

# MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Needl Hall, Chippenham Town Council, High Street, Chippenham  
SN15 3ER  
**Date:** 4 March 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 9.30 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Desna Allen (Chairman), Cllr Mark Packard (Vice Chairman), Cllr Chris Caswill, Cllr Paul Darby, Cllr Bill Douglas, Cllr Howard Greenman, Cllr Peter Hutton, Cllr Nina Phillips and Cllr Judy Rooke

### **Wiltshire Council Officers**

Eleanor Stirling – Joint Commissioning Manager Substance Misuse  
Maggie Rae – Corporate Director  
Richard Williams, Senior Youth Development Coordinator

### **Town and Parish Councillors**

Chippenham Town Council – Adrian Jones, Elizabeth Kennedy, Andrew Noblet, John Scraggs  
Biddestone and Slaughterford Parish Council – Rachel deFascard, Alison Butler  
Castle Combe Parish Council – Fred Wimp, Adrian Bishop  
Chippenham Without Parish Council – I. Kennedy  
Christian Malford Parish Council – Kevin Bolter  
Kington Langley Parish Council – Maurice Dixson

### **Partners**

Wiltshire Police – Phil Staynings, Roger Bull  
Police & Crime Commissioner – Angus Macpherson

Wiltshire Fire and Rescue Service – Mike Franklin  
NHS Wiltshire – Emma Seria-Walker  
Chippenham and Villages Area Partnership – Julia Stacey  
Good Neighbour Coordinator – Jenny Plummer

**Total in attendance: 71**

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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>The Chairman, Councillor Desna Allen, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
2	<p><u>Apologies</u></p> <p>Apologies for absence were received from Cllr Jane Scott and Cllr Andy Phillips (Mayor of Chippenham Town Council).</p>
3	<p><u>Minutes</u></p> <p><b><u>Decision</u></b></p> <p><b>The minutes of the meeting held on 7 January 2013 were agreed a correct record and signed by the Chairman with the following amendment in relation to Item 11 – Report from the Skate Park Task Group. The final bullet point on page 9 be amended to read as follows:</b></p> <ul style="list-style-type: none"> <li>• Although an indoor site would be welcomed by all it was also recognised that there were ongoing costs associated that the Council <u>may</u> not be able to maintain. The Area Board would however welcome any private initiatives that should arise.</li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>Personal interests were declared by Cllr Peter Hutton and Cllr Desna Allen in relation to Item No. 7 – Area Board Funding – 10<sup>th</sup> Chippenham Scout Group.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew the Board's attention to the announcements as detailed on the agenda as follows:</p> <ul style="list-style-type: none"> <li>• Wiltshire On-line – Connectivity and Provision</li> <li>• Community Awards</li> </ul> <p>Additional announcements were made as follows:</p> <ul style="list-style-type: none"> <li>• The Government recently invited local authorities to bid for the Local Pinch Point Fund to remove any local highway bottlenecks that could be a barrier to economic growth. Wiltshire has applied for £2.7m to improve the A350 north of Chippenham. The aim was to dual the link between Badger (Morrisons) Roundabout and Malmesbury Road Roundabout and Southbound of the A350 from Jackson's Lane junction to the roundabout with associated improvements. If approved the scheme would be implemented in</li> </ul>

