

## AGENDA

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Cricklade Town Hall, High St, Cricklade, SN6 6AE  
**Date:** Wednesday 23 July 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) or Julia Densham (Community Area Manager – Royal Wootton Bassett and Cricklade Area) on 01249 706496 or [julia.densham@wiltshire.gov.uk](mailto:julia.densham@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	Royal Wootton Bassett East
Jacqui Lay ( <b>Vice Chairman</b> )	Purton
Mary Champion	Royal Wootton Bassett North

Items to be considered	Time
<p>1 <b>Welcome</b></p>	<p><b>6:30pm</b></p>
<p>2 <b>Apologies for Absence</b></p>	
<p>3 <b>Minutes</b> (<i>Pages 1 - 10</i>)</p> <p>To approve the minutes of the meeting held on the 21<sup>st</sup> May 2014.</p>	
<p>4 <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 <b>Wiltshire - The Wider Picture</b> (<i>Pages 11 - 26</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>• Community Infrastructure Levy (CIL)</li> <li>• Mini Recycling Sites</li> <li>• Garden Waste Consultation</li> <li>• Wiltshire Online Broadband – update</li> <li>• Network Rail – update</li> <li>• World War 1 Commemorative Event</li> <li>• Changes to the Electoral Registration System</li> </ul>	<p><b>6:35pm</b></p>
<p>6 <b>Spotlight on Partners</b> (<i>Pages 27 - 32</i>)</p> <p>To receive updates from our key partners, including:</p> <ol style="list-style-type: none"> <li>a. Wiltshire Police</li> <li>b. Wiltshire Fire and Rescue Service</li> <li>c. Military Civilian Integration Partnership</li> <li>d. Defence Technical Training</li> <li>e. Clinical Commissioning Group</li> <li>f. Youth Advisory Group (YAG)</li> <li>g. Neighbourhood Planning Working Group</li> <li>h. Community-Led Planning Steering Groups</li> <li>i. Chambers of Commerce/Business Associations</li> <li>j. Community Groups</li> <li>k. Housing Associations.</li> </ol>	<p><b>6:45pm</b></p>

7	<p><b>Spotlight on Parishes</b> (<i>Pages 33 - 34</i>)</p> <p>To receive written and verbal updates from our town and parish councils.</p>	7:00pm
8	<p><b>Looking Forward</b></p> <p>Cllr Jonathon Seed - Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding, Wiltshire Council, to give an overview of the Wiltshire Council Campuses projects and the work carried out so far.</p> <p>The Chairmen of the Royal Wootton Bassett and Cricklade Shadow Campus Operation Boards will give short updates of their respective Campus project proposals.</p>	7:10pm
9	<p><b>Consultations with Link Schemes</b> (<i>Pages 35 - 36</i>)</p> <p>Cllr Allison Bucknell to present.</p>	7:20pm
10	<p><b>Emergency Planning</b></p> <p>Surriya Subramaniam – Head of Public Protection, (Emergency Planning), Wiltshire Council, to outline emergency planning procedures available to parishes.</p>	7:25pm
11	<p><b>What Matters to you in Royal Wootton Bassett &amp; Cricklade</b> (<i>Pages 37 - 52</i>)</p> <p>To receive feedback from the event on 15th March and to identify priorities for the Area Board to take forward.</p>	7:40pm
12	<p><b>Investing in our Community</b> (<i>Pages 53 - 62</i>)</p> <ul style="list-style-type: none"> <li>• To consider applications to the Community Area Grants Scheme, as follows:</li> <li>• Area Board Funding to date.</li> </ul>	7:55pm
13	<p><b>Caring about Dementia</b></p> <p>Cllr Jacqui Lay to present.</p>	8:00pm
14	<p><b>Older Peoples Housing Group Update</b></p> <p>Cllr Mary Champion to present.</p>	8:05pm

15	<b>Dog Fouling Task Group Update</b>	<b>8:10pm</b>
	Cllr Jacqui Lay to present.	
16	<b>Community Area Transport Group, (CAT-G) Update</b> <i>(Pages 63 - 74)</i>	<b>8:15pm</b>
	Cllr Bob Jones to present.	
17	<b>Outside Bodies Updates</b>	<b>8:25pm</b>
	Representatives to give any updates:	
	<ul style="list-style-type: none"> <li>• C&amp;DCA (Cricklade Leisure Centre) – Cllr Bob Jones.</li> <li>• Community &amp; RAF Fairford Liaison Group – Cllr Bob Jones.</li> <li>• Neighbourhood Planning Forum – Cllr Mollie Groom.</li> <li>• Lyneham Steering Group – Cllr Allison Bucknell.</li> </ul>	
18	<b>Wrap up</b>	<b>8:30pm</b>
	The Chairman will invite any remaining questions from the floor.	

# MINUTES

**Meeting:** ROYAL WOOTTON BASSETT AND CRICKLADE AREA BOARD  
**Place:** Lyneham Primary School, Preston Lane, Lyneham SN15 4QJ  
**Date:** 21 May 2014  
**Start Time:** 6.30 pm  
**Finish Time:** 8.25 pm

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Please direct any enquiries on these minutes to:

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

Papers available on the Wiltshire Council website at [www.wiltshire.gov.uk](http://www.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 (Vice Chairman)

### **Wiltshire Council Officers**

Julia Densham – Community Area Manager  
Kevin Fielding – Democratic Services Officer  
Jim Bailey - Principal Engineer, Highways Assets & Commissioning

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

Cricklade Town Council – Mark Clarke & John Cooke  
Royal Wootton Bassett Town Council – Johnathan Bourne  
Broad Town Parish Council – Veronica Stubbings  
Clyffe Pypard Parish Council – Marian Kent  
Lydiard Millicent Parish Council – Tim Blakemore  
Lyneham & Bradenstoke Parish Council – Geoff Jackson-Haines & Lynn Thrussell  
Purton Parish Council – Geoff Greenaway

### **Partners**

Police & Crime Commissioner – Angus Macpherson  
Wiltshire Fire and Rescue Service – Mike Franklin  
MOD – Captain Bob Rusbridger

**Total in attendance: 47**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Election of Chairman</u></p> <p>Cllr Allison Bucknell was elected as Chairman for the forthcoming year.</p>
2	<p><u>Election of Vice Chairman</u></p> <p>Cllr Jacqui Lay was elected as Vice Chairman for the forthcoming year.</p>
3	<p><u>Welcome</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> <p>The Chairman advised the meeting that Penny Bell had now left her post as the Royal Wootton Bassett &amp; Cricklade Area Board Community Area Manager as she had been promoted and had with immediate effect become the new Corsham Community Area Campus manager.</p> <p>The Chairman requested and it was agreed by the Area Board members that:</p> <ul style="list-style-type: none"> <li>• <b>The Royal Wootton Bassett &amp; Cricklade Area Board thanked Penny Bell for her approachable nature and hard work, and wished her well in her new role in Corsham.</b></li> </ul> <p>The Chairman then introduced Julia Densham as the new Royal Wootton Bassett &amp; Cricklade Area Board Community Area Manager.</p>
4	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Insp Mark Thompson &amp; Sgt Martin Alvis – Wiltshire Police, Diana Kirby – Tockenham Parish Council, Ruth Szybiak – Cricklade Town Council, Dr Richard Pagett and Steve Palmer.</p>
5	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes of the meeting held on the 19 March 2014 were agreed as correct record and signed by the Chairman.</b></li> <li>• <b>The Minutes of the 19 March referred to the 3 Ms Memory Café as the Three Ms Memory Café, this was noted.</b></li> </ul>

6	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
7	<p><u>Wiltshire - The Wider Picture</u></p> <p>The following Chairman's Announcements were noted:</p> <ul style="list-style-type: none"> <li>• Chairman's End of Year Report – was included in the agenda pack.</li> <li>• Caring about Dementia – Wiltshire Council has pledged to help develop dementia-friendly communities in Wiltshire. This would involve bringing together partners within local communities, including people with dementia, to deliver small improvements that make a difference to the quality of life for people living with dementia. Examples might include giving bus drivers dementia awareness training or local areas deciding that they want to set up dementia friendly activities.</li> </ul> <p>Community area boards would be central to this and Royal Wootton Bassett would be acting as the pilot area to test a new dementia friendly community toolkit, which would then be made available to all areas across Wiltshire.</p> <ul style="list-style-type: none"> <li>• Cold Calling Zones – was included in the agenda pack.</li> <li>• Community Area Grants Scheme – was included in the agenda pack.</li> <li>• Health Trainer Programme rolls out across Wiltshire – Janice Bardwell was introduced as the Royal Wootton Bassett &amp; Cricklade Community Area Health Trainer. Health trainers would be in libraries and children's centres across the county working with people to encourage them to adopt healthier habits and stick to them.</li> </ul>
8	<p><u>MOD Lyneham - Defence College of Technical Training and its wider opportunities</u></p> <p>Captain Bob Rusbridger gave a short update.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• Update from REME – Programme is on track for completion Summer 2015. REME move is planned for 25 September – 9 November 2015. Numbers for REME move 1500 students, 500 staff plus others REME are engaging with the community already.</li> </ul>

	<ul style="list-style-type: none"> <li>• Chamber of Commerce working with Lyneham Business Buddies and is looking to hold a programme of events to explore business opportunities brought about by the influx of people – we need things for people to spend their money on LOCALLY.</li> <li>• LEADER funding – potential opportunities to help local rural businesses.</li> <li>• OUR COMMUNITY MATTERS has a new page for DCTT and would be updated as news becomes available, to include jobs. If anybody has anything that they want to share, please send this to Julia Densham.</li> </ul> <p>It was noted that the C Site grass was no longer being cut and had become very long. Captain Rusbridger advised that he would investigate who would have been cutting it.</p> <p>The Chairman thanked Captain Bob Rusbridger for his update.</p>
9	<p><u>Leader Funding</u></p> <p>Presentation from Alan Truscott of the Plain Action Local Action Group (LAG)</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That grant funding had been made available to start up or expand businesses.</li> <li>• Grants would be available from £1000 to £150,000 for up to 75% of the total cost.</li> <li>• Plain Action currently operates across Salisbury Plain but was looking expand into the north western side of Wiltshire in the new funding programme from January 2015.</li> <li>• Plain Action 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 would 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.</li> </ul> <p>The Local Action Group were keen to:</p> <ul style="list-style-type: none"> <li>• Understand from area and community representatives what they consider to be the key funding priorities for the next 7-8 years.</li> </ul>



