

MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Yatton Keynell Village Hall, Jubilee Field, Biddestone Lane, Yatton Keynell, SN14 7BD
Date: 5 July 2010
Start Time: 7.00 pm
Finish Time: 9.25 pm

Please direct any enquiries on these minutes to:

Julia Densham (Senior Democratic Services Officer), direct line 01249 706610 or e-mail julia.densham@wiltshire.gov.uk

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In Attendance:

Wiltshire Councillors

Cllr Desna Allen (Chippenham Queens and Sheldon) (Chairman), Cllr Chris Caswill (Chippenham Monkton), Cllr Bill Douglas (Chippenham Hardens and England), Cllr Howard Greenman (Kington), Cllr Peter Hutton (Chippenham Cepen Park and Derriads), Cllr Mark Packard (Chippenham Pewsham) (Vice Chairman), Cllr Nina Phillips (Chippenham Cepen Park and Redlands), Cllr Judy Rooke (Chippenham Lowden and Rowden) and Cllr Jane Scott OBE (By Brook)

Councillor Dick Tonge (Cabinet Representative)

Officers

Julia Densham (Senior Democratic Services Officer), Adrian Hampton (Head of Local Highways and Street Scene), Parvis Khansari (Service Director), Tim Martienssen (Vision Director - Chippenham), Basil Nankivell (Community Librarian), Chris Moore (Reading Manager), John Salen (Business Change Project Manager), Victoria Welsh (Community Area Manager) and Richard Williams (Youth Development Service)

Parish and Town Councils

Chippenham Town Council – Lyn Andre, Mary Fallon, Andrew Phillips, Harry Purdon and John Scragg

Biddestone and Slaughterford Parish Council - Alison Butler

Castle Combe Parish Council – Adrian Bishop and Fred Winup

Christian Malford Parish Council – Ray Stockall

Grittleton Parish Council – James Anderson and Lesley Palmer

Hullavington Parish Council – Sharon Neal

Kington Langley Parish Council – Maurice Dixon

Kington St Michael Parish Council – Janet Charge, Roger Sealy and Rick Squires

North Wraxall Parish Council – Jane King
Seagry Parish Council – S Jopling
Stanton-St-Quintin Parish Council – Sherry Meadows
Yatton Keynell – Christopher Dash

Partners

Wiltshire Police – Sergeant Allan George
Chippenham and Villages Area Partnership – Jane Clark
Chippenham Vision Board – John Clark
Hullavington Neighbourhood Watch – Bruce Davidson
Kington Langley Playing Fields Association – Brian Boyce and Sue Hart
Kington St Michael Transport Group – Frank Hughes
Westlea Housing Association – Helen Barbrook
YKRA – Alan Brinkworth

Members of the Public in Attendance: 19

Total Number in Attendance: 64

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the Yatton Keynell Village Hall and introduced Councillor Chris Dash, Chairman of the Parish Council. Councillor Dash described the character and facilities of Yatton Keynell, particularly the new market cross, and thanked the former district council for grants that had enhanced the village hall and environs. Councillor Allen thanked the table tennis club and parish council for rescheduling their meetings to allow the Area Board access to the hall. She invited the unitary councillors to introduce themselves and asked the meeting to complete the evaluation forms as the meeting progressed.</p>	
2.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from the following:</p> <p>Councillor Paul Darby Councillor Andrew Noblet (Chairman of Chippenham Town Council) Councillor Nigel Fairley (Chairman of Christian Malford Parish Council) Councillor Eric Gough (Hullavington Parish Council) Hullavington Parish Council Inspector Kate Pain (Wiltshire Police) Mike Franklin (Wiltshire Fire and Rescue Service) Judy Edwards (Chippenham Children's Parliament).</p>	
3.	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meetings held on 10 May 2010 and 18 May 2010 were approved and signed as a correct record.</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 Chairman referred the meeting to the details included in the agenda pack and made the following additional announcements:</p> <p>a. The re-appointment the Chairman and appointment of the Vice-Chairman, Councillor Mark Packard, at the</p>	

annual council meeting held on 18 May 2010

- b. Further to the details on the Community Payback Scheme in the agenda, those wishing to register an area for clean-up should contact the Community Area Manager, Victoria Welsh, or Tracy Geiran (tracy.geiran@wiltshire.probaton.gsi.gov.uk) of the Wiltshire Probation Scheme.