	<p>2014.</p> <ul style="list-style-type: none"> <li>Highways had been contacted in relation to damage to the Western Arches. The issue has been raised with Network Rail who confirmed that as no safety issues had been identified a programme of work had been scheduled for 2015/16. In the interim it was understood that some remedial work would take place.</li> </ul>
6	<p><u>Drug Awareness</u></p> <p>Cllr Bill Douglas thanked the Area Board for the time given to receive the presentation on Drug Awareness which would be given by Maggie Rae, Corporate Director with responsibility for Public Health, Selina Douglas and Darren Woodward from Turning Point and Steve Owen from the Wiltshire Addiction Support Project.</p> <p>Cllr Bill Douglas first introduced Maggie Rae where the following information was provided:</p> <ul style="list-style-type: none"> <li>Public Information Displays on Drug Awareness week would be available on the River Avon Bridge on 8 and 9 March, followed by a public meeting at the Chippenham Town Hall between 11am and 1pm on 11 March.</li> <li>Overall the misuse of drugs by young people was reducing. It was felt that this was partly due to early intervention which was highlighting the disadvantages and as a result was minimising use.</li> <li>The national average of heroin and crack users in 2005/6 was approximately 332,000. In 2009/10 this had reduced to 306,000. In Wiltshire there were an estimated 1,117 heroin and crack users in 2010/11 with 74 18-24 year olds in treatment during this period.</li> <li>Waiting times for drug treatment had seen a significant reduction from 9 weeks in 2001 to 5 days in 2011/12.</li> <li>Wiltshire Council was considered a good commissioner of drug treatment services and was one of the top performing in the country.</li> <li>'Legal' highs often contained illegal components. Between August 2011 and February 2012 18 patients had been presented to Great Western Hospital as a result of taking them. 2 fatalities had also been registered. The average age of users was 31 years.</li> <li>The impact of drug misuse included physical health (i.e. blood borne viruses), psychological problems (i.e. anxiety and depression) and also crime and anti-social behaviour problems.</li> <li>To ensure a better service a tendering exercise had been undertaken to</li> </ul>

	<p>bring all drug related services together which had been awarded to Turning Point.</p> <p>Maggie Rae thanked the Board for their time and introduced Selina Douglas and Darren Woodward, Senior Development Manager and Wiltshire Implementation Lead from Turning Point.</p> <p>In making the presentation Darren Woodward confirmed that 4 agencies would be transferring to Turning Point for the provision of adult services.</p> <p>Turning Point would provide a fully integrated drug and alcohol community treatment service based in the community working alongside partners and recovery focused.</p> <p>There would be a more accessible service with 3 main hubs across the County (Trowbridge, Chippenham and Salisbury) and a roving recovery vehicle visiting more rural areas. There would also be a single point of entry phone number.</p> <p>To provide the Board with further evidence of the importance of drug services provided Steve Owen, a former drug user, was introduced and gave a moving account of his life and how the services offered had made a significant impact on his life.</p> <p>The Board expressed thanks for the presentations given and gave particular thanks to Mr Owen in allowing those present to hear his story.</p>
7	<p><u>Area Board Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2012/13:</p> <p>i. <u>Bournemouth Churches Housing Association</u> The sum of £980 was requested for equipment for the residents' Personal Development Programme.</p> <p><b><u>Decision</u></b> <b>The Area Board awarded the sum of £980 to Bournemouth Churches Housing Association.</b> <b><i>Reason: The application met the Community Area Grant Criteria 2012/13 and would provide an opportunity for lifelong learning.</i></b></p> <p>ii. <u>10<sup>th</sup> Chippenham Scout Group</u> The sum of £5,000 was requested towards the scout hut refurbishment.</p> <p><b><u>Decision</u></b> <b>The Area Board awarded the sum of £5,000 towards the scout hut refurbishment.</b> <b><i>Reason: The application met the Community Area Grant Criteria</i></b></p>

***2012/13 and would be used by the community as well as young people.***

iii. Wiltshire Music Centre

The sum of £2,000 was requested towards a music education workshop.

**Decision**

**The Area Board awarded the sum of £2,000 to Wiltshire Music Centre.**

**Reason: *The application met the Community Area Grant Criteria 2012/13 and would help reduce anti-social behaviour, maintain village school viability and concerns over health and children and young people.***

iv. Elim Pentacostal Church

The sum of £988 was requested for the purchase and installation of a cooker for community events.

**Decision**

**The Area Board awarded the sum of £988 to Elim Pentacostal Church.**

**Reason: *The application met the Community Area Grant Criteria 2012/13 and would help with concerns over general health of children and vulnerable adults helping with healthy diets.***

v. Chippenham Drama Festival

The sum of £1,000 was requested towards artists fees and travel costs.

**Decision**

**The Area Board awarded the sum of £1,000 to Chippenham Drama Festival.**

**Reason: *The application met the Community Area Grant Criteria 2012/13 and encouraged the development of leisure and arts.***

vi. Long Close Residents' Group

The sum of £896 was requested for the purchase of a set of junior goal posts.

