

## AGENDA

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Lyneham Primary School, Preston Lane, Lyneham SN15 4QJ  
**Date:** Wednesday 21 May 2014  
**Time:** 6.30 pm

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Including the Parishes of Braydon, Broad Town, Clyffe Pypard, Cricklade, Latton, Lydiard Millicent, Lydiard Tregoz, Lyneham & Bradenstoke, Marston Meysey, Purton, Tockenham and Royal Wootton Bassett.

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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 the Democratic Services Officer.

**Refreshments and networking opportunities will be available from 6.00pm.**

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Please direct any enquiries on this agenda to:

Kevin Fielding (Democratic Services Officer) on 01249 706612 or [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

All the papers connected with this meeting are available on the Wiltshire Council 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

Allison Bucknell ( <b>Chairman</b> )	Lyneham
Bob Jones	Cricklade & Latton
Chris Hurst	Royal Wootton Bassett South
Mollie Groom ( <b>Vice Chairman</b> )	Royal Wootton Bassett East
Jacqui Lay	Purton
Mary Champion	Royal Wootton Bassett North

	<b>Time</b>
<p>1     <b>Election of Chairman</b></p> <p>Election of the Chairman</p> <ul style="list-style-type: none"> <li>• To elect a Chairman for the forthcoming year.</li> </ul>	<b>6:30pm</b>
<p>2     <b>Election of Vice Chairman</b></p> <p>Election of the Vice Chairman</p> <ul style="list-style-type: none"> <li>• To elect a Vice Chairman for the forthcoming year.</li> </ul>	
<p>3     <b>Welcome</b></p>	
<p>4     <b>Apologies for Absence</b></p>	
<p>5     <b>Minutes</b> (<i>Pages 1 - 10</i>)</p> <p>To approve the minutes of the meeting held on the 19 March 2014.</p>	
<p>6     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7     <b>Wiltshire - The Wider Picture</b> (<i>Pages 11 - 32</i>)</p> <p>News and information on what's going on in your local community and across the county:</p> <ul style="list-style-type: none"> <li>• Chairman's End of Year Report.</li> <li>• Caring about Dementia.</li> <li>• Cold Calling Zones.</li> <li>• Leader Funding.</li> <li>• Community Area Grants Scheme.</li> <li>• Health Trainer programme rolls out across Wiltshire.</li> </ul>	<b>6:40pm</b>

8	<b>MOD Lyneham - Defence College of Technical Training and its wider opportunities</b> <i>(Pages 33 - 34)</i>	<b>6:45pm</b>
9	<b>Spotlight on Partners</b> <i>(Pages 35 - 36)</i>  To receive updates from our key partners, including:  a. Wiltshire Police b. Wiltshire Fire and Rescue Service c. Military Civilian Integration Partnership d. Defence Technical Training e. NHS Wiltshire f. Youth Advisory Group (YAG) g. Neighbourhood Planning Working Group h. Community-Led Planning Steering Groups i. Chambers of Commerce/Business Associations j. Community Groups k. Housing Associations.	<b>7:00pm</b>
10	<b>Network Rail - a short update on works completed to date</b>	<b>7:10pm</b>
11	<b>What Matters to you in Royal Wootton Bassett &amp; Cricklade</b> <i>(Pages 37 - 50)</i>  To receive feedback from the event on 15th March and to identify priorities for the Area Board to take forward.	<b>7:20pm</b>
12	<b>Local Highways Investment Fund 2014-20</b> <i>(Pages 51 - 72)</i>  To note the intended programme of work for 2014/15 and to note the new process for 2015-20.	<b>7:40pm</b>
13	<b>Spotlight on Parishes</b>  To receive written and verbal updates from our town and parish councils.	<b>7:45pm</b>
14	<b>Appointments to Working Groups and Outside Bodies</b>  To note that appointments to outside bodies and working groups for the forthcoming year:  • Community Area Transport Group (CAT-G)	<b>7:55pm</b>

- C&DCA (Cricklade Leisure Centre)
- Community & RAF Fairford Liaison Group
- Neighbourhood Planning Forum
- Lyneham Steering Group

15 **Task Group Reports and Decisions** (*Pages 73 - 74*)

**8:00pm**

To consider reports from the following task groups and make any necessary decisions:

- Community Area Transport Group.
- Dog Fouling Task Group.
- Cricklade Shadow Community Operations Board.
- Royal Wootton Bassett Shadow Community Operations Board.
- Set up a Task Group to look into Older People's Housing provision across the Area Board.

16 **Wrap Up**

**8:10pm**

# MINUTES

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** St Bartholomews School, The Rosary, Royal Wootton Bassett  
**Date:** 19 March 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 8.00 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding (Democratic Services Officer), direct line 01249 706612 or e-mail [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Allison Bucknell (Chairman), Cllr Mary Champion, Cllr Mollie Groom (Vice Chairman), Cllr Chris Hurst, Cllr Bob Jones MBE and Cllr Jacqui Lay

### **Wiltshire Council Officers**

Penny Bell – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Laurie Bell - Associate Director (Communications and Communities)

### **Town and Parish Clerks/Councillors**

Cricklade Town Council – Mark Clarke & Ruth Szybiak  
Royal Wootton Bassett Town Council – Sue Hughes & Johnathan Bourne  
Broad Town Parish Council – Veronica Stubbings  
Lydiard Millicent Parish Council – Tim Blakemore & Simon Burley  
Lyneham & Bradenstoke Parish Council – Lynn Thrussell  
Purton Parish Council – Geoff Greenaway & Ray Thomas  
Tockenham Parish Council – Diana Kirby

### **Partners**

Wiltshire Police – Inspector Mark Thompson  
Office of the Police & Crime Commissioner – Claire Woods  
Wiltshire Fire and Rescue Service – Mike Franklin  
MOD – Captain Bob Rusbridger

**Total in attendance: 63**

<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 welcomed everyone to the meeting of the Royal Wootton Bassett &amp; Cricklade Area Board and introduced the councillors and officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from David Line – Greensquare.</p>
3	<p><u>Minutes</u></p> <p><b><u>Decision</u></b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on the 22<sup>nd</sup> January 2014 were agreed a correct record and signed by the Chairman.</b></li> <li>• <b>It was noted that agenda item No.7 – Spotlight on Partners, Cricklade Neighbourhood Planning Group should have read 70 houses to be built on land on the outskirts of Cricklade on the Purton Road, and not 17.</b></li> </ul>
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Wiltshire - The Wider Picture</u></p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> <li>• Dementia Strategy Consultation.</li> <li>• Library Memory Groups.</li> <li>• What Matters to You Event.</li> </ul>
6	<p><u>Focus on Young People</u></p> <p>Laurie Bell – Associate Director Comms &amp; Communities, Wiltshire Council gave a presentation which outlined the consultation proposals put forward on the Review of Youth Activity.</p>

Points made included:

Why do we need a review?

- Statutory duty to secure access to leisure-time activities for young people.
- Currently, provided through a range of services including open access youth development service across the county - mix of centre and street-based youth work.
- Department for Education updated statutory guidance;-
  - new focus for councils - to enable services, rather than direct provision.
  - enhanced role for voluntary and community sector.

Consultation – the four options

1. Retain the current in-house service but reduce the cost.
2. Outsource the service.
3. Encourage and support staff to form a Public Service Mutual.
4. Develop a community led approach.

The Consultation Process

- Started Friday 31 January – for 10 weeks.
- Widely publicised;
- Schools, focus groups, young people’s groups, staff, communities, stakeholders.
- 20,000 text messages to young people linking to survey.
- Voluntary and community services.
- Channels include website, Sparksite, facebook, twitter, media.
- Final report for future provision – cabinet on 22 April

Cllr Jacqui Lay reminded the meeting of the importance of taking part in the consultation and that Wiltshire Council’s Childrens Select Committee would be presenting a report to the Cabinet of Wiltshire Council on this topic.

Representatives of Royal Wootton Bassett & Cricklade youth groups were in attendance and gave a short presentation that outlined why the youth clubs were important to them:

- It’s a place where they feel safe.
- It’s somewhere to go that is tolerant, open to all and supportive.

	<ul style="list-style-type: none"> <li>• It gives a consistent relationship with staff that they can trust. They don't judge us!</li> <li>• It gives them a place to relax and stay out of trouble.</li> <li>• It gives them a chance to get away from home when they need it.</li> <li>• They get a chance to go on trips and events that they might not be able to afford otherwise.</li> </ul> <p>Questions and points raised from the floor included:</p> <p>That it would be good to know what work Wiltshire Council carries out on behalf of vulnerable children.</p> <p><i>a. Usually this work is carried out very much in the back ground, but we will look into getting some figures on this topic.</i></p> <p>Is the 53 bus service going to be re-instated?</p> <p><i>a. The Youth Advisory Group had organised a petition that had been sent to Stage Coach. A reduced service was being discussed as well as some other extra services, but not the 53 service.</i></p> <p>The Chairman thanked Laurie Bell and the young people for their presentations.</p>
7	<p><u>Spotlight on Partners</u></p> <p>Updates from partners were received as follows:</p> <p>Wiltshire Police – Inspector Mark Thompson The written update was noted.</p> <p>Wiltshire Fire and Rescue Service – Mike Franklin The written update was noted.</p> <p>Military Civilian Integration Project - Captain Bob Rusbridger The written update was noted.</p> <p>Defence Technical Training - Captain Bob Rusbridger Points made included:</p> <ul style="list-style-type: none"> <li>• Hercules had been appointed as the contractor for the Lyneham project and had been on site since December 2013.</li> </ul>



	<ul style="list-style-type: none"> <li>• That a sub-contractor event had just been held to secure local sub-contractors as per the terms of the contract.</li> <li>• Hercules were now preparing to employ some 36 local apprentices to work on the site.</li> <li>• That an influx of contractors could be expected from Easter onwards when building expected to properly commence.</li> <li>• That a small amount of asbestos had been found on the site and would be removed.</li> </ul> <p>Cricklade Neighbourhood Planning Group – Mark Clarke</p> <ul style="list-style-type: none"> <li>• That the group is making good progress and would like the opportunity to give a presentation at the next Area Board meeting.</li> </ul> <p>Royal Wootton Bassett Neighbourhood Planning Group</p> <ul style="list-style-type: none"> <li>• That the Royal Wootton Bassett neighbourhood plan was coming together.</li> </ul> <p>Royal Wootton Bassett Museum</p> <ul style="list-style-type: none"> <li>• Would be holding a WW1 commemoration talk on Monday 14 April, entitled “Life in the trenches”.</li> </ul> <p>The Chairman thanked everybody for their updates.</p>
8	<p><u>Working towards being 'Dementia Friendly'</u></p> <p>Dave Thompson and Cllr Jacqui Lay gave a short presentation on the work of the Three M's Memory Café and how it is trying to help make Royal Wootton Bassett more dementia friendly.</p> <p>Dave Thompson advised that the 3M's Memory Cafe is for people with memory loss (Dementia, Alzheimers and similar) and their carers to meet with others to exchange experiences in a friendly environment.</p> <p>The group had gained financial help from the Wiltshire and Swindon Users Network (WSUN) as well as receiving donations from various local organisations.</p>

	<p>The group was supported by the Royal Wootton Bassett Town Council.</p> <p>Cllr Jacqui Lay outlined plans to help make the community “Dementia Friendly”</p> <p>Points made:</p> <ul style="list-style-type: none"> <li>• Wiltshire Council Dementia Strategy and toolkit.</li> <li>• Royal Wootton Bassett &amp; Cricklade to be the pilot.</li> <li>• Community group in formation.</li> <li>• Launch in May 2014.</li> </ul> <p>Representatives of the Royal Wootton Bassett Youth Group presented Dave Thompson with a donation of £50 for the Three M’s Memory Café, which was raised by the youth group holding a 12 hour stay awake.</p> <p>The Chairman thanked Dave Thompson and Jacqui for their presentations.</p>
9	<p><u>Wiltshire's New Housing Allocation policy</u></p> <p>Cllr Jacqui Lay outlined the new Wiltshire Council Housing Allocation Policy, which sets out how the Council will allocate social housing from September 2014.</p> <p>Points made included:</p> <p>Consultation and reason for change</p> <ul style="list-style-type: none"> <li>• Policy was reviewed following the introduction of the Localism Act and the introduction of the new freedoms.</li> <li>• Wide consultation with the public, including the area boards, all those on the register, housing providers, voluntary sector, support providers and many more.</li> <li>• Approved at cabinet in November 2013</li> </ul> <p>The main change</p> <ul style="list-style-type: none"> <li>• Local connection to Wiltshire.</li> </ul>

	<ul style="list-style-type: none"> <li>• Local homes allocated to local people.</li> <li>• Review of bandings.</li> <li>• Creation of open market register for those with no identified housing need.</li> <li>• Introduction of reasons to be excluded from the register.</li> <li>• Allocations made in line with the bedroom standard.</li> </ul> <p>Local homes for local people</p> <ul style="list-style-type: none"> <li>• Priority will be given to those with local connection to the parish or town, followed by band and eligible date.</li> <li>• If no one bids with a local connection we will look to all the surrounding parishes and towns.</li> <li>• Finally it will be opened to the whole of Wiltshire.</li> <li>• A local connection exclusion group applies.</li> </ul> <p>The Chairman thanked Cllr Lay for her presentation.</p>
10	<p><u>Investing in our Community</u></p> <p>Councillors were asked to consider the following applications for funding from the Area Board's 2013/14 budget:</p> <p><b>Decision</b>  <b>Cricklade Cricket Club awarded the sum of £5,000 towards new netting and bowling machine.</b></p> <p><b>Reason</b>  <i>The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture &amp; Leisure.</i></p> <p><b>Decision</b>  <b>Jubilee Gardens Project awarded the sum of £5,000 towards alterations to Church Bush Hall.</b></p> <p><b>Reason</b>  <i>The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture &amp; Leisure, and Education &amp; Lifelong Learning.</i></p>

**Decision**

**Wootton Bassett Sports Association awarded the sum of £5,000 towards a tennis practice wall.**

**Reason**

***The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.***

**Decision**

**Lyneham Village Hall awarded the sum of £500 to purchase and install new radiators.**

**Reason**

***The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.***

**Decision**

**Royal Wootton Bassett Town Council awarded the sum of £1,320 towards a WW1 commemorative community flower festival.**

**Reason**

***The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.***

**Decision**

**Cricklade festival Committee awarded the sum of £616 towards a new marquee and gazebo.**

**Reason**

***The application meets the Community Area Grant criteria 2013/14, and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.***

**Decision**

**Royal Wootton Bassett Town Council awarded the sum of £3,500 from the 'Legacy of 2012' budget to improve accessibility, usage and enjoyment of the Row de Dow footpath in Royal Wootton Bassett.**