The supplementary pack tabled at the meeting included details about Age No Barrier Week, the Wiltshire Community Plan, two Performance Reward Grants Scheme applications that were to be taken as urgent items, and partner updates that were received after the agenda was published.

6.

Town, Parish and Partner Updates

The following updates were received:

- a. Parish Councils - the written reports were noted.
- Grittleton Parish Council – there was a need to consider speeding issues collectively between parish councils.
 - Kington St Michael – speeding and the condition of the pavements continued to be an issue. The area board were thanked for the grant that had enabled upgrades at the village shop.
- b. Wiltshire Police – the written report was noted. Sergeant Allan George gave an update on the current policing priorities in the Chippenham community area:
- the town centre
 - anti-social behaviour in Little Englands
 - north east Hardenhuish – sports fields and environs
 - Greenway Court – drug warrants had been executed for lower level misuse - the police were working with Westlea
 - Kinglsey Park
 - the use of mini motos in the southern parts of the town
 - the rural north had adopted speeding issues and Sergeant Reid was to take this issue forward.

Performance: the County Division was compared with 15 similar divisions in other police forces. Currently, the County Division was performing very well and was ranked 3rd of 15 for our overall detection rate and 2nd

of 15 for our overall crime levels.

The following points were made by members of the meeting:

There were complaints of vandalism and anti-social behaviour in Pewsham. Sergeant George responded detailing the recent action taken regarding drugs intelligence and executed warrants.

Councillor Bill Douglas congratulated the police on their successes in targeted areas, particularly with respect to drugs-related incidents.

- c. Wiltshire Fire and Rescue Service – the written report was noted.
- d. NHS Wiltshire - the written report was noted.
- e. Chippenham and Villages Area Partnership – the written report (supplementary pack) was noted. Jane Clark gave an update that included the following points:
 - empty town centre shops were being put to community use
 - community equipment was being well-used and included lighting, staging, tables, chairs, scaffolding, bunting (all free of charge but donations were welcomed).
- f. Chippenham Vision – the written report was noted. Tim Martienssen, Vision Director – Chippenham, gave an updated on the Vision's recent work:
 - work was on-going with local developers to build a picture of development opportunities in the community area
 - the Chippenham Transport Model was being used to consider traffic flow, density and jams to improve the passage of traffic in the centre.
- g. Community Area Young People's Issues Group (CAYPIG) – the written report was noted. Richard Williams, Senior Youth Development Worker, gave an update on the following:
 - dirt jumps project was due to be completed next

week

- skate-park initiative had restarted
- work was on-going in the wider neighbourhood
- the next meeting was scheduled for 14 July 2010

Councillor Lesley Palmer (Grittleton Parish Council) thanked Alex Muse, Sports Officer, for his work in the nearby parishes.

- h. Children's Parliament – the written report (supplementary pack) was noted.
- i. Westlea Housing Association – Helen Barbrook gave an update that included the following points:
- pleased to have now let their 7000th affordable home – Westlea had 6000 homes on transfer
 - Homes for Wiltshire - problems with the scheme have improved but there were still difficulties for non-IT users, particularly the elderly. Westlea hoped to help this by advertising through Parish & Town Council magazines
 - the regional conference in partnership with Barnados was scheduled for 8 September 2010, at the Self Build Centre, Swindon
 - the Association continued to support the Youth Task and Finish Group
 - young people from Westlea requested an item on the next area board agenda to give a short presentation.

7.

Waste Collection Consultation

Tracy Carter, Service Director of Waste Management Services, gave a short presentation to launch the waste collection consultation. She included the following points:

- the new council had inherited four different waste collection schemes across the county
- landfill tax was set to increase from £40 per tonne in 2009 to £80 per tonne in 2014, increasing by £8 per year
- the proposed new service would provide each household in Wiltshire with a 2 weekly collection of household waste, black box recycling, plastic bottles and cardboard, and a non-charged 'opt-in' garden waste collection
- leaflets were available at the meeting that provided additional information and also described the ways in which people could engage in the consultation.

