

## AGENDA

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Needl Hall - Chippenham Town Council, The Town Hall, High Street,  
Chippenham, SN15 3ER  
**Date:** Monday 27 April 2015  
**Time:** 7.00 pm

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Including the Parishes of Biddestone, Castle Combe, Chippenham Without, Chippenham, Christian Malford, Grittleton, Hullavington, Kington Langley, Kington St Michael, Langley Burrell, Nettleton, North Wraxall, Seagry, Stanton St Quintin, Sutton Benger and Yatton Keynell

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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 your Senior Democratic Services Officer.

**Refreshments and networking opportunities will be available from 6:30pm.**

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Please direct any enquiries on this Agenda to Will Oulton, on 01225 713935 or email [william.oulton@wiltshire.gov.uk](mailto:william.oulton@wiltshire.gov.uk)  
Or Victoria Welsh (Chippenham Community Area Manager), direct line 01249 706446 or email [victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@wiltshire.gov.uk)

All the papers connected with this meeting are available on the Council's 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

Desna Allen – Queens & Sheldon	Mark Packard - Pewsham
Chris Caswill – Monkton	Linda Packard – Lowden & Rowden
Bill Douglas – Hardens & England	Nina Phillips – Cepen Park & Redlands
Howard Greenman - Kington	Jane Scott OBE – By Brook
Peter Hutton – Cepen Park & Derriards	Nick Watts - Hardenhuish

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	<b>Time</b>
<p>1     <b>Youth in the Community</b> (<i>Pages 1 - 2</i>)</p> <p>An opportunity to hear from, and discuss with, partners of the Local Youth Network regarding the activities and priorities for Children &amp; Young People in Chippenham and the surrounding villages.</p> <p>A poster, giving more details, is attached.</p>	<b>7.00pm</b>
<p>2     <b>Chairman's Welcome and Introductions</b></p> <p>3     <b>Apologies</b></p>	<b>8:00pm</b>
<p>4     <b>Minutes</b> (<i>Pages 3 - 12</i>)</p> <p>To approve and sign the minutes of the meeting held on 2 March 2015.</p>	
<p>5     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>6     <b>Chairman's Announcements</b></p>	
<p>7     <b>Local Youth Network (LYN) and Youth Funding</b> (<i>Pages 13 - 38</i>)</p> <p>To formally consider an issues and recommendations arising from the LYN meeting.</p>	<b>8.05pm</b>
<p>8     <b>Services to the Elderly</b></p> <p>There will be a presentation about the services available to Older People; to hear more about event on the 17<sup>th</sup> July; and to discuss the role of the Older People's and Carers' Champions.</p>	<b>8.10pm</b>
<p>9     <b>Highways Issues</b></p> <p>Cllr Phillip Whitehead, Cabinet Member for Highways, will attend to present feedback on highways issues in the parishes.</p>	<b>8.20pm</b>
<p>10    <b>Community Area Transport Group (CATG)</b> (<i>Pages 39 - 64</i>)</p> <p>To consider the report arising from the last meeting of the CATG and any recommendations within.</p>	
<p>11    <b>Area Board Annual Review</b></p> <p>An opportunity to reflect on the activities and achievements of the</p>	<b>8.30pm</b>

	Chippenham Area Board.	
12	<p><b>Town, Parish and Partner Updates</b> (<i>Pages 65 - 70</i>)</p> <p>To note the written updates provided and answer any questions arising from the floor:</p> <ul style="list-style-type: none"> <li>i. Parish and Town Councils</li> <li>ii. Wiltshire Police</li> <li>iii. Wiltshire Fire and Rescue Service</li> <li>iv. Wiltshire Clinical Commissioning Group (CCG)</li> <li>v. Chippenham and Villages Area Partnership (ChAP)</li> <li>vi. Chippenham Vision</li> <li>vii. Chippenham Campus Development Team</li> <li>viii. Youth Issues update</li> <li>ix. Chippenham Partnership of Schools</li> <li>x. Other Community Groups</li> </ul>	<b>8:40pm</b>
13	<p><b>Local Priorities 2014/15</b></p> <p>To receive updates on the Area Board's Focus Areas for 2014/15, as follows:</p> <ul style="list-style-type: none"> <li>i. Outdoor spaces – Lead Councillor: Cllr Linda Packard</li> <li>ii. Crime &amp; Community Safety – Lead Councillor: Cllr Desna Allen</li> <li>iii. Road Safety - Cllr Bill Douglas</li> <li>iv. Child Poverty – Lead Councillor: Cllr Chris Caswill</li> </ul>	<b>8.45pm</b>
14	<p><b>Parish Forum</b></p> <p>To received feedback from the recent Parish Forum meeting.</p>	<b>8.50pm</b>
15	<p><b>Community Area Board Funding</b> (<i>Pages 71 - 84</i>)</p>	<b>8.55pm</b>
16	<p><b>Evaluation and Close</b></p> <p>The Chairman will invite any remaining questions from the floor and will welcome the submission of new Community Issues.</p> <p>The next agenda planning meeting will take place on 27 May 2015 at 10.30am at Monkton Park. Any parish or town council representative interested in attending should contact the Community Area manager or the Chairman.</p> <p>The meeting is asked to note the future meeting dates below and is reminded to complete the evaluation forms in the packs.</p>	<b>9:00pm</b>

# Youth in the community

An event run by Chippenham Area Board to launch it's new community youth model that supports positive activities for young people aged 13 and over.

Free and open to all so do come along!

**27<sup>th</sup> April**  
**The Need Hall,**  
**Chippenham**  
**6.30 - 8.00pm**

**From 6:30pm**  
Come along any time from  
6:30pm...

- Listen to music from local musicians
- Meet members of the Local Youth Network (LYN)
- Meet our Community Youth Officer (CYO)

**From 7pm**

**We all meet together to...**

- Hear the results of the youth survey!
- Hear what support and funding is on offer!
- Share your thoughts and ideas!
- Find out how to get involved!



# DRAFT MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Abbeyfield School, Stanley Lane, Chippenham SN15 3XB  
**Date:** 2 March 2015  
**Start Time:** 7.00 pm  
**Finish Time:** 9.22 pm

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Please direct any enquiries on these minutes to:

Will Oulton (Democratic Services Officer), Tel: 01225 713935 or (e-mail)  
[william.oulton@wiltshire.gov.uk](mailto:william.oulton@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Linda Packard (Chairman), Cllr Chris Caswill, Cllr Bill Douglas, Cllr Nick Watts, Cllr Peter Hutton, Cllr Mark Packard and Cllr Nina Phillips.

### **Wiltshire Council Officers**

Victoria Welsh - Community Area Manager, Will Oulton – Senior Democratic Services Officer, Clare Langdon – Green Economy Team, Richard Williams – Community Youth Officer, Alistair Cunningham - Associate Director, Economy & Planning; Georgina Clampitt-Dix – Head of Service, Spatial Planning Team; and Carolyn Gibson – Manager, Spatial Planning Team

### **Town and Parish Councillors**

Chippenham Town Council - Sue Wilthew, Ann Chard, Cllr Andy Phillips.  
Castle Combe Parish Council – Cllr John Mackelden  
Biddestone Parish Council Rachel De Fossard