**Reason**

***The application demonstrates a link to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure, and Environment, Land-Based Issues and Countryside.***

	<p><b>Decision</b>  <b>Councillor-led Project – (Cllr Jacqui Lay) Dog Fouling, £2,000 awarded.</b></p> <p><b>Decision</b>  <b>Councillor-led Project – (Cllr Jacqui Lay) Making Our Community ‘Dementia-Friendly’, £5,000 awarded.</b></p> <p><b>Decision</b>  <b>Councillor-led Project – (Cllr Allison Bucknell) Community-led Planning workshops, £4,000 awarded.</b></p>
11	<p><u>Spotlight on Parishes</u></p> <p>Royal Wootton Bassett Town Council</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> <li>• That the Area Board notes and considers the proposal for a 20mph speed limit in the High street, it was hoped that this could be brought up at the next CAT-G meeting.</li> </ul> <p>Cricklade Town Council</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> </ul> <p>Purton Parish Council</p> <ul style="list-style-type: none"> <li>• The Area Board wished Shirley Bevington all the best for her retirement as the Purton Parish Clerk.</li> </ul> <p>The Chairman thanked the partners for their updates.</p>
12	<p><u>Task Group Reports and Decisions</u></p> <p>To consider reports from the following task groups:</p> <p>Dog Fouling Task Group</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> <li>• That volunteers are required to sit on the Task Group.</li> </ul>

	<p>Cricklade Shadow Community Operations Board.</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> </ul> <p>Royal Wootton Bassett Shadow Community Operations Board.</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> </ul> <p>Four new appointments to the Royal Wootton Bassett Shadow Community Operations Group were ratified by the Area Board:</p> <ul style="list-style-type: none"> <li>• Jonathan Bateman – User and community group/wider community</li> <li>• Chris Wannell – User and community group/wider community</li> <li>• Roy Dinsmore – Used and community group/wider community</li> <li>• Ray Thomas – Purton Parish Council</li> </ul> <p>Community Area Transport Group.</p> <ul style="list-style-type: none"> <li>• Next meeting of the CAT-G – Thursday 10 April.</li> <li>• The importance of the Parish Councils attending the CAT-G meetings and taking part in the CAT-G process.</li> </ul> <p>The Chairman thanked everybody for their updates.</p>
13	<p><u>Wrap Up</u></p> <ul style="list-style-type: none"> <li>• It was agreed that musical entertainment prior to the meetings was well received and should continue.</li> <li>• It was agreed that a new Lyneham photograph should be used as the Lyneham photograph on the Area Board web site etc, Whilst the history and impact of RAF Lyneham should never be forgotten it was felt that different Lyneham would now be more appropriate.</li> <li>• The Chairman thanked everybody for attending the meeting.</li> </ul>



## Royal Wootton Bassett & Cricklade Area Board Review 2013/14

What have we achieved over the past 12 months?

### Focusing on local priorities



On Saturday 15 March 2014, the community came together to discuss local priorities at the 'What Matters to You?' event at The Wiltshire Golf and Country Club.

The Area Board will be working closely with the local community and key partners to take forward the key issues that were identified.

### Supporting community groups



Over the past 12 months, the Area Board has invested more than £74,000 in the local community through the Community Area Grants Scheme.

Successful projects include, amongst many others, changing room facilities at Cricklade Rugby Club, a new junior youth club in Lyneham, a new tennis practice wall in Royal Wootton Bassett and construction of disabled toilet facilities at the Swindon & Cricklade Railway where the picture (left) shows dedicated volunteers hard at work.

### Caring about dementia



In December 2013, the official launch of the Wiltshire Voices film 'Living with Dementia' took place at Marsh Farm Hotel in Royal Wootton Bassett. The Area Board took a lead role in the development of this film, and is now working closely with a community-led steering group to raise awareness of the issues associated with living with dementia in the local community.

## Local highway improvements



The Community Area Transport Group has continued to prioritise local highway improvements. Approved schemes this year have included:

- A new pedestrian crossing on Purton High Street
- A new footway through a section of Lydiard Green
- A traffic calming scheme through Hook
- Dropped kerbs and paving near Purton Village Hall

## Other local projects and community news

The community blogsite 'Our Community Matters' was launched in 2013 and now provides a valuable community portal for news, information and events.

Plans for new community campuses in both Royal Wootton Bassett and Cricklade are ongoing, with regular updates available through the Area Board.

The new project 'WithIT' has been successfully launched by the community – an informal, drop-in style session to help the older generation to get to grips with using iPads and other modern tablet-form devices.

Plans for the MOD's new Defence College of Technical Training in Lyneham have taken speed, with contractors now on site. Regular updates are provided via the Area Board and Our Community Matters.

The Dog Fouling Task Group continues to work towards bringing about plans to create greater awareness of the risks and issues associated with dog-related antisocial behaviour in our communities.

## A word from the Chairman

Post elections in 2013, we had a number of new Town, Parish and Unitary councillors and it is great to see them playing an active part in the Area Board. The wider community has been busy putting together Community Plans and working on various Neighbourhood Planning groups. More people than ever are having a say in what happens locally.

We would not be where we are today without the unstinting support of our Community Area Manager, Penny Bell, for which we thank her.

**Councillor Allison Bucknell, Area Board Chairman 2014/15**

Further information:

Our Community Matters - <http://rwbc.ourcommunitymatters.org.uk/>

Community Grants - <http://www.wiltshire.gov.uk/council/areboards/areboardscommunitygrantscheme.htm>

Twitter - [https://twitter.com/RWB\\_C](https://twitter.com/RWB_C)





# Guide/Toolkit No Cold Calling Zones



### **What is cold calling?**

Cold calling is a form of marketing. For the purposes of this guide we are concentrating on those who call unexpectedly, and uninvited at a home with the purpose of selling goods, or offering a service, we refer to them as “doorstep traders”.

There have been some expressions of concern that a NCCZ may deter political or religious canvassers. A zone is not set up with the intention of preventing canvassing or to deter local authority officers and genuine utility providers. Nor is it to stop local agents known to residents such as the Avon lady. It does not prevent mail drops from local businesses provided they do not intend the resident to open the door to them. It is recognized that from time to time genuine callers may have a need to visit a home within a zone, but these occasions will not be regular, and it is hoped that any person making an essential visit within a zone will recognize and respect the special needs of obviously vulnerable residents. A prior appointment is always the preferred method of carrying out a visit within a zone.

Are all cold callers a potential threat?

It must be stressed that many of those who cold call are from legitimate businesses who wish to provide goods or services in accordance with the law. There are however, some businesses that operate in a less than ethical fashion, using “hard sell” tactics to get a sale, and targeting the less able or more vulnerable members in our communities. Often what they offer is completely unnecessary and overpriced. We have had many examples of this in Wiltshire in recent years, including a few rogue companies selling alarm systems, solar panels and home improvements such as roof repairs/coating. Some companies offering these services will be genuine and ethical, but others will be willing to exploit the vulnerable. Add to this, the fact there is a minority of cold callers with the prime objective to commit fraud or theft, and it becomes clear how impossible it is for a vulnerable person to know when a caller is safe to deal with. ID cannot be relied upon, as it is not proof that the caller is genuine, or from an ethical business. For this reason an effective No Cold Calling Zone has to apply restrictions to all doorstep traders who wish to call without appointment.

Cold calling is not illegal, but it can be a problem for many reasons. A lot of people simply believe cold calling is intrusive and annoying, and would like to prevent it, but are perfectly capable of dealing with those callers they do not want on their doorstep. Others find it difficult and even alarming, because of the pressure applied by the caller - they prefer not to be faced with the dilemma of how to deal with the caller.

The main concern for trading standards and the police is that vulnerable older people often tell us how frightening it is for them to have strangers calling at their door. Poor hearing and sight, as well as memory problems or mobility issues make it very difficult. They become confused and can be persuaded to agree to have work carried out on their homes which may be unnecessary and overpriced. They may feel intimidated into paying, even though they are not happy with the work or the amount being demanded. They fear reprisals if they refuse. Traders who successfully victimize an older person will often return, or provide the victim’s details to criminal associates. Repeat victimization of vulnerable elderly people is very much a concern.

Doorstep crime against elderly vulnerable people is difficult to prevent, because to do so relies on a resident’s own awareness of the risks, as well as his or her understanding of what steps to take to avoid becoming a victim. A well set up community no cold calling zone is just one way to reduce the risks.

### **Helping residents to help themselves**

When setting up your zone it is important to identify and build a relationship with those more isolated residents within the zone who may require a little more advice about cold calling. A visit from someone that person knows or will trust, such as, a neighbour, police community support officer, Neighbourhood Watch Co-Ordinator or Parish Councillor can help raise awareness, without raising the fear of crime. A discussion should:

a) Explain simply that Wiltshire is a low crime and safe area but that care needs to be taken when dealing with some callers and explain why. Do not overstate and cause alarm.
b) Emphasize the importance of locking doors even when at home and using door chains when there is someone at the door.
c) Advise of the importance not to offer information to a caller “are you from the council”, “I am a widow” , or “I always go to my daughter on a Wednesday” etc etc.
d) Say it is wise to keep handbags and valuables out of sight of windows and opened doors
e) Advise where a safe key box may be of benefit.
f) Discuss password schemes where this is appropriate.
g) Confirm that it is fine <b>not</b> to answer the door to unexpected callers, and that genuine callers will be happy to put a card through the letterbox for an appointment to be made.
h) Suggest the best way to deal with callers who are expected – checking ID etc.
i) Advise about the Bobby Van and what they can do to help including checking security, fitting key boxes and door chains etc and that this is free for elderly people.
j) Investigate whether there is the need and/or opportunity to tidy up frontage/garden
k) Ensure that the local Neighbourhood Policing Team is aware of any particular vulnerability.
l) Find out whether there are nearby relatives, friends or a reasonable relationship with neighbours.
m) Ask if there are any issues worrying the householder. Offer a contact number for any queries or worries.
n) Finish by reassuring that simple safety measures will ensure that Wiltshire remains a very safe and low crime area

Of course there are some sophisticated measures, such as electronic recorded messaging systems, that can be put in place to remind very vulnerable householders what to do when they get someone at the door. A simple visual reminder is included as part of our door sticker.

This part of our sticker should be placed on the inside of the door at eye level:



What is doorstep crime?

There are two main types of doorstep crime, distraction burglary and rogue trader. Predominantly these crimes are carried out during the daylight hours. Both types of doorstep crime are often carried out by the same criminals, who will seize whatever opportunity presents to them. They can quickly turn from being a rogue trader to a distraction burglar and vice versa depending on what opportunity they have. It is also easier to appear to be a normal trader or caller when working the daylight hours. Homeowners are less wary of callers during daylight than they are of those calling at night.

It must be understood that these criminals see what they do as “their work” and unfortunately they have no compassion for someone old or vulnerable – they are quite simply an “easy target”.

**Distraction burglary** is where the resident is distracted by a caller using a trick such as a false story and/ or false identity, in order to gain entry to a home with the intention to steal.

**Rogue trader crime** is where a caller offers a home maintenance service for which a disproportionate sum of money will be demanded, and poor work carried out. The rogue trader will often quote low to get the work, but later demand more; use scare tactics to get the work; intimidate the householder into paying up. On occasion they will even begin the work without permission, leaving the resident unsure of what to do next.

Both rogue trader crime and distraction burglary cause enormous psychological harm to victims, often resulting in deterioration in health and loss of independence. Rogue trader crime has a great potential for financial harm as the sums involved are often very significant indeed and can mean the loss of life savings.

The most common services offered by rogue traders are:

Gardening, especially cutting shrubs and trees  
Replacing damaged roof tiles.  
Re-pointing of ridge tiles or gable ends  
Applying plastic covering to gable ends  
Moss removal from roof tiles  
Cleaning/applying sealant or “thermal” coating to roof tiles  
Repair of leaking guttering  
New fascia/soffit boards  
New driveway surface  
Cleaning/power washing of driveway

There is no disputing that in some circumstances, the homes of the elderly in particular, do require maintenance work, but allowing a cold caller, who has insufficient skill to work on a home, can result in damage, and end up costing far more than the job was worth. It is very likely that it will also expose a vulnerable person to future exploitation.

Any householder needing to access competent and honest trades people can do so through various schemes.

AgeUK Devizes operates a registered trader scheme. Members are mostly small businesses prepared to do small jobs. They have had their trading history and complaint record checked by trading standards before being included on the register.

Buy with Confidence is a national scheme operated by trading standards and members are thoroughly checked and must have CRB clearance before working with the elderly and vulnerable.

The Federation of Master Builders offers an insurance scheme for those who might require more complex work. Details can be found at:

<http://www.fmbuildassure.co.uk/>

Members of the Federation can be found at

<http://www.fmb.org.uk/>

It is a legal obligation for any person working on gas heating or appliances to be GasSafe registered. The Gas Safe website can be used to check registration:

<http://www.gassaferegister.co.uk/>

Those installing solid fuel stoves must by law be HETAS registered and details can be found on:

<http://www.hetas.co.uk/search/>

For roofing contractors it is important to source the right expertise. Those that specialize in flat roofing may not be the best to do tiling. There are laws relating to trades that have to use ladders for their work and it is especially important to ensure that a reputable business is used to avoid any risk of injury or claims for damages. For details of roofing businesses that belong to the trade association see:

<http://www.nfrc.co.uk/>

<http://www.corc.co.uk/>

Distraction burglary usual takes place after the caller claims to be from the council or gas or electricity provider, a policeman or other official organization, but it can be carried out by simply distracting the householder with stories of a lost pet, lost ball, using the telephone to make an emergency call etc. Sometimes the caller will use a child or female to try to add some legitimacy to their reason for calling.

The activities of cold callers are difficult to control, and therefore any means by which we

can minimize the opportunity for crime is to be welcomed, and reducing the incidence of cold calling on the elderly and vulnerable is one way we can seek to do that.

What makes a good No cold Calling Zone?

A NCCZ is a small defined area, such as a “close” or street or simply a collection of homes that includes a proportion of vulnerable or elderly people who could potentially benefit from the restriction of cold calling. The best zones are small areas with approx thirty homes or so, with a **mix** of elderly residents and young families. The mix of residency is beneficial to a zone because younger families are likely to be at home during the day, out and about their property, and more alert to what is going on around their locality.

Whilst a mix of residency is preferable, any area where vulnerable people could benefit from the introduction of a zone may be suitable.

A zone is officially recognized and supported by the police and trading standards, and many organizations such as utility providers are now bound to recognize the zones and avoid calling within them.