	<p>The meeting discussed the following issues:</p> <ul style="list-style-type: none"> • the scheme aimed to change the way waste was collected in order to improve recycling rates and was not a reduction in service • Councillor Rooke thanked the waste department for holding their consultation on the Chippenham Town Bridge that week • concerns regarding the two weekly collection that included food waste, particularly in urban areas were expressed – subsidised compost systems were available for garden owners and provided the waste was wrapped it was a manageable arrangement. <p>The Chairman thanked Ms Carter for her presentation.</p>	
8.	<p><u>Future Housing and Employment in the Community Area</u></p> <p>Councillor Jane Scott gave an update on central government’s strategy for development. The Regional Spatial Strategy (RSS) no longer existed but required primary legislation before it was taken off the statute book. The government aimed to have guidance in place by the autumn with their launch of the localism white paper. The following points were made:</p> <ul style="list-style-type: none"> • the housing targets in the RSS were to be ignored • there was a need for homes and jobs in the future • discussions continued with communities and their development in readiness for the new planning system • the coalition government wished planning to be set from the ‘bottom-up’ • economic development land was needed to increase improved employment and housing in the county • the needs of villages that wished to grow to create the sustainability of facilities • the Gypsy and Traveller Consultation was similarly affected. <p>Councillor Caswill pointed out that this gave Chippenham an opportunity to consider its needs and that the area board, Vision Board and town council should work together to find a new solution for the town.</p>	
9.	<p><u>Transport and Highways</u></p> <p>Councillor Dick Tonge gave an overview of his portfolio that included responsibilities for the following:</p>	

- highways maintenance
- new roads
- pedestrian crossings
- road safety
- public transport
- car parks and charges
- amenities.

He introduced Adrian Hampton, Head of Local Highways and Streetscene, with whom he worked alongside with Parvis Khansari. Councillor Tonge pointed out that highways work was statutory and that subsidised services would have to be considered in the light of the government's spending cuts.

- a. Local Transport Plan – approximately £18,000 had been allocated to the Chippenham community area to be spent through the area board on smaller highways issues. **An invitation was made to set up a Community Area Transport Group with a panel of parish and unitary councillors and was to be co-ordinated by the Chairman and Community Area Manager.**

**Cllr Desna Allen /
Victoria Welsh**

- b. Parking Strategy Consultation – the consultation had been launched via the council's website and was also available through the libraries. The consultation considered the following:

- harmonization of the four district councils car parks
- the size new car parks
- parking requirements in housing developments
- charging
- retail parking.

The implementation date would be 1 April 2011.

- c. Part Night Lighting - £5000 had been allocated to each area board to run a project to turn off or dim lights at night. The area board would identify up to 100 lights to save energy, reduce light pollution and reduce the carbon footprint. **Those interested in the project to contact the Community Area Manager.**

Victoria Welsh

The following questions were raised regarding transport and highways:

Traffic in Chippenham was an important to the economy of the town. The traffic model would identify some quick wins.

Safety measures around schools were on-going. Schools were to be encouraged to have robust travel plans to which they adhered.

Issues were raised concerning safety and reduced lighting – Sergeant George pointed out that there was no direct link between lighting and crime.

Free out-of-town parking at retail centres reduced shopping in the town centre.

Councillor Tonge responded to a written question received from Councillor Maurice Dixson on the subject of overly large buses travelling along minor roads in the rural areas as follows:

Service 91 was currently operated by low floor buses with 38/39 seats as this was the size of vehicle required at peak times to ensure that every passenger had a seat. The vehicles previously used were fitted with 33 seats but this was found to be insufficient to cater for all the school/college students using the service. The previous vehicles were also unable to cater for passengers in wheelchairs.

Whilst off-peak journeys did not require as many seats, the bus company that currently held the contract for this service did not own any smaller vehicles which were wheelchair accessible and if we required them to purchase extra vehicles to use at these times, there would be an additional cost that the Council could not afford.

The current contract for this route was expected to expire in March 2016 at which point the possibility of using smaller vehicles would be re-examined.

