>. 1-2.30pm. Council Chamber, Monkton Park.

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- 'Chippenham Commissioning Conversation'. Nov 13<sup>th</sup>. 9.30-12.30. Stanley Park. Focus: *Adult Mental Health and trauma*

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- Managing Challenging Behaviour Forum. Nov 15<sup>th</sup>. St. Nicholas School 3.30-4.30pm



<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>5<sup>th</sup> November 2012</b>
<b>Title of Report</b>	<b>Skatepark Task Group Report</b>

## **Purpose of Report**

To ask Councillors to note the following progress report from the Chippenham Skatepark Task Group.

## 1. Background

- 1.1. Young people in the community area have been actively campaigning for a new Skatepark since the removal of the previous facility in 2001.
- 1.2. Chippenham Community Area has the largest population of the 18 Community Areas within Wiltshire Council but despite this, is one of the few towns without a Skatepark.
- 1.3. The provision of a Skatepark in Chippenham is a priority in the Community Plan.
- 1.4. The Task Group is cogniscent of the negative history with the previous steel constructed facility installed in Monkton Park by North Wiltshire District Council.
- 1.5. Following the formation of the Skatepark Task Group in November 2010, approximately 20 sites were considered on land owned by Wiltshire Council, land owned by Chippenham Town Council and land in private ownership.
- 1.6. The Task Group found most unsuitable for a variety of reasons e.g. Risk of flooding, landowner declined permission, too remote, overhead cables etc
- 1.7. The Task Group has not overlooked the occasional use of the River Island site for events and activities, most notably the well established Folk Festival. Having consulted with contractors, a facility could be designed to accommodate and convert the space for temporary staging, seating etc
- 1.8. The Task Group is aware of potential plans being discussed by Chippenham Vision and Cherish Chippenham for this area. The Task Group is confident that a well designed Skatepark facility could enhance the plans and need not have a detrimental impact
- 1.9. The Task group agreed that River Island is the most suitable site for a Skatepark for the following reasons:
  - a. It is a central location
  - b. Informal supervision (i.e. people using the area) will limit opportunities for anti-social behaviour
  - c. It is situated near to The Olympiad Leisure Centre which is entirely appropriate for an outdoor sporting facility
  - d. It will have good access to toilets, refreshments, first aid etc
  - e. It is situated close to the town centre which may well bring economic benefits to local shops in the High Street
  - f. The Neighbourhood Police Team is now based at Monkton Park Offices, regularly patrol in the area and support the site in principle
  - g. The Integrated Youth Service now has a Youth Worker Team based in the Olympiad an outreach service which will be well placed to engage and support users of the site and work with other young people it may attract.
  - h. Chippenham Children's Parliament identified Monkton Park as the best site for a Skatepark

- i. A new redesigned Skatepark will be of concrete construction and will reduce noise levels significantly and mitigate against noise issues that were a problem with the previous steel construction Skatepark installed by NWDC
- j. The wheels on Skateboards, scooters and in line skates have developed significantly in the last decade and also reduce the noise issues experienced in the past
- k. There is good access to the site for emergency services and construction crew
- l. Car parking and good access by public transport (bus and train), good, safe access by foot (easy to avoid busy roads and road crossings)

1.10. An indoor facility has been considered and in the opinion of the Task Group should not be pursued instead of an outdoor facility. Ideally the group would wish to see both indoor and outdoor options in Chippenham as is the case in other areas. The group does not view an outdoor facility as in conflict with an indoor offer, it is viewed as complementary.

1.11. Indoor Skateparks require ongoing running costs for resources, heating, lighting, maintenance and qualified staff. There is no identified budget for this.

