

MINUTES

Meeting: CHIPPENHAM AREA BOARD
Place: Sixth Form Centre, Sheldon School, Chippenham, SN14 6HJ
Date: 7 January 2013
Start Time: 7.00 pm
Finish Time: 9.40 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

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

Wiltshire Council Officers

Vicky Welsh, Chippenham Community Area Manager
Parvis Khansari, Service Director for Strategic Services (Highways & Passenger Transport)
Sharon Smith, Democratic Services Officer
Richard Williams, Senior Youth Development Coordinator
Kevin Sweeney, Integrated Youth Service

Town and Parish Councillors

Chippenham Town Council – Andrew Noblet, Andy Phillips, Sue Wilthew
Biddestone and Slaughterford Parish Council – Alison Butler
Christian Malford Parish Council – K. Bolter
Hullavington Parish Council – Sharon Neal
Kington Langley Parish Council – Maurice Dixson
Kington St Michael Parish Council – Linda Durno, Adrian Cole
Sutton Benger Parish Council – Derek Liddell, Lance Workman

Partners

Wiltshire Police – Phil Stayning

Police & Crime Commissioners Office – Mike Prince

Wiltshire Fire and Rescue Service – Mike Franklin

Chippenham Campus Development Team – Ian Bridges

Chippenham Partnership of Schools – Judy Edwards, Jill Owen

Chippenham and Villages Area Partnership – Julia Stacey

Total in attendance: 68

<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, Cllr Paul Darby, Cllr Fleur de Rhe-Philippe (Cabinet representative), Cllr Mary Fallon and Cllr Harry Purdon (Chippenham Town Council).</p>
3	<p><u>Minutes</u></p> <p>Decision The minutes of the meeting held on 5 November were agreed as a correct record and signed by the Chairman.</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 drew the Boards attention to the announcements as detailed on the agenda and the following additional announcements as circulated at the meeting:</p> <p>Police and Crime Plan Consultation</p> <p>Mike Prince, Director of Finance to the Police and Crime Commissioner, was in attendance to present the Announcement as circulated regarding the creation of the first Police and Crime Plan. The plan would be published by the end of March 2013 following consultation with the public. All in attendance were encouraged to give their views via the PCC's website: www.wiltshire-pcc.gov.uk.</p> <p>Cherish Chippenham</p> <p>Chippenham would be holding its first Business Awards Gala dinner on Friday 1 March 2013 in the Town Hall. All those with a business in the Chippenham area were encouraged to support the event which could be done by:</p> <p>Sponsoring an Award Category Entering the Awards online (a video will be made for three main awards) Nominate a business for the Awards</p> <p>The deadline for entries was 15 February 2013. Further details could be found</p>

	<p>at www.chippenhambusinessawards.co.uk.</p> <p>Drug Awareness Week</p> <p>Cllr Bill Douglas announced that Drugs Awareness Week was due to commence on 4 March. The event would provide awareness on drug issues and also where help could be found. Workshops and public meetings will be held and all were encouraged to attend to input into how the issue of drugs can be tackled.</p>
6	<p><u>Town, Parish and Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ol style="list-style-type: none"> <li data-bbox="363 712 1490 857"> <p>i. Parish and Town Councils</p> <p>The written reports contained within the agenda pack were noted. A further update was received from Christian Malford Parish Council, a copy of which can be found attached to these minutes.</p> <li data-bbox="363 898 1490 1485"> <p>ii. Wiltshire Police</p> <p>The written report from Inspector Stayning was noted. This included:</p> <ul style="list-style-type: none"> <li data-bbox="435 1010 1490 1077">• A further 2 community beat officers would be starting shortly, one of which would be policing the town centre, the other rural villages. <li data-bbox="435 1122 1490 1189">• Christmas and New Year had been a busy period. This included a successful drugs arrest at an address in Chippenham. <li data-bbox="435 1234 1490 1373">• A successful ‘Blues n Zuz’ event at Jax in Chippenham had been held. These events were important as they provided a safe environment for young people and an opportunity to meet their local police officers. <li data-bbox="435 1417 1490 1485">• ‘Operation Ebenezer’ proved a great success over the festive period with a noted reduction in theft due to the increased police presence. <li data-bbox="363 1529 1490 1675"> <p>iii. Wiltshire Fire and Rescue Service</p> <p>The written report as circulated with the agenda was superseded by the report as circulated at the meeting for the month of December. The report was noted.</p> <li data-bbox="363 1720 1490 1787"> <p>iv. NHS Wiltshire</p> <p>The written report was noted and there were no further updates.</p> <li data-bbox="363 1832 1490 1933"> <p>v. Chippenham and Villages Area Partnership (ChAP)</p> <p>The Chippenham and Village Area Partnership Health and Social Care Group would be meeting at 10am on 15 January 2013.</p> <p>The next riverbank cleanup in Chippenham would take place on 26</p>