### **Partners**

ChAPs – Julia Stacey and Alison Butler, Wiltshire Police – John Brixey

**Total in attendance: 37**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
15	<p data-bbox="339 376 903 414"><u>Chairman's Welcome and Introductions</u></p> <p data-bbox="339 443 1426 517">The Chairman, Councillor Linda Packard welcomed everyone to the meeting and gave an outline of the evenings proceedings.</p>
16	<p data-bbox="339 548 786 586"><u>Climate Change Local Initiative</u></p> <p data-bbox="339 616 1477 801">Clare Langdon, from Wiltshire Council's Green Economy Team, gave a presentation regarding the Council's achievements in reducing energy demands and related carbon emissions; the local initiatives being undertaken in the Chippenham community area; and the development of the Wiltshire Council's Energy Resilience Plan.</p> <p data-bbox="339 835 978 873">The discussion included the following issues:</p> <ul data-bbox="384 925 1469 1682" style="list-style-type: none"> <li data-bbox="384 925 1469 999">• That Wiltshire Council was seeking to reduce its energy costs, currently standing at £13.6m;</li> <li data-bbox="384 1025 1469 1099">• That reducing the energy consumption in buildings and fuel consumption were target areas;</li> <li data-bbox="384 1126 1469 1200">• That a combined heat and power unit had been installed in the Olympiad and, along with some other measures, was saving £30,826 per year.</li> <li data-bbox="384 1227 1469 1339">• That activities undertaken by the Chippenham and Villages Environment group (CAVE) included using thermal imaging to identify heat is lost from homes;</li> <li data-bbox="384 1366 1469 1440">• That it was estimated that there are 8,000 properties in fuel poverty in Wiltshire;</li> <li data-bbox="384 1467 1469 1579">• That the Council was working with contractors, through procurement processes, to reducing the carbon impact of work down on behalf of the Council; and</li> <li data-bbox="384 1606 1469 1682">• That boilers would be replaced where they were already scheduled to be replaced.</li> </ul> <p data-bbox="339 1697 1029 1736">The Chair thanked the officer for the information.</p>
17	<p data-bbox="339 1877 1382 1915"><u>Housing and Business Development Sites - Chippenham Sites Allocation</u></p> <p data-bbox="339 1955 1417 1993">The Chair introduced the following officers from Wiltshire Council, who were</p>



attending to discuss the Draft Chippenham Site Allocations Plan, answer questions and provide information about how to make views as part of the consultation: Alistair Cunningham - Associate Director, Economic Development & Planning; Georgina Clampitt-Dix – Head of Service, Spatial Planning; and Carolyn Gibson – Manager, Spatial Planning.

Issues discussed in the course of the item included:

- That the Core Strategy had been adopted by Wiltshire Council on 20 January;
- The Core Strategy establishes the need to plan for growth in Chippenham (including at least 4,510 homes over the period 2006 to 2026), recognising that some housing has already been delivered or is committed. Core Policy 10 therefore requires the Chippenham Site Allocations Plan to secure the delivery of 2,625 homes by 2026. 6 criteria are established in Core Policy 10 to be used when considering site allocations at the town. Employment land growth has also been identified (26.5 hectares) but none, as yet has been delivered. 5 strategic areas of search have been established in the Core Strategy, which have been used to assess where site allocations should be located at the Town;
- Based on the evidence base that has been developed, focused on the core criteria, the 5 strategic areas have been compared in order to consider where growth should be located;
- The Chippenham Site Selection Report draws this evidence together and explains the reasoning behind the proposals;
- That three sites in Areas of Search E, B and C have been identified as the preferred option;
- That site D was the least favoured site based on an assessment of the criteria;
- That Wiltshire Council had not proposed to allocate any land for development west of the A350;
- That Neighbourhood Plans need to be consistent with the Wiltshire Core Strategy;
- That assessing the traffic impact of the potential development informed how the transport issues were addressed;
- That the intention was to have sustainable growth with services provided in the Chippenham Area and as part of the developments to meet the needs of the new growth;
- That officers were happy to arrange to meet community groups to consider their issues and questions at the exhibition arranged for 16 March 2015 at the Needl Hall;

	<ul style="list-style-type: none"> <li>• Whether a further Area Board meeting would be possible within the consultation time frame; and</li> <li>• Alistair Cunningham reminded the meeting that the Plan would be examined by an independent Inspector and that members of the public may attend any examination hearing session that are held as these take place in public.</li> </ul> <p>The Chair reminded the meeting that the consultation was open until the 8<sup>th</sup> April and that, along with displays being available in libraries, there would be an open event in the Neeld Hall, Chippenham between 12 – 7pm on 16 March 2015.</p> <p>Members of the public were also encouraged to access more information via the Council's webpage:  <a href="http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/chippenham/siteallocationsplan.htm">http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/chippenham/siteallocationsplan.htm</a></p>
18	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillors Jane Scott, Howard Greenman and Desna Allen from Wiltshire Council; from Councillors and Martin Coates from Chippenham Town Council; from Associate Director Parvis Khansari, Wiltshire Council; and from Mike Franklin, Wiltshire Fire &amp; Rescue Service.</p>
19	<p><u>Minutes of the Previous Meeting</u></p> <p><b><u>Decision</u></b></p> <p><b>The minutes of the meeting held on 19 January 2015 were agreed a correct record and signed by the Chairman.</b></p>
20	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
21	<p><u>Chairman's Announcements</u></p> <p>Upon making an announcement on the Chippenham Area Board Community Awards, the Chairman encourage members and partners to nominate recipients by the closing date of the 25<sup>th</sup> May.</p> <p>More information can be found on the website:  <a href="http://www.wiltshire.gov.uk/council/areaboards/chippenhamareaboard.htm">http://www.wiltshire.gov.uk/council/areaboards/chippenhamareaboard.htm</a></p>
22	<p><u>Legacy for Wiltshire</u></p> <p>Victoria Welsh gave a short presentation about some of the activities that had taken place as part of the Legacy Project. This year, schools and community groups were encouraged to take part in a pageant celebrating the 800<sup>th</sup></p>

	<p>anniversary of the Magna Carter on 15<sup>th</sup> June 2015..</p> <p>People were encouraged to contact Victoria Welsh – <a href="mailto:victoria.welsh@wiltshire.gov.uk">victoria.welsh@wiltshire.gov.uk</a> – for further information.</p>
23	<p><u>Funding</u></p> <p>The Community Area Manager (CAM), Victoria Welsh, introduced the report, which asked members to consider applications for funding.</p> <p>The Chairman suggested that with the consent of the meeting, that the Capital items would be considered together. The Committee noted that the application from the Charter School Friends Association had been withdrawn as the scheme was only for the benefit for the users of the school and was thus ineligible.</p> <p><b>Resolved to award the following Capital funds:</b></p> <ol style="list-style-type: none"> <li><b>1. Waste Not Want Not award £1,700 towards the Waste Not Want Not Improvements Project, conditional upon the balance of funding being in place.</b></li> <li><b>2. 10th Chippenham Scout Group award £1,000 towards Archery Equipment.</b></li> <li><b>3. The Rise Trust award £931 towards the Forest Kids@Ivy Wildlife Garden Project.</b></li> <li><b>4. Chippenham and District Talking Newspapers Going Digital award £2,262 towards digital equipment for the Chippenham and District Talking Newspapers for the visually impaired.</b></li> </ol> <p>The meeting then proceeded to consider the revenue applications. The Chairman, who had initiated the project, answered questions from the meeting regarding the impact, cost and value of the project.</p> <p><b>Resolved to award the following Revenue funds:</b></p> <p><b>Area Board Project and Councillor Initiative award £1,195 - carried towards Communications Campaign &amp; Toolkit to promote Events &amp; Activities in Chippenham Community Area.</b></p>
24	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Chairman presented the report arising from the last meeting of the Community Area Transport Group (CATG) and the recommendations therein.</p> <p><b>Resolved:</b></p> <ol style="list-style-type: none"> <li><b>1. To note the Financial Summary at Appendix 1;</b></li> </ol>

	<ol style="list-style-type: none"> <li><b>2. To note the Local Sustainable Transport Fund (LSTF) update at Appendix 2;</b></li> <li><b>3. To note progress on prioritised schemes and approve increased funding allocation for Community Issue 2062 Lowden Tunnel, conditional upon a 25% contribution from Chippenham Town Council towards the cost of the scheme at Appendix 3;</b></li> <li><b>4. To approve the schemes recommended for prioritisation &amp; funding, conditional upon a 25% contribution to the cost of the schemes from the relevant Town and Parish Councils at Appendix 4;</b></li> <li><b>5. To approve the list of schemes recommended for retention &amp; further consideration at Appendix 5;</b></li> <li><b>6. To approve the list of schemes recommended for removal at Appendices 6 and 6a; and</b></li> <li><b>7. To approve funding allocation for the nominated 20mph speed restriction locations in Redlands and Chestnut Road Sutton Benger, conditional upon a 25% contribution to the cost of the schemes from the relevant Town/Parish Council at Appendices 7 &amp; 8</b></li> </ol>
25	<p><u>Local Youth Network (LYN) and Youth Funding</u></p> <p>Councillor Peter Hutton presented the report which provided an update on the work of the Local Youth Network (LYN) and asked the Area Board to approve the membership of the LYN Steering Group.</p> <p>Issues discussed in the course of the item included:</p> <ul style="list-style-type: none"> <li>• That the needs assessment was in draft and would be considered by the LYN, and would then form the basis of the forward workplan;</li> <li>• That Summer projects were likely to be a priority;</li> <li>• The members of the LYN would be attending the April meeting of the Chippenham Area Board;</li> <li>• That young people were being trained and encouraged to take more of a leading role in the work of the LYN;</li> <li>• That whilst there is a formal process that all projects must be considered, the LYN welcomed new ideas from young people;</li> <li>• Project need host organisations to support and be accountable for any bid for money;</li> </ul>