This was an increasing problem as the deadline for all buses to be DDA compliant was 2015; wheelchair accessible buses tended to be larger than high-floor buses with the same seating capacity and demand at school times meant that if a smaller bus was used, an extra vehicle (and driver) would be needed to ensure that everyone had a seat, with obvious cost implications.

The Chairman thanked Councillor Tonge for his presentation.

10.

Footpaths and Pavements

Adrian Hampton, Head of Local Highways and Streetscene, gave a presentation on footway maintenance in the

	<p>Chippenham community area. Currently the Council is considering the list of footway maintenance for 2010/ 11 and he confirmed the Community Issue areas listed below were being considered in the review:</p> <ul style="list-style-type: none"> • Grittleton • Pewsham • Cepen Park • Chippenham Town Centre. <p>The priorities were safety, serviceability and sustainability. The following details were explained:</p> <ul style="list-style-type: none"> • inspection regime • intervention criteria • the types of materials and the impact of vehicles parking on pavements • the aesthetics of replacement materials – aimed for ‘like-for-like’ • working with partners who undertake work around pavements. <p>The following points were made:</p> <ul style="list-style-type: none"> • partners were not obliged to use the same materials for repair work • the Highways Department would know in September which footways work could be done according to budgets. • a reorganisation had taken place in the department to improve communications, including those at area board meetings. <p>The Chairman thanked Mr Hampton for his presentation.</p>	
11.	<p><u>Funding</u></p> <p><u>Performance Related Grant Scheme</u></p> <p>Wiltshire Councillors were asked to consider two expressions of interest to the Performance Reward Grant Scheme 2010/11. These items were taken as urgent business in order to meet the grant panel’s deadline.</p> <p><u>Decision</u> The Pubwatch Door Radio project was supported by the councillors and the bid was put forward for consideration by the Performance Reward Grant panel.</p> <p><u>Decision</u></p>	Victoria Welsh

The Free of Charge Energy Monitors in all Libraries project was supported by the councillors and the bid was put forward for consideration by the Performance Reward Grant panel.

**Victoria
Welsh**

Councillor-led Initiatives

The Chairman outlined the recent delegated decision to area boards and explained that some of the area board budget could be ring-fenced for such projects. She announced a proposal to ring-fence 20% of the area board funding for councillor-led initiatives until November 2010. The ring-fencing would be lifted for remaining monies to be available for the January and March community area grant funding rounds.

Councillor Scott stated that she would not vote in support of the proposal as she believed that all applications for funding should come through local community groups.

Councillors Caswill and Douglas spoke in support of the proposal explaining that there was a need for help in communities where there were no local organisations to take projects forward.

The Chairman asked for a show of hands from the floor. There was a majority opposition to the scheme. This item was to be deferred to the next meeting pending further details.

Community Area Grants Scheme

Wiltshire Council members were asked to consider four applications seeking 2010/11 community area grant funding.

Decision

BJ Big Band was awarded £975 for music and music stands.

**Victoria
Welsh**

Reason

The application met the Community Area Grant criteria and the project demonstrated a link to Wiltshire Council's priorities in the Local Agreement for Wiltshire to create stronger and more inclusive communities: 'Improve community relations' and 'Encourage communities to take part in sporting and cultural activities and events that bring different age groups together'.