	<p>January. All those interested in taking part should meet at the town bridge at 10am.</p> <p>vi. Chippenham Vision Board No update was provided.</p> <p>vii. Chippenham Campus Delivery Team (CDT) The update as circulated with the agenda pack was noted. Further information was provided as follows:</p> <p>Analysis of the first round of questionnaires would be finalised by 15 January 2013.</p> <p>Further information on the work of the Team can be found via the website, where minutes of meetings held are also available.</p> <p>http://www.wiltshire.gov.uk/communityandliving/communitycampuses/chippenhamcommunitycampus.htm</p> <p>viii. Youth Advisory Group (YAG) Kevin Sweeney, Integrated Youth Service, was in attendance to present the IYS Chippenham Youth Work Team update as circulated with the agenda.</p> <p>ix. Other Community Groups No updates were provided.</p>
7	<p><u>Chippenham Partnership of Schools</u></p> <p>Judy Edwards, Partnership Manager, and Jill Owen, Headteacher, St Nicholas School were in attendance to provide a presentation on the aims, structure and projects of the Chippenham Partnership of Schools. The presentation included:</p> <ul style="list-style-type: none"> • 8,000 children were included in the membership coverage, which accounted for approximately 18% of the population of Chippenham. • The aim of the Partnership was to ‘enhance the life opportunities for the Chippenham Child’. • All staff should receive continued professional development (CPD) to allow them to fulfil their role. • Chippenham area decided to continue the good work of supporting the Chippenham child established approximately 4 to 5 years previously. Although currently still an informal structure and partnership there was a desire to establish a more solid and sustainable approach in the future. • The partnership in its current form was established around June 2011. Joint

	<p>Policies (i.e. for absence) are being developed, this would ensure a consistent approach to absence for all schools rather than the individual approaches currently in place.</p> <ul style="list-style-type: none"> • The joint transition games event held at Stanley Park during the Summer of 2012 received positive feedback, allowing children to come together and prepare for their move to secondary school. The event would be repeated this year. • Joint commissioning of service was also being undertaken across the partnership of schools which had already resulted in cost savings. • Although individual schools were currently taking individual approaches to the exclusion policy, it was hoped that a joint policy could be developed in the future. <p>The Chairman thanked Jill Owen and Judy Edwards for the presentation and noted the positive work being undertaken by the Partnership.</p>
8	<p><u>Markets DVD - Voxpops</u></p> <p>Wiltshire College were granted funds from the Area Board to provide research on 3 key projects, the second of which was focused on market stalls.</p> <p>Cllr Mark Packard introduced the resulting DVD which had been prepared by Wiltshire College to provide information on the outcome of the research.</p> <p>All in attendance welcomed the DVD which included ideas for improvement such as welcome packs to market holders and a request for similar arrangements on Fridays as per Saturdays in the market cross.</p>
9	<p><u>Parish Spotlight</u></p> <p>A presentation from Linda Durno, Chairman of Kington St Michael Parish Council was provided.</p> <p>The presentation included a DVD and information on the Parish Plan which had been completed in 2007 and covered improvements, conservation and housing, road and transport and crime and community safety.</p> <p>The community shop had also been established in 2007 which was owned by the village and run by a dedicated and friendly team of volunteers.</p> <p>The Parish Council had been working with Green Square to address current housing issues as well as discussing the future redevelopment of Town Close.</p> <p>Fundraising was a huge role in village life and had helped to secure community defibrillators and fund Diamond Jubilee celebrations for example. The Parish were grateful for the continued support offered by the Area Board and, in</p>

	<p>particular, to Cllr Howard Greenman for his continued support and advice.</p> <p>The next Parish meeting was to be held on 17 January at 8pm in the Village Hall.</p>
10	<p><u>Area Board Focus Areas 2012/13</u></p> <p>Updates were received as follows:</p> <p>i. Road Safety Councillor Bill Douglas reported that he understood that the work scheduled to take place on the A350 dual carriageway had been delayed due to a change in contractors and flooding issues.</p> <p>Drainage at the lower end of Chippenham High Street was being investigated by the Highways Engineer for the North Division. Prioritisation of work was currently being discussed by the Highways Team and Cllr Douglas would be kept informed on developments.</p> <p>ii. Crime & Community Safety Cllr Peter Hutton made reference to the Victorian Fayre that took place on 15 December. It had been a successful event and highlighted community partnership. Special thanks were given to Chippenham Town Council, Emma King, Sue Wilthew and Victoria Welsh for their help in relation to the event.</p> <p>A meeting had taken place with the Salisbury partnership group regarding Purple Fag Status. The next stage would be to review the document provided on how Chippenham could take this forward.</p> <p>The Head of Street Scene was now a member of the partnership team and would be helping to work towards a solution on litter and graffiti issues in the area.</p> <p>iii. Deprivation Councillor Chris Caswill introduced his report on Deprivation as circulated with the agenda.</p> <p>In presenting the report Cllr Caswill hoped that the Board would allow the work to continue, noting that in some areas of Chippenham 1/3rd of children were defined as in child poverty.</p> <p>In noting the recommendations and actions on pages 49 and 50 of the report, the group agreed that the Area Board remained a useful forum to ensure the issues of deprivation remained a focus.</p> <p>Judy Edwards, Partnership of Schools, proposed that Cllr Caswill liaise with the Multi-Agency Forum (MAF) to enlist their involvement in the</p>