	<ul style="list-style-type: none"> <li>• That the LYN was building relationships with schools; and</li> <li>• That the work of the LYN had been promoted locally including in the local press.</li> </ul> <p><b>Resolved to approve the Membership of the LYN Steering Group membership, as set out in Appendix One of the report.</b></p>
26	<p><u>Parish Forum</u></p> <p>Consideration of this item was deferred due to the absence of Councillor Greenman.</p>
27	<p><u>Town, Parish and Partner Updates</u></p> <p>The written updates from Partners, circulated prior to the meeting, were noted.</p> <p>Following a question from Councillor Caswill, the Chair asked officers to find out who was currently providing the individual services that will make up the new Children’s Community Health Service.</p> <p>The Chairman stated, in relation to the Campus Project, that the decision to undertake a feasibility study had been agreed, a contractor approved and that funding was available.</p> <p>The Chair read out the update, from Tim Martienssen on the Chippenham Vision, as follows:</p> <p><i>The Vision is to be brought to an end.</i></p> <p><i>3 Vision partnerships were established in 2009 by Wiltshire Council as advisory partnerships. Projects they were originally envisaged to oversee ranged from producing Masterplans to car parking studies, site development briefs and proposals to fund small community projects.</i></p> <p><i>Since 2009 Community Area Boards have come into being and are now well established. There is an amount of duplication between their role and the Visions and they undertake some activity that was originally envisaged for Visions e.g. funding community projects.</i></p> <p><i>In addition since 2009 Campus Boards have been established, Business Improvement Districts (BIDs) have been established and The Swindon and Wiltshire Local Enterprise Partnership (LEP) has been established.</i></p> <p><i>BIDs have the ability to raise fairly large sums and the capacity to deliver activities that promote the town centre. The LEP is providing the lead on major strategic development projects (including Chippenham Station project).</i></p>

	<p><i>The Visions have been successful in producing clear Vision objectives and town Masterplans and these will be used to guide future development. However Wiltshire Council has had to make significant year on year budget savings and is still facing further major budget cuts. It needs to consider where best to focus its limited resources to support local development.</i></p> <p><i>The Council is therefore proposing that the Visions come to an end and that Area Boards pick up the partnership, local co-ordination and advisory role and that projects (BIDs, Campuses, Regeneration Projects etc) report progress directly to the Area Board. Members of the Vision will in future engage through the Area Board or where they have direct involvement in specific projects.</i></p> <p><i>The final Chippenham Vision Board meeting is therefore due to take place on 1<sup>st</sup> April.</i></p> <p>The Chair further stated that there were a number of questions outstanding and she hoped that these could be discussed at a future meeting.</p>
28	<p><u>Local Priorities 2014/15</u></p> <p>Updates were received as follows:</p> <p>Updates were received as follows:</p> <p><b>i. Outdoor Spaces</b></p> <p>Councillor Nick Watts that, following the roundtable discussion at the previous Area Board meeting, representatives from charity The Nature of It (NOI) had visited Birds Marsh Wood. After Wiltshire Wildlife Trust had withdrawn, NOI had been working to agree with the developer the action required on the site.</p> <p><b>ii. Crime &amp; Community Safety</b></p> <p>Councillor Peter Hutton stated that the Safe Places project for Chippenham should be launched on the 24 April in Emery Gate. People were encouraged to attend to find out more.</p> <p>With regard to achieving Purple Flag status, partners had been working towards submitting an application.</p> <p>With reference to the Police's use of the CCTV part-funded by the Area Board, The Chair stated that arrangements would be made so that it could visit the area board.</p> <p><b>iii. Road Safety</b></p>

	<p>Councillor Bill Douglas stated that he was pleased to see 20mph projects prioritised in the Transport Grants, and that they been designed to be enforceable.</p> <p><b>iv. Child Poverty</b></p> <p>Councillor Chris Caswill stated that the group was collecting and refining data on Chippenham. They planned to meet with Cabinet Member and Director soon, would bring the issue to the attention of all Parliamentary Candidates in the run up to the election.</p>
29	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting. The next meeting of the Chippenham Area Board would take place on Monday, 27th April, 2015 at 7.00 pm in the Neeld Hall, Chippenham</p> <p>The next agenda planning meeting would take place on Wednesday 25 March at 10:30am at Monkton Park. Any parish or town council representative interested in attending should contact the Community Area Manager or the Chairman.</p>

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<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>27 April 2015</b>
<b>Title of Report</b>	<b>Local Youth Network (LYN) and Youth Funding</b>

## **Purpose of Report**

To ask Chippenham Area Board:

- To note the results of the Youth Needs Analysis (Appendix 1)

To ask Chippenham Area Board Councillors to consider awarding Youth Funding to the following projects:

- Riverbank Studios award £5,000 towards recording studio and rehearsal space for young musicians and 10 week practical music education courses for young people (Appendix 2)
- Chippenham Community Area Summer Youth Programme award £8,000 to support the delivery of a programme of summer activities and youth café (Appendix 3)

## **1. Background**

- 1.1. In 2015/16 the 18 Area Boards were allocated a discretionary budget of **£341,900** to involve them in the assessment and selection of positive activities for young people in their community areas. Chippenham Area Board was allocated **£34,905**.
- 1.2. The balance of Youth Funding carried over from 2014/15 is **£49,075**.
- 1.3. The Chippenham Area Board Youth Funding balance for 2015/16 is therefore **£83,980**.
- 1.4. This funding allocation is for Chippenham Area Board and the LYN to secure and enter into agreements with suitable and safe providers to deliver services and activities. When securing the positive activities offer Chippenham Area Board is encouraged to consider deploying their resources in a way which invests in young people. This might mean funding projects, activities and programmes for more than one year (subject to Youth Funding budget allocation).
- 1.5. Chippenham Area Board agreed to the establishment of a Local Youth Network (LYN) to consider projects that support positive activities for young people and with the support of Community Youth Officer (CYO) make recommendations to the Area Board.
- 1.6. Summaries of Chippenham LYN meetings are made available on the Chippenham Area Board web pages of the council's website to enable information to be readily available to Town and Parish Councils and the wider community.

## **2. Needs Analysis**

- 2.1 The LYN has undergone a needs analysis exercise to scope the positive activity needs of young people in the Chippenham Community Area. (See Appendix 1).

## **3. LYN procedures**

- 3.1 The Community Youth Officer (CYO) and LYN Steering group will promote the Youth Offer, and the funding opportunities. Through websites (e.g. Sparksite) and visits to the secondary schools, Wiltshire College, and community groups and organizations. The focus on needs-led positive activities will be made clear, and 'groups' will be invited to apply.
- 3.2 Funding applications are initially assessed for suitability by the CYO. These then go to the LYN Steering group for consideration.
- 3.3 The Youth Needs Assessment is now in place and will be used as the main reference point for relevance. The LYN Steering Group will make recommendations to the Area Board based on this.
- 3.4 Where the needs presents itself and the LYN considers procurement is a preferable option (i.e..where safeguarding, the nature of the need or accountability is higher) then the LYN Steering Group will identify and make recommendations to the Area Board about how funding should be used to meet the need.