### The Practical Steps

Residents must be consulted about the proposal, given information about how it works and how to react to cold callers. Signs must be erected on the street and stickers displayed on doors to deter cold callers by making it clear that the occupants are not willing to do business on the doorstep and that they will report cold callers who ignore the signs.



A caller who refuses to leave when asked may commit a criminal offence, and therefore making the wishes of the occupant clear is an important aspect of any effective zone. Trading Standards may be able to take action where a business ignores the requests of residents and remains on private property, and so prompt reporting of the name of the business and any vehicle registration details that can be safely and discreetly obtained will be essential.

### Why set up a No Cold Calling Zone – will it really solve the problem of cold calling?

A NCCZ will never completely eradicate cold calling, but it will reduce the incidence. It is just one of the ways in which we can try to protect our most vulnerable from both the nuisance of cold calling and the threat of doorstep crime.

Wiltshire is a low crime area, but Trading Standards and the Police are particularly concerned that a few elderly and vulnerable people are targeted, and often more than once.

Partnership working between the Police and Trading Standards over the past ten years has significantly reduced doorstep crime and detection has improved but we can do more to raise awareness.

Because cold calling is not in itself illegal, it is difficult to determine if a cold caller has criminal intent and therefore a NCCZ will attempt to restrict access to **all** cold callers in that designated area.

Even “legitimate” cold callers can cause considerable disturbance to a disabled or very elderly person and Trading standards want to encourage all businesses to be respectful of the needs of the elderly. Utility companies are on board with our concerns and as mentioned above, now have a Code of Practice which requires they do not call at homes displaying No Caller stickers, and do not enter designated no cold calling zones. Trading Standards are regularly contacted by more ethical businesses who wish to advise of their intention to cold call and to ask which areas they must avoid. Such businesses are always very happy to conform – there are, after all, many doors at which they will be able to call and successfully trade!

### **Will a zone actually help criminals to identify where vulnerable people live?**

The rogue trader or bogus caller needs no help in identifying the home of an elderly or vulnerable person. Grab Rails, ramps or simply a general look of neglect in a garden are all tell tale signs that an elderly or vulnerable person may reside. The look and condition of a property is indeed how the criminal identifies potential victims. Whilst it is often difficult to achieve, keeping front gardens tidy, property well maintained and residents informed, are the best ways to prevent rogue trader crime. The intention of creating a zone is to make it clear to would be callers that residents within it are more informed and will report cold callers to the police. The cold caller with criminal intent seeks to carry out his activity with the least risk of detection. By asking every resident within a zone to display a sticker, there is no additional identification of a particular resident, other than that which would be present anyway, such as grab rails and ramps.

The information pack you send out to those residents within a zone should offer advice and a point of contact to report concerns. The Citizens Advice Consumer Service will offer advice to any resident, record complaints and notify local trading standards departments. You should also include information about legal rights a consumer has if he or she does do business with a trader in the home. This guide gives all the information you will require to fully inform your zone residents. The primary objectives are to reduce cold calling and empower residents.

## **Getting Started with your No Cold Calling Zone (NCCZ)**

### **1. Discuss with Trading Standards**

Contact your local trading standards service by emailing: [tradingstandards@wiltshire.gov.uk](mailto:tradingstandards@wiltshire.gov.uk) or by calling 01225 713248

Most of the information you require to set up your scheme is included in this guidance,

but it may be useful for a full understanding of the scheme, to speak with a Public Protection Officer from Trading Standards who will tell you the basic requirements, how the scheme works and how to make a start on setting it up. If you wish an officer can visit to speak with you or the Parish Council about it and view your proposed area. You may wish to ask an officer to attend any local meeting and an officer will be pleased to attend any public meeting you organize, to answer any questions and talk about doorstep safety generally.

## **2. Consultation**

You must carry out a consultation within the proposed zone area. There are many ways to do this, none of which are right or wrong, but it is important that the residents are involved in the project and that they understand their role and how to deal with uninvited callers. You do need to show that you have contacted each resident in order to establish an official no cold calling zone, as their agreement and co-operation is vital. Consultation can be done by:

Personal visits – these can be very effective, especially when dealing with the harder to reach residents who are unlikely to attend a meeting or respond to letters/leaflets. These visits should be carried out by someone who knows the resident and by appointment.

Group meetings – these are an ideal way of getting the message across, but are difficult to organize, and it can be hard to persuade residents to attend. Make use of existing groups in the area, and ensure that those attending sign a document showing their attendance and agreement to the zone.

Where face to face consultation is not possible, a formal letter is important to show that all residents have been contacted about the proposed scheme and that there is majority agreement. \* You should provide an easy way for any resident to object and opt out of any proposed scheme which could be by way of tear off slip and pre paid envelope, as well as provision of an e-mail address and telephone contact with a designated person. A sample letter is included in this pack.

You should also consult with any existing organization representatives such as Neighbourhood Watch and Good Neighbour Co-ordinators, as well as your Area Board if appropriate.

*\*You must be prepared that, although unlikely, some residents may not want, or will object to a scheme. If this is the case, then you should discuss their objections or problems and ultimately must keep a record of their wish not to be included in the scheme if this is the final outcome. It is important that the majority affected are in agreement with a zone. Street signage is an issue that can be controversial, but street signage is a non negotiable aspect of any scheme, and so its positioning should be appropriate and any objections addressed if a zone is to be effectively enforced.*

## **6. Signage**

**You will need to purchase street signs, and so will have to establish how many each zone will require. If you plan to set up more than one zone then it may be more economical to make an order for a sufficient number within one order. Signs can be heavy duty metal signs with appropriate metal band fixings, or the more popular polycarbonate with appropriate ties. The lighter polycarbonate signs have fewer**



implications for health and safety, and are a lot cheaper to purchase.



Re-produced Courtesy of Nuneaton Signs

If you decide to go ahead with setting up a zone the next step will be to carry out a site survey to establish exactly where the signs will be placed.

You will need to:

- a) **Get permission** from your local Highways Department to attach signs to a suitable point, and at a height of about 2 metres.
- b) **Be aware of any health and safety requirements** relating to the erection and maintenance of signs – a basic sample risk assessment for the use of ladders is included in this pack, but a small platform or “hop-up” will often be most suitable given the relatively low fixing height.
- c) **Demonstrate that the person who will affix these signs is capable of doing so safely.** It is very simple to do this, but it will be your choice as to how this is achieved. You may decide to employ a business to erect signs for you. Whatever decision you make should be included in your own written procedures.
- d) **Place signs at any entrance and exit to the area,** including any footpaths which lead directly to the proposed zone.
- e) **Position signs so as to be visible to any vehicles or pedestrians** entering the area. If signs are not placed at a high enough position, they may be subject to vandalism or removal and so a lamp post is often the most suitable point for fixing, but at a height that allows wording to be legible
- f) **Take note of any existing signs** such as “NHW scheme” and where appropriate position the NCCZ signs close to these.
- g) **Periodically check** the fixing on the signs to ensure it remains effective.

It is preferable for wording on signs to be consistent across the County but it is your scheme and your decision. The example above is the Artwork provided by Nuneaton signs for you to consider, but if you have a Parish logo or something specific to your area that you wish included then you should consult with your preferred supplier and get appropriate quotation. Nuneaton signs <http://www.nuneatonsigns.co.uk/> will produce a minimum 10 signs, but it is important that you do obtain an exact quotation before contracting with them. This guide contains a recent sample quotation as a guide to potential costs but is not an offer to produce at that price. You will need to obtain your own quotation.

Any artwork produced by a supplier will remain their intellectual property and you should not re-produce it yourself or ask any other company to re-produce it without their permission. This is a requirement of Copyright legislation.

## **5. Launching your zone/information pack for residents**

Once your consultation is complete you will need to ensure that you inform trading standards that the scheme will be set up and when that is likely to happen, so that trading standards can monitor any complaints from the zone in the future.

At this point you will need to establish how many homes will be included in the zone. You should decide what you will include in your pack for residents within the zone, and include a door sticker in each (which you can obtain from trading standards).

The pack you provide to each household should include as a minimum:

- a) A letter about the scheme and how it works
- b) A door sticker
- c) Useful local contact numbers - perhaps laminated version to keep by the phone
- d) Advice about buying from sellers at home and the legal provisions relating to cancellation rights
- e) A slip/contact details for those intending to opt out of the scheme. You should keep a note of this.
- f) Any specific information relevant to the locality such as neighbourhood watch schemes, good neighbor co-ordinator etc.
- g) What information to provide when reporting a caller's breach of the zone.
- h) General advice about doorstep safety and home security
- i) Advice on local schemes for obtaining home maintenance services such as the AgeUK registered traders scheme. <http://www.ageuk.org.uk/wiltshire/our-services/traders-list/>

## **7. Maintenance of your zone signage**

Once in place, the signs will need to be checked on a regular basis to ensure they are in place, safely affixed and are still legible. This is more relevant where heavy duty metal signs are used, to address any potential issues relating to injury from falling signs, but also to see that the signs are still there to advise traders. It is a good idea to keep a basic record of when signs are inspected and by whom, to meet any health and safety requirements. Your local health and safety officer will be happy to advise if necessary.

## **8. Publicity**

There are mixed opinions about publicity for zones. Some think it essential and others believe that it gives rise to problems such as ill feeling from those who live in areas not so designated. You should discuss carefully the pros and cons of publicity. Whatever your decision regarding publicity it is important that you notify key organizations in your locality such as Neighbourhood Watch co-ordinators, Good neighbour Co-ordinators etc.

Including local business in your plans is essential, especially if any business premises, community centre, or someone that trades from home is located within a zone, because they will need to make regular callers they have, aware of the zone and its purpose to

avoid confusion. If anyone has any queries relating to your scheme which you cannot answer they should be referred to trading standards. The police are supportive of schemes and will make every effort to assist where necessary.

## **9. Staying in Touch/Evaluation**

You will want to consider how you will stay in touch with your zone members. It may be that you will designate someone as a point of contact who will organize regular contact with residents in zones, or you may wish to prepare a simple periodic newsletter with local news/safety tips etc., to let residents know that you are still interested in them and their zone. Whatever method you choose, regular contact will undoubtedly be appreciated by zone members.

Inviting comment from residents in the zone, asking whether there are any improvements they consider necessary. Involving residents will ensure that the zone remains in focus and that cold calling issues are regularly evaluated. An evaluation form could be included with a newsletter asking residents whether they feel more empowered since the scheme was introduced, or whether cold calling has continued to be a problem. Evaluation may be a condition of any funding application you make from a source such as your Area Board.

## **10. Intelligence reporting.**

Cold caller behavior which gives rise to concern should always be reported for example:

- Remaining within a zone after being asked to leave
- Using aggressive or high pressure sales tactics
- Poor standard of work carried out to a property
- Misleading a resident into buying goods or services by making false claims

Such Incidents should be reported to the Citizens Advice Consumer Service on

**0845 4040506**

Trading Standards will be made aware of all such reports and will take action locally where appropriate.

Any serious incident where a cold caller causes a resident to feel concerned or intimidated should be reported immediately to the police on 999. If it is not an emergency but still of concern then calling either the police number 101 or the Citizens Advice Service on 08454 040506 is appropriate to make the report. Gathering intelligence about cold calling problems is an important aspect of police and trading standards' work and all Wiltshire residents, not only those in zones, should be reassured that in reporting issues of concern they are contributing to the crime detection work of the police and trading standards.

Detailed Below:

1. Sample letter of introduction for residents in proposed zone
2. Sample Q-Card (useful contacts)
3. Information Link for Health and Safety Executive - use of ladders
4. Explanation of Cancellation Regulations applicable to contracts made in a consumers home.

## 5. Sample Quotation from Nuneaton Signs for supply of street signs

### Appendix

#### 1. Sample Letter of introduction for residents in proposed zone

Dear Sir/Madam,

Your local Parish Council is aware that some streets and roads within its locality are subject to cold calling which causes alarm and distress to some residents. To try to help reduce the problem, we are identifying some small areas which could benefit from being part of a nationally recognized initiative known as the "No Cold Calling Zone" Scheme.

Your street/road has been identified as an area which could benefit. We can only set up a zone in your area if the majority of residents are in agreement, and this letter is to ask whether you do agree to be part of a No Cold Calling Zone. Being a member of a zone will mean that you agree to display a sign which will be provided, on your door or window saying you do not want to do business with doorstep callers without appointment.

If you are in agreement you need take no action and will be contacted again when we ascertain majority agreement. If you wish to opt out of any scheme then please complete the attached slip and return it or telephone.....

No Cold Calling Zones are supported by the Wiltshire Trading Standards Department and Wiltshire Police. The majority of residents are perfectly able to deal with callers that are not invited, but a small number of vulnerable and elderly people are targeted by callers who see the opportunity for crime and zones are put in place to protect those vulnerable residents less able to deal with callers. The aim is not only to reduce the number of uninvited callers, but also to empower (assist) residents and to raise awareness of cold caller problems.

There is no cost to residents who agree to this scheme. If you are in agreement, you will be provided with a pack of information giving advice and guidance on the scheme and who to contact in the event of a problem.. Signs will be erected in the immediate area warning would-be callers of the zone and that the police may be called in the event cold callers ignore the signs.

Your local Parish Council believes your area is very suitable for a zone, but if you have any comments or concerns, perhaps you would make these known to your local Parish Council on.....

Yours faithfully,

Tear Off and Return if you DO NOT wish to take part in the scheme

Name.....

Address.....

Date.....

If possible please state reason for opt out.....

Return to.....

## 2. Q-Card with useful numbers:

### Useful Telephone Numbers

Trading Standards via Citizens Advice Service	0845 4040506
Emergency – Police, Fire, Ambulance	999
Wiltshire Police – Non Emergency	101
Wiltshire Council	0300 4560100
Emergency duty service (DACs)	
Age Concern Wiltshire	01380 727767
Wiltshire Blind Association	01454 319777
Royal National Institute of Blind People	0303 1239999
Royal National Institute for Deaf People	0808 8080123
NHS Direct	0845 4647
National Grid – to report gas leak	0800 111999
Wessex Water – to report water leak	0845 6004600
Thames Water – to report water leak	0800 714614
Victim Support	01380 738888
Bobby Van – for security advice	01225 794652

Next of kin/friend .....

Doctor .....

Hospital .....

Other .....



Wiltshire Council  
Where everybody matters

## 3. Erecting Street Signs

Using Ladders or stepladders for access

Information from the Health and Safety Executive

<http://www.hse.gov.uk/work-at-height/wait/index.htm>

### How to manage the risks

**When planning work at height you need to carry out a 'risk assessment'. This should supplement your overall health and safety risk assessment.**

You don't need to overcomplicate the process. The risks for working at height are usually well known and most necessary control measures are easy to apply.