**Decision**

**The Area Board awarded the sum of £896 to Long Close Residents' Group.**

**Reason: *The application met the Community Area Grant Criteria 2012/13 and would provide outdoor sports facilities and facilities for teenagers.***

vii. Kandu Arts

The sum of £4,000 was requested towards the 'Chippin In' project.

	<p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £4,000 to Kandou Arts.</b>  <b><i>Reason: The application met the Community Area Grant Criteria 2012/13, would help meet Chippenham Street Scene/Community Safety Objectives and allow young people access to specialist provision.</i></b></p> <p>viii. <b><u>Startley and Seagry Recreational Group Trust</u></b>  The sum of £5,000 was requested for the purchase of play equipment.</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £5,000 to Startley and Seagry Recreational Group Trust.</b>  <b><i>Reason: The application met the Community Area Grant Criteria 2012/13 by meeting the health and social care priority, housing and built environment priority and culture and leisure priority.</i></b></p> <p>The following funding requests were also considered:</p> <p>i) <b><u>Area Board Project</u></b>  The sum of £1,800 was requested to carry out an assessment for Chippenham’s Purple Flag Status</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £1,800 to carry out an assessment for Chippenham’s Purple Flag Status</b></p> <p>ii) <b><u>Chippenham &amp; Village Area Partnership (ChAP)</u></b>  The sum of £6,889 was requested for the second tranche of core funding.</p> <p><b><u>Decision</u></b>  <b>The Area Board grant the sum of £6,889 as the second tranche of core funding to ChAP.</b></p>
8	<p><b><u>Community Area Transport Group (CATG) Update</u></b></p> <p>The Board was asked to consider the CATG report and ensuing recommendations within the appendices to it.</p> <p>In seeking the Board’s approval each appendix was presented and considered individually as follows:</p> <p><b><u>Appendix 1 – Schemes Recommended for Prioritisation</u></b></p> <p>Discussion took place in relation to why the roundabout outside The George pub was not incorporated as part of the planned works for Langley Road.</p>

The attending Service Director explained that differing traffic management applied to each and that the works taking place on Langley Road would not require road closure.

Cllr Caswill proposed, seconded by Cllr Rooke, that the Council look again at when the work at The George roundabout could be undertaken, noting the poor condition of the roundabout at present.

The Service Director did not dispute the condition of the road and confirmed that work had been planned. However he would investigate whether temporary emergency repairs could be undertaken in the interim period.

In noting the comments made above clarification was made that the estimated costs of £3k associated with the planned works at Langley Road were now estimated to be in the region of £1k.

#### Appendix 2 – Schemes Recommended for Retention and Further Consideration

The Board in considering the Appendix also discussed the crossing by Cliff House on Langley Road and Lowden Hill Tunnel between Sheldon Road and Lowden Hill as well as progress in relation to Borough Street/Parade Car Park.

#### Appendix 3 – Requests recommended for removal

Issue number 2360 was proposed for removal as the issue will now be taken forward under the 'Taking Action on School Journeys' (TAOSCJ) Scheme.

Although issue 2645 was proposed for removal the issue of the replacement fence would be followed up.

#### Appendix 4 – Requests for Dropped Kerbs

#### Appendix 5 – Recommendations regarding requests for Waiting Restrictions

An additional request was circulated at the meeting and would be added to list.

#### **Decision:**

**To approve the list of schemes Recommended for Prioritisation as detailed in Appendix 1 of the report, with acknowledgement that the Council would look again at what works could be undertaken in relation to the roundabout outside of The George;**

**To approve the list of Schemes Recommended for Retention and Further Consideration as detailed in Appendix 2 of the report;**