	<ul style="list-style-type: none"> <li>• Work with area and community representatives to ensure wide business and community input during the bidding stage.</li> <li>• Once funding is secured, work with area and community representatives to communicate as widely as possible the benefits of the Programmes.</li> </ul> <p>The Chairman thanked Alan Truscott for his presentation.</p>
10	<p><u>Spotlight on Partners</u></p> <p>Updates from partners were received as follows:</p> <p>Wiltshire Police</p> <p>The written update was noted.</p> <p>Wiltshire Fire and Rescue Service – Mike Franklin</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That the issues preventing the publishing of the written reports were nearly resolved.</li> <li>• That a statement concerning the merging of Wiltshire and Dorset Fire &amp; Rescue Services would soon be in the public domain.</li> </ul> <p>Royal Wootton Bassett Sports Association – Paul Harrison</p> <p>The written update was noted.</p> <p>REME - Defence College of Technical Training</p> <p>The written update was noted.</p> <p>The Chairman thanked everybody for their updates.</p>
11	<p><u>Network Rail - a short update on works completed to date</u></p> <p>Robin Basu &amp; David Wilson – Network Rail gave an update on the GWMLE Gauge Clearance Works.</p> <p>Points made included:</p>

### Skew Bridges

- Rail Track is in the process of assessing the options for delivering this project.
- The northern structure is currently undergoing an internal review to assess if reconstruction is required.
- Until all engineering reviews are completed the full extent of the construction works will not be identified in detail.
- Rail Track are therefore not in a position to answer detailed questions on the project at this stage; it is worth noting that some issues of concern may never actually materialise.

### Templars Farm

- Drop-in session was conducted on Thursday 24 April.
- Diversion routes were discussed and preferred options submitted.

### Broad Town Marlborough Road

- Rail Track has requested a work breakdown for the incorporation of the footbridge into the road bridge.
- The possibility of looking at replacing the WC owned footbridge is being explored.
- Rail Track will be engaging directly with local companies, residents and WC to try and ameliorate diversion issues, as far as is practically possible.

### Chaddington Lane

- Possession planned for in May 2015.
- Alan Baxter are producing a design and undertaking the consultations with the English Heritage and Wiltshire Council Conservation Officer.

### Dauntsey Lock

- May Bank Holiday weekend - demolition of the central span and the

	<p>installation of the new precast concrete portals and parapets completed during a 52 hour rail closure. Handed back to the Rail operation company 8 hours early.</p> <ul style="list-style-type: none"> <li>• The new precast concrete portal and parapet units were installed on Monday 5th May. In total 8 precast concrete units were installed each weighing between 20 and 22tons.</li> <li>• Following this scaffolding has been installed to the four corners of the bridge to allow bricklayers to reinstate the brickwork between the existing bridge and the new concrete portal units.</li> <li>• The existing bricks are old imperial sizes which are no longer available, after a long search some reclaimed bricks have been sourced which will be used to achieve a good match with the side spans.</li> <li>• Dauntsey Lock programme is on schedule for reopening on the 7th August 2014.</li> </ul> <p>The Chairman thanked Robin Basu and David Wilson for their update.</p>
12	<p><u>What Matters to you in Royal Wootton Bassett &amp; Cricklade</u></p> <p>It was decided to defer this agenda item until the next Area Board meeting due to an error in the data on the voting slides.</p>
13	<p><u>Local Highways Investment Fund 2014-20</u></p> <p>Jim Bailey - Principal Engineer, Highways Assets &amp; Commissioning, Wiltshire Council, gave a presentation that outlined Wiltshire Council's recently approved major programme of investment in highway maintenance over the next six years which would see a significant improvement in the condition of the county's highway network.</p> <p>The investment was being targeted at those roads in worst condition, and would include minor roads as well as the main roads. An initial assessment based on road safety information and road condition data had been used to prepare a list of priority sites for treatment in 2014/15 in each community area.</p> <p>A provisional list of sites for potential treatment until 2020 had also been prepared for each community area. The site list was based on the existing condition of the roads and the anticipated deterioration in the future, but it would need to be reviewed annually as the rate of deterioration of individual roads may vary because of weather and local conditions.</p> <p>The Area Board was asked to consider the list of proposed highway</p>

	<p>maintenance schemes for 2014/15, and agree the final list for implementation.</p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>That the Royal Wootton Bassett &amp; Cricklade Area Board agrees and notes the proposed highway maintenance schemes for 2014/15, and agree the final list for implementation.</b></li> </ul> <p>The Chairman thanked Jim Bailey for his presentation.</p>
14	<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> </ul> <p>Cricklade Town Council</p> <ul style="list-style-type: none"> <li>• The written report was noted.</li> </ul> <p>The Chairman thanked the partners for their updates.</p>
15	<p><u>Appointments to Working Groups and Outside Bodies</u></p> <p>The following appointments to outside bodies and working groups were made for the forthcoming year:</p> <ul style="list-style-type: none"> <li>• Community Area Transport Group (CAT-G) – All Area Board members.</li> <li>• C&amp;DCA (Cricklade Leisure Centre) – Cllr Bob Jones.</li> <li>• Community &amp; RAF Fairford Liaison Group – Cllr Bob Jones.</li> <li>• Neighbourhood Planning Forum – Cllr Mollie Groom.</li> <li>• Lyneham Steering Group – Cllr Allison Bucknell.</li> </ul>
16	<p><u>Task Group Reports and Decisions</u></p> <p>To consider reports from the following task groups:</p> <p>Community Area Transport Group.</p> <ul style="list-style-type: none"> <li>• That a date was being sorted for the next meeting.</li> </ul>

	<ul style="list-style-type: none"> <li>• That the Broad town speeding issue was still an issue – Cllr Allison Bucknell to chase this.</li> </ul> <p>Dog Fouling Task Group</p> <ul style="list-style-type: none"> <li>• That the group haven't met since the last update.</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>Older People's Housing Provision</p> <ul style="list-style-type: none"> <li>• It was agreed that a Task Group would be set up to look at this.</li> </ul> <p>The Chairman thanked everybody for their updates.</p>
17	<p><u>Wrap Up</u></p> <p>Any other business:</p> <ul style="list-style-type: none"> <li>• Flood Damage - that up to £5,000 per home was available for internal flood damage. Contact Wiltshire Council for further details.</li> <li>• Purton – Cricklade No.53 Bus – that this service is now a 90 minute service.</li> <li>• Purton – the damage being caused by caused by construction traffic due to the local ongoing rail work.</li> <li>• Purton Road Development – that Iron Age artifacts had been found on the site.</li> </ul>
18	<p><u>Close</u></p>



## Chairman's Announcements

<b>Subject:</b>	<b>Community Infrastructure Levy (CIL)</b>
<b>Officer Contact Details:</b>	Georgina Clampitt-Dix, Head of Place Shaping, Economic Development & Planning 01225 713472 <a href="mailto:georgina.clampitt-dix@wiltshire.gov.uk">georgina.clampitt-dix@wiltshire.gov.uk</a>
<b>Weblink:</b>	<a href="http://www.wiltshire.gov.uk/communityinfrastructurelevy">www.wiltshire.gov.uk/communityinfrastructurelevy</a>
<b>Further details available:</b>	<a href="mailto:CIL@wiltshire.gov.uk">CIL@wiltshire.gov.uk</a>

### Summary of announcement:

On 23 June 2014, Wiltshire Council is submitting the Wiltshire Council Community Infrastructure Levy (CIL) Draft Charging Schedule for independent examination. On this date, a Statement of Modifications, which sets out proposed changes to the CIL Draft Charging Schedule, is also being published for a four week period of consultation.

CIL is a charge that local authorities can place on new development to help fund infrastructure needed to support growth.

A note containing more information on CIL, including how to comment on the Statement of Modifications and the next steps, is attached as an appendix to this Announcement.





## WILTSHIRE AREA BOARDS

### COMMUNITY INFRASTRUCTURE LEVY FOR WILTSHIRE - CONSULTATION

(JUNE 2014)

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

- 1.1 Wiltshire Council is preparing a Community Infrastructure Levy (CIL) charging schedule. This is a charge that local authorities in England can place on development in their area. The money generated through the levy will contribute towards the funding of infrastructure to support growth. The Charging Schedule will need to strike an appropriate balance between contributing to funding infrastructure and not putting development across Wiltshire at risk.

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

- 2.1 The Government has restricted the ability of local authorities to pool funding for off-site infrastructure through existing section 106 agreements (or developer contributions). It considers that this new tariff-based approach provides the best framework to fund infrastructure in a fair and transparent manner. CIL will provide 'up front' certainty about how much developers will be expected to contribute.

#### 3. How will money from CIL be spent?

- 3.1 CIL is designed to contribute towards bridging the 'funding gap' between the total cost of new infrastructure required to support development and the amount of funding available from other sources. Wiltshire Council's Infrastructure Delivery Plan (IDP) identifies a range of physical, community and 'green' infrastructure projects that will be required to support the level of development as set out in the Wiltshire Core Strategy. Informed by the IDP, a list (known as the Regulation 123 list) will identify and prioritise which infrastructure projects will be eligible to receive money from CIL. The Government confirmed last year that local communities will directly benefit from CIL. Town and parish councils will receive 15% of CIL raised in their area, or 25% if an adopted neighbourhood plan is in place.