1.12. Indoor Skateparks will inevitably exclude some users unable to afford entrance fees.

1.13. The Task group is focussing on an outdoor facility on the River Island Site which it is confident will provide:

- a) Free access to everyone wishing to use it
- b) A key facility for a large number of young people
- c) Encourage healthy outdoor physical activity
- d) It would help to move skaters (skaters, scooters etc) away from public car parks and other public sites thereby reducing conflict with other members of the public
- e) A well designed park of concrete construction can enhance a public area as well as providing a resource for those involved in the sport. It would provide a focus for skaters that presently skate in/on areas for which they are not designed.
- f) A well designed and sited Skatepark provides a safe place for young people to go, meet with others of a similar interest. It helps foster a sense of identity, culturally, geographically and personally
- g) A well designed facility will enable the space to continue to be used for other occasional events and activities
- h) Concrete Skateparks offer designers the opportunity of engineering the facility into the landscape. Bunding that flows with the contours of the facility can create an aesthetically pleasing public space and something that people can be proud of
- i) It helps to create a positive relationship with and between young people contributing to local social capital and social cohesion. It contributes to a sense of self worth by recognising and responding to the needs of young people
- j) It can have economic benefits for the town centre as users are likely to purchase refreshments in the town, and parents may be encouraged to shop in town whilst their children play
- k) It contributes to a reduction in anti-social behaviour by focussing energy and attention into a more productive and rewarding outlet

- l) Young people of Chippenham have actively campaigned for the facility. Responding to their request would encourage their engagement and participation in developing their community.
- m) It would contribute to a reduction in travel to other towns to access appropriate facilities.

1.14. At the Area Board meeting on 9<sup>th</sup> January 2012 the Area Board agreed to support the following recommendations made by the Skatepark Task Group:

- a. Chippenham Skatepark Task Group to formally ask Chippenham Town Council to consider whether they have any objections to a public consultation exercise to install a concrete construction Skatepark in Monkton Park.
- b. Consultation to include a public meeting specifically for residents adjacent to the proposed site and consultation with the wider community area.
- c. Acoustic guidance from the Public Protection Team will be followed and a comprehensive noise impact assessment will be commissioned

<p><b>Background documents used in the preparation of this Report</b></p>	<ul style="list-style-type: none"> <li>• Minutes of Chippenham Area Board meeting 9<sup>th</sup> January 2012</li> <li>• Chippenham Town Council Amenities Committee minutes 14<sup>th</sup> March 2012</li> </ul>
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## 2. Progress update

2.1. The Task Group has proceeded in accordance with this decision and provided an update at every Area Board meeting.

- a. Chippenham Town Council Amenities Committee formally responded following their meeting on 14<sup>th</sup> March 2012 to confirm the following: *Recommendation that: The Head of Service Delivery responds to Chippenham Area Board via the Skatepark Task Group, confirming that Chippenham Town Council has no objection to a public consultation exercise being undertaken to install a concrete construction Skatepark in Monkton Park.*
- b. The initial phase of consultation began with an article in the “Talk of the Town” newsletter published by Chippenham Town Council and an on line survey: <https://www.surveymonkey.com/s/ChippenhamSkateparkSurvey> Residents have been invited to indicate whether they support the proposed site of River Island.
- c. Noise Assessment was commissioned from an independent company MACH Acoustics. Guidance and advice from Senior Officers in the Public Protection team was followed.

- 2.2. At the request of the Task Group, the Noise assessment has been scrutinised by Senior Officers in the Public Protection Team. The existing noise report lacks clarity. A clearer report has therefore been requested, to solely assess the River Island site which, in the professional opinion of Public Protection, will not adversely impact on residential amenity.”
- 2.3. The Chairman of the Task Group and a Senior Public Protection Officer met with a local resident at his request to address concerns raised. The resident did not accept reassurance that the proposed site of River Island would not have an adverse impact upon amenity or cause statutory nuisance.
- 2.4. The Task Group is confident that the guidance received from Professional Officers in the Public Protection Team & Independent Acoustics experts is accurate.
- 2.5. The Task Group agreed that in view of the past history with the Monkton Park site, a final further Noise Survey would be commissioned at No. 40 Sadlers Mead. It was felt that this would illustrate the efforts of the Task Group to be open and transparent and would reinforce earlier findings.
- 2.6. The Task Group agreed that response to queries must be proportionate and no further exceptions should be made. Any subsequent queries should be addressed through the Planning process.