The law does not expect you to eliminate all risk, but you are required to protect people by minimising risk as far as 'reasonably practicable'.

A risk assessment is simply

- a careful examination of the work at height task to identify hazards and
- a consideration of whether the hazards pose a risk that could cause harm to people.

Workers and others have a right to be protected from harm caused by a failure to take reasonable control measures.

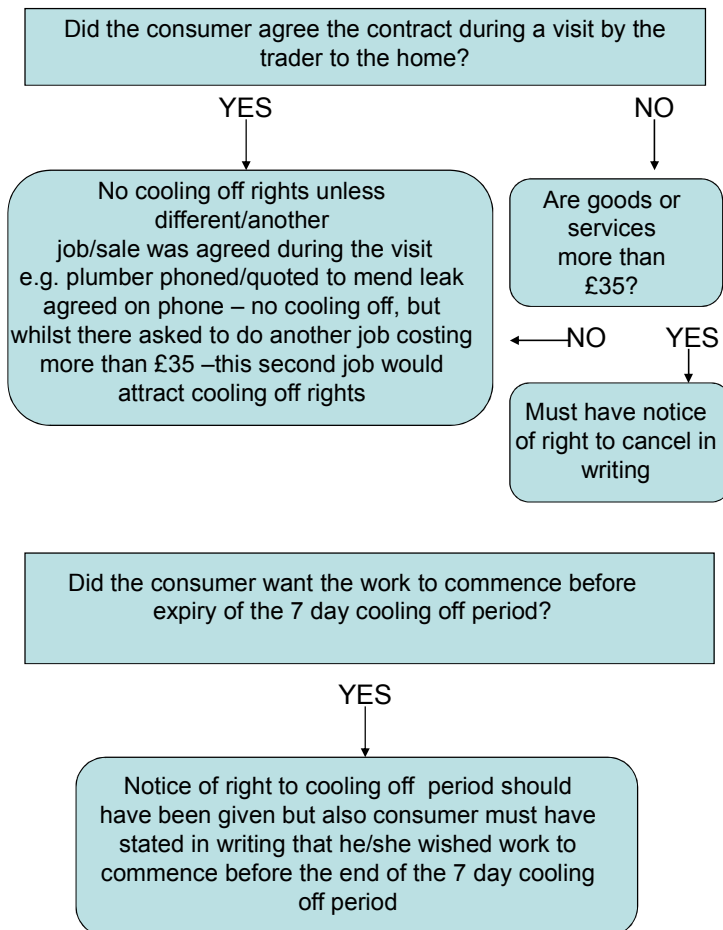
You should always consider whether you have taken enough precautions or should do more to prevent harm. If you have to work at height

- **Use an existing safe place of work to access work at height** - don't cut corners, if there is already a safe means of access such as a permanent stair and guardrail platform use it!
- **Provide or use work equipment to prevent falls**, such as scaffolding, mobile access towers or mobile elevating work platforms (MEWPs) which have guardrails around the working platform.
- **Minimise** distance and consequences of a fall, for example by using a properly set up stepladder or ladder within its limitations for low level, short duration work only.

Please note this toolkit deals with access equipment to help you get to places to carry out work - nets and airbags are not access equipment and are not listed in the access equipment table.

#### 4. Short Guide to Cancellation Rights.\*

##### Short Guide to the Cancellation of Contracts made at Home or Place of Work Regulations



Consumers who enter into a contract, to buy goods or services of more than £35, (£42 from June 2014\*) from a trader who is in their home at the time of the agreement, must be provided with a Right to Cancel Notice.

This notice can be a separate written notice, or it can be incorporated into terms and conditions, by way of a highlighted or boxed section on the contract.

The right to cancel exists for seven days (14 days as from June 2014\*), and the consumer when exercising that right, must communicate this in writing or by e-mail within that time. Any consumer who cancels by way of telephone call should follow up with a written cancellation to confirm and obtain a proof of posting.

Any linked credit agreement signed at the same time for payment of the contract will cease to take effect upon cancellation of the contract for goods and/or services.

Any payments made at the time the contract was entered into must be returned in full to the consumer upon cancellation. This will include any pre payments, or deposits.

In the event the consumer requests work to begin before the end of the cancellation period,

the consumer must provide a signed request for the work to start. The consumer who asks for work to begin within the cancellation period will still be entitled to cancel up to the end of the 7 day period (14 days from June). In the event the consumer does subsequently cancel, there will be a liability to pay the reasonable cost of that work.

It is a criminal offence for any trader who agrees a contract whilst in a consumer's home not to provide the written notice of cancellation rights. A trader who begins work during the cancellation period will have a contract he cannot enforce against a consumer who decides to legally exercise the right to cancel within the period of the cancellation notice.

**The relevant point is that both the consumer and the trader must be in the property together at the time the contract is concluded (agreement reached) for these regulations to apply. They do not apply if the trader visits the home and later supplies a quotation by letter or telephone.**

- **From 13<sup>th</sup> June new regulations will replace the current cancellation provisions and this guide will be updated at that time.**

## 5. Ordering Street Signs

Of course you are at liberty to order signs from any chosen source, but for your information we re-produce the following quotation from Nuneaton Signs to give a guide as to likely cost of signage.

**NB. Should you decide to use this company for supply of signs you should obtain a fresh quotation made out to your Parish, and provide your full details for the order and payment. Prices will be subject to change and you should ensure that the costs quoted to you meet your requirements before order. Any order will be a contract between the Parish Council and Nuneaton Signs, and Wiltshire Council will not be a party to it.**

email: michelle@nuneatonsigns.co.uk

<b>CUSTOMER</b>		<b>Wiltshire Council</b>	
<b>INVOICE ADDRESS</b>		<b>PROD. CODE</b> GX	
<b>DELIVERY ADDRESS</b>		TEL:	
		Mobile:	
		CONTACT	
<b>QUAN</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>
	<b>Supply &amp; delivery of signs as: Wiltshire No Cold Calling</b>		
	5mm foamex complete with drill holes		
	Digitally printed details c/w pof. 10mm rads on corners		
	Size: 200 x 300mm		
10	Signs	£ 10.80	
25	Signs	£ 9.90	
50	Signs	£ 9.30	
100	Signs	£ 9.00	
	Zipties: 2 required per sign	£ 0.25	
		<b>sub</b>	
		<b>Delivery</b>	£ 20.00
		<b>vat @ 20%</b>	
<b>FITTING or SPECIAL DELIVERY INSTRUCTIONS</b>		<b>Total:</b>	
		<b>LEAD TIME</b>	
		<b>DeliveryDate</b>	
Key to Source of enquiry A.referral IB. yellow pages IC.magazines ID.product label E.mailshots IF.telemarketing IG.web site IH. established		<b>PAYMENT TERMS</b>	<b>Account status</b>

<b>DATE</b>	07.01.14
<b>Hard Copy?</b>	
<b>SALES REP</b>	Michelle
<b>source of enq.</b>	
<b>Quote</b>	*
<b>Quote no</b>	
<b>CUST O/No</b>	
<b>PROD. CODE</b>	GX
<b>TEL:</b>	
<b>Mobile:</b>	
<b>CONTACT</b>	
<b>sub</b>	
<b>Delivery</b>	£ 20.00
<b>vat @ 20%</b>	
<b>Total:</b>	
<b>LEAD TIME</b>	
<b>DeliveryDate</b>	



## Chairman's Announcements

<b>Subject:</b>	<b>Rural Development Funding – Plain Action LEADER Programme - 2015-2020</b>
<b>Officer Contact Details:</b>	Alan Truscott <a href="mailto:atruscott@communityfirst.org.uk">atruscott@communityfirst.org.uk</a> 01380 732814
<b>Weblink:</b>	<a href="http://plainaction.org.uk">http://plainaction.org.uk</a>
<b>Further details available:</b>	Direct from Alan and at the meeting.

### Summary of announcement:

Alan Truscott of the Plain Action Local Action Group (LAG) will be at the Royal Wootton Bassett and Cricklade Area Board meeting on Wednesday 21st May March.

If you are looking for funding to start up or expand a business from January 2014 then they are the people to talk too. Grants will be available from £1000 to £150,000 for up to 75% of the total cost.

Plain Action currently operates across Salisbury Plain but is looking expand into the north western side of Wiltshire in the new funding programme from January 2015. He will explain to attendees at the meeting their plans to bid for Rural Development Programme for England (RDPE) funding to enable them to continue and expand the LEADER programme during 2015-2020. If the funding is secured the Local Action Group will be able to continue to award grants to eligible community projects, rural businesses and for farming, forestry and tourism related projects in the Royal Wootton Bassett area.

The LAG are keen to:

- Understand from area and community representatives what they consider to be the key funding priorities for the next 7-8 years.
- Work with area and community representatives to ensure wide business and community input during the bidding stage.
- Once funding is secured, work with area and community representatives to communicate as widely as possible the benefits of the Programmes.



## Community Area Grants Scheme

We are pleased to announce that again we have been awarded Community Area Grant funding for the current year. Like last year, applications are invited for capital items so if you know of any community groups, including village halls, who would like some help to improve their facilities, please encourage them to submit an application as soon as possible as there are just 3 meetings remaining this year to make awards.

The deadline for the next round of funding is 11 June 2014 to be considered at the 23 July 2014 area board meeting

Further information is available on our website:

[www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm](http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm)

Or contact the community area manager: Julia Densham

[julia.densham@wiltshire.gov.uk](mailto:julia.densham@wiltshire.gov.uk) 01249 706496



## **Health Trainer programme rolls out across Wiltshire**

A one-to-one programme to support adults become and stay healthy with the help of qualified health trainers, is being rolled out across Wiltshire.

Health trainers will be in libraries and children's centres across the county working with people to encourage them to adopt healthier habits and stick to them.

The Wiltshire Council scheme will encourage adults to:

- Improve general wellbeing
- Build self confidence and motivation
- Be more active
- Eat healthier food and be a healthy weight
- Reduce or stop smoking
- Drink less alcohol

The health trainers work on a one-to-one confidential basis with people for six sessions, up to an hour at a time. The scheme began in March in the north of the county and following its success, is now being rolled out across the rest of the county.

Dave Payne, who is a senior health trainer, commented: “

We have a good team of health trainers who have all received training to enable them to support adults to become healthier and happier.

“Before I became a senior health trainer for Wiltshire Council, I worked with the Wiltshire Addiction Support Project. I was working with clients in second phase recovery from drug or alcohol misuse. I supported them to take small steps to reduce their alcohol, eat more healthily or get back into physical activity. Small steps often meant big changes and often resulted in them getting back into work, paid or voluntary, and becoming a productive member of society again.

“With this programme we are also looking at healthy weight. When people understand they don't need to go on a diet but just eat healthily and move around a little bit more, it seems to work. People know what to do. They just need that extra encouragement. Building motivation and confidence is key. We also help clients access different groups and activities. As we are community based we know what our area has to offer.”

Keith Humphries, cabinet member for public health said:

“This is an excellent scheme which already has a proven track record in other areas. We have a team of trained people who can really help make a difference to people's lives.”

Maggie Rae, corporate director said:

“The health trainers will help people set achievable goals, for example, getting off a bus one stop early, cutting down on alcohol, eating more fruit and vegetables. If you have someone to help you, working as your mentor, it can make such a difference and I’m delighted we will be able to help more and more people with this programme.”

To contact the health trainer programme email [health.trainers@wiltshire.gov.uk](mailto:health.trainers@wiltshire.gov.uk) or phone 0300 003 4566. For further details contact Margaret Winskill who leads and oversees the community health trainers at [margaret.winskill@wiltshire.gov](mailto:margaret.winskill@wiltshire.gov).

## **Update from REME re Defence College of Technical Training**

You will have noticed that the Contractor (Hercules JV) have put up their signs. They have official control of the site and are restricting access to all but essential personnel. They have started to 'break ground' on the most complex of the buildings and are aiming to finish all buildings on site by summer 2015. MoD personnel gain access to the site via the new gate on the Calne Road.

It is anticipated that personnel will begin to arrive on the MQ patch in Sep 14. Numbers will be small to start and build up until the major 'bulk' move, which remains on track for Oct/Nov 15. The REME/Army move personnel every two years and as their replacements arrive they will be given the option to live in Lyneham and commute to Arborfield. It is anticipated that many will take up the option to save moving at a later date. The MQ estate is getting considerable investment in order to upgrade the houses prior to occupation. Up to £25k per house is being expended. Expect to see lots of workers on the site.

I understand (although have not been involved) that the Mod Programme team have been engaging with the schools in order to give an estimate of the likely increases in numbers. The numbers almost certainly will increase, but it is difficult to gauge the exact numbers due to the complexities of the military population.

The programme remains on track for the bulk move of personnel in Oct/Nov 15. It is anticipated that a small advance party will arrive a few weeks prior to ensure the site is ready. Equipment will start arriving in the summer of 2015, ready for installation and testing prior to school lessons commencing on the 9 Nov 15. Some equipment will arrive on site at the end of this year. We are in the process of removing Stained Glass windows from our REME church in Arborfield and the font from the Church in Bordon. Bronze statues, bell towers, and many other historical artefacts will be heading down the M4 to Lyneham over the summer months.

Mike Tizard  
Lt Col M J Tizard REME





## Crime and Community Safety Briefing Paper Wootton Bassett & Cricklade Community Area Board – May 2014



### 1. Neighbourhood Policing

**Sector Commander:** Insp Mark Thompson

**NPT Sgt:** Martin Alvis

#### **Wootton Bassett Town Centre Team**

Beat Manager – PC Nick Spargo

PCSO – Jim Wale

PSCO – Andrea Hector

#### **Wootton Bassett Lyneham & Rural villages Team**

Beat Manager – PC Steve Porter

PCSO – Andy Singfield

#### **Cricklade & Purton Team**

Beat Manager – PC Lee Kuklinski

PCSO Nicola Allan

PCSO Richard O'Halloran

### 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 our Wiltshire Police Website.

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

### 3. Performance and Other Local Issues

Firstly, as of 31<sup>st</sup> March 2014, the organisation re-structured slightly which means a change of line management for me and the NPT. We now come under the supervision of Superintendent Nick John and his geographical responsibility covers the north and central part of Wiltshire. I know it his intention to attend the Area Board at some point and he is looking forward to working with partner agencies in his new role.

We are continuing to see a general overall fall in crime and anti social behaviour compared to last year and the non-dwelling burglary I reported at the last meeting in the north of the sector has now started to reduce. The recent arrest of persons from the Gloucestershire area is a pleasing result, these

individuals are currently on bail whilst we conduct further enquiries before a charging decision is made.

It goes without saying that the reductions seen over the past year would not be possible had it not been for the support and engagement we have with our communities, so for that I say a big thank you.