#### 4. Submission of the Wiltshire CIL Draft Charging Schedule and consultation on proposed modifications

- 4.1 The Council has undertaken two previous consultations on the Wiltshire CIL Charging Schedule, which sets out the amount of CIL to be charged on different types of new development. The first consultation, on a 'Preliminary Draft Charging Schedule' (October 2012), took place between October and November 2012. Comments received informed a 'Draft Charging Schedule' (January 2014), upon which the Council consulted between January and February 2014.
- 4.2 On 23 June 2014, the Council is submitting the 'Wiltshire CIL Draft Charging Schedule' (January 2014) for an independent examination.
- 4.3 The Council is proposing to make modifications to the Wiltshire CIL Draft Charging Schedule. These have been informed by comments received during the last consultation and are set out in a 'Statement of Modifications', which is being submitted alongside the CIL Draft Charging Schedule.
- 4.4 The Council is now inviting comments on the Statement of Modifications from **23 June until 5pm, 21 July 2014**.

##### How to comment

- 4.5 Comments can be made, using the response form, via:

- Online consultation portal: <http://consult.wiltshire.gov.uk/portal>
- Email: [CIL@wiltshire.gov.uk](mailto:CIL@wiltshire.gov.uk)
- Post: Spatial Planning, Economic Development & Planning, Wiltshire Council, County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN.

4.6 The CIL Draft Charging Schedule, Statement of Modifications, associated evidence and information on how to make comments will be published on the Wiltshire Council website at [www.wiltshire.gov.uk/communityinfrastructurelevy](http://www.wiltshire.gov.uk/communityinfrastructurelevy), from 23 June 2014.

4.7 Hard copies of the documents are available at Council libraries and the main Council offices in Chippenham (Monkton Park), Devizes (3-5 Snuff Street), Salisbury (27-29 Endless Street) and Trowbridge (County Hall) during normal opening hours.

4.8 If responding by post or email, response forms are available from libraries and the main Council offices or the website.

#### **Requesting the right to be heard by the independent examiner**

4.9 Organisations and individuals responding may request the right to be heard by the examiner in relation to these modifications. A request to be heard by the examiner must be made in writing to Wiltshire Council **by 5pm 21 July 2014**, via the above means. Anyone requesting to be heard should indicate whether they support or oppose modifications and explain why.

4.10 Please note that the right to be heard at this stage of the process applies only in relation to the modifications being consulted on.

#### **What happens next?**

4.11 All comments received and a copy of each request to be heard in relation to these modifications will be forwarded to the examiner.

4.12 Requests to be heard may be withdrawn at any time before the opening of the examination by giving notice in writing to Wiltshire Council.

4.13 Details of the time and place at which the examination is to be held and the name of the examiner will be published on the Council's website and in local papers when they become available. If you have made a request to be heard (either on the Statement of Modifications or previously during the consultation on the Draft Charging Schedule) you will be notified directly.

#### **5. Further information**

5.1 If you have any further queries please contact Spatial Planning, Wiltshire Council on (01225) 713223 or via email, [CIL@wiltshire.gov.uk](mailto:CIL@wiltshire.gov.uk).

# ***Chairman's Announcements***

**Subject:**

**Mini Recycling Sites**

## **Summary of announcement:**

After considering comments from residents and the usage of key recycling sites, the Council has decided that 13 mini recycling sites will remain in place for residents to use. These sites, where skips will remain for the recycling of glass, cans and paper, are listed below:

- Bradford on Avon – Sainsburys
- Calne – Pippin Car Park
- Chippenham – Sainsburys
- Chippenham – Morrisons
- Corsham – Car Park
- Devizes – Morrisons
- Malmesbury – Station Yard Car Park
- Melksham – Sainsburys
- Warminster – Morrisons
- Royal Wootton Bassett – Borough fields
- Salisbury – Waitrose
- Tidworth – Station Car Park
- Tisbury – Car Park



# **Chairman's Announcements**

## **Garden Waste Consultation**

### **Summary of announcement:**

The Council faces significant financial pressures with reduced funding from central government, increased service demand and inflation and these pressures are likely to increase. One way of achieving some savings towards this is by changing the way the garden waste collection service is delivered at the kerbside in Wiltshire. The Council currently delivers a fortnightly non-chargeable kerbside garden waste collection service to those residents that request the service.

The Council's Cabinet agreed to undertake a public consultation exercise to gain residents' views on potential future changes to the current kerbside garden waste collection service. The consultation runs from 1 July until the 1 September and presents residents with three proposals for changes to the service. The proposed changes are:

1. A three month suspension of the non-chargeable kerbside garden waste service with no collections taking place in December, January and February.
2. A five month suspension of the non-chargeable kerbside garden waste service with no collections taking place in November, December, January, February and March.
3. To introduce a chargeable kerbside garden waste collection service instead of the current non-chargeable service.

Residents are asked to pick the one option which best meets their needs. From 1 July you can find out more information and contribute to the consultation:

- Online by visiting the Council's website and following the link to public consultations
- Online at your local library
- By picking up a leaflet from your local library, leisure centre, council office or town council office.
- By completing the form in the summer 'Your Wiltshire' magazine

Leaflets will also be made available at area board meetings.

Should you have any further questions which are not answered by the consultation documents, you can contact the council by emailing [gardenwasteconsultation@wiltshire.gov.uk](mailto:gardenwasteconsultation@wiltshire.gov.uk) or by telephoning 0300 456 0102.



### Superfast Broadband Update – July 2014

Wiltshire Online are working hard with our partner BT to rollout fibre broadband as part of a £35million project to deliver superfast broadband to 91% of homes and businesses in Wiltshire; our commitment also includes ensuring everyone in our intervention area will receive a standard minimum service of 2mbps. Royal Wootton Bassett was one of our first communities to benefit from the Wiltshire Online project.

#### What do we mean by Intervention Area?

In 2011 as part of the contractual process and to adhere to EU State Aid law, Wiltshire Online undertook an Open Market Review. The Open Market Review took a snapshot of all premises (both residential and commercial) across the county and invited telecom providers to state what areas in Wiltshire they had already upgraded, or were planning on upgrading, as part of their commercial activities. The areas that were not going to be targeted commercially formed what is known as our 'Intervention Area'. This intervention area was formally agreed upon signing the contract with BT in January 2013 and it is where, according to EU State Aid rules, we are allowed to invest public money in. The intervention area and the premises that make up the area is set for the duration of the current project (end date March 2016).

#### What cabinets have been upgraded by Wiltshire Online?

The following cabinets off the Wootton Bassett exchange are live and ready for service:

Cabinet Number	Postcodes Served
1	SN47AY, SN48BB, SN48BF, SN48DL, SN48DN, SN47AU
2	SN47AH, SN47JP, SN47JR, SN47JT
5	SN48HG, SN48HQ, SN48HW, SN48JZ, SN48LG
7	SN47SR, SN47BL, SN47EH, SN47QB, SN47QJ, SN47QS, SN47QU, SN47QX, SN47QY, SN47RZ, SN47SA, SN47SE
8	SN47DW, SN47EZ, SN47LE, SN47PA, SN47SB, SN47DB
9	SN47PR, SN154DH, SN47PS, SN154DJ, SN47PW, SN154DL, SN47QL, SN154DN, SN47QN, SN47PA, SN47QP, SN47PD, SN47QQ, SN47PE, SN47QR, SN47PF, SN47QW, SN47PG, SN47RX, SN47PH, SN47PJ, SN47PL, SN47PN, SN47PP, SN47PQ
10	SN48EF, SN48EG, SN47GZ, SN48EJ, SN47HB, SN48EL, SN48DR, SN48EP, SN48DS, SN48ER, SN48DT, SN48ET, SN48DU, SN48JA
12	SN47SP, SN47FE, SN47FF, SN47FG, SN47FH, SN47FJ, SN47FL, SN47FN, SN47FQ, SN47LB
14	SN48LQ, SN48NT, SN48NU, SN48QF, SN48QJ, SN48QL, SN48QR, SN48QS, SN48QT, SN48SY

**Please note:** if your postcode is showing in the above table then you should be able to order the improved fibre service. However, not all premises within the same postcode area may be able to order an improved service at the same time; this is because some postcodes may be served by more than one infrastructure and it may be that not all of the infrastructure has been or will be upgraded.

### **How do I order the improved service?**

We would suggest the first step is for you to contact your existing Internet Service Provider (ISP) to see if they are offering the improved fibre service.

Although BT are installing the infrastructure, we are providing an open network which means a wide range of ISPs will be given the opportunity to offer their services across the improved network; this means you should be able to choose from a range of providers to purchase the best package to suit your needs. However, note that the decision to provide services will be down to each individual ISP according to their business model and is outside the control of this project.

Before ordering the new service, especially if you are considering changing providers, we would advise checking with your existing ISP that you are not tied into a contract as it may cost you to move.

### **Will I definitely get superfast speeds?**

The Wiltshire Online project is installing a fibre network; this means we are replacing the copper wire from the local exchange to the cabinets with fibre. The connection from the cabinet to your premise will remain as copper so the further you are away from the cabinet, the more impact it has on the speed you are able to receive. However, we are confident that the majority of residents will be able to benefit from the improved service.

As a rough guide to potential speeds that you are able to receive, you can use BT's online checker [here](#).

### **What if my postcode is not listed?**

The project runs to March 2016 and we still have some work to complete in the Wootton Bassett exchange area. We have launched a postcode checker on our website to allow residents to keep up to date with the progress of our rollout. The website address is: [www.wiltshireonline.org](http://www.wiltshireonline.org)

The postcode checker returns results of homes and businesses in our intervention area only. Royal Wootton Bassett has some commercial fibre broadband coverage and if your postcode does not appear in our postcode checker you may sit within a commercially enabled area. If this is the case, you will need to contact your ISP in the first instance to see what services are available to you.



# Great Western Electrification Programme, July 2014

## Dauntsey Lock Bridge Works

The bridge reconstruction continues apace. The project that started on March 8th this year included demolition and reconstruction of the bridge. To do this we installed eight precast concrete portal units and parapets, together with waterproofing the deck, transferring the utility services back onto the new bridge, rebuilding and resurfacing the road, and connecting the existing parapets at either side to the new ones. We are currently focusing, together with our contractors, on finalizing the works in order to shorten the period of disruption as much as possible.

### Dauntsey Lock Bridge



## Skew Bridge

Works are now scheduled to start in December 2015, to take into account the current construction works at Lyneham MOD base. We are working with our contractor, Hochtief, to find the best practical options available.