#### 4. Recommendations from LYN

Ref	Applicant	Project proposal	Funding Requested
4.1	Riverbank	Riverbank Studios recording studio and rehearsal space for young musicians 10 week practical music education courses for young people	£5,000

4.1.1 Chippenham Area Board is asked to consider granting Riverbank Studios a Youth Funding Grant of £5,000 towards the recording studio and rehearsal space and 10 week music course for young people. See Appendix 2

4.1.2 This application meets current Youth Funding criteria.

Ref	Project proposal	Funding Requested
4.2	Chippenham Community Area Summer Youth Programme	£8,000

4.2.1 Chippenham Area Board is asked to consider allocating a Youth Funding Grant of £8,000 to support the delivery of a summer programme of activities and youth café. See Appendix 3.

4.2.2 This application meets current Youth Funding criteria.

#### 5. Environmental & Community Implications

5.1 Environmental and community implications were considered by the LYN during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

#### 6. Financial Implications

6.1 All decisions must fall within the Youth Funding allocated to Chippenham Area Board.

6.2 If funding is awarded in line with the LYN recommendations outlined in this report Chippenham Area Board will have a Youth Funding balance of **£70,980**.

#### 7. Legal Implications

7.1 There are no specific legal implications related to this report.

#### 8. HR Implications

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

## 9. Equality and Inclusion Implications

9.1 Youth Funding gives all local community and voluntary groups an equal opportunity to apply for funding to support positive activities for young people

<b>Appendices</b>	Appendix 1 – Youth Needs Assessment Appendix 2 – Riverbank Funding Application Appendix 3 – Summer programme proposal
<b>Report Author</b>	Richard Williams, Community Youth Officer Tel: 07765 101 338 E-mail: <a href="mailto:richard.williams@wiltshire.gov.uk">richard.williams@wiltshire.gov.uk</a>

# PROPOSAL

## Chippenham Community Area Summer Youth Programme 2015

### Evidence of Need

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1. In the "Chippenham and Villages Area Local Youth Network Needs Assessment" carried out in January 2015, a "Youth Café" was the top identified need of young people ( 256/ 729 respondents)
2. "Youth Café" research conducted by the Chippenham Youth Work Team in 2012 identified a discreet, but central location as the preferred choice by young people for a youth café
3. Activities and sports also scored highly in the Needs Assessment: Parkour (138 respondents) and sports (212 respondents)
4. "Summer holidays" was identified as a period when young people stated they needed more positive social activity (318 respondents)
5. The Joint Strategic Assessment (JSA) 2013-15 for the Chippenham Community Area identified health of children and young people and making a better link between education and leisure as key issues.
6. Monkton Park was cited as a place which could be used more for the benefit of young people.

### Proposal

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The LYN Steering group proposes a Summer Programme as follows:

Youth Café	School holidays - July & August 2015 Wednesday, Thursday & Friday 3:30pm – 6:30pm
Activities & events	To broadly coincide with the Youth Café  A programme of informal organised traditional activities & alternative sports. The sports activities will be managed professionally and will provide opportunities to take part or watch sports activities that are not usually available. These may include e.g.: <ul style="list-style-type: none"><li>• Parkour</li><li>• Power Kiting</li><li>• Ultimate Frisbee</li><li>• Triball</li><li>• Slamdunkz Basketball</li><li>• Sloggerz Cricket</li><li>• Pageturners</li></ul>
Venue	Café - Riverbank, Olympiad Activities – Riverbank, Monkton Park, Westmead
Delivered by	Providers to be selected. Expressions of interest from local providers invited
Budget	£8,000

# PROPOSAL

## Chippenham Community Area Summer Youth Programme 2015

### Aims & Objectives

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- To respond to the results of the 2015 Youth Needs Assessment
- To address key issues in the JSA
- Promoting more interest and participation in positive activities
- Encouraging use of existing facilities and outdoor spaces
- Creating an opportunity to understand more about alternative sports
- Encouraging new ideas and interests in young people
- Promoting positive intergenerational work
- Building good partnership team work
- Demonstrating to young people that adults DO listen to their needs

Richard Williams – Community Youth Officer (CYO)  
on behalf of Chippenham Local Youth Network (LYN) Steering Group  
31<sup>st</sup> March 2015

## Chippenham and villages Area Youth Funding Application March 2015

### Project title

Riverbank Studios

### Project summary

Recording studio and rehearsal space for young musicians, also soon to begin running 10 week practical music education courses for young people (covering guitar, drums, and studio recording). Thanks to the previous area board grant received in November, the studio is now equipped to offer a high quality service, we are asking for funding to cover running costs whilst we establish ourselves within the community - and work towards self-sustainability in the future.

Over £5000 (Please note - our grants will not normally exceed £5,000)

### 4. Which Area Board are you applying to? Not sure? [-check on a map](#) \*required field

### 5. What is the Post Code of where the project is taking place?(If the application is for something that will move around to different locations please insert the post code for where it will be based for the majority of the time.) \*required field

### 6. Please tell us which theme(s) your project supports: \*required field

- Informal education
- Youth work/development
- Sport/Leisure
- Residential
- Arts/Culture
- Employment or training
- 1:1/group work
- Community Project
- Community Safety
- Volunteering
- Environment

- Health
- Other

### **About your project**

**Please tell us about your project (a strong application will address all of the following):**

**\*required field**

- How does your project support local needs and priorities?
- How have young people been involved in your project so far?
- How many young people do you expect to benefit?
- How will your project be accessible and affordable?
- How will you encourage volunteering and community involvement?
- How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)
- How will you ensure your project is inclusive?
- How will you work with other community partners?

Riverbank offers positive music related activities to young people in Chippenham and the surrounding villages. It is aimed at young musicians and all young people with an interest in music, encouraging musical development and growth. With the planned music education courses they will also be a gateway for young people interested in playing an instrument or learning how to record themselves at home, but not knowing where to start. When it comes to music activities outside of school the options for young people are limited, especially when compared to sports activities.

Since CPM Sounds Ltd was founded in October 2014, and as of writing this, we have engaged 25 young musicians on a 1:1 basis, usually with a band or solo musician being in the studio every evening we are open for a week at a time. We have also engaged 154 young people on a casual basis between our 2 live events, totalling 181 young people since October. At the time of writing, we have a waiting list for use of our studio totalling 16 young people from March through to the end of April.

We expect the live events to continue to be popular, hopefully growing more so, engaging 60-90 young people at each event, which is scheduled at the end of each school term (every 7 weeks approx). Based on current numbers and last years figures, we expect to work with 50 young musicians on a one-to-one basis (not including numbers that may come with the new tuition courses).



Our project is kept affordable by subsidising cost to the users (young people) with money from funders. Staff are paid at rates below the amount suggested by the Musician's Union for people working in music education, in the interests of keeping costs minimal. We aim to ensure our service is offered to young people who perhaps are disadvantaged in some way or on low incomes, and we aim to work in partnership with Green Square in particular over the coming months to extend our offer to its resident young people.

Place for People Leisure offer support in kind by allowing us rent free use of the premises. The studios themselves are accessible as they are located underneath the Olympiad leisure centre close to town centre, and the facilities were built to accommodate wheelchairs and special access requirements.

Volunteering is encouraged through use of social media primarily, as well as meeting with interested people and parties. We've been delighted to see community involvement in our project with parents helping with the development and running of our live events and we currently have 3 young volunteers, two of whom are working toward their Duke of Edinburgh awards.

Community partnerships so far include Green Square who have agreed to contribute funding towards our running costs and Chippenham Borough Lands Charity who have granted us a small amount of funding for advertising and marketing costs. We have also applied to the Chippenham Town Council for a contribution towards our tuition courses. We work closely with ChippenhamFM, the Local Youth Network and Richard Williams (CYO), and encourage parents, friends, and the public to attend our live events. We have also offered our services to the ChippFest crew and are looking forward to working with them to represent young people and music in Chippenham.

We are applying for £10000 contribution towards running costs for one year, and also requesting a possible three year funding commitment from the area board.

## **7. About your project**

**Please tell us about your project (a strong application will address all of the following):**

**\*required field**

- How does your project support local needs and priorities?
- How have young people been involved in your project so far?
- How many young people do you expect to benefit?
- How will your project be accessible and affordable?
- How will you encourage volunteering and community involvement?
- How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)

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We are applying for £10000 contribution towards running costs for one year, and also requesting a possible three year funding commitment from the area board.