Insp Mark Thompson  
Sector Head, Royal Wootton Bassett,  
Malmesbury and Marlborough.

# WOOTTON BASSETT SPORTS ASSOCIATION

Gerard Buxton Sports Ground, Rylands Way, Wootton Bassett, Wiltshire, SN4 8AY  
Tel: 01793 853380

## Relocation of Wootton Bassett Sports Association – Update to Area Board 21/5/14

### **Background**

Wootton Bassett Sports Association (WBSA) is in the process of relocating from its current 7 acre site at Rylands Way to a 23 acre site to the north of the Malmesbury Road and opposite the Ballards Ash sports ground. The Association hosts the Town's football, tennis, cricket and road running clubs, together with social clubs/members. The current site includes a football pitch, cricket pitch, four tennis courts, and associated clubhouse with changing and social rooms. The new site when fully developed will provide for a full size and floodlit 3<sup>rd</sup> generation artificial grass pitch (AGP), 2 cricket squares, 4 football pitches of varied sizes, 8 tennis courts, together with changing room and community/social facilities within the clubhouse.

### **Current Status**

I'm delighted to report that the sale and purchase of the land completed in April, and work has commenced on the development of the new site.

The major achievements since the last Area Board meeting are as follows:

1. The contract for development of the natural turf pitches has been awarded, and works commenced;
2. Funding awards from the Football Foundation, Football Stadia Improvement Fund, and Sport England Inspired were all confirmed, bringing the total awarded grant funding to over £1m;
3. The pre-commencement conditions set by the Football Foundation and Sport England were all successfully discharged;
4. Archaeological evaluation works have been ongoing;
5. The volunteer project team has been strengthened to meet the demands of the Development and Operational work streams.

Any local clubs or organisations interested in discussing the development and usage of the facilities then please contact me on the number below.

Please note that, despite mention in promotional material of additional facilities for the sports hub, WBSA is not involved with the proposed residential and Tesco store on the land adjoining our new site.

Paul Harrison  
Relocation Manager  
Tel: 01793 855665



**WILTSHIRE COUNCIL  
ROYAL WOOTTON BASSETT & CRICKLADE AREA BOARD**

**Wednesday 21 May 2014**

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**What matter to you in the Royal Wootton Bassett & Cricklade community area?  
Conference report – local priorities for action**

**1. Purpose of the Report**

To update members on the outcome of the ‘What matters to you?’ conference held on Saturday 15 March 2014, and to recommend that the Area Board uses the outcomes from the event to stimulate local action and to inform its priorities for the next two years.

**2. Background**

The ‘What matters to you?’ conference was held on Saturday 15 March 2014 at The Wiltshire Golf and Country Club, and over 80 members of the public and partner agencies took part. The event focused on the data set out in the [Community Area Joint Strategic Assessment 2014-16](#), and used themed roundtable discussion to identify local priorities underpinned by JSA evidence. All participants had an opportunity to vote on the priorities and the results are set out in this report. Following identification and agreement on the priorities the themed roundtables then looked at practical community-led actions that could be taken to address the issues.

The purpose of the event was to:

- Gain a consensus around priorities for the area
- Provide the basis for community-led action and projects over the next two years
- Inform (or become) the community plan for the area
- Provide the Council and partners with a clear focus for actions

The Area Board is now invited to review the priorities and agree how it wishes to initiate and coordinate action working with partners, community groups and the public.

**3. Priorities identified**

The priorities identified at the event are set out at Appendix 1. These will be available to view on screen at the meeting.

#### 4. **Moving forward with community-led action**

To address the priorities, the Area Board will need to use its strategic influence and delegated powers to shape the delivery of local services and actions. It will also need to use its delegated resources to initiate and support community-led projects. Some of the actions will be easier to address than others and it is important to target areas where tangible outcomes and progress can be delivered. This will help to capitalise on the enthusiasm and momentum generated by the event.

To enable the Area Board to select such areas of focus, it is proposed that participants rank the top 10 priorities in terms of importance and by the ability of the community to make most impact. This may be facilitated by the use of hand held voting equipment at the meeting. This will provide the Area Board with a clear idea of those areas it can target most effectively. It will be up to the Area Board whether it wishes to champion a particular issue or theme over the next year and target its resources to support community-led initiatives around these themes and issues.

#### 5. **Recommendations**

- That the Area Board adopts the priorities identified by the 'What matters to you' community event and works to facilitate local action to tackle those priorities.
- That the Board uses a participatory process to select a priority theme (s) and issues (s) to be targeted by the Board over the next 18 months.
- That the Board considers earmarking funding to promote, initiate and support community-led action around the selected priorities.
- That the Board considers appointing a lead member to champion any priority (priorities) adopted.
- That reports are submitted to the Board on progress made to address the priorities to ensure that positive outcomes are delivered.

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Report Author: Penny Bell, Royal Wootton Bassett & Cricklade Community Area Manager

Tel No: 01249 706613

E-Mail: [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk)

Appendices: appendix 1 – JSA event priorities and voting results

# Agreeing our priorities

Your chance to vote



# Community Safety

1. Emergency Plan for the community area - awareness workshop and adoption by local councils **17%**
2. Better links between Community Safety and Health & Wellbeing (Mental Health) **29%**
3. Increased support for Community Speedwatch **8%**
4. More support for victims of Domestic Violence **17%**
5. Educate people to take more personal responsibility for low level or minor issues before calling the police and other agencies **29%**





# Children and Young People

1. Identify and address the increasing hardship of children and young people in innovative ways **9%**
2. Investigate and provide access to early intervention for all children and young people at the time of the issue **22%**
3. Address the provision and support for youth unemployment, apprenticeships and training and transport to access it. **69%**



# Culture

1. Develop a cultural directory of groups, venues and activities and engage the whole community. **45%**
2. Ensuring sustainability by growing your own participants and audiences. **11%**
3. Improve access to equipment within the local community and share low cost storage. **17%**
4. Develop outdoor sculpture trails to encourage greater use of natural environment **27%**



# Economy

1. Signage Strategy and improving awareness of where facilities are across town **14%**
2. Better marketing, locally and wider, of the whole area so people know what is here **23%**
3. Making the most of opportunities with the redevelopment of RAF Lyneham **45%**
4. Wiltshire Council to make more of the proximity of M4 and J16 **5%**
5. Making better use of existing car parking and development of new areas like Jewson's **14%**



# Environment

- 1. Lack of facilities and poor public health transport; increases car uses and congestion **31%**
- 2. Protecting green spaces, greenfield sites and rights of way from developments **35%**
- 3. Encouraging biodiversity through wildlife friendly planting – ie. Trees, hedgerows **15%**
- 4. Reduce wastefields to landfill sites. **15%**
- 5. Address the poor water quality issue **3%**



# Health and wellbeing

- 1. To encourage greater access to GPs more doctors serving the area particularly Lyneham and villages **41%**
- 2. Work with the MOD to ensure that health services are shared between military and civilian population **15%**
- 3. Make the community area a Dementia friendly area leading the way for the rest of Wiltshire **24%**
- 4. Encourage more shops businesses in the area to be breast feeding friendly **0%**
- 5. Promote the area as a healthy lifestyle community **20%**



# Housing

- 1. Continuing dialogue between the local community, the local authority, land owners, providers and developers. **14%**
- 2. Focus on creating a range of types of new property, particularly smaller properties, to meet the needs of the whole community. **25%**
- 3. Researching the longer term needs of our changing population and how development can meet these needs. **14%**
- 4. Ensuring new development and infrastructure promotes health and wellbeing and includes good public transport links and green space. **28%**
- 5. Exploring need and potential for smaller scale developments in rural areas. **19%**



# Leisure

- 1. Increase sports participation across all sectors of the community targeting young, old, women and minority groups to maximise facility opportunity. **26%**
- 2. Improve transport links to leisure facilities across CA to improve access and participation possibly via cycle/walking routes. **23%**
- 3. Ensure a full campus programme is delivered effectively in both WB and Cricklade. **35%**
- 4. Increase the number of allotments in CA and develop opportunities for individuals to participate in green gyms. **15%**



# Transport

1. Support the 20 mile a hour speed limit through the town centre and speed watch on the rat runs. **14%**
2. Resist further development which will impact on the M4 junction and prevent coalescence. **37%**
3. Promote cooperation with large Swindon employers to promote frequent public transport links for mums. **2%**
4. Promote better regular links via community transport schemes to link up with other public transport. **28%**
5. Investigate developing a Park and ride at Purton for the rail or a Wootton Bassett Station. **20%**





# Our community

1. Alternative community space available within RWB while campus is developed. **34%**
2. More people working on self help projects in the communities to create cohesion. **34%**
3. Enabling different sectors in the communities to interact and understand each other. eg travellers. **9%**
4. Ensuring better communication with neighbouring communities on the edge of community areas. **23%**





**Wiltshire Council**

**Royal Wootton Bassett & Cricklade Board**

**Date of meeting**

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**Subject: Local Highways Investment Fund 2014 – 2020**

**Report Author: Parvis Khansari, Associate Director Highways and Transport**

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## **Executive Summary**

Wiltshire Council has recently approved a major programme of investment in highway maintenance over the next six years which will see a significant improvement in the condition of the county's highway network.

The investment is being targeted at those roads in worst condition, and will include minor roads as well as the main roads. An initial assessment based on road safety information and road condition data has been used to prepare a list of priority sites for treatment in 2014/15 in each community area (see **Appendices 1 and 2**).

A provisional list of sites for potential treatment until 2020 has also been prepared for each community area (see **Appendices 3 and 4**). The site list is based on the existing condition of the roads and the anticipated deterioration in the future, but it will need to be reviewed annually as the rate of deterioration of individual roads may vary because of weather and local conditions.

## **Proposals**

Area Boards are asked to consider the list of proposed highway maintenance schemes in their areas for 2014/15, and agree the final list for implementation.

The list of potential schemes for future years could also be reviewed, and consideration given to priorities for treatment in 2015/16. A draft list of sites will be prepared for comment later this year, but an early indication of local priorities would be helpful.

## **Reason for Proposal**

Wiltshire Council has a major programme of investment in highway maintenance over the next six years, which will see a significant improvement in the condition of the county's highway network.

The views of the Area Board are important in helping identify local priorities for road maintenance, and future programmes of work.

Delays in finalising the list could result in non-delivery of sites, and your assistance to agree a final list for 2014-15 would be appreciated as we have a significant programme of works to deliver.

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**Subject:** Local Highways Investment Fund 2014 – 2020

**Report Author:** Parvis Khansari, Associate Director Highways and Transport

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### Purpose of Report

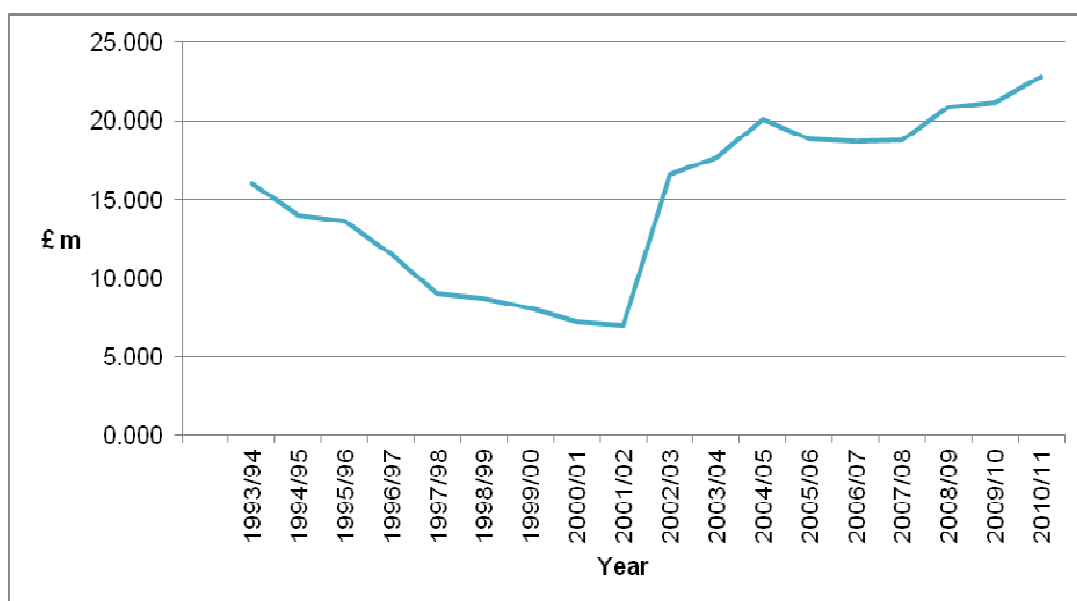
1. To advise the Area Board about Wiltshire Council's Local Highways Investment Fund 2014 – 2020, and to agree the local highway maintenance priorities for 2014/15.

### Relevance to the Council's Business Plan

2. The Council's Business Plan sets out the vision to create stronger and more resilient communities. It includes three key priorities and twelve actions that the Council will deliver over the next four years. One of the twelve actions is to 'invest additional money between 2014-17 to reduce the historic backlog in highways maintenance'. The recommendations of this report will facilitate the delivery of this action, which is an important part of the Business Plan.

### Background

3. Expenditure on highways declined substantially during the 1990's, and there has been underinvestment in roads maintenance for years. It did increase from 2000/1 with the introduction of Local Transport Plan funding, but there is still a large backlog of maintenance required on the network.



5. Funding of highway major maintenance has continued to increase in Wiltshire in recent years, but with a series of bad winters and recent flooding the road network has been badly affected.
6. Wiltshire Council has recently approved a major programme of investment in highway maintenance over the next six years which will see a significant improvement in the condition of the county's highway network.

### **Main Considerations for the Council**

7. The investment is being targeted at those roads in worst condition, and will include minor roads as well as the main roads. An initial assessment based on road safety information and road condition data has been used to prepare a list of priority sites for treatment in 2014/15 in each community area (See **Appendices 1 and 2**). Any roads shown on the list highlighted in yellow need to be treated in order to address skid resistance and safety problems.
8. In addition to the larger sites, the Council will also be repairing localised sites which are suffering from deterioration or which need repairs. A programme of pothole and defect repairs will continue across the county in response to local damage identified through our regular inspections or reports from the public and road users.
9. A provisional list of roads for potential treatment until 2020 has been prepared for each community area (see **Appendices 3 and 4**). The site list is based on the existing condition of the roads and the anticipated deterioration in the future, but it will need to be reviewed annually as the rate of deterioration of individual roads may vary because of weather and local conditions.
10. As well as addressing the roads in worst condition, improvements will be made to the drainage and footways to bring them up to standard. Some roads will have to be treated as priorities because of the need to ensure there is adequate skid resistance and they are in safe condition.
11. It is the intention that the Area Boards should have the opportunity to help identify local priorities for treatment. The process has been delayed this year because of the need to focus on flooding, but this is likely to be an annual process in future.