## Templars Firs Footbridge, Royal Wootton Bassett

Footpath closure date - late July 2014  
Footpath open date – January 2015  
Network Rail Contractor – Hochtief

The proposed footpath diversion route follows Marlborough Road into Royal Wootton Bassett through the new housing estate. There are complex utility diversions to be considered within the structure. Our contractor will be accessing the site via a temporary haul road north of the structure.

## Broad Town/ Marlborough Road, Royal Wootton Bassett

We engaged in consultation with local stakeholders around Broad Town/Marlborough Road, as works are programmed to start in March 2015. Our team spent two days mid June at Broad Town Industrial Estate collecting stakeholder feedback on proposed diversion routes. Evidence gathered revealed significant concerns by local businesses. Therefore we are organising a workshop to view the diversion route and to explore the options available together with all the stakeholders involved.

## Brinkworth updates

### School Hill Road

We hosted a public engagement event on the 19th of May 2014, in order to gather feedback of local representatives on the diversion routes proposed for the road closure at School Hill, Brinkworth. The proposed diversion route is currently being considered by Wiltshire Highways.

These works are planned to start early September 2014.

### School Hill proposed diversion routes



## *Earl of Danby's School*

### *Community Engagement*

As the work taking place on the School Hill Road is close to Earl of Danby's school, we will be speaking to the children here about personal safety to ensure they do not see the construction site as a potential playground. This will take place at the school on the 17th of July .

On the same day, we will be presenting the winners of a drawing competition. Over the next week we will be inviting each pupil to create a piece of artwork depicting whatever their passion in life is. The project is designed to encourage pupils to explore their creative side. The lucky winner of each age group will receive artwork equipment. The first, second and third placed entries of each age group will also have their artwork displayed on the hoardings for the duration of the reconstruction.

## *Earl of Danby's School*



***For any queries please call our dedicated  
24-hour National Helpline on 08457 114141.  
For further information visit  
[www.networkrail.co.uk/great-western-route-  
modernisation/wiltshire/](http://www.networkrail.co.uk/great-western-route-modernisation/wiltshire/)***

## Chairman's Announcements

<b>Subject:</b>	<b>First World War Commemoration Event</b>
<b>Officer Contact Details:</b>	Graeme Morrison- Communications Officer
<b>Further details available:</b>	<a href="http://www.wiltshire.gov.uk/latestnews.htm?aid=153242">http://www.wiltshire.gov.uk/latestnews.htm?aid=153242</a>

### Summary of announcement:

To mark the 100 year anniversary of the outbreak of the First World War, people are being invited to attend a special county-wide event to commemorate the sacrifice made by 10,000 Wiltshire soldiers.

The Wiltshire Council and Ministry of Defence-organised commemoration event, will take place on 30 July 2014 at 10am at Tidworth Military Cemetery, and gives communities across the county the opportunity to remember the fallen soldiers in a fitting way.

Each fallen soldier will be represented on a named cross and placed on a wall of remembrance which will provide the focus for the service. The crosses have been made by school children from across the county.

The service is free and open to anyone to attend and we would encourage as many people from all over the county to attend as possible.



## Chairman's Announcements

<b>Subject:</b>	<b>Changes to the Electoral Registration System</b>
<b>Officer Contact Details:</b>	Donna Mountford - Communications Officer
<b>Further details available:</b>	<a href="http://www.gov.uk/yourvotematters">www.gov.uk/yourvotematters</a>

### Summary of announcement:

Over the summer, all Wiltshire residents will receive a letter through the post telling them about the biggest change to the electoral registration system in nearly 100 years.

The letter will explain that a new, more secure, system of Individual Electoral Registration is being introduced to replace the old Victorian system where the "head of household" registered everyone living in a property. Now, each individual will be responsible for registering themselves.

Many Wiltshire residents will automatically move onto the new electoral register. However, some will need to take action to join or remain on the register, which they will now also be able to do quickly and easily online. People will need to provide their National Insurance Number and date of birth when registering. This will be used to verify that the person making the application is who they say they are and will in turn reduce the risk of fraud and inaccurate entries on the register.

This summer the Electoral Commission is running a major advertising campaign that will raise awareness of the change to Individual Electoral Registration. Leaflets are also available here tonight for you to take away with you.

For more information visit [www.gov.uk/yourvotematters](http://www.gov.uk/yourvotematters) .



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



### 1. Neighbourhood Policing

**Sector Commander:** Insp Dave Hobman

**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

EO Royal Wootton Bassett NPT	Crime				Detections*	
	12 Months to June 2013	12 Months to June 2014	Volume Change	% Change	12 Months to June 2013	12 Months to June 2014
Victim Based Crime	856	835	-21	● -2.5%	29%	14%
Domestic Burglary	47	50	+3	● +6.4%	21%	8%
Non Domestic Burglary	101	117	+16	● +15.8%	5%	1%
Vehicle Crime	76	90	+14	● +18.4%	3%	4%
Criminal Damage & Arson	180	153	-27	● -15.0%	13%	20%
Violence Against The Person	119	174	+55	● +46.2%	64%	30%
ASB Incidents (YTD)	618	431	-187	● -30.3%		

You will see from the latest set of figures at the time of compiling this report that the downward trend on crime is continuing with 21 less reported crimes. Non-dwelling burglaries, normally theft from sheds and farm buildings have seen a slight rise as with other areas across the County. I am pleased to say however, as a result of vigilant neighbours and our social networking sites we have made four arrest and more are anticipated as we develop the intelligence gathered from our community.

You will also notice a rise in reported violent crime, this is down to a couple of factors, firstly the positive reporting that we actively encourage with domestic assaults. It's only by these offences being reported that we are able to take positive steps to reduce the harm and risk to the many victims of domestic violence that so very often suffer in silence. We are also ensuring that every incident of violence whether injury or not is involved is recorded as per Home Office regulations. These incidents are often very low level for example an argument between two children where one person gets pushed, if reported to the Police it will be crimed as an assault. Stranger on victim attacks and open public space violence in our community area is rare.

Finally, over 30% drop in ASB is very pleasing and really goes to reflect on the great community that we have in the towns and villages of Royal Wootton Bassett & Cricklade areas.

Sgt Martin Alvis



## Wiltshire Fire & Rescue Service

*Responses to questions asked at the area board meeting held on 21 May 2014*

Question	Response
How many incidents have the local RWB fire crews attended?	<b>(There was no specified date range so I have used 010613-200614) 248</b>
How many of those incidents were within the RWB area?	<ul style="list-style-type: none"> <li>• <b>143 in the RWB area (not the CAB area)</b> There were a total of 409 incident within the RWB &amp; Cricklade CAB Area)</li> </ul>
Of those incidents how many were attended by the local RWB crews as the first response	<ul style="list-style-type: none"> <li>• <b>132</b></li> </ul>
Of those incidents how many were attended in the first response by crews from other stations	<ul style="list-style-type: none"> <li>• <b>11</b></li> </ul>
What arrangements are in place for effective FRS response to incidents to the west of RWB taking into consideration the road/rail bridge closures by Network rail	<ul style="list-style-type: none"> <li>• <b>FRS is working closely with Network Rail and Wiltshire council to ensure we are able to maintain an effective response during the Great Western Electrification work.</b></li> <li>• <b>Current closures include the:</b> <b><u>B4069 at Dauntsey Lock</u> - Response to this area is provided by crews from Royal Wootton Bassett, Chippenham, Malmesbury and Calne. All crews and Fire Control are aware of the closure and to date no significant issues have been experienced.</b> <b><u>School Hill, Brinkworth</u> - This closure is planned for September 2014. Crews and Fire control will be notified prior to the commencement of work and will utilise local diversions where necessary.</b> <b><u>A3102 Hunts Mill Road (Skew Bridge)</u> - This is of more concern. As yet no firm date has been set although we are informed that this is likely to be October 2015. Again Wiltshire FRS will continue to work closely with Network Rail and Wiltshire council to ensure we are able to maintain suitable standards of fire cover during the duration of the proposed closure.</b></li> </ul> <p style="text-align: right;"><i>Group Manager Jacomb Service Delivery</i></p>

Compiled by:

Michael Franklin MInstLM

**Partnership & Community Engagement Manager (Wiltshire Council Area)**

Prevention Department

Wiltshire Fire & Rescue Service



## Chairman's Announcements

<b>Subject:</b>	GOV/14/05/10 Integrated Performance Report May 2014 ☐
<b>Officer Contact Details:</b>	David Noyes, Director of Planning, Performance and Corporate Services ☐
<b>Weblink:</b>	<a href="http://www.wiltshireccg.nhs.uk/wp-content/uploads/2014/05/Paper-10-Integrated-Performance-Report.pdf">http://www.wiltshireccg.nhs.uk/wp-content/uploads/2014/05/Paper-10-Integrated-Performance-Report.pdf</a>

### Summary of announcement:

Performance across the urgent care system remains broadly as expected over recent weeks, notwithstanding a couple of areas which have not consistently achieved the expected targets due to spikes of activity. A&E waiting times at GWH remain a concern, and the CCG will be participating in the de-brief from the recent Emergency Care Intensive Support Team work with GWH on 16 May. Elsewhere, we remain engaged with our provider of NHS111 in order to rectify some of the recent performance shortfalls evident in the delivery of this service, albeit performance here overall remains very much improved from this time last year. A review of regional system performance over last winter took place with the NHS England Area Team on 30 April with lessons learnt and agreement of common themes and issues, which can inform planning for next year. The Wiltshire Urgent Care Working Group met on 1 May; this event was conducted as a workshop, facilitated by Wiltshire GP Dr Tim Ballard, who is Vice Chair of the Royal College of GPs. Representation from across the system assisted us with the distillation of ideas and concepts which can be further developed to bring improvement in the future.