### **3. Next steps**

3.1. The additional noise survey has been commissioned and a new report requested

3.2. A public meeting has been scheduled for Monday 26<sup>th</sup> November, 7pm, Monkton Park Offices. The meeting will include the following:

- a) To give an overview of the work of the Task Group
- b) Presentation of noise assessments results
- c) Results of the survey/consultation
- d) Experts available to answer questions
- e) Provide reassurance about proposed site
- f) Provide potential design options to enhance the area and enable the space to continue to be used for other activities on occasion (e.g. Folk Festival)
- g) Discuss concerns
- h) Opportunity to hear all views; those who support the site and those who do not
- i) An opportunity for young people to comment

j) To outline the next phase which potentially will include a recommendation to the Area Board to proceed with:

- i. Consultation on potential design
- ii. Apply for Planning Permission. This will of course be carried out with the normal rigour and provide an opportunity for those with outstanding concerns to raise them

<b>Appendices:</b>	<b>None</b>
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No unpublished documents have been relied upon in the preparation of this report.

<b>Report Author</b>	Chippenham Skatepark Task Group
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## Wiltshire Involvement Network (WIN)

### Report to Wiltshire Area Boards

September 2012 to November 2012

WIN is one of a nationwide system of Local Involvement Networks (LINKs) set up under the *Local Government and Public Involvement in Health Act 2007* to listen to the concerns of local people, community groups and organisations about their health and social care services. They all want to see these services change for the better. By sharing your views and experiences of health and social care in Wiltshire, you can help influence how services are planned and run. The work that WIN has carried out from September to November 2012 is set out below:

- The WIN Outreach Group met twice to discuss its work plan and arrangements for representing WIN at all area board meetings. A draft response to the Care and Support Bill consultation was also discussed. Final preparations were also discussed for the WIN 'Carers and Services that help people to live at home' event that will take place on the 19<sup>th</sup> October in Salisbury
- The WIN Officer attended the Regional LINKs meeting in Taunton to hear updates from NHS South West and the Local Government Association on LINK legacy and handover documents, the Equality Delivery System and information about how other Local Involvement Networks across the region are coping with the transition into Healthwatch.
- The WIN Chair, Phil Matthews, attended a meeting of Wiltshire Council's Shadow Health and Wellbeing Board, on which he represents WIN. He also represents WIN on Wiltshire Council's Health and Social Care Select Committee.
- Following two informal Enter and View visits to Athelstan House, Malmesbury, and Hungerford House, Corsham, which took place in July, full reports have been written and shared with the commissioners, providers and regulators of both services. Copies of the report can also be found on the WIN website. (WIN has the statutory power to enter and view any health or social care facility in Wiltshire.) A programme of unannounced visits is now being planned to other care homes across Wiltshire. WIN works closely with the CQC to ensure health and social care premises meet the required standards.
- During the period WIN members and staff attended the following events to promote the work of WIN and to listen and engage with members of the public to establish issues and concerns from around the county:
  - Wiltshire and Swindon Users' Network Annual General Meeting
  - Wiltshire Equality Network – Mental Health – Ensuring Positive Outcomes event
  - Carer Support Wiltshire Annual Review meeting
  - Wiltshire Patient Participation Group Forum
  - CCG Stakeholder Assembly
  - Voluntary Sector Assembly
  - AWP – Moving Forward Together Event

- Housing Tenants Open Day in Salisbury
- Age UK Wiltshire Annual General Meeting
- WIN, the Wiltshire and Swindon Users' Network and Wiltshire Council are committed to transforming how blind, partially sighted and visually impaired people are supported. With this in mind a series of workshops has been organised to help us to define:
  - What works really well within the current services on offer?
  - What needs to change within the current services?
  - What are the key issues and priorities for developing services?