## **8. Safeguarding**

**Please tell us about how you will protect and safeguard young people in your project (You must address all of the following): \*required field**

- Please evidence your commitment to safeguarding and promoting the welfare of children and young people.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.
- Who in your organisation is ultimately responsible for safeguarding?
- How do you ensure that young people are kept safe online when accessing your services?

We have written safeguarding and data protection policies and it is compulsory that all staff and volunteers read and understand these policies before working with us. All staff and volunteers over 18 are DBS checked, and new volunteers must complete a DBS check before beginning work with us. Ultimate responsibility for safeguarding falls upon the company directors Thomas Mallard and Guy Britton. Our services do not generally involve young people using the internet, but where it does we use the Wilts Online wi-fi service which has its own filters. We do not post pictures or videos of young people online unless they have a photographic consent form signed by a parent or legal guardian.

## **9. Monitoring your project**

**We keep records of all young people using our services via signing in sheets and registration forms, using these figures we can keep check of how many young people are using our services. We follow a cyclical self-improvement process for all activities; using feedback to adjust how we deliver activities the next time around.**

**We have already reached all of our immediate goals set out in our late 2014 application, as well as several of our then short and medium term goals.**

**We have defined and measurable goals.**

**-Short term goals (0-1 years):**

**-to set up our music courses (already in early stages), we have been able to improve our initial plans for these by deciding to deliver Arts Awards at the end of each course.**

**-to see a steady increase in the number of young people using our services, when compared to both Oct 2014 figures as well as numbers from our time as part of the councils Integrated Youth Service.**

**-Mid term goals (1-3 years):**

-to reduce our need for funding by at least 15%.

-to establish links with local schools with the offer of providing workshops to students

-to develop mobile studio possibilities in order to go into the community and provide services away from the Monkton Park facilities

-Long term (4+ years):

-to be a reputable facility for young musicians all across Wiltshire, with a proven track record of successful development of young people

-to have enough young people using our services that we no longer rely on funding from community sources for the majority of our income.

-to offer potential employment opportunities to young people involved in order to maintain core values and succession

Total Project cost 22815.00

Total required from Area Board 10000.00

**Part Two: Please itemise your project expenditure and project income \*required**

<b>Itemised Expenditure</b> eg Materials <a href="#">help</a>	£	<b>Itemised Income</b> eg Our reserves	£	<b>Tick if income confirmed</b>
Project Costs (w ages	17500.00	Borough Lands Marke	1000.00	<input checked="" type="checkbox"/>
Insurance	315.00	Greensquare Grant (l	8750.00	<input type="checkbox"/>
Marketing	1000.00	Tow n Council bid (tov	925.00	<input type="checkbox"/>
Equipment for tuition c	4000.00	Tuition course income	1815.00	<input type="checkbox"/>
		Live event income (to	325.00	<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
<b>Total</b>	<b>22815.00</b>	<b>Total</b>	<b>12815.00</b>	

(please ensure you total these columns even if values are 0.00)

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

Yes

No

**12. Tick all the Area Boards to which you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) \*required field, if Yes to Q11.**

Amesbury

Bradford on Avon

Calne

Chippenham

Corsham

Devizes

Malmesbury

Marlborough

Melksham

Pewsey

Salisbury

Southern Wiltshire

South West Wiltshire

Tidworth

Trowbridge

Warminster

Westbury

Royal Wootton Bassett & Cricklade

### **13. DECLARATION**

**Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):**

**Do you have the following (please tick any that apply):**

Child Protection Policy

Safeguarding Children

Procedure for dealing with an allegation against a member of staff or a volunteer

Complaints Procedure

Public Liability Insurance

- Health & Safety
- Whistle blowing policy
- Internet use policy
- Constitution
- Annual Accounts
- Business/Project Plan (For projects where total project cost is over £50,000)

**Legal declaration \*required field**

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

**Local Youth Network  
Chippenham and Villages Community Area  
Young People's Positive Activity Needs  
Assessment Report  
February 2015**



## **Introduction**

1.1 As part of the community led youth model Chippenham Local Youth Network, on behalf of the Area Board has carried out this needs analysis exercise. This report aims to offer an overview of how young people spend their leisure time and what they would prefer to see developed in relation to their personal and social needs. It is intended to assist the Area Board in making decisions about the allocation of funding for youth projects and services locally for young people ages 13-19years, and also to help inform where additional developments could take place.

## **Current Provision**

- 2.1 There is a range of positive social activities in the area. Riverbank Studios continues as Community Interest Company, offering band development support, a recording studio, practice space and showcase performance times. (Monday to Thursday evenings)
- 2.2 The Duke of Edinburgh Award Group continues to be run by a committed group of volunteers. The group is temporarily at Sheldon. ( Monday and Tuesday evenings)
- 2.3 There is a 'Youth' store area at Monkton Park with some useful equipment and games.
- 2.4 Across the area there is a very good range of sports clubs and activities that young people can access. There are several youth football clubs, youth rugby, youth hockey and youth cricket clubs., Additionally there is 'Kandu Kicks' football project run by Kandu Arts (and supported by GreenSquare and WC), Turn up and play football at Stanley Park and 'Door Step Street games' at John Cole Park ( WC and Rise Trust); all run at different times throughout the week. Most of these are well attended and supported.
- 2.5 The Olympiad Leisure Centre offers tutored and informal swimming, gymnastics, martial arts, squash and badminton, fitness classes and the gym for over 12 years.
- 2.6 There is a range of martial arts clubs including, a boxing club, a number of kick boxing clubs, karate, judo, and a new 'self-defence group starting at Riverbank, the Zanshin Group'.
- 2.7 Youth Club provision can be found at St Paul's Church Hall run by the Rise Trust, Ladyfield Church, and Sheldon Methodist Church. Derry Hill also runs a well attended youth club which is frequented by a number of Chippenham students.



- 2.8 The Dirt Jumps remain maintained by Chippenham Town Council at Stanley Park, with seasonal use by BMX'ers.
- 2.9 Chippenham Youth Theatre runs from Sheldon Road Methodist Church, and there is also Clogs which offers drama opportunities for young people.
- 2.10 Chippenham Canoe and Sailing club offer kayaking, canoeing, and sailing.
- 2.11 There are a number of well attended and established uniform groups notably the Sea Cadets, the Army cadets, Air Cadets, Scouts and Guides, and St John's Ambulance.

## **Need**

- 3.1 Wiltshire Council Joint Strategic Assessment (JSA) for Chippenham Community area identified four priority areas. 'Child Poverty', and 'Children in Need' feature as two top priority areas, and the need to focus on areas of greater deprivation. East Chippenham is highlighted as a possibly needing greater focus.
- 3.1 'Health of children and young people' is a priority with childhood obesity running slightly higher than other areas in Wiltshire. It is notable too that the JSA also identifies the use of outdoor spaces and natural resources, and informal outdoor activity, as areas for desired development.
- 3.2 'Pupil Achievement' is the fourth priority area for Children and Young People. All KS4 schools in Chippenham Community Area are rated good or outstanding ( 2012).
- 3.4 In January 2015 the Chippenham Area Local Youth Network (LYN) Steering Group carried out a survey to find out what young people's community activity needs are, and where there are gaps. The survey gathered the views of young people and interested parties via a combination of hard copy questionnaires and through 'Survey Monkey', an on line survey system. The contents will be used to help the Chippenham LYN Steering Group make recommendations to the Area Board where funding should go to support the provision or development of activities or services for young people. A schedule of the findings is outlined below.

### 3.5 About the respondents

	male:	female:	total;
Number of respondents via questionnaires	385	314	699
Number of respondents via Survey Monkey	16	14	30
Total number of respondents			729

11-13ys	318
14-16yrs	295
17-19yrs	103
20-25yrs	3
Parent /guardian /advocates/providers	10

Respondents who live in Chippenham	311
Respondents who live in villages or other towns	226
Number of respondent currently attending clubs or doing regular activities	454
Number of respondent currently not attending clubs or doing regular activities in their leisure time in their leisure time	212

See appendix 1 and 2 for full breakdown.