Some early engagement events have been held in order to start our dialogue with the population over the direction of travel set out in our emerging 5 year strategy. These have included interactions with the Wiltshire and Swindon Users Network, the Wiltshire Voluntary Sector Forum Network and the Potterne and surrounding villages Annual General Meeting. Further events with a variety of forums and groups are planned for the coming weeks and months, including Area Boards whenever possible. In order to drive ahead with delivery, in the past month our own Programme Governance Group have endorsed the scope and governance of our priority areas of programmed work moving forwards, and in very close co-operation with our partners in Wiltshire Council, the similar forum governing the Better Care Plan projects also successfully convened. On 22 April we held a workshop for our Governing Body members to expose them to the potential benefits of the Systems Thinking methodology, which Council colleagues have found to be most effective. We are now in the process of rolling our training in this discipline across the service re-design and commissioning leads within the CCG.

We continue to plan ahead for the NHS England Area Team end of year assurance visit, which is now planned for 20 May. We further anticipate finalising the inaugural CCG Annual Report at the Governing Body planned for the same date.



# 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 23/7/14

### **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 pleased to report that development work continues at the new site, and the good weather has allowed works to catch up in line with the development programme that should see the new site open in July 2015.

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

1. A temporary access to the site has been established, this being where the permanent access will subsequently be formed;
2. The natural turf works has been the main focus of development, with the whole site being herbicide treated, 300ml of topsoil stripped, cut & fill to required levels, the base trimmed, stone removal, and re-distribution of topsoil;
3. Archaeology works have completed, and some late iron age and early roman finds are currently being catalogued;
4. In addition to the development workstream, we have now established a workstream focused on ensuring the business plan and operations are ready for site opening.

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



# Agenda Item 7

## **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>	23 <sup>rd</sup> July 2014

### **Headlines/Key successes**

- After the Queen's Diamond Jubilee Mosaic suffered damage in 2012 it was necessary to start the project almost from scratch. After a fundraising campaign and waiting for winter to pass, we are pleased to report that the mosaic has finally been laid to be enjoyed by all.

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- The Cricklade Festival on 15<sup>th</sup> June was well attended with the streets of Cricklade were full of locals and visitors. The weather was fair, the people dressed up in regalia from the Swinging 60s and we were all entertained by street entertainers, a scooter and moped cavalcade and plenty of lovely food.

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- Twinning Weekend with Sucé-sur-Edre (Loire, France) 27<sup>th</sup> to 29<sup>th</sup> June 2014. Approximately 40 visitors visited Cricklade to enjoy a weekend of activities with their host families. After a reception hosted by the Town Council they had an easy evening with the families, Saturday saw them on a coach tour of the Cotswolds, taking in a trip to Stow on the Wold, a brewery and an arboretum and Sunday they enjoyed a BBQ by the Thames. Next year Cricklade residents will visit France.

### **Projects**

- The Wheelie Bin 20mph Stickers (A3 size) asking drivers to respect the 20mph speed limit in the town centre have had a noticeable impact and the council have now asked for a metro count to be undertaken as a further way of deterring speeding vehicles in the town centre.
- 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.

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- Dementia Awareness. Following on from the initiative first raised at the earlier Area Board Meeting the staff of the council, along with several councillors, are receiving information about the disease as well as considering what initiative could be implemented locally to move the project forward.

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

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

- There are many events in Cricklade and so it is not possible to list them all here, but please 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)

Cricklade Show on Bank Holiday Monday 25th August. [www.crickladeshow.co.uk](http://www.crickladeshow.co.uk)

Cricklade Kermesse Cycle Race on Saturday 6<sup>th</sup> September [www.britishcycling.org.uk](http://www.britishcycling.org.uk)

Cricklade Court Leet presents an evening in The Trenches, to mark the commemoration of the outbreak of World War One – Saturday 2<sup>nd</sup> August. Tickets (£8) from the town council.

Signed: Charlotte Rogers-Jones

Date: 9<sup>th</sup> July 2014



11 June 2014

Passenger Transport Unit  
County Hall  
Bythesea Road  
Trowbridge  
Wiltshire  
BA14 8JN

Dear Consultee

### **Proposed changes to Link scheme grants**

You may be aware that the Council's 2014/15 budget, agreed earlier this year, included a proposal to make a saving of £25,000 by withdrawing the payments of 5p/mile that are currently made to the Link schemes. It was also suggested in the Council meeting at which the proposal was discussed that the other grants currently paid to the Link schemes through Community First might be redirected through the Area Boards. The purpose of this letter is to give notice of the proposal to cease making the 5p / mile payments, and to seek the views of the Link schemes and other interested parties on both this and the possible changes to the way the other grants are paid.

### **5p / mile payments**

These payments were introduced in 2010/11 as a result of changes to the concessionary bus pass schemes that had been inherited from the previous District Councils. Some of the Districts had offered either travel tokens or vouchers to their residents as an alternative to receiving a free bus pass, and it was decided that, rather than replicating this across the county, it would be more cost effective to offer a mileage-based grant to the Link schemes so that they were able to reduce the amount of the voluntary donations sought from their users, and to increase their capacity to provide transport for people who were unable for whatever reason to make essential journeys by bus.

All Link schemes are eligible to claim the grant, which is paid at the rate of 5p per mile operated on transport tasks. In 2013/14 the total value of grant paid was £37,046, of which £10,000 came from the annual surplus in the ordinary Link grants budget (see below) and the remaining £27,046 from the concessionary fares budget which it is now proposed to remove. The payments received by individual Link schemes during the year ranged between £100 and £4,300 according to mileage operated.

### **Link scheme grants**

The Council has for many years made funding available for grants to the Link schemes, in recognition of the extremely valuable role they play in providing essential transport for people in the area they serve. The Council's funding of £45,000 per annum is paid via Community First, who (alongside their role of supporting and promoting the Link schemes) administer the grants according to agreed criteria. The value of the grant varies according to the size of the scheme (number of tasks completed per year) and ranges from £5,200 per annum for the largest schemes to £500 for the smallest. There is however a 'reserves rule', and a grant is only paid if a scheme has financial reserves equivalent to less than 6 months operating costs. This ensures that the grants are targeted at the schemes who need them most; however, in recent years there has been a reduction in the number of

schemes who are eligible to claim (possibly due to the effect of the 5p / mile payments), and surplus funding has been used to contribute to the mileage payments, kept as a reserve for schemes who may become eligible during the year, and to fund development projects.

## The proposals

1. The funding pressures on local authorities have significantly worsened since the 5p/mile payments were introduced in 2010/11, and many authorities have had to withdraw locally agreed non-statutory enhancements to the national bus pass scheme, which are not funded by central government. Wiltshire Council will be consulting later this year on proposals to withdraw use of the free bus pass before 0930 on weekdays, which is another non-statutory enhancement. In this context **it is proposed to withdraw the 5p/mile payment to the Link schemes**, which originated as an alternative to the free bus pass for certain types of trip. It is expected that this will make a saving to the Council of £27,000 in a full year.
2. There is no proposal to reduce the £45,000 per annum budget for Link scheme grants. However, **it has been suggested that the annual grant funding might be transferred to the Area Boards to administer**, in line with the Council's preferred approach of delegating local funding decisions to the Boards. It would be necessary to allocate a share of the current budget to each of the Area Boards; views are sought on how this might best be done, although it is suggested that the fairest approach might be to allocate shares of the funding on the basis of mileage operated in the previous financial year. The Area Boards would then have discretion to allocate funding to their local scheme(s) as they saw fit, from the allocation they had been given for this purpose and / or from other funding available to them.
3. Wiltshire Council recognises and values the vital contribution made by the Link schemes to their local communities, and is keen to make sure that the funding it will continue to make available is used in the most effective way, to support the schemes and enable them to provide the maximum amount of essential transport. **We would welcome alternative suggestions for how the annual grant funding could be used** to achieve this.

Please send your responses to the above proposals to me, preferably by email to [ian.white@wiltshire.gov.uk](mailto:ian.white@wiltshire.gov.uk), or by post to the Passenger Transport Unit, Wiltshire Council, County Hall, Trowbridge BA14 8JN (attention of Ian White). **The closing date for responses is 30 August 2014**, following consideration of which a decision will be made by the Cabinet member for transport.

Yours sincerely



Ian White  
Head of Service Passenger Transport

Direct Line: (01225) 713322  
Fax Number: (01225) 713565  
Email: [ian.white@wiltshire.gov.uk](mailto:ian.white@wiltshire.gov.uk)

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

**Wednesday 23 July 2014**

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**What matter to you in the Royal Wootton Bassett & Cricklade community area?  
Conference and survey 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 a further survey, 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

Following a decision taken at the area board meeting held on 21 May 2014, a survey was sent to residents across the community area via the Our Community Matters blogsite, the Cricklade Town Council Facebook page and the Royal Wootton Bassett website. The survey was open for responses for one month and reminders were sent inviting participants to respond. 148 responses were received from the survey and widened the participation process from the original event.

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 1a and the further voting via the survey are set out in Appendix 1b. 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 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 follow-up survey, 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: Julia Densham, Royal Wootton Bassett & Cricklade Community Area Manager

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Appendices: appendices 1a & 1b – JSA event priorities and voting results

# Agreeing our priorities





# 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%**







## Your priorities for Royal Wootton Bassett & Cricklade - survey responses

### How important are the following issues to you?

Answer Options	Top Priority for Action	Very Important	Important	Not Important	Not a Priority
Support for youth unemployment, apprenticeships and transport to access it	28	45	47	13	11
Better links between community safety & health and wellbeing	9	26	53	33	21
Develop a cultural directory of groups, venues and activities	6	10	47	45	34
Maximise opportunities with the redevelopment of RAF Lyneham	27	35	56	15	13
Protect green spaces, greenfield sites and rights of way from development	83	31	24	3	2
Greater access to doctors	70	31	31	3	10
Ensure new development promotes health & wellbeing and includes public transport and green space	46	41	41	8	8
Ensure a full campus programme is delivered in both RWB and Cricklade	20	28	45	25	25
Resist further development which will impact on the M4 junction and prevent coalescence	74	27	21	14	9
More people working on self help projects in the communities to create cohesion	10	22	64	28	19
<i>answered question</i>					<b>148</b>
<i>skipped question</i>					<b>0</b>

### Some things are more difficult to achieve than others. In this section we would like you to think about the same issues and tell us how easy you think it is to solve them?