### **Safeguarding Implications**

5. Does not apply.

### **Public Health Implications**

6. Increased investment in road maintenance will have benefits for public health. The improved road surfaces, better skid resistance and associated safety improvements will help reduce the numbers killed and injured on the road network. These improvements would complement the other

measures to improve road safety, such as traffic calming and speed limits, being introduced through the Local Transport Plan funding and the Community Area Traffic Groups.

12. The improved road surfaces, particularly on the minor urban roads, will be of benefit to cyclists and pedestrians, and with suitable publicity campaigns could be used to encourage these healthier means of transport. At present the condition of some of the urban roads may discourage cycling as cyclists are adversely affected by poor road conditions and uneven or damaged surfaces. The proposed investment would support the strategy to encourage cycling as set out in the Local Transport Plan.
13. Roads in poor condition in urban areas can result in disturbance and noise for residents, especially on busier routes carrying heavy goods vehicles at night. Better road surfaces could result in reduced background noise in residential areas, with potential mental and physical health benefits.
14. The Council monitors road collision data in order to focus safety improvements at those sites with the worst accident records. With the additional funding this process will continue, and where appropriate other alterations to signing, drainage, street lighting or road markings could be incorporated into resurfacing work to improve safety.

### **Environmental and Climate Change Considerations**

15. The road network is particularly vulnerable to the effects of climate change. In recent years we have seen the effects of a series of severe winters which have resulted in damage to the roads and an increase in the number of potholes. Last year was the second wettest on record and flooding damaged a number of roads in Wiltshire. In long periods of hot weather the surfaces can be damaged by melting, resulting in roads becoming slippery or deforming under traffic loads.
16. In the longer term a more robust highway network, with roads in better condition, would require less reactive maintenance and reduced travelling to respond to potholes and localised defects. A planned maintenance regime would enable the traffic disruption to be kept to a minimum. With unplanned maintenance the delays to traffic and associated fuel consumption could be considerable.

### **Equalities Impact of the Proposal**

17. The improvements in road safety anticipated with increased investment in road maintenance would be expected to benefit all road users, but especially the more vulnerable, including pedestrians, cyclists and other non vehicle users.
18. The highway network is important to local businesses, and to public transport operators. The delays due to un-programmed maintenance and road repairs have been identified as concerns by local businesses. The high profile programme of works to address road conditions will help send

the message that transport is important in Wiltshire and could help to promote inward investment and job creation.

### **Risk Assessment**

19. There are serious risks in connection with road maintenance. These include the safety and reputational aspects of those killed and seriously injured on the highway network. In order to reduce these risks the Council has approved highway inspection and skid resistance procedures in place, but in order to keep the network in safe condition it is important that the highway network has adequate investment.
20. The road condition data collected thorough the technical surveys is used to focus investment on those sites where there is most need and greatest risk. As well as the safety benefits this approach also ensures that best use is made of the limited available funding in order to keep the asset in optimum condition.

### **Risks that may arise if the proposed decision and related work is not taken**

21. The risks to the Council from lack of road maintenance are in terms of claims against the Council as the result of accidents, or in extreme cases prosecution as a result of particular incidents. As well as the safety and cost aspects, there are also significant reputational implications of such events.
22. Not carrying out highway maintenance is likely to lead to declining public satisfaction in the future as road conditions remain the same and no progress is made on improving them.

### **Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks**

23. There is a risk that the proposed investment will not deliver the improvements in road condition anticipated. This risk will be managed by using the technical data to focus the necessary investment on those sections of road where work is required to meet safety requirements, and on those places where it would improve road conditions the most. Effective asset management will reduce this risk and make sure the investment is effective.
24. There is a risk that the investment will not increase public satisfaction with the service. In view of the initial results from those authorities which have made a substantial investment it would appear that satisfaction levels will improve with the investment. However, a programme of publicity, branding and public involvement through the Area Boards will help raise awareness of the project, and will help to reduce this risk.

### **Financial Implications**



25. The Council's approved budget includes provision for the increased investment to deliver the Council's Business Plan with regard to road maintenance.

### **Legal Implications**

26. The Council has a duty under the Highways Act to maintain the county's roads. The highway inspection procedures, policies and improvement plans ensure that this duty is fulfilled. The increased investment and improved road conditions will help the Council meet its responsibilities with regard to road maintenance.

### **Options Considered**

27. The Council considered various options regarding funding levels for future highway maintenance, but it was concluded that an investment of £21 million annually would be realistic and would improve the condition of the county's roads. Less funding would result in not all roads in poor condition being treated, and higher levels of funding were not considered realistic in the present circumstances.

### **Conclusions**

28. The conditions of the road network are important to the public, and this is reflected through the People's Voice and NHT surveys. In order to improve carriageway conditions in Wiltshire, expenditure above anticipated LTP funding levels would be required for a number of years.
29. Increasing the funding to £21 million for six years would provide a significant improvement to the condition of the network, including improving the condition of the unclassified roads, and improving safety on the classified roads by improving 664 kilometres of road. There would be the opportunity to involve the Area Boards to help identify local priorities for treatment.

**Parvis Khansari**  
**Associate Director Highways and Transport**

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Report Author:

Peter Binley, Head of Highways Asset Management, Wiltshire Council, County Hall, Trowbridge, Wiltshire BA14 8JN  
(e-mail [peter.binley@wiltshire.gov.uk](mailto:peter.binley@wiltshire.gov.uk)).

20<sup>th</sup> March 2014

### **Background Papers**

The following unpublished documents have been relied on in the preparation of this report: None

## **Appendices**

Appendix 1 –RWBC Highways Major Maintenance 2014 – 15

Appendix 2 –RWBC Proposed Sites Map 2014 – 15

Appendix 3 –RWBC Possible Sites 2014 – 2020

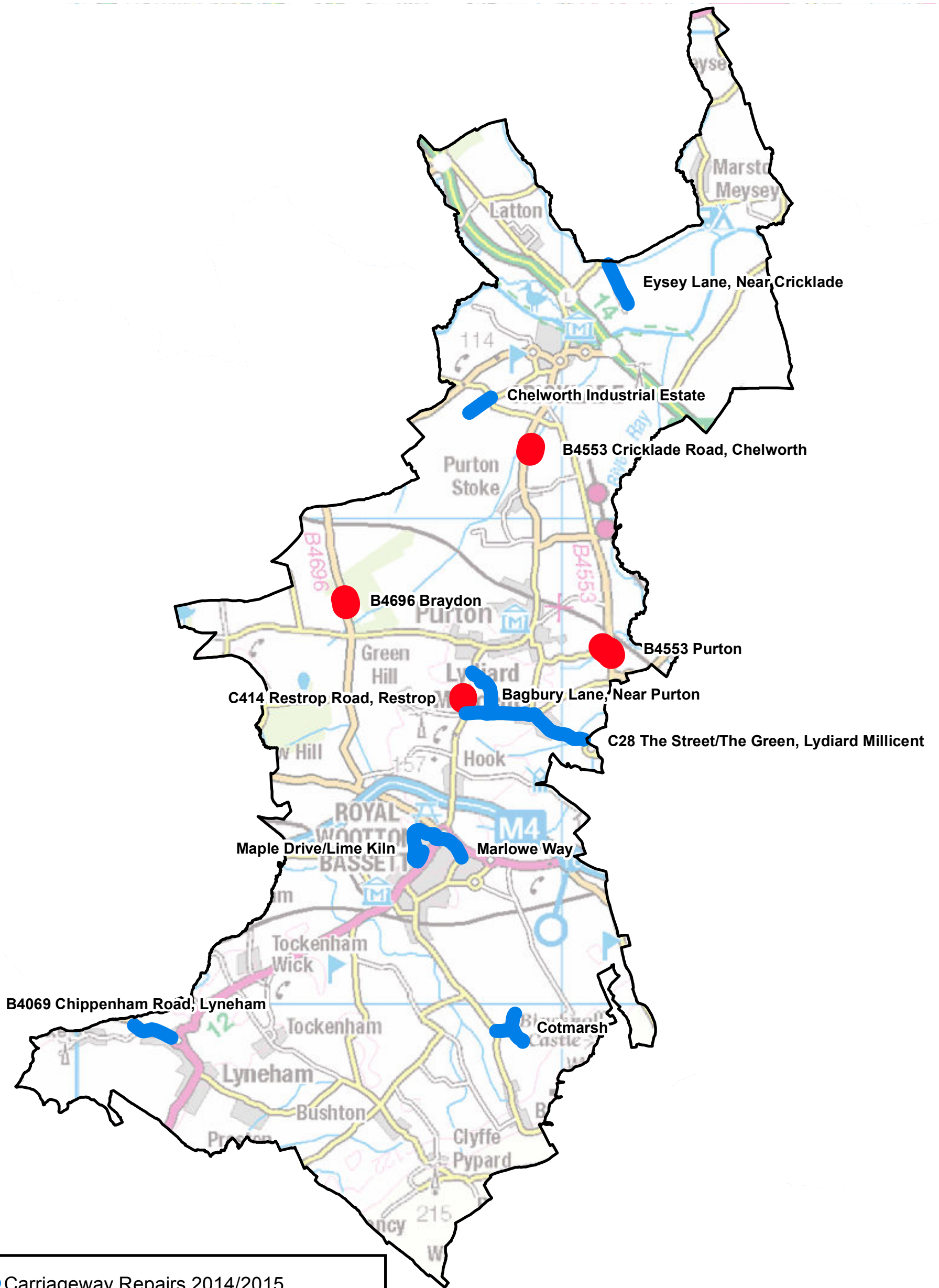
Appendix 4 –RWBC Possible Sites Map 2014 - 2020



## Highways Major Maintenance 2014 -2015 – Royal Wootton Bassett & Cricklade Area Board

Road	Location	Area Board	Recommended Treatment	Average Width (m)	Estimated Length (m)	Est Area of Site (m <sup>2</sup> )
U/C	The Green / The Street, Lydiard Millicent	Royal Wootton Bassett & Cricklade	Resurfacing	5.5	1,430	7,865
B4069	Chippenham Road, Lyneham	Royal Wootton Bassett & Cricklade	Resurfacing	7.7	880	6,776
U/C	Eysey Lane	Royal Wootton Bassett & Cricklade	Resurfacing	2.8	990	2,772
U/C	Chelworth Industrial Estate (Braydon Lane)	Royal Wootton Bassett & Cricklade	Resurfacing	6	900	5,400
U/C	Cotmarsh	Royal Wootton Bassett & Cricklade	Resurfacing	3	680	2,040
U/C	Maple Drive / Lime Kiln	Royal Wootton Bassett & Cricklade	Resurfacing and 50% Footways	7.4	1,150	8,510
U/C	Marlowe Way	Royal Wootton Bassett & Cricklade	Resurfacing	7.2	750	5,400
U/C	Bagbury Lane	Royal Wootton Bassett & Cricklade	Resurfacing	3.2	1,050	3,360
<b>B4696</b>	<b>B4696 , Braydon</b>	<b>Royal Wootton Bassett &amp; Cricklade</b>	<b>Retexture</b>	<b>6.3</b>	<b>140</b>	<b>882</b>
<b>C414</b>	<b>C414, Restrop Road, Restrop</b>	<b>Royal Wootton Bassett &amp; Cricklade</b>	<b>Resurfacing</b>	<b>6.1</b>	<b>90</b>	<b>549</b>

Road	Location	Area Board	Recommended Treatment	Average Width (m)	Estimated Length (m)	Est Area of Site (m <sup>2</sup> )
B4553	B4553 Purton	Royal Wootton Bassett & Cricklade	Resurfacing - approx 20m of kerbs to be replaced	6.4	370	2,368
B4553	B4553 Cricklade Road, Chelworth	Royal Wootton Bassett & Cricklade	Resurfacing	6.7	70	469

\* Sites highlighted in yellow involve skid resistance improvements.



 Carriageway Repairs 2014/2015  
 Skid Resistance Improvements 2014/2015





Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
A Class	A3102	30MPH TO WHITE HILL LANE (WOOTTON BASSETT)	270	Surface Course	1
B Class	B4553/217	UC WEST BREMHILL FARM TO C126 COLLINS LANE	460	Surface Course	1
B Class	B4553/276	NEWTHS LANE TO C70 WEST JUNCTION to C70 WEST JUNCTION	980	Surface Dressing	1
C Class	C126/168	C/L RAIL BRIDGE TO B4553	680	Surface Dressing	1
C Class	C120/139	C120 TOCKENHAM RD (60MPH TO PRESTON LN)	730	Surface Dressing	1
C Class	C120/139	C120 TOCKENHAM RD (60MPH TO PRESTON LN)	300	Surface Dressing	1
C Class	C120/149	C123 THE MERMAID TO C15 (SOUTH) to C15 (SOUTH)	451	Surface Dressing	1
C Class	C119/117	C15 THE BARTON SOUTHEAST TO UC AT THORNHILL	811	Surface Dressing	1
Unclassified	UC088602/1	BAGBURY LANE RESTROP	990	Surface Dressing	1
Unclassified	UC088215/1	CHEDDINGTON LANE (WOOTTON BASSETT)	2020	Surface Dressing	1
Unclassified	UC088215/1	CHEDDINGTON LANE (WOOTTON BASSETT)	1380	Surface Dressing	1
Unclassified	UC099320/4	CHELWORTH ROAD (30 MPH SOUTHWEST TO C70) CHELWORTH	420	Surface Dressing	1
Unclassified	UC067801/2	WOOD STREET C15 TO 30MPH CLYFFE PYPARD	1688	Surface Dressing	1
Unclassified	UC067801/2	WOOD STREET C15 TO 30MPH CLYFFE PYPARD	1688	Surface Course	1
Unclassified	UC078601/1	GREEN HILL LANE (GREEN HILL)	80	Surfacing	1
Unclassified	UC068102/1	MORESTONE ROAD WOOTTON BASSETT	172	Surfacing	1
Unclassified	UC078216/1	HOMEFIELD WOOTTON BASSETT	114	Surfacing	1
Unclassified	UC078403/2	DIANMER CLOSE (T JUNC NORTH TO END) HOOK	80	Surfacing	1
Unclassified	UC098703/1	PLAY CLOSE ROAD PURTON	117	Surfacing	1
Unclassified	UC098808/1	STATION APPROACH ROAD (WIDHAM PURTON)	130	Surfacing	1
Unclassified	UC099316/2	DOUBLEDAYS SPUR 1 CRICKLADE	60	Surfacing	1
Unclassified	UC099325/2	PAULS CROFT LOOP CRICKLADE	70	Surfacing	1
Unclassified	UC077603/1	BUPTON HILL LANE (CLYFFE PYPARD)	630	Surface Dressing	1
Unclassified	UC087902/1	COTMARSH LANE (BROAD TOWN)	120	Surface Dressing	1
Unclassified	UC088602/1	BAGBURY LANE RESTROP	880	Surface Dressing	1
Unclassified	UC088215/1	CHEDDINGTON LANE (WOOTTON BASSETT)	606	Surface Dressing	1
Unclassified	UC099501/1	UPCOTT LATTON	160	Surface Dressing	1
Unclassified	UC088215/1	CHEDDINGTON LANE (WOOTTON BASSETT)	600	Surface Dressing	1
Unclassified	UC037702/1	T JUNCTION WEST FARM NORTHEAST TO C131 (PRESTON)	101	Surface Dressing	1
Unclassified	UC058102/1	VASTERN WHARF (OFF A3102 HUNTS MILL ROAD)	60	Surface Dressing	1
Unclassified	UC068401/1	UC SOUTH OFF B4042 FOLLY FARM BOLLARDS ASH	57	Surface Dressing	1
Unclassified	UC077603/1	BUPTON HILL LANE (CLYFFE PYPARD)	180	Surface Dressing	1
Unclassified	UC088602/1	BAGBURY LANE RESTROP	149	Surface Dressing	1
Unclassified	UC098801/1	NEW ROAD PURTON	100	Surface Dressing	1