### 3.6

Number of Respondents who preferred youth activities to be several things in one place	290
Number of Respondents who preferred youth activities to be different things in different places	210
Specific places respondents stated youth activities need to be developed were;	Cepen Park areas', 'John Cole Park', 'Monkton Park', 'Chippenham Town Centre', 'Marshfield (needs place for sports)', 'school and colleges', 'the swimming pool is always busy with swimming lessons' and 'Middlefield'...

### 3.7

Number of respondents who said they would use the following youth activities
--

Skate Park	215	Art Centre/ projects	134
Youth Café	256	Sports Hall	212
Adventure trail/assault course	217	Band/gig space	148
Youth Outreach Workers	29	Cooking/Kitchen Area	151
Counselling	73	Group work space	69
Life skill Workshops	93	Dance group/space	212
Parkour	138	I.C.T Area	143
Drama group /space	129	Youth Club	135
Mountain bike trails	176	Campsite	167
Self defence	173		

3.8 The respondents top three choices were first a Youth Café, secondly an Adventure Trail, and thirdly a Skate park.

3.9 Other activities or types of space respondents stated young people need in the Chippenham Area included ‘parks for older children’, ‘a better cinema’. ‘bowling’ and ice-skating’.( see appendix 3 for full list).

4.0 When specifically asked what would be their first choice the respondent’s top five first choices were stated as:

Skate Park	39
Band and gig space	22
Drama Group Space	16
Youth Café	13
Self Defence	10

Although these differ from the overall totals these reponses may suggest the level of motivation for each provision.

5.0 The times respondents stated young people social activities needs are:

Weekday afterschool	197
Weekday evenings	238
Saturday AM	177
Saturday PM	25
Saturday Eve	126
Sunday AM	157
Sunday PM	110
Sunday Eve	109
Christmas holidays	156
Easter holidays	189
Summer holidays	318
Half terms	228
Teacher training days	166

5.1 Respondents who stated they would use a youth equipment store to borrow equipment or games

Yes	211
No	197
What they said should be in it	sports equipment, games, bikes, skate equipment, and camping equipment.

5.2 Other resources the respondents stated they think young people need to help them with their social time were 'social advisors', 'more youth shelters', 'a getting to know area' or 'friendship zone', and a 'safe environment to meet'.

### **Summary conclusion**

6.1 There is a generally a positive dominant culture of organised clubs and activities which many young people participate in. It should be assumed that the participation of these will be based on ability to pay. The needs of young people from families with lower incomes should be considered to offset any possible social exclusion within Chippenham's community experience.

6.2 Young peoples cultural and interest needs are diverse, which is illustrated in their current activity.

6.3 Many of the clubs stated by the respondent young people reflected pursuits based on competitive sport or achievement. In itself important and worthwhile, there may need to be the provision of counterbalancing social activity which is reflected in some of the comments made by respondent young people

6.4 There is a number of 'vulneribility factors' that will need considering within the overall Chippenham Community led offer, considering particularly the needs of more at risk young people, young people with disabilities or additional needs, young women, look after young people, black and mixed ethnicity young people, lesbian .gay and transgender young people, and young people from traveller families.

6.5 It should be recognised that young peoples needs can change relatively quickly and this coupled with levels of motivation can effect actual engagement and take up of provision. With this in mind it may be useful to recognise that this report while no doubt provides some useful insight, is not a definitive guide to young peoples needs. A consideration could or should be retained for young people to redifine their needs as young people grow, or as the new community led model develops, or as existitng services and provision evolves and emerges.

### **Acknowledgments**

7.1 Chippenham LYN would particularly like to acknowledge the assistance of Hardenhuish School, St Nicholas School, and Wiltshire College for their assistance in carrying out the needs analysis surveys.

Appendix 1 Where respondents stated they lived

Chippenham	311
Pewsham	10
Sutton Benger	19
Hillmarton	1
Seagry	2
Hullavington	5
Derry Hill	20
Studley	4
Neston	3
Calne	42
Kingston St Micheal	4
Kington Langley	13
Marshfield	18
Melksham	16
Bremhill	1
Christian Malford	5
Castle Coombe	3
Corsham	12
Colerne	9
Badmington	4
Royal Wootton Bassett	1
Badmington	4
Biddestone	2
Foxham	2
Tytherton Lucas	1
Yatton Keynell	4
Nettleton	2
Dauntsey	1
Stockley	2
Allington	1
Bromham	2
Cherhill	2
Sherston	2
Stanton Saint Quinn	4
Slaughterford	1
East Tytherton	2
Bath	1
Other	5

Appendix 2 Clubs or activities respondents said they do

Football	54	kayaking	2
Rugby	29	Martial arts	11
Ballet	10	Young farmers	2
Guides	14	Cycling	2
Tennis	9	Trampolining	2
Netball	26	Ice hockey	1
Youth Clubs	19	Clog dancing	1
Sea cadets	6		
Swimming	40		
Hockey	10		
Drama	19		
Scouts	22		
Parkour	1		
Music	26		
Mountain Biking	2		
Basketball	5		
Running club	15		
Skateboarding	6		
Horse riding	9		
Dance	40		
Gym/gymnastics	30		
Cricket	9		
Shooting	1		
Badminton	10		
St John's Ambulance	2		
Climbing	2		
Army cadets	4		
Youth theatre	2		
Boxing	3		
Air cadets	1		
Trail riding	1		
Golf	3		

Appendix 3 Other activities or types of space respondents stated

Long boarding		First aid courses	
Futsal	2	Friendship zone	
Monkton Park		Homework club	4
Volleyball		Survival courses	
Racing cars		Safe place to hand out	2
Ice skating	5	Rowing	
Figure skating		Cheerleading	3
Rock climbing		Media productions	
Study space			
Bowling	9		
Book club			
Basketball	2		
Yoga			
Better cinema	9		
Music venue			
John Cole Park			
A field			
Public yard			
The dome -free			
Mixed football			
Park for older kids			
Drugs advice			
Wifi club			
Paintballing	3		
Shooting	3		
U tube convention			
Go karting			
Track days			
Market place/causeway because it's too quiet			
Gym			
Air soft site			
Gaming space/convention			







<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>27<sup>th</sup> April 2015</b>
<b>Title of Report</b>	<b>Local Transport Plan – Small Scale Transport and Highway Improvement Schemes</b>

### **Purpose of Report**

To ask the Chippenham Area Board to consider and approve the recommendations from the Chippenham Community Area Transport Group (CATG) outlined in this report:

- To note the Financial Summary  
(see *Appendix 1*)
- To note the letter from Councillor Philip Whitehead, Cabinet Member for Highways, regarding 20mph restrictions (see *Appendix 2*) and  
To approve the CATG recommendation that in future requests for 20mph restrictions should be dealt with in the same way as other Highways Improvements Requests and considered on merit.
- To note the Local Sustainable Transport Fund (LSTF) update  
(see *Appendix 3*)
- To note progress on prioritised schemes and  
To approve the CATG recommendation for in principle support for Community Issue 3013 Blackthorn Mews to be submitted for Substantive Scheme funding, dependent upon the recommendations of the assessment report and conditional upon a contribution from Chippenham Town Council towards the cost of the scheme  
(see *Appendix 4*)
- To approve the schemes recommended for prioritisation & funding, conditional upon a 25% contribution to the cost of the schemes from the relevant Town and Parish Councils  
(see *Appendix 5*)
- To approve the list of schemes recommended for retention & further consideration and  
To approve the CATG recommendation to approve the installation of directional signs for Emmanuel Church, conditional upon approval by Traffic Management Engineers  
(see *Appendix 6*)
- To approve the list of schemes recommended for removal  
(see *Appendix 7*)

### **1. Background**

- 1.1. In 2015/2016 the 18 Area Boards were again allocated a discretionary budget of **£250,000** to involve them in the assessment and selection of small scale transport schemes to be progressed in their community areas. Chippenham Area Board was allocated **£18,087**.
- 1.2. The balance of funding carried over from 2014/2015 was **£12,848.63**.
- 1.3. The Chippenham Area Board Highways Funding balance for 2015/16 is therefore **£30,935.63**
- 1.4. This 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.
- 1.5. Chippenham 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.
- 1.6. The means by which the public, Town and Parishes can identify issues for consideration to the Chippenham CATG is via the Community Issues system.
- 1.7. Representatives from Town & Parish councils and members of the public are welcome to attend meetings where there are issues under discussion relevant to their community. Please contact your Community Area Manager Victoria Welsh should you wish to attend to ensure that numbers can be accommodated:  
[victoria.welsh@wiltshire.gov.uk](mailto:victoria.welsh@wiltshire.gov.uk)
- 1.8. Summaries of Chippenham CATG meetings are made available on the Chippenham Area Board web pages of the council's website to enable information to be readily available to Town and Parish councils and the wider community.