Answer Options	Extremely Easy	Very Easy	Easy	Fairly Easy	Fairly Difficult	Difficult	Very Difficult
Support for youth unemployment, apprenticeships and transport to access it	3	10	10	45	49	19	3
Better links between community safety and health & wellbeing	7	15	25	57	25	4	4
Develop a cultural directory of groups, venues and activities	30	24	40	30	11	0	1
Maximise opportunities with the redevelopment of RAF Lyneham	11	12	27	45	33	8	2
Protect green spaces, greenfield sites and rights of way from development	19	15	19	21	30	19	18
Greater access to doctors	16	13	20	22	36	18	15
Ensure new development promotes health and wellbeing & includes public transport and green space	15	19	21	37	21	18	6
Ensure a full campus programme is delivered in both RWB and Cricklade	13	14	28	45	18	14	5
Resist further development which will impact on the M4 junction and prevent coalescence	25	10	7	10	35	23	32
More people working on self help projects in the communities to create cohesion	16	13	28	37	27	11	5
<i>answered question</i>							<b>144</b>
<i>skipped question</i>							<b>4</b>



<b>Report to</b>	<b>Royal Wootton Bassett &amp; Cricklade Area Board</b>
<b>Date of Meeting</b>	<b>Wednesday 23 July 2014</b>
<b>Title of Report</b>	<b>Investing in Our Community</b>

**Purpose of Report**

To ask councillors to consider the following:

- To note the area board budget and funding criteria for 2014/15
- Cricklade Cinema! – requests £1,254 towards a projection screen
- Swindon in the Great War – requests £520 towards a Royal Wootton Bassett Remembrance Wreath and Information Cards
- To note the area board current budget balances.

**1. Background**

1.1. Area Boards have authority to approve funding under delegated powers. Under the Scheme of Delegation, Area Boards must adhere to the [Area Board Grants Guidance 2014/2015](#).

1.2. Key aspects of the 2014/15 criteria include:

- The decision to support a funding application and to what level will be the decision of the area board, with no officer recommendation.
- Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding, however the area board will look more positively on applicants where they are able to contribute some funding towards their project.
- Amounts of £1,001 - £5,000 will be required to find matched funding.
- The area board will rarely award more than £5,000.
- The area board will prioritise funding to projects relating to priorities chosen by the board according to the What Matters to You? event held in March 2014, having identified them as top areas for community and area board attention during the coming year.

1.3. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons why this should justify an exception to the criteria which must be minuted.

- 1.4. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.5. There will only be a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. Access to the online grants application process is [here](#).
- 1.6. Funding will be considered at every area board. There are 5 funding rounds remaining during 2014/15. Deadlines for receipt of funding applications are as follows:
  - 11 June 2014 for consideration at 23 July 2014 area board meeting
  - 20 August 2014 for consideration at 24 September 2014 area board meeting
  - 22 October 2014 for consideration at 26 November 2014 area board meeting
  - 10 December 2014 for consideration at 21 January 2015 area board meeting
  - 4 February 2015 for consideration at 18 March 2015 area board meeting.
- 1.7. Royal Wootton Bassett & Cricklade Area Board has been allocated a capital budget of **£47,392.98** for Community Area Grants and Digital Literacy grants, and a separate revenue budget of **£8,804.64** in 2014/15.
- 1.8. Within the capital budget, £2,500 capital is ring-fenced for digital literacy grants of up to £500 each.
- 1.9. Royal Wootton Bassett & Cricklade Area Board has a separate Community Area Transport Group (CATG) budget for 2014/15 of **£16,626**. The CATG will consider appropriate schemes for funding and make appropriate recommendations to the Area Board for approval.

Background documents used in the preparation of this report	<a href="#">Area Board Community Area Grant Scheme and Digital Literacy Grants – information and funding criteria 2014/15</a>
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## 2. Main Considerations

- 2.1. Councillors will need to be satisfied that funding awarded by the area board satisfy [2014/15 area board funding criteria](#) and financial regulations of the council and can proceed within a year of the award being made.
- 2.2. On 6 July 2011 the Royal Wootton Bassett & Cricklade Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Area Board, to approve expenditure of up to £250 between meetings of the Area Board for the purpose of booking public meeting rooms for Area Board purposes. Any expenditure incurred under this delegation will be reported back to the Area Board at the next public meeting.

### **3. Environmental & Community Implications**

- 3.1. Area Board Grants contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

### **4. Financial Implications**

- 4.1. Awards must fall within the Area Boards budget allocated to the Royal Wootton Bassett & Cricklade Area Board.

### **5. Legal Implications**

- 5.1. There are no specific legal implications related to this report.

### **6. HR Implications**

- 6.1. There are no specific HR implications related to this report.

### **7. Equality and Inclusion Implications**

- 7.1. Community Area Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications will be outlined in section 8 of the funding report.

### **8. Applications for consideration**

Ref	Applicant	Project proposal	Funding requested
8.1.	Cricklade Cinema!	Projection screen	£1,254 capital

- 8.1.1. The application meets the Community Area Grant criteria 2014/15.
- 8.1.2. Cricklade Cinema is a not-for-profit organisation run by volunteers.
- 8.1.3. Currently Cricklade Cinema! borrow a portable screen from the British Heart Foundation to show their films incurring travel costs to collect and return it to Shaftesbury.
- 8.1.4. The new screen will offer better image quality and enable Cricklade Cinema to expand its repertoire to include matinees.
- 8.1.5. The screen will be fixed in place at the Cricklade Town Hall and be available to other community groups using the hall.
- 8.1.6. On average 86 people attend the film showings.
- 8.1.7. The club has committed 50% of the project costs from their own reserves.

Ref	Applicant	Project proposal	Funding requested
8.2.	Swindon in the Great War	RWB Remembrance Wreath and Information Cards	£520 revenue

- 8.2.1. The application meets the Community Area Grant criteria 2014/15.
- 8.2.2. Swindon in the Great War is community group looking at ways of commemorating the events or World War I. They will hold the grant should it be awarded and accountable for this specific project.
- 8.2.3. Mrs Sheridan Parsons of Royal Wootton Bassett has researched the RWB residents that gave their lives during WW1.
- 8.2.4. The project aims to lay the wreath at 11am on each person's date of death accompanied by an information card.
- 8.2.5. The project aims to provide an educative experience for current residents and visitors about the local lives that were lost.
- 8.2.6. The balance of funding for the project will be sought through fundraising and on-going maintenance costs to refresh the wreath will be provided by crowd source funding.

## 9. Area Board Budget Balances

Community Area Grants, Digital Literacy - Capital	£49,892.98
Revenue	£8,804.64
Community Area Transport Group	£16,626.00

<b>Appendices</b>	Appendix 1 – individual grant applications and supporting details
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

<b>Report Author</b>	Julia Densham Community Area Manager Tel: 01249 706496 Mobile: 07766 603962 E-mail: julia.densham@wiltshire.gov.uk
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## Investing in Our Community – Appendix 1

### Grant Applications for Royal Wootton Bassett & Cricklade on 23/07/2014

ID	Grant Type	Project Title	Applicant	Amount Required
759	Community Area Grant	Projection screen installation at Cricklade Town Hall	Cricklade Cinema!	£1253
870	Community Area Grant	Royal Wootton Bassett Remembrance Wreath	Swindon in the Great War	£520.00

ID	Grant Type	Project Title	Applicant	Amount Required
759	Community Area Grant	Projection screen installation at Cricklade Town Hall	Cricklade Cinema!	£1253

**Submitted:** 10/04/2014 20:25:08

**ID:** 759

**Current Status:** Application Appraisal

**To be considered at this meeting:**

23/07/2014 Cricklade

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Projection screen installation at Cricklade Town Hall

**6. Project summary:**

To purchase and install an electric projection screen in Cricklade Town Hall, for the benefit of Cricklade cinema audiences and other community groups using the hall.

**7. Which Area Board are you applying to?**

Royal Wootton Bassett & Cricklade

**Electoral Division**

Cricklade and Latton

**8. What is the Post Code of where the project is taking place?**

SN6 6AE

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Arts, crafts and culture

Inclusion, diversity and community spirit  
Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

07/2013

**Total Income:**

£2825.00

**Total Expenditure:**

£2027.38

**Surplus/Deficit for the year:**

£797.62

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£1480.00

**Why can't you fund this project from your reserves:**

Our reserves will not cover the total project cost. But we are able to finance 50%.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£2507		
Total required from Area Board		£1253		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
450mm electric projector screen + delivery	1290	Our reserves	yes	1254
2 x remote control units	242			
Installation of screen, electrical work and programming of remote controls	725			
Re-siting of Town Hall shield	250			
Total	£2507			£1254

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**



No

**12. If so, which Area Boards?**

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Cricklade Cinema! audiences will benefit from improved facilities, in particular, better image quality. We currently borrow a large portable screen from The British Federation of Film Societies(BFFS) for our film nights. The screen is worn and rickety, and is also time consuming and difficult to erect. We envisage that with a proper screen installed we will be able to expand our programme to include, for example, family matinees. Cricklade Cinema! will benefit from not having to collect and return the borrowed screen, which is housed in Shaftesbury, and Cricklade Cinema! finances will benefit from not having to fund the cost of volunteer travel. Other groups using Cricklade Town Hall will benefit from being able to use the screen, at the discretion of the Town Hall Committee - and the Town Hall may benefit from increased bookings because this facility is available. Cricklade Cinema! is a community cinema run by local volunteers on a not for profit basis. Since its inception, two years ago, it has proved tremendously popular with local residents. In the current season an average of 86 people has attended each of the 6 films screened to date, with an overall satisfaction rating of 85%

**14. How will you monitor this?**

a) better audience feedback b) committee members have more time to develop the programme c) lower financial overheads

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

The grant application is for the purchase of a screen, which is a one-off cost. Future Cricklade Cinema! running costs will continue to be funded by admission charges to films.