	<p>future work of the Focus Group.</p> <p>The Chairman thanked Cllr Caswill for the report and concluded that the Focus Group should continue the good work in which it was involved and provide an update on activity at the next meeting.</p> <p>The report provided by Cllr Caswill was noted.</p>
11	<p><u>Report from the Skate Park Task Group</u></p> <p>The Chairman presented the report on the Skate Park Task Groups findings following a consultation exercise undertaken to gage public interest in the proposed Riverside site.</p> <p>In presenting the report the Chairman drew the Boards attention to the recommendations contained on page 51 of the agenda pack and proposed that these be approved by Board members.</p> <p>In opening up discussion to the floor the following points were made:</p> <ul style="list-style-type: none"> • That the report provided by the Ombudsman to North Wiltshire District Council pre-unitary had been viewed by the Task Group as part of its considerations. The report did not indicate that the Monkton Park site must be excluded in future; it related to procedural matters only. • The Task Group had been considering the possibility of a skate park in the Chippenham area for over 2 years. It was important that the views of all those living in the Chippenham community area were taken into consideration as part of the Task Group's consultation process. • The cost of undertaking the most recent noise impact assessment, as agreed by the Area Board in January 2012, was approximately £1,800 which had been paid for by central area board funding. An additional noise assessment for the Monkton Park site would be commissioned from another independent consultant. • The results of the consultation exercise undertaken on the proposed River Island site, including the public consultation meeting held on 26 November, indicated that many of the local responses in objection were in favour that further consideration be given to the Monkton Park (next to Olympiad Leisure Centre) site as previously identified by the Task Group. • Ensuing discussion included requests that alternative sites should also be considered by the Task Group as a next step approach to ensure all options were fully considered and that the public should be consulted on the sites proposed. • All present were in agreement to the need of a skate park to cater for the

	<p>needs as identified for the younger generation, noting that demographically Chippenham would continue to change resulting in an increase in the number of under 18s.</p> <ul style="list-style-type: none"> • Although an indoor site would be welcomed by all it was also recognised that there were ongoing costs associated that the Council may not be able to maintain. The Area Board would however welcome any private initiatives that should arise. <p>The Chairman, after considering the comments made, received a proposed amendment to the recommendations which were, upon vote, agreed as follows:</p> <p>Decision:</p> <ol style="list-style-type: none"> 1) To appoint two new volunteers to the Task Group (Dick Stanger and Anthony Milner); 2) The Public Protection Team to carry out a review of the design criterion, such as still to ensure that local residents have quiet enjoyment of their properties, and to report this for consideration at the next Area Board meeting; 3) The Task Group commission a second noise assessment of the area near to the Olympiad Leisure Centre from a second independent noise expert; 4) The Task Group engage with specialists to create a design for a possible skate park near The Olympiad Leisure Centre that will mitigate against noise; 5) The Task Group to include CCTV in the project brief; and 6) The Task Group as a matter of urgency undertake a further parallel review of other options beyond Monkton Park, such sites to be determined at the discretion of the Task Group.
12	<p><u>Visiting Cabinet Representative</u></p> <p>Due to illness the visiting Cabinet representative, Cllr Fleur de Rhe-Philipe, was unable to attend the meeting.</p>
13	<p><u>Area Board Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2012/13:</p> <ol style="list-style-type: none"> <u>Chippenham Children’s Parliament</u> The sum of £1,000 was requested for the Chippenham E-Safety project.

	<p><u>Decision</u> The Area Board awarded the sum of £1,000 to Chippenham Children’s Parliament. <i>Reason: The application met the Community Area Grant Criteria 2012/13 and would help to improve the general health of children and young people.</i></p> <p>ii. <u>Kington St Michael Parish Council</u> The sum of £2,000 was requested for the installation of a Community Shelter.</p> <p><u>Decision</u> The Area Board awarded the sum of £2,000 to Kington St Michael Parish Council. <i>Reason: The application met the Community Area Grant Criteria 2012/13 and would facilitate the use of the area for exercise and improve health.</i></p> <p>iii. <u>Wiltshire and Berks Canal Trust</u> The sum of £4,929 was requested towards the cost of raising the towpath/cycleway.</p> <p><u>Decision</u> The Area Board awarded the sum of £4,929 to Wiltshire and Berks Canal Trust. <i>Reason: The application met the Community Area Grant Criteria 2012/13 and links directly with the green tourism element of the Chippenham plan.</i></p> <p>iv. <u>Area Board project – Job Fair</u> The sum of £1,000 was requested to deliver a Job Fair for local young people</p> <p><u>Decision</u> The Area Board awarded the sum of £1,000. <i>Reason: The application met the Community Area Grant Criteria 2012/13 and would provide access to basic skills and adult learning courses to increase the level of literacy.</i></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 4 March 2013 and be held at Neeld Hall, Chippenham Town Council, High Street, Chippenham SN15 3ER.</p> <p>The next agenda planning meeting would take place on Tuesday 15 January from 10am at Monkton Park office. Any parish or town council representative</p>

	interested in attending should contact the Community Area Manager or the Chairman.
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