**To approve the list of requests Recommended for Removal as detailed in Appendix 3 of the report;**



	<p><b>To approve the list of requests for Dropped Kerbs as detailed in <u>Appendix 4</u> of the report; and</b></p> <p><b>To approve the list of recommendations regarding requests for Waiting Restrictions as detailed in <u>Appendix 5</u> of the report.</b></p>
9	<p><u>Chairman's Roundup/Area Board Achievements</u></p> <p>A brief presentation was made by the Chairman on the work of the Chippenham Area Board over the previous year. This included:</p> <ul style="list-style-type: none"> <li>• That Area Boards were considered a valuable asset linking with both Parishes and the community. The Board had awarded £251,525 to support 118 local projects which had helped to lever in over £1,196,334 of external funding.</li> <li>• Some of the projects supported included: <ul style="list-style-type: none"> <li>Grittleton Multi Use Games Area - £4,973</li> <li>Hospital Radio Studio Improvements - £746</li> <li>Chippenham Street Pastors - £2,670</li> <li>Littleton Drew Parochial Church Council - £5,000</li> <li>Primary Achool Archaeology - £980</li> <li>Sevington School - £10,000</li> </ul> </li> <li>• £56,000 was awarded to support local highway projects identified by the community, these included: <ul style="list-style-type: none"> <li>Streetpride Project</li> <li>Christian Malford, Footway link and improvements to pedestrian safety</li> <li>Lowden &amp; Rowden Pedestrian refuges</li> <li>Dropped Kerbs</li> </ul> </li> <li>• Transfer of assets had taken place, including land at Long Close to the Chippenham Sailing Club and Startley Road Allotments to Seagry Parish Council.</li> <li>• £20,676 had been awarded to support young people's projects, including: <ul style="list-style-type: none"> <li>Splash Up - £2,150 towards a river based project in 2011.</li> <li>CLOGS Summer School - £2,151 towards workshops for young people in 2012.</li> </ul> </li> <li>• The Chippenham Area Boards Community Awards would be taking place again this year in recognition of the hard work and achievements of volunteers in the Chippenham community area. Nominations would be sought in 3 categories; Individual, Team/Group and Youth. Nomination</li> </ul>

	<p>forms available on line from:  <a href="http://www.wiltshire.gov.uk/council/areaboards/chippenhamareaboard.htm">http://www.wiltshire.gov.uk/council/areaboards/chippenhamareaboard.htm</a> or from the Community Area Manager, Victoria Welsh.</p> <ul style="list-style-type: none"> <li>• The Chippenham Area Board had set up a local Campus Development Board which was looking to bring together local public and voluntary services. It was hoped that the campus will be in place by 2015/16.</li> <li>• The Board looked forward to continuing its positive work by raising awareness and encourage increased participation, helping local people to get more involved in local services.</li> </ul>
10	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <p><b>i. Parish and Town Councils</b>  The written reports contained within the agenda pack were noted.</p> <p>In addition to the updates clarification was provided from Biddestone Parish Council that the road through the village would be closed over the forthcoming weekend due to filming.</p> <p>Cllr Andrew Noblet also drew the Boards attention to the new Chippenham Town Council website and encouraged all to take a look.</p> <p><b>ii. Wiltshire Police</b>  A report from the Neighbourhood Policing Team was circulated at the meeting by Inspector Phil Staynings. This included confirmation that the Response and Neighbourhood Policing Teams had now moved to Monkton Park. The Enquiry Office was expected to move to the offices as of 25 March.</p> <p>Following concerns raised by members of the Board in relation to future use of the old site for Westmead School, Inspector Staynings confirmed that although he was unaware of how the site would be used in the future the Boards concerns would be noted.</p> <p><b>iii. Wiltshire Fire and Rescue Service</b>  An update was circulated at the meeting for the month of February. The report was noted.</p> <p><b>iv. NHS Wiltshire</b>  The Board noted the written update as circulated with the agenda.</p> <p><b>v. Chippenham and Villages Area Partnership (ChAP)</b>  No updates were received.</p>

**vi. Chippenham Vision Board**

No updates were received.

**vii. Chippenham Campus Development Team**

The update as circulated with the agenda was noted.

**viii. Youth Advisory Group (YAG)**

In noting the presentation made earlier in relation to Drug Awareness, it was noted that a focus group of approximately 15 young people took place on 21 February at the Bridge Centre where a snap shop survey was undertaken.

The results demonstrated the differing views towards drugs with all but two of those taking part confirming that they had been offered drugs.

All those involved in the survey felt drug education in schools should be more proactive with more information on the facts given at an earlier age, i.e. at the end of primary school.