**16. Is there anything else you think we should know about the project?**

N/A

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

870	Community Area Grant	Royal Wootton Bassett Remembrance Wreath	Swindon in the Great War	£520.00
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**Submitted:** 11/07/2014 10:05:33

**ID:** 870

**Current Status:** Application Appraisal

**To be considered at this meeting:**

23/07/2014 Cricklade

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Royal Wootton Bassett Remembrance Wreath

**6. Project summary:**

Sheridan Parsons has been researching all the deaths connected with Wootton Bassett in the Great War and on behalf of the town and the relatives would like to place a large commemorative wreath on the War Memorial at 11am on the anniversary of each death, together with an A1 pavement board with details of the person remembered. She has obtained a quote for a silk wreath from local florist Guelder Rose. We would like funding to purchase the wreath, interpretation board and posters. The wreath will need to be cleaned and reset as required throughout the anniversary years. We intend to raise funds for ongoing maintenance by crowd funding (public subscription). All funds raised by Swindon in the Great War for this particular project will be used exclusively for the benefit of Royal Wootton Bassett.

**7. Which Area Board are you applying to?**

Royal Wootton Bassett & Cricklade

**Electoral Division**

Wootton Bassett South

**8. What is the Post Code of where the project is taking place?**

SN4 7AF

**9. Please tell us which theme(s) your project supports:**

Heritage, history and architecture

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£

**Why can't you fund this project from your reserves:**

We are a small community group and do not have annual accounts or it is our first year: yes

**10b. Project Finance:**

Total Project cost		£750.00		
Total required from Area Board		£520.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed
Wreath	250.00		Fundraising	£
A1 poster pavement sign wind resistant, with water filled base	120.00			
Printing of A1 posters	150.00			
<b>Total</b>	<b>£520</b>			<b>£230</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

Royal Wootton Bassett & Cricklade

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The wreath and accompanying board will educate and inform locals and visitors of all ages, and will show our respect for all those who died.

**14. How will you monitor this?**

We will monitor comments on the twitter account @BassettHeritage and on the website

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

Through crowd funding on the internet.

**16. Is there anything else you think we should know about the project?**

**17. DECLARATION**

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

<b>Report to</b>	<b>Royal Wootton Bassett &amp; Cricklade Area Board</b>
<b>Date of Meeting</b>	<b>23 July 2014</b>
<b>Title of Report</b>	<b>Small Scale Transport and Highway Improvement Schemes – Recommendations from Malmesbury Community Area Transport Group (CATG)</b>

## **Purpose of Report**

1. To ask the area board to consider and approve the recommendations from the RWB&C Community Area Transport Group (CATG) outlined in this report and appendices.
2. Remind town/parish councils that a contribution of 20-30% is requested towards CATG schemes (with the exception of substantive schemes).

## **1. Background**

- 1.1. In 2014/2015 Royal Wootton Bassett & Cricklade area board was allocated a discretionary budget of £14,204 for the assessment and selection of small scale transport schemes to be progressed in the community area. The funding allocation is for capital funding and can only be used to provide new and improved infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking; cycling and public transport and improve traffic management. It cannot be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.
- 1.2. Royal Wootton Bassett & Cricklade area board agreed to the establishment of a Community Area Transport Group (CATG) to consider issues / schemes with the support of highways officers and make recommendations to the area board. The means by which the public and parishes can identify issues for consideration to the RWB&C CATG is primarily via the [area board community issues process](#)
- 1.3. The membership of the RWB&C CATG comprises of RWB&C area board councillors and a nominated parish council representative from each parish or town council. Nominations for 2014/15 are identified below.

<b>Division</b>	<b>Area Board</b>	<b>Nominated representatives</b>
Cricklade & Latton	Bob Jones	John Coole (Cricklade TC) Graham Blunden (Latton PC) Simon Ballard (Marston Meysey PC)
Lyneham & Bradenstoke	Allison Bucknell	Veronica Stubbings (Broad Town PC) Marion Kent (Clyffe Pypard PC) Richard Bullock (Lyneham&Bradenstoke PC) Diana Kirby (Tockenham PC)
Purton	Jacqui Lay	Ray Thomas (Purton PC)

RWB North	Mary Champion	
RWB East	Mollie Groom	Dean Cobb (Lydiard Millicent PC) Peter Willis (Lydiard Tregoze)
RWB South	Chris Hurst	Mike Farrow (RWB TC)

- 1.4. Further information about how the CATGs operate can be found at <http://www.wiltshire.gov.uk/catg-area-boards-practice-papers.pdf>
- 1.5. Individuals who have submitted issues being discussed by the CATG are also invited to attend CATG meetings as observers.
- 1.6. All issues referred to RWB&C CATG will be assessed and scored to assist members of CATG to prioritise projects.
- 1.7. A condition of progressing schemes relies on parish councils consulting locally and demonstrating community support for schemes. They are also asked for a contribution of 20-30% towards the cost of schemes. Town/parish councils are reminded to consider this when setting their precepts. The exception of the 20-30% contribution applies to substantive schemes. The area board members may use their discretion regarding contributions.
- 1.8. RWB&C CATG last met on 10 July 2014 and will next meet on 2 October 2014 (tbc).

## **2. Recommendations from CATG and other information**

- 2.1. The area board is asked to note and approve actions and recommendations of the 10 July RWB&C CATG meeting contained in Appendix 1. These will shortly to be available from the [RWB&C area board pages](#) of the council's website.
- 2.2. The balance on 7 July was £16,626 which included a carry forward of £2,421 from 2013/14.

## **3. Environmental & Community Implications**

- 3.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community.

## **4. Financial Implications**

- 4.1. RWB&C area board approved the recommendation of the CATG that town/parish councils should contribute 20-30% to all schemes. An exception being substantive schemes.
- 4.2. All decisions must fall within the funding allocated to RWB&C Area Board.

## **5. Legal Implications**

- 5.1. There are no specific legal implications related to this report.

## 6. HR Implications

6.1. There are no specific HR implications related to this report.

## 7. Equality and Inclusion Implications

7.1. The schemes recommended to the area board will improve road safety for all users of the highway.

<b>Appendices</b>	Appendix 1 – RWB&C CATG Action Notes 10 July 2014
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**Action Notes – RWB&C Community Area Transport Group (CATG) meeting 10 July 2014 at 7pm  
Cricklade Town Council (entrance via the side door)**

Item	Item details	Information/Update
<b>Attendance</b>	Allison Bucknell, Bob Jones, Chris Hurst, Jacqui Lay, Mollie Groom, Ray Thomas, Geoff Greenway (observer), Dean Cobb, John Webb, John Coole, Graham Blunden, Veronica Stubbings, Diana Kirby, Simon Ballard, Mike Farrow, Spencer Drinkwater, Steve Hind, Malcolm Beavan, Julia Densham,	
1	<b>Election of Chair</b>	To elect the Chair for 2014-2015
2	<b>Welcome and apologies</b>	Bob Jones was elected as Chair
3	<b>Matters arising from 21 November 2013 meeting (other than contained in the agenda)</b>	Apologies received from Mary Champion, Peter Willis
4	<b>RWB&amp;C CATG Budget 2014-15</b>	None
<b>Update on approved schemes in progress</b>	Budget for 2014-15 year was £14,205 plus a carry forward figure from 2013-2014 of £2,421	Total budget available for 2014-2015 of £16,626 was noted. If the area board agrees the recommendations in these notes, the remaining funds will be £626. It should be noted that there may be slight variation in the costs as schemes become actual.
	<b>Hook – <a href="#">Issue 2282</a></b> <ul style="list-style-type: none"> <li>• Traffic calming including approach markings from the north</li> <li>• Revised road markings</li> <li>• Splitter island</li> <li>• Cost: up to £12K inc road closure               <ul style="list-style-type: none"> <li>○ CATG: £10K</li> <li>○ Lydiard Tregoze PC £2K</li> </ul> </li> </ul>	The detailed design is underway. Aiming for construction late 2014.
<b>Lydiard Green – <a href="#">Issue 2010</a></b> <ul style="list-style-type: none"> <li>• Footway</li> <li>• Cost:               <ul style="list-style-type: none"> <li>○ Phase 1-4 £20.5K inc road closure</li> </ul> </li> </ul>	The detailed design is underway. There are drainage issues for which the additional costs to resolve are unknown. The road is due to be resurfaced (July/Aug 2014) so the drainage issues could be resolved at the same time.	

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<ul style="list-style-type: none"> <li>○ Phase 1-3 £17.5K inc road closure</li> <li>○ AB grant: £10,964</li> <li>○ CATG: £3536</li> <li>○ Lydiard Millicent PC: £3K</li> <li>● PC requested phased approach starting from Lydiard House</li> </ul>	<p><b>Action:</b> Steve Hind to liaise with Vicky Smith (Atkins) to form a timeline for footway works given drainage issue.</p>
<p><u>Purton – Issue 1731</u></p> <ul style="list-style-type: none"> <li>● High Street near Willis Way</li> <li>● Pedestrian (zebra) crossing</li> <li>● Cost: £20K</li> <li>● Agreed as a substantive scheme with a 5K contribution from CATG</li> </ul>	<p>Construction has been delayed but is now programmed to start Sept 2014</p> <p><b>Action:</b> Julia Densham to compile list of RWB&amp;C highway scheme delays and request response from Balfour Beatty.</p>
<p><u>Purton – No issue submitted</u></p> <ul style="list-style-type: none"> <li>● Crossing High Street near Village Hall</li> <li>● Dropped kerbs and tactile paving</li> <li>● Cost: £800</li> </ul>	<p>Programmed for construction at the same time as the pedestrian crossing above.</p>
<p><u>Purton – Issue 2478</u></p> <ul style="list-style-type: none"> <li>● Bremhill Bridge</li> <li>● Slow markings / rumble strips</li> <li>● Cost: £620</li> </ul>	<p>Works complete</p>
<p><u>Lydiard Millicent – no issue</u></p> <ul style="list-style-type: none"> <li>● Stone Lane</li> <li>● Traffic calming</li> <li>● Cost: £9304</li> </ul>	<p>Replacement of incorrect lighting column still outstanding</p>