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC098801/1	NEW ROAD PURTON	220	Surface Dressing	1
Unclassified	UC098802/1	WITTS LANE PURTON	192	Surface Dressing	1
Unclassified	UC099404/1	OLD A419 ERMIN STREET TO COURT FARM (CRICKLADE)	340	Surface Dressing	1
Unclassified	UC129701/1	AIRFIELD ROAD MARSTON MEYSEY	586	Surface Dressing	1
Unclassified	UC087901/2	TYNING FARM LANE (COTMARSH BROAD TOWN)	273	Surface Dressing	1
Unclassified	UC099324/1	THE FIDDLE (B4040 SOUTH TO THE FORTY) CRICKLADE	160	Surfacing	1
Unclassified	UC099309/1	WHITE HORSE ROAD (OFF BATH ROAD) CRICKLADE	120	Surfacing	1
Unclassified	UC079701/1	DRIFFIELD LINK ROAD (CERNEY WICK)	100	Surface Dressing	1
Unclassified	UC088215/1	CHEDDINGTON LANE (WOOTTON BASSETT)	2380	Surface Dressing	1
Unclassified	UC099319/1	DEACONSFIELD CRICKLADE	180	Surfacing	1
Unclassified	UC099318/1	PARSONAGE FARM CRICKLADE	109	Surfacing	1
Unclassified	UC078218/1	ENGLEFIELD WOOTTON BASSETT	80	Surfacing	1
Unclassified	UC099309/1	WHITE HORSE ROAD (OFF BATH ROAD) CRICKLADE	80	Surfacing	1
Unclassified	UC088214/1	INTERFACE BUSINESS PARK (SERVICE ROAD) W BASSETT	80	Surface Dressing	1
Unclassified	UC078403/3	DIANMER CLOSE (T JUNC SOUTH TO END) HOOK	124	Surfacing	1
Unclassified	UC098701/1	THE PEAK PURTON	213	Surfacing	1
Unclassified	UC088213/1	BRICKNOLL LANE WOOTTON BASSETT	280	Surface Dressing	1
Unclassified	UC078212/1	PARHAMS COURT WOOTTON BASSETT	58	Surfacing	1
Unclassified	UC087901/1	TYNING FARM LANE (COTMARSH BROAD TOWN)	375	Surface Dressing	1
Unclassified	UC078217/1	HORSELL CLOSE WOOTTON BASSETT	59	Surfacing	1
B Class	B4040/293	30 MPH CRICKLADE TO RBT BATH ROAD	310	Surface Course	2
C Class	C120/120	C120 TOCKENHAM RD (A3102 TO 30MPH) TOCKENHAM	260	Surface Dressing	2
C Class	C110/164	JUNCTION C123 SOUTHEAST TO JUNCTION C15	400	Surface Dressing	2
C Class	C130/130	PRIMROSE HILL (A3102 SOUTH TO 30MPH) TOCKENHAM	360	Strengthening	2
C Class	C76/161	RAVENSBROOK FARM TO C88	930	Surface Dressing	2
C Class	C119/158	UC AT THORNHILL SOUTHEAST TO UC SPRINGFIELD HOUSE	280	Surface Dressing	2
C Class	C119/158	UC AT THORNHILL SOUTHEAST TO UC SPRINGFIELD HOUSE	300	Surface Dressing	2
C Class	C119/158	UC AT THORNHILL SOUTHEAST TO UC SPRINGFIELD HOUSE	280	Surface Dressing	2
Unclassified	UC149601/1	BLACKBURR LANE (CASTLE EATON)	275	Surface Dressing	2
Unclassified	UC099320/1	THE FORTY (B4553 WEST TO THE FIDDLE ROAD) CRICKLADE	512	Surface Dressing	2
Unclassified	UC077801/1	THORNEHILL ROAD (BUSHTON)	1040	Surface Dressing	2
Unclassified	UC098802/1	WITTS LANE PURTON	60	Surface Dressing	2
Unclassified	UC078101/1	TEMPLARS FIRS WOOTTON BASSETT	221	Surfacing	2
Unclassified	UC099325/1	PAULS CROFT CRICKLADE	384	Surfacing	2



Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC099324/1	THE FIDDLE (B4040 SOUTH TO THE FORTY) CRICKLADE	130	Surfacing	2
Unclassified	UC098201/1	NORTH OFF A3102 SPITTLEBOROUGH FARM TO END	260	Surface Dressing	2
Unclassified	UC088704/1	THE MASONS PURTON	51	Surfacing	2
Unclassified	UC078219/1	EASTWOOD AVENUE WOOTTON BASSETT	93	Surfacing	2
Unclassified	UC067801/2	WOOD STREET C15 TO 30MPH CLYFFE PYPARD	80	Surface Dressing	2
Unclassified	UC088215/1	CHEDDINGTON LANE (WOOTTON BASSETT)	80	Surface Dressing	2
Unclassified	UC098901/1	BENTHAM LANE PURTON STOKE	80	Surface Dressing	2
Unclassified	UC077603/1	BUPTON HILL LANE (CLYFFE PYPARD)	500	Surface Dressing	2
Unclassified	UC099304/1	WEST MILL LANE CRICKLADE	258	Surfacing	2
Unclassified	UC078301/1	OLD MALMESBURY ROAD WOOTTON BASSETT	200	Surfacing	2
Unclassified	UC098807/1	WAITE MEAD CLOSE PURTON	167	Surfacing	2
Unclassified	UC099320/5	BRAYDON LANE (C70 SOUTHWEST TO END) CHELWORTH	598	Surface Dressing	2
Unclassified	UC037701/1	C131 NW TO END AT PRESTON END FARM (PRESTON)	520	Surface Dressing	2
Unclassified	UC108204/1	HAY LANE SWINDON BOUNDARY TO SWINDON BOUNDARY	100	Surface Dressing	2
Unclassified	UC098901/1	BENTHAM LANE PURTON STOKE	620	Surface Dressing	2
Unclassified	UC068401/1	UC SOUTH OFF B4042 FOLLY FARM BOLLARDS ASH	140	Surface Dressing	2
Unclassified	UC099320/1	THE FORTY (B4553 WEST TO THE FIDDLE ROAD) CRICKLADE	579	Surfacing	2
Unclassified	UC027803/1	DICKSON ROAD LYNEHAM	160	Surfacing	2
Unclassified	UC089501/1	CROFT LANE LATTON	520	Surface Dressing	2
Unclassified	UC099320/4	CHELWORTH ROAD (30 MPH SOUTHWEST TO C70) CHELWORTH	380	Surface Dressing	2
Unclassified	UC088213/1	BRICKNOLL LANE WOOTTON BASSETT	560	Surface Dressing	2
Unclassified	UC099301/2	HAILSTONE LANE SPUR CRICKLADE	114	Surfacing	2
A Class	A3102	B4069 NORTH TO 40 MPH LYNEHAM	355	Surface Course	3
B Class	B4553/217	UC WEST BREMHILL FARM TO C126 COLLINS LANE	340	Surface Course	3
B Class	B4553/260	C414 JUNC TO STOKE COMMON LANE (PURTON STOKE)	270	Surface Dressing	3
B Class	B4553/260	C414 JUNC TO STOKE COMMON LANE (PURTON STOKE)	230	Surface Dressing	3
B Class	B4040/292	C70 XRDS TO 30 MPH CRICKLADE	1350	Surface Dressing	3
B Class	B4040/289	40/50 MPH LEIGH TO C70 XRDS/B	200	Surface Dressing	3
C Class	C129/140	30 MPH WEST TO TITHE BARN LANE (BRADENSTOKE)	320	Strengthening	3
C Class	C120/112	BOWD'S LANE TO A3102 TOCKENHAM WICK	270	Surface Dressing	3
C Class	C127/105	C76 TO B4696 (BRAYDON AREA)	280	Surface Dressing	3
C Class	C110/164	JUNCTION C123 SOUTHEAST TO JUNCTION C15	310	Surface Dressing	3
Unclassified	UC098201/1	NORTH OFF A3102 SPITTLEBOROUGH FARM TO END	88	Surface Dressing	3
Unclassified	UC089001/1	POND LANE/COW STREET PURTON STOKE	544	Surface Dressing	3

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC058401/2	UC SOUTH OFF B4042 WEST TO EAST FOLLY WOOD	360	Surface Dressing	3
Unclassified	UC077602/1	POND LANE (CLYFFE PYPARD)	60	Surfacing	3
Unclassified	UC078314/1	MARLOWE WAY WOOTTON BASSETT	60	Surfacing	3
Unclassified	UC099314/1	FULLERS AVENUE CRICKLADE	80	Surfacing	3
Unclassified	UC099301/1	HAILSTONE LANE CRICKLADE	60	Surface Dressing	3
Unclassified	UC099301/1	HAILSTONE LANE CRICKLADE	200	Surface Dressing	3
Unclassified	UC087902/1	COTMARSH LANE (BROAD TOWN)	100	Surface Dressing	3
Unclassified	UC099301/1	HAILSTONE LANE CRICKLADE	60	Surface Dressing	3
Unclassified	UC108204/1	HAY LANE SWINDON BOUNDARY TO SWINDON BOUNDARY	100	Surface Dressing	3
Unclassified	UC109501/1	EYSEY MANOR LANE (LATTON)	533	Surface Dressing	3
Unclassified	UC099313/1	CHERRY TREE ROAD CRICKLADE	73	Surfacing	3
Unclassified	UC099303/1	HALLSFIELD CRICKLADE	140	Surfacing	3
Unclassified	UC078221/1	PARSONS WAY WOOTTON BASSETT	250	Surfacing	3
Unclassified	UC120001/1	UC GLOUCESTER CC MAINTAINED MARSTON MASEY	120	Surface Dressing	3
Unclassified	UC099303/1	HALLSFIELD CRICKLADE	100	Surfacing	3
Unclassified	UC078223/1	BRYNARDS HILL ROAD WOOTTON BASSETT	140	Surfacing	3
Unclassified	UC078403/3	DIANMER CLOSE (T JUNC SOUTH TO END) HOOK	80	Surfacing	3
Unclassified	UC027903/1	FATHING LANE (NORTH OFF A3102) LYNEHAM	60	Surfacing	3
Unclassified	UC078222/1	CLARENDON DRIVE WOOTTON BASSETT	220	Surfacing	3
Unclassified	UC099301/1	HAILSTONE LANE CRICKLADE	140	Surface Dressing	3
Unclassified	UC077601/1	BELLCROFT LANE (CLYFFE PYPARD)	747	Surface Dressing	3
Unclassified	UC109303/1	RECTORY LANE CRICKLADE	72	Surfacing	3
Unclassified	UC098705/1	THE HYDE PURTON	80	Surfacing	3
Unclassified	UC109001/2	STOKE COMMON LANE (PURTON STOKE)	80	Surface Dressing	3
B Class	B4696/105	B4042 BALLARDS ASH TO WOODBRIDGE BROOK	690	Surface Dressing	4
B Class	B4553/217	UC WEST BREMHILL FARM TO C126 COLLINS LANE	710	Surface Dressing	4
B Class	B4553/247	C47 JUNCTION TO JUNCTION C414	430	Surface Dressing	4
B Class	B4553/231	C126 COLLINS LANE TO C47 JUNCTION to C47 JUNCTION	780	Surface Dressing	4
B Class	B4696/105	B4042 BALLARDS ASH TO WOODBRIDGE BROOK	210	Surface Dressing	4
B Class	B4553/231	C126 COLLINS LANE TO C47 JUNCTION	230	Surface Dressing	4
B Class	B4696/121	C127 TO C67 XRDS	260	Surface Dressing	4
C Class	C120/180	C121 TO UC EAST OF LAMBOURNE GROUND	310	Strengthening	4
C Class	C76/174	C127 TO B4042	370	Surface Dressing	4
Unclassified	UC088213/1	BRICKNOLL LANE WOOTTON BASSETT	740	Surface Course	4