**ix. Youth Strategy Update**

No updates were received.

**x. Chippenham Partnership of Schools**

The update circulated with the agenda pack was noted.

**xi. Skate Park Task Group**

A verbal update was provided by Cllr Peter Hutton who began his update by thanking the Chairman and the Community Area Manager (CAM) for all their hard work.

Since January the Task Group had arranged visits to local Skateparks in Marlborough, Melksham and Corsham. Three residents from Monkton Park took part in the visits.

The Group had also visited other potential sites which included Charter Road, Lovers Lane, Bristol Road, Long Close and Stanley Park.

Cllr Hutton informed the Board that the public protection team had advised that a review of the design criteria would not be required, noting that these were considered at the planning application assessment stage.

Cllr Hutton felt that it was important to remember that the Task Group had been working towards finding a suitable site for over 2 years with updates provided at every meeting of the Board.

With this in mind Cllr Hutton proposed that a recommendation should be made to the newly formed Area Board post election. The Board was asked to agree that a report from the Skatepark Task Group be

	<p>considered at the Area Board meeting on 1 July where the Task Group will recommend that a Planning Application for a Skatepark is submitted.</p> <p>Once this application was submitted it would be subject to the normal rigour of a planning application and there would be an opportunity for people to comment.</p> <p>In opening up questions to the floor a request was made that the secondary noise assessment report requested by the Task Group should be made available to the public. It was confirmed that these details would be made available.</p> <p>The Board was in support of the proposed recommendation although requested that this be without prejudice to other potential sites.</p> <p>In putting this to the vote all were in favour of the recommendation made.</p> <p><b>Decision:</b></p> <p><b>That Chippenham Area Board resolve to consider a report from the Skatepark Task Group at the Area Board meeting on 1 July in which the Task Group will recommend a Skatepark Planning Application is submitted.</b></p> <p><b>xii. Other Community Groups</b>  The update in relation to Wiltshire Time Credits as circulated with the agenda pack was noted.</p> <p>Following a reorganisation, the Good Neighbour Coordinator at Community First responsible for covering Chippenham and the surrounding villages was Jenny Plummer. Further details would be sent to the CAM for circulation via the CAN.</p>
11	<p><u>Area Board Focus Areas 2012/13</u></p> <p>Updates were received as follows:</p> <p><b>i. Road Safety</b>  Councillor Bill Douglas reported that work had now started on the A350. In addition the drainage at the bottom of Chippenham High Street had been vacuumed and it was hoped that this would now alleviate future flooding problems.</p> <p><b>ii. Community Safety Group</b>  Councillor Peter Hutton thanked all partners for their work over the last year, including those involved the night time economy meetings. Cllr Hutton and Maggie Rae, together with other members of the Council, would be out in Chippenham town with the Street Pastors around 10pm</p>

	<p>to see first hand how they undertake their work.</p> <p>The police were working closely with schools, the council and Town Council to tackle the graffiti tagging in the town.</p> <p><b>iii. Deprivation</b> Councillor Chris Caswill reported that a further meeting had been held and an action plan would be drawn up for consideration by the new administration post election.</p>
12	<p><u>Chippenham Blogsite</u></p> <p>Matt Woolford was unable to attend the meeting to give his presentation on the Chippenham Blogsite. However, leaflets were distributed at the meeting and a link to the webpage provided via the overhead projector.</p> <p>The link to the site was as follows: <a href="http://chippenham.ourcommunitymatters.org.uk/">http://chippenham.ourcommunitymatters.org.uk/</a></p> <p>Local people, groups and organisations were encouraged to use the site to promote local events and activities.</p>
13	<p><u>Cabinet Representative</u></p> <p>Apologies were provided by Cllr Jane Scott who was unable to attend the meeting to due illness.</p>
14	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting. The next meeting of the Chippenham Area Board would take place on Monday 1 July 2013 and be held at Goss Croft Hall, Startley Road, Upper Seagry SN15 5HD.</p> <p>The next agenda planning meeting had yet to be arranged but was likely to take place in June 2013. Parish and town council representatives would be contacted once the date had been confirmed.</p>