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5	<p><b>Review of new and outstanding issues:</b> Issues approved for initial officer assessment</p>	<p><u>Broad Town – Issue 3038</u></p> <ul style="list-style-type: none"> <li>• Traffic calming: additional signs, removal of carriageway central line, new edge lines</li> <li>• Cost: <ul style="list-style-type: none"> <li>○ £5K inc road closure</li> <li>○ Broad Town PC £750</li> </ul> </li> <li>• Proposed footway agreed not a priority at this time</li> </ul>	<p><b>Action:</b> Recommendation to the area board to agree a maximum of £5K from the 2014-15 CATG budget and note the contribution of £750 from Broad Town PC.</p>
	<p><u>B4069 / Bradenstoke junction – Issue 3136</u></p> <ul style="list-style-type: none"> <li>• Footway</li> <li>• Cost: £4.2K</li> </ul>	<p>The proposed footway encroaches onto non-highway land requiring permission for access from the MOD. When received, Allison Bucknell to discuss request with Lyneham &amp; Bradenstoke PC.</p>	
	<p><u>Purton – Issue 1732</u></p> <ul style="list-style-type: none"> <li>• Manor Hill</li> <li>• Footway improvement</li> </ul>	<p>Parish council has undertaken consultation with the villagers the majority of whom agree the footway is necessary. However, it requires agreement from the landowner farmer.</p> <p><b>Action:</b> Steve Hind to draw up a specification of the work for the parish council to discuss with the farmer and bring back to the next meeting.</p>	
<p><b>Issues awaiting CATG consideration</b></p>	<p><u>Tockenham - Issue 2574</u></p> <ul style="list-style-type: none"> <li>• Footpath request</li> </ul>	<p>More detail about footpath requirement is need.</p> <p><b>Action:</b> Steve Hind to speak to parish council and put together a rough cost for scheme.</p>	
	<p><u>Lydiard Millicent, Washpool / Common Platt - Issue 2762</u></p> <ul style="list-style-type: none"> <li>• Ineffective traffic calming</li> </ul>	<p>More detail about the issue is required and involves an S106 agreement.</p> <p><b>Action:</b> The parish council to speak to Development Control and bring back to the next meeting.</p>	
	<p><u>Bradenstoke, C124 - Issue 1860</u></p> <ul style="list-style-type: none"> <li>• Speed limit review</li> </ul>	<p><b>Action:</b> Lyneham &amp; Bradenstoke Parish Council to review their request and send response to Julia Densham.</p>	

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	<u>Bradenstoke, Clack Hill, C129 – no issue submitted</u>	<b>Action:</b> Lyneham & Bradenstoke Parish Council to review their request, submit issue if still required and send PC response to Julia Densham.
	<u>RWB, Bincknoll Lane - Issue 1887</u> • Speed limit review	<b>Action:</b> Lyneham & Bradenstoke Parish Council to review their request and send response to Julia Densham.
	<u>Purton, C414 - Issue 3061</u> • Speed limit review	<b>Action:</b> Purton Parish Council to review their request and send response to Julia Densham.
	<u>RWB, Hook to Coped Hall - Issue 3059</u> • Speed limit review	<b>Action:</b> RWB Town Council to review their request and send response to Julia Densham.
	<u>Cricklade, North Wall Estate - Issue 3006</u> • Congestion and dangerous parking	<b>Action:</b> Cricklade Town Council to contact Joanne Heal (joanne.heal@wiltshire.gov.uk), Parking Services, for an update and bring back to the next meeting.
	<u>RWB, High Street - Issue 3111</u> • Footpath request	<b>Action:</b> Chris Hurst to undertake further consultation with residents and bring back to the next meeting.
	<u>RWB, New Road - Issue 3144</u> • Speeding traffic	CATG agreed that there was no further action on this issue and that the issue should be closed. <b>Action:</b> Julia Densham to close issue.
	<u>Purton, The Triangle - Issue 3166</u> • Road safety concerns	The new crossing is scheduled for construction in September so the meeting agreed that this issue should be closed. If, after the new crossing is in place and this continues to be an issue the parish council should resubmit a new issue on the online system. <b>Action:</b> Julia Densham to close the issue.
<b>Issues in progress</b>	<u>Cricklade / Purton, C70 Hayes Knoll Road - Issue 1814</u> • HGV weight limit request	Further information required. <b>Action:</b> Julia Densham to request an update from Laura Gosling, Sustainable Transport.
	<u>Cricklade, White Horse Road - Issue 2462</u> • Waiting restrictions	Further information required. <b>Action:</b> Julia Densham to request an update from Jamie

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		<b>Mundy, Highways.</b>	
	<u>Cricklade, Calcutt Street - <a href="#">Issue 2342</a></u> <ul style="list-style-type: none"> <li>HGV traffic through the town, especially along Calcutt Street</li> </ul>	<b>Action:</b> John Coole (Cricklade TC) to seek HGV survey results and send to Spencer Drinkwater	
	<u>RWB, Wood Lane / Queen Street - <a href="#">Issue 2471</a></u> <ul style="list-style-type: none"> <li>HGV traffic</li> </ul>	<b>Action:</b> Julia Densham to request HGV metrocount from Vicky Oates, Road Safety.	
	<u>Purton, Mouldon View - <a href="#">Issue 2847</a></u> <ul style="list-style-type: none"> <li>Pedestrian crossing</li> </ul>	A crossing will be included in the S106 agreement (11/02763/FUL) – awaiting further information.	
	<u>Lyneham, A3102 - <a href="#">Issue 3127</a></u> <ul style="list-style-type: none"> <li>Speed limit reduction request</li> </ul>	<b>Action:</b> Lyneham & Bradenstoke Parish Council to review request and bring back to the next meeting.	
6	<b>C/UC speed limit reviews</b>		
	<u>C70 – <a href="#">Issue 1734</a></u> <ul style="list-style-type: none"> <li>Road has been assessed, no objections were received so can be considered for implementation</li> <li>Cost: maximum of £5K</li> </ul>	Part of the C70 runs to Ashton Keynes which is beyond the RWB&C community area boundary. A contribution to the cost will be sought from Malmesbury Area Board.  <b>Action:</b> recommend to the area board to agree a maximum of £5K to reduce the speed limit along the C70.  <b>Action:</b> Steve Hind to liaise with Malmesbury CATG highways engineer to seek a contribution to the costs.	
	<u>C415 – <a href="#">Issue 2935</a> / <a href="#">Issue 3038</a></u> <ul style="list-style-type: none"> <li>Road was assessed and received objections in part</li> <li>Awaiting cabinet member decision</li> </ul>	Agreed to go ahead with the changes that have received no objections and reconsider the remaining section if speeding continues to be an issue.  <b>Action:</b> recommend to the area board to agree a maximum of £3K to reduce the speed limit along the C415 in part.	
7	<b>20mph requests</b> (please note that all requests should be registered via the online <a href="#">issues system</a> )	<u>Royal Wootton Bassett – no issue</u> <ul style="list-style-type: none"> <li>Longleaze junction to New Road junction</li> <li>Only the section from Wood Street to Borough Fields is feasible</li> </ul>	More information on the feasibility of a 20mph speed limit along this section is required.  <b>Action:</b> Steve Hind to research further and bring back to the next meeting.

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	<u>Purton – no issue</u> <ul style="list-style-type: none"> <li>• College Road</li> <li>• Unsuitable</li> </ul>	This is a private road and therefore no feasible for a limit – no further action.
	<u>Purton – no issue</u> <ul style="list-style-type: none"> <li>• Peak/Reids Piece/High Street junction to Reids Piece estate crossroads</li> <li>• Suitable</li> </ul>	<b>Action: recommend to the area board to agree a maximum of £3K for the creation of a 20mph limit.</b>  <b>Action: Purton Parish Council to confirm their request for the scheme.</b>
	<u>Purton – no issue</u> <ul style="list-style-type: none"> <li>• High Street/The Peak junction to Norbury Court</li> <li>• Unsuitable</li> </ul>	Not considered suitable for a 20mph speed limit – no further action.
	<u>Lydiard Millicent – no issue</u> <ul style="list-style-type: none"> <li>• The Beeches to the Parish Hall entrance</li> <li>• Unsuitable</li> </ul>	Not considered suitable for a 20mph speed limit – no further action.
	<u>Cricklade – no issue</u> <ul style="list-style-type: none"> <li>• Bath Rd/West Mill lane junction to include Culverhay area</li> <li>• Suitable</li> </ul>	<b>Action: Cricklade Town Council to write to Greensquare asking them to bear the cost – response to come back to the next meeting.</b>
	<u>Cricklade – no issue</u> <ul style="list-style-type: none"> <li>• High Street North beyond blue bridge to the Causeway</li> </ul>	Not considered suitable for a 20mph speed limit – no further action.
<b>8 Minor signing requests</b>	<u>Purton</u> – various roads – request direction signs to cemetery	Complete

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	<u>Latton</u> – Water Easton – SLOW road markings	Complete
	<u>Purton</u> – direction signs to schools	Signs ordered
	<u>Lyneham</u> – various roads – village name signs	Signs need to be agreed by the parish council <b>Action: Lyneham &amp; Bradenstoke Parish Council to agree signs and give a response to the next meeting.</b>
9 <b>SID Programme</b>	<p>Current locations on the rota are:</p> <ul style="list-style-type: none"> <li>• Lydiard Tregoze – C414 Hook</li> <li>• RWB – Normarsh Road</li> <li>• RWB – Whitehill Lane</li> <li>• Latton – The Street</li> <li>• Broad Town – Broad Town Road</li> <li>• Lydiard Millicent – C70 Washpool</li> <li>• Lydiard Millicent – Lydiard Green</li> <li>• RWB – New Road</li> <li>• Purton – Station Road</li> </ul>	<p>All new requests require a metro-count and to be registered on the <a href="#">issues system</a>.</p> <p>Notify any SID failures / errors in location to Julia Densham (<a href="mailto:julia.densham@wiltshire.gov.uk">julia.densham@wiltshire.gov.uk</a>)</p>
10 <b>Any other business</b>		It was agreed that future meetings would start at 6.30pm.
<b>Date of next meeting</b>		<b>Next meeting – Thursday 2 October 2014, at 6.30pm, tbc</b>