A final list of recommendations will be taken forward for discussion with the Council, NHS Wiltshire and the Clinical Commissioning Group as to how services can be developed or enhanced in the future. For more information contact us.

- WIN has been working closely with Wiltshire Council's Help to Live at Home service and Carers Support Wiltshire to promote services available for people to help them to live safely and longer in their own homes. An information and promotion event took place at the end of May in Devizes which saw 100 people receive updates from Wiltshire Council, Carers Support Wiltshire, Youth Action Wiltshire, Age UK Wiltshire, Wiltshire Medical Services and Mediquip. WIN received some extremely positive feedback from attendees. WIN was asked by Wiltshire Council to replicate the event in Salisbury to ensure that the information was promoted as widely across Wiltshire as possible. The event in Salisbury will take place on Friday 19<sup>th</sup> October at the City Hall.
- The WIN Healthwatch Implementation Task Group met with a representative from Wiltshire Council to be updated on the progress of Healthwatch Wiltshire.
- The WIN Chairs met with the Wiltshire and BANES Compliance Inspector for the Care Quality Commission (CQC) to share information and discuss issues of concern. These meetings take place on a bi-monthly basis and enable WIN to have open and clear communication with the CQC.

A report of all meetings attended by members and staff is produced and shared with the wider membership and published on the WIN website.

Dates for your diary:

Friday 19<sup>th</sup> October – WIN 'Carers and Services that Help People to Live at Home' Event, Salisbury

Wednesday 7<sup>th</sup> November – First Vision Ahead workshop, Devizes

Wednesday 14<sup>th</sup> November – WIN Public Meeting (hospital and community discharge), Melksham

For more information on the above meetings or if you would like to be involved with WIN, or find out what our future plans are contact us on 01380 871800, [winadmin.wsun@btconnect.com](mailto:winadmin.wsun@btconnect.com) or find us online at [www.wiltshireinvolvementnetwork.org.uk](http://www.wiltshireinvolvementnetwork.org.uk)

<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>5<sup>th</sup> November 2012</b>
<b>Title of Report</b>	<b>Local Transport Plan – Small Scale Transport and Highway Improvement Schemes</b>

## **Purpose of Report**

To ask the Chippenham Area Board to consider and approve the recommendations from the Chippenham Community Area Transport Group (CATG) outlined in this report:

1. To approve the list of schemes recommended for prioritisation in 2012/13 (see Appendix 1)
2. To approve the list of schemes recommended for retention and further consideration in 2012/13 (see Appendix 2)
3. To approve the list of requests recommended for removal (see Appendix 3)
4. To approve the deployment of the Speed Indicator Device (SID) allocated to the Chippenham Community Area to 1 additional new sites (see Appendix 4)

## 1. Background

1.1. In 2012/2013 the 18 Area Boards were again allocated a discretionary budget of £250,000 to involve them in the assessment and selection of small scale transport schemes to be progressed in their community areas. Chippenham Area Board was allocated £18,087.

1.2. A balance of £1,578 was carried forward from last year, together with a contribution of £19,900 from the Area Board's 2011/12 budget, giving a total of £39,565 for 2012/13.

1.3. On 5<sup>th</sup> March 2012, the contribution of £19,900 was allocated to 3 schemes :

Malmesbury Road, Chippenham	Upgraded lighting and high friction surfacing to improve pedestrians safety at zebra crossing on the Malmesbury Road (near St Paul's Church Hall)	£8,000
Kington St Michael Road, Kington Langley	Upgrade existing footway and make safe for pedestrians	£6,900
Pedestrian accessibility	To provide improvements to dropped kerb provision in the community area, following a prioritisation exercise to be carried out by the CATG with Town & Parish Councils	£5,000

1.4. The Chippenham Area Board Highways Funding balance for 2012/13 is **£19,665**.

1.5. At the Chippenham Area Board meeting on 9<sup>th</sup> July 2012, funding of **£8,650** was allocated leaving a Chippenham Area Board Highways Funding balance of **£11,015**.