## 2. Recommendations from CATG

2.1	<p><b>Requests for 20mph restrictions</b></p> <p>Chippenham CATG recommend that future requests for 20mph restrictions should be dealt with in the same way as any other Highways Improvements Requests and considered on merit.</p>	Appendix 2
2.2	<p><b>Community Issue 3013 Blackthorn Mews</b></p> <p>Chippenham CATG recommend in principle support for this scheme to be submitted for Substantive Scheme funding, dependent upon the recommendations of the assessment report and conditional upon a contribution from Chippenham Town Council towards the cost of the scheme</p>	Appendix 4

2.3	<p>To approve the schemes recommended for prioritisation &amp; funding:</p> <p><b>2.3.i Community Issue 3777 Biddestone &amp; Slaughterford HGV Signs</b></p> <ul style="list-style-type: none"> <li>• The cost of the signing scheme is estimated at £2,200.</li> <li>• To approve funding allocation of £1,650, conditional upon a £550 contribution (25% of total project cost) from Biddestone &amp; Slaughterford Parish Council</li> </ul> <hr style="border-top: 1px dashed black;"/> <p><b>2.3.ii Community Issue 3880 The Street, Burton (B4039) Village Gates</b></p> <ul style="list-style-type: none"> <li>• The cost of the scheme is estimated at £3,000 for village gates at each end of Burton</li> <li>• To approve funding allocation of £2,250, conditional upon a £750 contribution (25% of total project cost) from Nettleton Parish Council</li> </ul>	Appendix 5
2.4	<p>To approve the list of schemes recommended for retention &amp; further consideration <i>and</i></p> <p><b>Community Issue 3725 Dallas Road/Marshfield Road directional signs for Emmanuel Church</b></p> <p>To approve the CATG recommendation to approve the installation of directional signs for Emmanuel Church, conditional upon approval by Traffic Management Engineers</p> <ul style="list-style-type: none"> <li>▪ The cost of the sign/s and installation is covered by the requestor</li> <li>▪ The location, design, style and size of the sign/s is approved by Mark Stansby (Senior Traffic Management Engineer)</li> </ul>	See Appendix 6
2.5	To approve the list of schemes recommended for removal	See Appendix 7

### 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 area, the extent and specifics of which will be dependent upon the individual project.

#### 4. Financial Implications

- 4.1. All decisions must fall within the Highways funding allocated to Chippenham Area Board.
- 4.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of **£17,425.63**

#### 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

The schemes recommended to the Area Board will improve road safety for all users of the highway.

<b>Appendices</b>	Appendix 1 – Financial Summary Appendix 2 – Letter from Cabinet Member for Highways Appendix 3 - LSTF Update Appendix 4 –Schemes in Progress Appendix 5 – Schemes recommended for prioritisation & funding Appendix 6 – Schemes for retention & further consideration Appendix 7 – Schemes recommended for removal
<b>Report Author</b>	Victoria Welsh, Community Area Manager Tel: 01249 706 446 E-mail: <a href="mailto:victoria.welsh@wiltshire.gov.uk">victoria.welsh@wiltshire.gov.uk</a>

**Chippenham CATG****BUDGET 2014-15**

£18,087.00 CATG ALLOCATION 2014-15

£29,790.63 2013-14 underspend

## Contributions

£200.00 North Wraxall PC for C151 chevron sign

£342.00 Grittleton PC for Foscombe

£500.00 Kington Langley PC

**Total Budget 2014-15****£48,919.63****Scheme Commitments carried forward from 2013-14**

Chippenham Wood Lane Area road safety posters

£1,500.00 Estimate

Cuttle Lane bidstone substantive bid

£5,000.00 Contribution to substantive scheme

Chippenham Lowden tunnel street lighting

£1,238.00 Actual

**Scheme Commitments 2014-15**

1. Kington Langley footway extension £4,043.00 Actual

2. New Road Chippenham zebra crossing refurbishment

£8,223.00 Estimate

3. A4 Pewsham Way Chippenham signs

£410.00 Estimate - Works complete but final account awaited.

4. C154 and Grove Lane speed limit implementation

£4,500.00 Estimate

5. C86 Foscombe signs and lines

£1,365.00 Actual

6. Lowden tunnel signals feasibility study

£5,034.00 Actual

7. C151 Ford Chevron Warning signs

£234.00 Actual

8. Blackthorn Mews pedestrian survey

£650.00 Actual

9. Market Quarter cycleway works

£3,474.00 Actual

10. Bristol Road - Pedestrian Survey

£400.00

**Total commitment 2014-15 £36,071.00****Remaining budget 2014-15 £12,848.63****Chippenham CATG****BUDGET 2015-16**

£18,087.00 CATG ALLOCATION 2015-16

£12,848.63 2014-15 underspend

## Contributions

£1,250.00 Chipp TC - Lowden Tunnel footway

£150.00 Stanton St Quinton - Gateway Signs

£60.00 Chip TC - Lysley nameplates cont T

£125.00 Kington Langley PC - Road Narrows sign / SLOW

£750.00 Sutton Benger PC 20mph limit

£1,500.00 ChippTC - Redland 20mph limit

**Total Budget 2015-16****£34,770.63****Scheme Commitments carried forward from 2014-15**

1. Church Lane Stanton St Quinton Gateway signs / lines

£600.00 Estimate

2. Langley Road - Bollards by Clift House Crossing

£325.00

3. Lowden Tunnel - On carriageway footway / Signs

£3,750.00 Dependent on MM to re-surface c/way

4. Lysley Close - 2 no. Street nameplate with diag 816

£240.00

5. Kington Langley - Road narrows signs &amp; SLOW markings

£500.00

6. Chestnut Road - Sutton Benger 20mph limit

£3,000.00

7. Redland Estate - 20mph Limit

£5,030.00

**Total commitment 2015-16 £13,445.00****Remaining Budget 2015-16 £21,325.63**





Philip Whitehead  
Cabinet Member for Highways and Transport

APPENDIX 2  
Chippenham CATG 7-APR-15

31 March 2015

Area Board / CATG Chairs

Cabinet Office  
Wiltshire Council  
Bythesea Road  
County Hall  
Trowbridge  
Wiltshire  
BA14 8JN

Your ref:  
Our ref: pw/cc/05.15

Dear Area Board / CATG Chairs

### 20 mph Speed Restrictions - Revised Funding Criteria

In my new role as Cabinet Member for Highways I am undertaking a review of CATG processes to ensure consistency and effectiveness across all groups.

As you may be aware the discretionary Highways budget available to the CATGs comes from the Council's Integrated Transport monies. This is a capital grant from the Department for Transport to the Council. The budget for 2015/16 stands at £2.18m and is considerably lower than has been available in previous years.

Currently initial assessment and legal Traffic Regulation Order costs for 20mph speed restrictions are covered from the centrally held Integrated Transport monies. With the overall reduction in the Integrated Transport budget mentioned above it is no longer possible to maintain this funding availability.

In order to sustain the budgets available to the Community Area Transport Groups (CATGs) and to bring 20mph speed restrictions into line with other speed limit reviews on C & UC roads I have decided that all costs associated with 20mph restrictions will in future need to be borne by the individual CATGs.

To enable the CATGs to have greater flexibility on selecting locations for assessment, I am also proposing to remove the current restriction of 2 assessments per community area per year that currently applies. The CATGs are therefore able to undertake as many assessments as their budgets allow given the other competing local demands. A standard charge of £2,500 per review will be made, this being in line with the costs involved in undertaking other speed limit reviews.

Cont over/

2

I recognise that some groups have already nominated their 2 locations for assessment in 2015/16 under the previous regime. I would ask that each of the CATGs review their choices in light of the revised funding regime.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P Whitehead', followed by a horizontal line.