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC037701/1	C131 NW TO END AT PRESTON END FARM (PRESTON)	650	Surface Dressing	4
Unclassified	UC099310/1	LADY MEAD CRICKLADE	251	Surfacing	4
Unclassified	UC078206/1	UC PARALLEL C46 COPED ESTATE WOOTTON BASSETT	142	Surfacing	4
Unclassified	UC077603/1	BUPTON HILL LANE (CLYFFE PYPARD)	160	Surface Dressing	4
Unclassified	UC099301/1	HAILSTONE LANE CRICKLADE	340	Surface Dressing	4
Unclassified	UC068210/1	CHURCH STREET WOOTTON BASSETT	60	Surfacing	4
Unclassified	UC109301/1	CHURCH LANE CRICKLADE	60	Surfacing	4
Unclassified	UC120001/1	UC GLOUCESTER CC MAINTAINED MARSTON MASEY	183	Surface Dressing	4
Unclassified	UC007901/3	TITHE BARN LANE (BRADENSTOKE)	300	Surface Dressing	4
Unclassified	UC099315/1	BATH ROAD CRICKLADE (TO BE REDONE TO SHORT)	140	Surfacing	4
Unclassified	UC109304/1	NORTH WALL CRICKLADE	100	Surfacing	4
Unclassified	UC098802/1	WITTS LANE PURTON	80	Surface Dressing	4
Unclassified	UC109501/1	EYSEY MANOR LANE (LATTON)	100	Surface Dressing	4
Unclassified	UC099320/4	CHELWORTH ROAD (30 MPH SOUTHWEST TO C70) CHELWORTH	565	Surface Dressing	4
Unclassified	UC109308/1	THAMES LANE CRICKLADE	214	Surfacing	4
Unclassified	UC099201/1	BALLICKACRE LANE (CRICKLADE)	120	Surfacing	4
Unclassified	UC099326/1	WAYLANDS CRICKLADE	270	Surfacing	4
Unclassified	UC098601/1	BURY FIELDS LYDIARD MILLICENT	85	Surfacing	4
B Class	B4696/121	C127 TO C67 XRDS	240	Surface Dressing	5
B Class	B4553/202	SWINDON BOUNDARY TO JUNCTION C70 to B4553 40/50MPH	745	Surface Dressing	5
B Class	B4553/202	SWINDON BOUNDARY TO JUNCTION C70 to B4553 40/50MPH	745	Surface Course	5
C Class	C123/115	BREACH LANE (C123) (C110 SOUTH TO C120)	320	Surface Dressing	5
Unclassified	UC098801/1	NEW ROAD PURTON	281	Surface Dressing	5
Unclassified	UC078303/2	WHITETHORN CLOSE SPUR WOOTTON BASSETT	52	Surfacing	5
Unclassified	UC068302/1	LUCERNE CLOSE WOOTTON BASSETT	119	Surfacing	5
Unclassified	UC088603/2	THE BEECHES (CUL DE SAC) LYDIARD MILLICENT	140	Surfacing	5
Unclassified	UC078402/1	BOLINGBROKE CLOSE HOOK	81	Surfacing	5
Unclassified	UC068210/1	CHURCH STREET WOOTTON BASSETT	116	Surfacing	5
Unclassified	UC077801/1	THORNEHILL ROAD (BUSHTON)	243	Surface Dressing	5
Unclassified	UC017701/1	GREENWAY DRIVE LYNEHAM	60	Surfacing	5
Unclassified	UC067801/3	WOOD STREET 30MPH TO C120 CLYFFE PYPARD	60	Surfacing	5
Unclassified	UC078215/1	BRADENS CLOSE WOOTTON BASSETT	51	Surfacing	5
Unclassified	UC088703/2	DOGRIDGE ESTATE CUL DE SAC PURTON	72	Surfacing	5
Unclassified	UC099311/1	PIKE HOUSE CLOSE CRICKLADE	167	Surfacing	5

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC099301/1	HAILSTONE LANE CRICKLADE	180	Surface Dressing	5
Unclassified	UC068213/2	THE LAWNS HAMMERHEAD WOOTTON BASSETT	55	Surfacing	5
Unclassified	UC089501/1	CROFT LANE LATTON	80	Surface Dressing	5
Unclassified	UC077801/1	THORNEHILL ROAD (BUSHTON)	300	Surface Dressing	5
Unclassified	UC027801/1	SLESSOR ROAD (CIRCULAR C/WISE LYNEHAM)	240	Surfacing	5
Unclassified	UC089001/1	POND LANE/COW STREET PURTON STOKE	220	Surface Dressing	5
Unclassified	UC058102/1	VASTERN WHARF (OFF A3102 HUNTS MILL ROAD)	60	Surface Dressing	5
Unclassified	UC078702/1	RINGSBURY CLOSE DOGRIDGE	80	Surfacing	5
Unclassified	UC068103/1	DUNNINGTON ROAD WOOTTON BASSETT	100	Surfacing	5
Unclassified	UC027801/1	SLESSOR ROAD (CIRCULAR C/WISE LYNEHAM)	180	Surfacing	5
B Class	B4040/296	HIGH STREET/MALMESBURY RBT TO CALCUTT ST JUNCTION	210	Surface Dressing	6
B Class	B4069/292	30 MPH LYNEHAM TO RBT A3102	540	Surface Dressing	6
C Class	C76/198	C/L RAIL BRIDGE TO A3012 TOCKENHAM WICK	320	Surface Course	6
Unclassified	UC098706/3	BREMELL LANE (30 MPH TO C34) PURTON	260	Surfacing	6
Unclassified	UC017801/1	MELSOME ROAD LYNEHAM CLOCKWISE DIRECTION	500	Surfacing	6
Unclassified	UC067801/2	WOOD STREET C15 TO 30MPH CLYFFE PYPARD	80	Surface Dressing	6
Unclassified	UC067801/3	WOOD STREET 30MPH TO C120 CLYFFE PYPARD	160	Surfacing	6
Unclassified	UC098706/2	BREMELL LANE (B4553 TO 30 MPH) PURTON	260	Surface Dressing	6
Unclassified	UC109501/1	EYSEY MANOR LANE (LATTON)	220	Surface Dressing	6
Unclassified	UC098706/3	BREMELL LANE (30 MPH TO C34) PURTON	160	Surfacing	6
Unclassified	UC149601/1	BLACKBURR LANE (CASTLE EATON)	180	Surface Dressing	6
Unclassified	UC078304/1	ELM CLOSE WOOTTON BASSETT	58	Surfacing	6
Unclassified	UC037901/2	ORCHARD LANE (C120 TO 40MPH) TOCKENHAM	66	Surfacing	6
Unclassified	UC098502/3	CHESTNUT SPRINGS (LOOP) LYDIARD MILLICENT	67	Surfacing	6
Unclassified	UC098504/1	THE MEWS (LYDIARD MILLICENT)	140	Surfacing	6
Unclassified	UC098504/2	THE MEWS (SPUR) LYDIARD MILLICENT	89	Surfacing	6
Unclassified	UC099201/1	BALLICKACRE LANE (CRICKLADE)	100	Surfacing	6
Unclassified	UC037901/3	ORCHARD LANE (40MPH TO C130) TOCKENHAM	59	Surfacing	6
Unclassified	UC068301/1	SORRELL CLOSE WOOTTON BASSETT	60	Surfacing	6
Unclassified	UC078306/1	BLACKTHORN CLOSE WOOTTON BASSETT	130	Surfacing	6
Unclassified	UC078306/3	BLACKTHORN CLOSE SPUR 2 WOOTTON BASSETT	84	Surfacing	6
Unclassified	UC077801/1	THORNEHILL ROAD (BUSHTON)	100	Surface Dressing	6
Unclassified	UC077801/1	THORNEHILL ROAD (BUSHTON)	60	Surface Dressing	6
Unclassified	UC077801/1	THORNEHILL ROAD (BUSHTON)	60	Surface Dressing	6

Appendix C - Royal Wootton Bassett + Cricklade Possible Sites 2014-2020

Class	Road	Section Description	Scheme Length (m)	Recommended Treatment	Priority
Unclassified	UC077801/1	THORNEHILL ROAD (BUSHTON)	80	Surface Dressing	6





- A Roads
- B Roads
- C Class
- UC Roads
- UC Roads





## *Update for Royal Wootton Bassett & Cricklade Area Board*

<b>Update from</b>	<b>Royal Wootton Bassett</b>
<b>Date of Area Board Meeting</b>	21 <sup>st</sup> May 2014

### **Headlines**

- Congratulations to Administrative Services Manager, Michelle Temple who has successfully attained CILCA qualification and is now a member of the Institute of Local Council Management.
- First Bulletin newsletter was well received. Next issue due end June and will include Annual Report.
- Mayor Making 16<sup>th</sup> May; our newly elected Mayor is Cllr. Sue Hughes. During her civic year in office, Cllr. Hughes is supporting the charity The Filling Station, which provides practical and other support for the homeless.
- A new willow tree will be blessed by the Reverend Jemma Sander-Heys at a special dedication ceremony at Jubilee Lake on 16<sup>th</sup> June 2014. The tree, which has already been planted on the island in the centre of the lake, was kindly donated by Bassett Bar & Catering and replaces the very old tree, which finally succumbed to stormy weather earlier this year. The blessing will be followed by a picnic for local Girlguides.
- Royal Wootton Bassett Town Council would like to add thanks to David Pope, Chris Kemble and all those who once again gave their time and effort to take part in the regular Community Litter Pick. This voluntary group meet regularly, helping to keep our town looking good and a nice environment in which to live.

### **Projects**

- We hope to introduce the newly appointed Chair of the Community Led Planning Group at the next Area Board meeting in July 2014.
- Royal Wootton Bassett's Neighbourhood Plan is in the final stages of drafting. Councillors are revisiting the plan following central government's increase in number of homes to be built in the town. Councillors aim to submit to Wiltshire Council in September 2014.

## ***Update for Royal Wootton Bassett & Cricklade Area Board***

- On Thursday 14<sup>th</sup> May 2014 Town Clerk Johnathan Bourne met with Wiltshire Councillor Allison Bucknell and Campus Transformation Project Portfolio Holder Jonathan Seed. Our sincere thanks go to Councillor Allison Bucknell for her support of the Campus project in Royal Wootton Bassett and we are hopeful, with Councillor Allison Bucknell and Jonathan Seed's assistance, that Jonathan Seed will attend the next Area Board meeting to give an update presentation.
- The Town Hall on Royal Wootton Bassett's High Street is undergoing routine maintenance. Scaffolding will be in place from Monday 19<sup>th</sup> May for 29 days, weather permitting.
- Our war memorial is being undergoing work to improve its surround.

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

- Town Crier Competition, 20<sup>th</sup> September 2014.

## **Update for Royal Wootton Bassett & Cricklade Area Board**

<b>Name of Parish/Town Council</b>	<b>Cricklade Town Council</b>
<b>Date of Area Board Meeting</b>	21 <sup>st</sup> May 2014

### **Headlines/Key successes**

- New councillor, Mr John Nevill, elected at the by-election on 1 May 2014. 20% turnout. John is already active in town but will be able to formalise his involvement in many of the council's working parties.
- Fritillaries in North Meadow. This year was a success, the flowers made an appearance and visitors to Cricklade were not disappointed, especially with the pop-up Fritillary tea room at the end of the High Street. The meadow continues to attract walkers who are now visiting to see the mix of flowers and grasses in a traditional hay meadow and surveys and studies continue on the SSSI. More details from: [www.crickladeinbloom.co.uk/fritillary](http://www.crickladeinbloom.co.uk/fritillary).
- Big Tree Plant in April saw the completion of the planting of more than 1000 trees in 2 and a half years in the vicinity of the Thames Path and the large recreational field and walks on the North East side of the town.
- A Community Asset Transfer on the Town Council's offices (Ockwells), currently owned by Wiltshire Council, is ongoing. This is linked to the development of the Campus in Cricklade, with the town council expressing its preference of staying in its existing location, with the library, on the High Street.
- An excellent turn out at the Annual Town Meeting (16<sup>th</sup> April) with presentations from 8 community groups representing a wide range of interest groups.

### **Projects**

- Wheelie Bin 20mph Stickers (A3 size) asking drivers to respect the 20mph speed limit in the town centre have been distributed to many households.
- Neighbourhood Planning continues as the council awaits the changes around the Core Strategy and housing site allocations, and possible changes to the settlement boundaries. The working party continues to identify the areas of concern for locals and address these through developing a vision for Cricklade.

## **Update for Royal Wootton Bassett & Cricklade Area Board**

### **Forthcoming events/Diary dates**

- Cricklade Festival – Sunday 15<sup>th</sup> June. [www.cricklادefestival.com](http://www.cricklادefestival.com). The theme is the Swinging Sixties, and if like previous years, the Festival will see the centre of Cricklade full of thousands of locals participating in a wide range of entertainment, music and enjoying a fantastic atmosphere. Councillors will be out in force on the information stand and it is a fabulous day to enjoy.
- Twinning Weekend with Sucé-sur-Edre (Loire, France) 27<sup>th</sup> to 29<sup>th</sup> June 2014 in Cricklade. Approximately 30 visitors and their host families will enjoy the exchange visit that followed on from a highly successful weekend last year. Reception hosted by the Town Council on the Friday evening, followed by a weekend of events for the visitors.
- There are so many events in Cricklade that it is not possible to list them here, but have a look on the website and Facebook as daily posts are added for activities and events, which are not just aimed at residents but things for families to do at the weekends  
[www.cricklade-tc.gov.uk](http://www.cricklade-tc.gov.uk)

Signed: Charlotte Rogers-Jones

Date: 12<sup>th</sup> May 2014

## **Cricklade SCOB – Area Board update 21st May 2014**

### **Campus Progress update**

Over the past few weeks the architects have been developing designs for the Stones Lane campus site in more detail.

This includes that making sure that all of the technical elements of the project are thoroughly developed and worked through.

Surveys and information gathering which took place at the start of the year is being assessed by the technical design team. Wiltshire Council are working with C&DCA to undertake further investigative work on the pool area over the next few weeks.

We are still gathering information to understand what requirements are for a Multi-use games area (MUGA) – there is an outdoor sports pitch currently at the leisure centre and there was need identified for more multi-purpose outdoor space – we are finding out exactly what groups want to do with the space so we can further develop siting and costing options for the SCOB to consider

### **Next steps**

Once the design for the Stones Lane campus is closer to being finalised we will be carrying out consultations with stakeholders and wider community to check we have taken all input and requirements into account.

### **Extra care working group update**

The Cricklade extra care working group have met recently and were updated that;

- no single site could be identified for new 50 bed facility, therefore smaller clusters being considered.
- Main option currently being discussed is redevelopment of current Green Square areas and possibility of including suitable accommodations.
- new accommodations would be mix of rent and buy and be designed to be accessible to all abilities. Number of units as yet unclear and currently being evaluated.
- next meeting planned for July

**Ruth Szybiak**  
**Chair, Cricklade SCOB**



# **Update for Royal Wootton Bassett and Cricklade Area Board**

<b>Update from</b>	<b>Royal Wootton Bassett, Community Operations Board (COB)</b>
<b>Date of Area Board Meeting</b>	21 <sup>st</sup> May 2014

## **Headlines/Key Issues**

- Since our last update the RWB COB have been very pleased to welcome four new members to the group, Jonathan Bateman, Roy Dinsmore, Ray Thomas and Chris Wannell. The new members offer a great deal of local knowledge and experience and their input will be invaluable throughout the campus development.

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- The COB have recently undertaken a number of key meetings with local service providers and stakeholders to discuss campus opportunities. These meetings have proven to be extremely positive and have enabled the group to further refine the campus proposal.

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- The feasibility brief document has now been completed by the COB and has been submitted to Wiltshire Council for comment. The document sets out the proposed services and facilities, and the vision the COB have for the campus. The group are now awaiting feedback on this and hope to have a further update available at the next meeting on 23<sup>rd</sup> July 2014.

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