1.6. One of the schemes allocated funding on 9<sup>th</sup> July; Lowden Tunnel (Community Issue 2062) was not awarded funding from the Substantive Highways Budget. This scheme will not therefore proceed at this time. The funding allocation of £5,000 has been rescinded and returned to the Chippenham Area Board Highway Funding resulting in a Highways Funding balance of **£16,015**.

1.7. If funding is awarded in line with CATG recommendations outlined in this report, Chippenham Area Board will have a Highways Funding balance of **£13,722**.

1.8. This funding allocation is for capital funding and can only be used to provide new and improved infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.

1.9. Chippenham Area Board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues /schemes with the support of highways officers and make recommendations to the Area Board.

1.10. The means by which the public, Town and Parishes can identify issues for consideration to the Chippenham CATG is via the Community Issues system.

- 1.11. Representatives from Town & Parish councils and members of the public are welcome to attend meetings where there are issues under discussion relevant to their community. Please contact your Community Area Manager Victoria Welsh should you wish to attend to ensure that numbers can be accommodated:  
[victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@wiltshire.gov.uk)
- 1.12. Chippenham CATG is scheduled to meet 4 times in 2012 on 20<sup>th</sup> February, 21<sup>st</sup> May, 20<sup>th</sup> August and 19<sup>th</sup> November
- 1.13. Summaries of Chippenham CATG meetings are made available on the Chippenham Area Board web pages of the council's website to enable information to be readily available to Town and Parish councils and the wider community.

## **2. Recommendations from CATG**

- 2.1. To approve the list of schemes recommended for prioritisation in 2012/13 - see Appendix 1
- 2.2. To approve the list of schemes recommended for retention and further consideration in 2012/13 - see Appendix 2
- 2.3. To approve the list of requests recommended for removal - see Appendix 3
- 2.4. To approve the deployment of the Speed Indicator Device (SID) allocated to the Chippenham Community Area to 1 additional new sites - see Appendix 4
- 2.4.1. A Speed Indicator Device (SID) is a portable temporary sign with a variable display that detects and displays the speed of an approaching vehicle. The role of a SID is:
- To raise awareness of vehicle speeds
  - To educate driver behaviour
  - To support other measures of speed control such as safety cameras and Community Speed Watch (CSW)
  - To highlight speeding issues where direct measures cannot be used
- 2.4.2. SID's are deployed on a temporary basis and are generally erected at a site for 14 days. They are used at:
- Community concern sites in a rolling programme of deployment
  - Community Speed Watch (CSW) sites where CSW volunteers have highlighted a persistent speeding problem
  - Sites where night time traffic speeds meet the CSW criteria.
- 2.4.3. Chippenham Area Board has one 'SID' to be issued The Area Board will be asked to identify which sites in their area are priorities and put forward a programme of deployment. Area Boards will be encouraged to review, amend, or add new sites to the deployment programme. This will take place not less than every 6 months. The SID will not normally return to monitor a site within 3 months of the previous visit.
- 2.4.4. New requests may come from members of the public or Town and Parish Councils via the Community Issues system. The Community Area Manager (CAM) will collate requests and initiate the site assessment process.

### 3. Environmental & Community Implications

3.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

### 4. Financial Implications

4.1. All decisions must fall within the Highways Funding allocated to Chippenham Area Board.

### 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

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

<b>Appendices</b>	Appendix 1 – Chippenham CATG Schemes recommended for prioritisation in 2012/13 Appendix 2 – Chippenham CATG Schemes recommended for retention and further consideration in 2012/13 Appendix 3 - Chippenham CATG Requests recommended for removal Appendix 4 – Speed Indicator Device (SID) Deployment
<b>Report Author</b>	Victoria Welsh, Community Area Manager Tel: 01249 706 446 E-mail: <a href="mailto:victoria.welsh@wiltshire.gov.uk">victoria.welsh@wiltshire.gov.uk</a>