The Kington Langley Playing Fields Association application

	<p>for funding was withdrawn when Brian Boyce announced that funding had been secured from an alternative source.</p> <p><u>Decision</u> Splash was awarded £2,433 towards positive activities during the school holidays to divert young people away from ant-social behaviour.</p> <p><u>Reason</u> <i>The application met the Community Area Grant criteria and the project demonstrated a link to Wiltshire Council's priorities in the Local Agreement for Wiltshire: 'encouraging positive lifestyle changes, young people's participation in positive activities and the promotion of ideas about safe, cohesive and resilient communities and a reduction in the perception of anti-social behaviour'.</i></p> <p><u>Decision</u> Sukosta was awarded a reduced grant of £2750 towards 'Our Time' theatre residencies with the older (65+) community of Chippenham.</p> <p><u>Reason</u> <i>While the application met the Community Area Grant criteria and the project demonstrated a link to Wiltshire Council's priorities in the Local Agreement for Wiltshire to enable people to improve their long term health and well being, it was considered that the estimates for evaluation costs were too high.</i></p> <p><u>Community Area Partnership</u></p> <p>Jane Clark, Chairman, presented the partnership's work plan and funding claim.</p> <p><u>Decision</u> Chippenham and Villages Area Partnership was awarded £6893: the first tranche of funding available for running costs during 2010/11.</p>	<p>Victoria Welsh</p> <p>Victoria Welsh</p> <p>Victoria Welsh</p>
12.	<p><u>Youth Transport Proposal</u></p> <p>Richard Williams, Senior Youth Development Co-ordinator, presented two proposals that would make use of the youth transport allocation of £6900 to the Chippenham Area Board.</p> <p>Both proposals offered the provision of Saturday transport for young people from rural areas into Chippenham to attend activities. The second proposal included a stop at Stanley Park where the new dirt jumps site was soon to open.</p>	

	<p>The following points were made:</p> <ul style="list-style-type: none"> • an hourly bus service already existed • given that the transport service already existed, the money would be better allocated to another youth project. <p><u>Decision</u> To defer the decision until the next area board meeting in September in order to rework the proposals.</p>	<p>Richard Williams</p>
<p>13.</p>	<p><u>Library Service Review</u></p> <p>Chris Moore, Reading and Learning Services Manager gave a presentation on the library service review. The following points were made:</p> <ul style="list-style-type: none"> • the review was county-wide • £500,000 savings were to be achieved within two years • 98% of library customers thought the standard of customer care was good or very good • the impact of reading and literacy on people’s lives, including their career prospects and health and wellbeing • what the library service offered now • what a future library service might offer, such as time zones for different groups (Noisy Fridays/Quiet Mondays), longer core opening hours and late night opening, meeting rooms for public use, refreshments, e-readers, washroom facilities, Wi-Fi access, game zones and plasma screen broadcasts. <p>With respect to the Chippenham Library, the following points were made:</p> <ul style="list-style-type: none"> • book issues were up 4% compared to 2006 • registered membership was up 2.8% over the last 5 years • the number of visits had increased by 14.9% since 2006. <p>The following points were made about the mobile library service in the Chippenham community area:</p> <ul style="list-style-type: none"> • book issues were up 17.6% compared to 2006 • registered membership was up by 26.8% over the last 5 years 	

	<ul style="list-style-type: none"> the number of visits had increased by 8.5% since 2006. <p>There was the opportunity to contribute to the review through opinion cards at the meeting that asked for the top five priorities for a library service in the future.</p> <p>The Chairman thanked Mr Moore for his presentation.</p>	
14.	<p><u>Community Issues Update</u></p> <p>Parvis Khansari, Service Director, gave an update on the number of issues currently raised which was 77.</p>	
15.	<p><u>Outside Bodies Appointments</u></p> <p>The following appointments to outside bodies were made for the year 2010/11.</p> <p>Chippenham and Villages Area Partnership Councillor Mark Packard</p> <p>Chippenham Area Youth Issues Group (CAYPIG) All members welcome to attend meetings</p> <p>Chippenham Borough Lands Charity Councillor Peter Hutton Councillor Desna Allen</p> <p>Kingsley Road Community Hall Association Councillors Desna Allen and Nina Phillips</p> <p>Chippenham Vision Councillor Chris Caswill</p>	
16.	<p><u>Evaluation and Close</u></p> <p>The Chairman updated the meeting on the Chippenham Conservation Area Management Plan. Tim Martienssen, Vision Director for Chippenham, pointed out that since the Plan had been adopted as Supplementary Planning Guidance, Wiltshire Council were not required to set up another group to monitor the Plan. Consequently, the Vision Board agreed to take on this role.</p> <p><u>Decision</u> The Vision Board to monitor the Chippenham Conservation Area Management Plan.</p> <p>The Chairman invited any remaining questions from the floor. Parish councillors from Kington St Michael had not felt as</p>	John Clark

included in the discussions as they had wished.

The Chairman thanked those for attending and closed the meeting.