## Chippenham CATG – Schemes Recommended for Prioritisation 2012/13

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Sheldon Road, Chippenham	Chippenham	1591	Improve pedestrian safety under the bridge on Sheldon Road	<p>Highways engineers have assessed. It is not possible to extend the pathway. Installation of a footway may increase bridge strikes as tall vehicles are sent through under the bridge off centre.</p> <ol style="list-style-type: none"> <li>1. Directional lighting could be considered</li> <li>2. Low level kerbing and post and rail could be installed to separate pedestrians from vehicles</li> <li>3. Lines and adding a warning message on the road could be repainted.</li> </ol> <p>Highways officers to provide a quote for a topographical survey and scheme to be drawn up for the prepare proposal for next CATG meeting</p> <p><b>MR</b> to deal with this issue</p> <p>Estimated costs £1,250</p> <p><b>Actual cost £1,094</b></p>
New Road, Chippenham	Chippenham	2087	Improve safety at pedestrian crossing	<p>Proposal to erect warning sign on approach and "SLOW" marking on road. Estimated cost £782</p> <p><b>Actual cost £1199</b></p>

## Chippenham CATG – Schemes Recommended for Prioritisation 2012/13

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Cuttle Lane, Biddestone	Biddestone & Slaughterford	2407	Design changes to junction	<p>Highways Engineers propose that the grass area is removed and the junction squared off to address speed. As this will be a major scheme, a bid to the Substantive Fund would be required in 2013/14.</p> <p><b>MR</b> to provide future CATG with more details            Costs to be confirmed</p>



## Chippenham CATG – Schemes recommended for retention and further consideration

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Tor Hill, Kington St Michael	Kington St Michael	1099	Footpath required on Tor Hill	Rights of Way Team are dealing with this matter. CATG to be kept informed.
Fowlswick Lane, Allington, Chippenham Chippenham Without	Chippenham Without	1175	Traffic calming	Parish Council is not in favour of limiting vehicle access. CATG requested Highways Officers prepare a proposal for traffic calming <b>MR</b> to contact the signing & lining team and will prepare proposals for the next CATG meeting.
Pew Hill, Langley Road, Saxby Road Chippenham	Chippenham	1762	Rumble bands across the road within the appropriate distance of the roundabout, on the Sutton Benger side	Speed limit extended March 2012. Assessed by Highways Engineers who advise that rumble strips may not be appropriate and suggest as an alternative slow markings and yellow bands Highways officers will prepare proposal for:  <ol style="list-style-type: none"> <li>1. Lining improvements</li> <li>2. To increase the size of the centre circle of the mini roundabout</li> <li>3. To paint additional “SLOW” markings on road</li> </ol> <b>MR</b> to provide proposal and costings for next CATG meeting

## Chippenham CATG – Schemes recommended for retention and further consideration

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
River Street/Borough Parade Car Park Chippenham	Chippenham	1790	Install bollards River Street pedestrian thoroughfare Revelation Bookshop end	Councillor Douglas is discussing the possibility of the Bookshop owners erecting a sign on their wall. <b>BD</b> to report back to next CATG
Lowden Tunnel, Chippenham	Chippenham	2062	Pedestrian safety	<p>See archive issue 478</p> <p>Shuttle working signals with a demarcated area for pedestrians with the possibility of a footway to be constructed within the tunnel would cost an estimated minimum £50,000.</p> <p>It is unlikely that priority for this sort of spending at this location will be given considering there are other sites with known accident records still to be addressed.</p> <p>CATG request that Chippenham Area Board consider allocating £5,000 towards this scheme with a view to submitting a bid to the Substantive Highways Funding for the balance of the costs</p> <p>Chippenham Area Board approved the above funding allocation 9th July 2012.</p> <p>The bid to the Substantive Highways Fund for the remainder of the funding was not successful as it was not considered a priority.</p> <p>The funding allocated is rescinded and returned to the Chippenham Highways Fund.</p>

## Chippenham CATG – Schemes recommended for retention and further consideration

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
				<p>Network Rail is not in favour of lighting attached to the underside of the tunnel.</p> <p>Highways Officers propose directional street lighting on either side of the tunnel</p> <p>Consultation with local residents will be required.</p>
Bristol Road, Nr Bumpers Farm entrance, Chippenham	Chippenham	2191	Review speed of traffic and speed limit	<b>VW</b> Repeat of Metro Count to be requested
Spanbourn Avenue, Chippenham	Chippenham	2360	Request for pedestrian crossing	To be considered in School Travel Plan. <b>MR</b> will assess and report back to next CATG meeting

## Chippenham CATG – Schemes recommended for retention and further consideration

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
A420, Ford/North Wraxall	North Wraxall/Ford	2411	<p>Additional measures to support Community Speedwatch:</p> <ol style="list-style-type: none"> <li>1. Cut back overgrown shrubs</li> <li>2. Extend double white lines</li> <li>3. Additional repeater speed signs</li> <li>4. Village Gateways installed</li> </ol>	<ol style="list-style-type: none"> <li>1. Overgrown shrubs cut back</li> <li>2. Double white lines cannot be extended unless visibility criteria is met</li> <li>3. Additional repeater signs can be added</li> <li>4. Village Gateways – Community Speedwatch team is considering applying for a Community Area Grant to install these*</li> </ol> <p>* A comment has been received from another parish querying the use of Village Gateways. There doesn't appear to be any evidence that the gateways reduce speed and some feel they clutter the countryside.</p> <p>Highways officers advise that the gateways are popular and parishes where gateways have been installed are very happy with them and are confident they have made a difference to speeding traffic.</p> <p>Highways Engineers recommend consideration is also given to ladder markings to deter speed. MR to draw up proposals for the next CATG meeting</p>

## Chippenham CATG – Schemes recommended for retention and further consideration

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
St Lukes Drive junction with Rowden Hill, Chippenham	Chippenham	2412	Traffic lights or a roundabout to assist cars turning right	Highways Officers to carry out an assessment and provide the CATG with a proposal.  <b>MR</b> to update the next CATG meeting
Hill Corner Road, Chippenham	Chippenham	2438	Traffic calming measures	<ul style="list-style-type: none"> <li>• Proposals in the Core Strategy include a new link road which will have an impact upon this issue.</li> <li>• A Metro Count will be requested</li> <li>• MR to assess and advise the next CATG meeting</li> </ul>
Primary School, Grove Lane, Kington St Michael	Kington St Michael	2467	Traffic speed in Grove Lane near primary school: <ol style="list-style-type: none"> <li>1. Signs to warn drivers of school &amp; children crossing</li> <li>2. Movement of 30mph signs beyond the playground</li> <li>3. Traffic calming</li> </ol>	This road is included in the C Class review. Highways Engineers to assess and advise at teht next CATG meeting  <b>MR</b> will update the CATG at the next meeting



## Chippenham CATG - Highways Improvements Requests Recommended for removal

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Reason for removal
St Peters Close, Chippenham	Chippenham	1756	Resurface residential road	This is not a matter for CATG this is a maintenance issue. This road is on the list for consideration n 2013/14
Junction at Lowden Road & A4	Chippenham	1881	A roundabout or traffic lights installed - although there already is a pedestrian crossing with traffic lights near the Hungry Horse	New schemes have recently implemented in this area. Highways engineers have reviewed and do not recommend any further schemes at this time.
Henn Lane between The Courtyard and The New Inn public house Seagry	Seagry	1848	Provision of safe footway in Henn Lane between The Courtyard and The New Inn public house.	Highways officers have carried out an initial assessment. The lane is very narrow and overhead cables are present. Highways Officers liaised with Seagry Parish Council and report that unfortunately there is no prospect of success to address this matter due to the narrowness of the lane.
Brook Street, Chippenham	Chippenham	2024	Remove Bus shelter due to unsightly graffiti and Anti Social Behaviour	<p>This matter was referred to Streetscene Team and the cleaning team have been to remove graffiti.</p> <p>Anti social behaviour monitoring forms issued to other residents have generated little response. Local NPT officers have targeted the area with frequent patrols but no incidents have been witnessed. The police will continue to patrol as frequently as possible.</p> <p>Informal consultation has been carried out and local people stated that they valued the bus stop</p>

## Chippenham CATG - Highways Improvements Requests Recommended for removal

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Reason for removal
				<p>and would not wish to see it removed.</p> <p>The CATG has a very large list of Highways Improvements Requests to consider and a very modest budget to allocate. The CATG has to ensure that the limited budget available is targeted at transport improvements that are affordable, feasible and will deliver benefits to as many people as possible within the community. The requests are considered by the CATG members with guidance from Highways officers and the group makes recommendations to Chippenham Area Board:</p> <ol style="list-style-type: none"> <li>1. Schemes considered to be high priority are recommended for funding allocation</li> <li>2. Schemes considered to be low priority are recommended for removal from the list</li> </ol> <p>Community Issue 2024 does not appear to have wide support and was considered to be a low priority. The CATG did not anticipate that it would recommend funding for either new bus shelters or maintenance of existing shelters in future.</p>



## Chippenham CATG - Highways Improvements Requests Recommended for removal

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Reason for removal
St Peters School, Frogwell, Chippenham	Chippenham	2218	Reduction of speeding vehicles	<ul style="list-style-type: none"> <li>Details of the specific location have been requested but not forthcoming. It is not possible to proceed without these details.</li> <li>Chippenham Town Council does not support this request.</li> </ul>
Derriads Lane, Kensington Way & Kings Avenue, Chippenham	Chippenham	2219	Reduce speeding on roads between Derriads Lane and A350 (Kensington Way and King's Avenue) despite 20MPH limit and 30MPH limit on Derriads Lane.	<ul style="list-style-type: none"> <li>Metro Counts are not carried out in 20mph zones.</li> <li>Chippenham Town Council does not support this request</li> </ul>
The Causeway, Nr Three Crowns Public House, Chippenham	Chippenham	2285	Address cyclists and scooters on pavement	Tactile paving already in place. Highways Officers advise no additional measures available. Police will give words of advice if they see inappropriate use of the pavement
Crossroads, Kington Langley	Kington Langley	2329	Erosion of verges Kington Langley	This matter is being dealt with by the Area Highways Engineer and Parish Council. No further action for the CATG or Area Board at this time.



## Chippenham CATG – Recommended Deployment of Speed Indicator Device (SID)

Street / Area Location	Town / Village	Community Issue No	Scheme Description	Actions & Notes
Lowden Road, Chippenham	Chippenham	188	Traffic calming	Metro Count results - average speed of traffic 32.4mph. This does not meet the criteria for SID, however, the CATG agree that an exception should be made as there is capacity within the deployment schedule. In the event that other sites meet the Metro Count criteria in future, these sites should be given priority.



## CHIPPENHAM AREA BOARD FORWARD PLAN

Please note that this is a working document which is subject to change due to availability of the relevant officers/partners and relevant time scales.

Date	Location	Provisional Agenda Items	Cabinet Member Attending
Monday 7 January 2013	Sheldon School Sixth Form Centre, Chippenham	Youth Service Update Wiltshire Online: Connectivity & Provision Sustrans – Bike It Plus Partnership of Schools Asset Management Strategy	Councillor Fleur de Rhé- Philipe (Economic Development and Strategic Planning)
Monday 4 March 2013	Neeld Hall, Chippenham	Health and Wellbeing	Portfolio Holder (to be confirmed)
Upcoming		Review of Local Bus Services – date tbc Impact of Welfare Reform – date tbc Understanding Autism – spring 2013	

### Chippenham Area Board Officer Contacts:

Community Area Manager: Victoria Welsh ([victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@wiltshire.gov.uk))  
 Democratic Services Officer: Penny Bell ([penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk))  
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