Philip Whitehead  
Cabinet Member for Highways and Transport  
Direct Line: 01225 718577  
Email: [philip.whitehead@wiltshire.gov.uk](mailto:philip.whitehead@wiltshire.gov.uk)

Local Sustainable Transport Fund: Chippenham CATG Update (April 2015)

LSTF Theme	Project	Current Status
Cycle Parking	Chippenham	The two-tier design cycle parking facilities were implemented at the end of March.
Cycle Hire	Chippenham Cycle Hire	The cycle hire scheme did not get delivered as the Brompton Cycle Hire company could not implement the scheme before the LSTF project end date of 31 <sup>st</sup> March 2015.
Walking and Cycling Improvements	Hungerdown Lane, Chippenham	Works are underway with construction due to be completed in April.
	Avenue la fleche, Chippenham	Works are underway. Construction due to be completed in April.
	Forest Lane to Lodge Lane, Chippenham	Construction will now take place in August 2015 due to its impact on school access.
	Bristol Road to Woodlands Road, Chippenham	Scheme delayed by utility works. Construction now due to start in April/May and run for 4 weeks.
	Link 65 Monkton Park, Chippenham	Scheme complete.
	Long Close to Hardens Mead, Chippenham	Scheme complete.
	London Road to Habrels Close, Chippenham	Scheme complete.
	Marshfield Road to Dallas Road, Chippenham	Design work continuing on this scheme, although it will not be implemented with LSTF funding. It is hoped that the scheme will be implemented with LTP money in 2015/16.
	Long Close to Baydon's Lane, Chippenham	Land ownership issue. A scheme will not be implemented within the LSTF period.
Walking and Cycling Signage	Wayfinding Study and sign implementation	Chippenham Wayfinding report is complete. Two totems with map style designs will be implemented at the end of March/beginning of April.
Rail Service Improvements	Trans Wilts Rail Service	Data suggests that more than 160,000 passengers used the Trans Wilts service in its first year.



## Schemes in progress Chippenham CATG 7<sup>th</sup> April 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Lowden Tunnel, Chippenham	Chippenham	2062	Pedestrian Safety	<ul style="list-style-type: none"> <li>• See archive issue 478.</li> <li>• The bids to the Substantive Highways Fund in 2012 &amp; 2013 for shuttle signals were not successful.</li> <li>• <b>CATG</b> agreed that a third bid to the Substantive Scheme will be rejected without specialist feasibility study. The group agreed to recommend funding of £5,000 is allocated for a feasibility study</li> <li>• Estimated cost of shuttle work system in excess of £100,000 and would not provide the overall level of improvement we are seeking for pedestrians</li> <li>• Directional LED lighting into the tunnel agreed. Cost £775. Lighting has been installed</li> <li>• Resurfacing needs to be undertaken underneath tunnel and footpath maintenance also required. <b>PB</b> will liaise with Peter Binley regarding the maintenance and advise <b>MR</b> when completed.</li> <li>• <b>MR</b> will produce a scheme for a narrow footpath and will report back to next CATG meeting. Anticipated cost £3,000/£4,000</li> <li>• <b>MR</b> confirmed that Highways Asset Management) has agreed in principle to cover the necessary re-surfacing works under Lowden Tunnel.</li> <li>• The CATG will however have to cover the cost of the road closure, virtual footway and signing. Estimated costs therefore £5,000 as previous estimate didn't allow for the road closure.</li> </ul>	43

*Cont.*

## Schemes in progress Chippenham CATG 7<sup>th</sup> April 2015

APPENDIX 4  
Chippenham CATG 7-APR-15

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
				<ul style="list-style-type: none"> <li>• Outline design prepared. The next stage is to arrange the road closure and undertake the detailed design.</li> <li>• 2-Mar-15 Chippenham Area Board approved an increase in funding allocation to £5,000, conditional upon a 25% contribution from Chippenham Town Council</li> <li>• 18-Mar-15 Chippenham Town Council confirm £1,250 (25% contribution) to the scheme.</li> <li>• MR confirmed that Highways Asset Management Team has agreed to fund resurfacing from their budget. Temporary road closure will be required</li> <li>• Awaiting response from Network Rail</li> <li>• Estimated works will commence in Autumn 2015</li> </ul>	
Blackthorn Mews / Canal Road / Lodge Road	Chippenham	3013	Request to upgrade pedestrian crossing	<ul style="list-style-type: none"> <li>• Scheme supported by Chippenham Town Council on 14 October 2013:</li> <li>• A pedestrian count is required to inform CATG discussions this will cost £650</li> <li>• <b>CATG</b> agreed to recommend £487 funding allocation to Chippenham Area Board, conditional upon funding contribution of £163 from Chippenham Town Council</li> <li>• 26-Jun-14 Chippenham Town Council confirm £163 funding contribution towards this scheme. <i>cont.</i></li> </ul>	44

## Schemes in progress Chippenham CATG 7<sup>th</sup> April 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
				<ul style="list-style-type: none"> <li>• Pedestrian Count identified 791 individuals crossing to access Kings Lodge School. Highways officers advise:               <ul style="list-style-type: none"> <li>○ Movements in the area have increased due to the Rise Trust building</li> <li>○ Poor visibility due to parked vehicles</li> </ul> </li> <li>• <b>MR</b> recommends formal assessment is carried out. CATG agreed and asked MR to proceed with formal assessment and to liaise with local NPT regarding parked vehicles</li> <li>• Formal assessment due to be carried out in the next few months</li> <li>• <b>MR</b> confirmed that a formal assessment is being undertaken.</li> <li>• It was proposed that this scheme is put forward to Substantive Highways Scheme. CATG members agreed in principle but wish to see costings.</li> <li>• <b>MR</b> will provide costings when the assessment is completed and propose level of contribution required from Chippenham CATG.</li> <li>• <b>VW</b> will circulate information from <b>MR</b> to CATG members and Chippenham Town Council. If contributions are agreed <b>VW</b> to include in report to Area Board 27-Apr-15.</li> </ul>	

## Schemes in progress Chippenham CATG 7<sup>th</sup> April 2015

APPENDIX 4  
Chippenham CATG 7-APR-15

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Stanton St Quintin, Various	Stanton St Quintin	3390	1. Request for new sign E.g.: Please drive slowly through the village	<ul style="list-style-type: none"> <li>• There have been several requests from Stanton St Quintin in recent months. See also 3626 &amp; 3627.</li> <li>• CATG agreed the following actions:               <ul style="list-style-type: none"> <li>○ Maintenance issues to be removed as they are not matters for CATG. These matters to be dealt with by <b>RD</b></li> <li>○ <b>MR</b> to arrange a site visit with Parish Chairman to clarify the remaining issues and report back to next CATG</li> </ul> </li> <li>• <b>MR</b> confirms cost of sign is £600</li> <li>• 2-Mar-15 Funding allocation approved by Chippenham Area Board, conditional upon balance of funding from Stanton St Quintin Parish Council</li> <li>• Stanton St Quintin Parish Clerk confirms:  <i>At the Parish Council meeting last night, the Council agreed the contribution of £150 towards the total project cost . The preferred option by the Parish Council is for Option 2 which is a yellow backing board.</i></li> <li>• MR confirmed that final drawing of overall scheme area awaiting approval from Parish Council before order can be issued.</li> </ul>	



## Schemes in progress Chippenham CATG 7<sup>th</sup> April 2015

APPENDIX 4  
Chippenham CATG 7-APR-15

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Lysley Close	Chippenham	3393	Dead end signs	<ul style="list-style-type: none"> <li>• 9-Oct-14 The Town Council supports the request</li> <li>• <b>MR</b> to carry out site visit and cost of sign</li> <li>• <b>MR</b> recommends Street name plate with “No through Road” is installed. Cost £240</li> <li>• 2-Mar-15 Chippenham Area Board agreed funding of £180 to be allocated to this scheme, conditional upon the balance of funding from Stanton St Quintin Parish Council</li> <li>• 18-Mar-15 Chippenham Town Council confirm financial contribution of £601 towards the scheme.</li> <li>• Paul Bollen is arranging for the work to be undertaken by local highways in the next month</li> </ul>	
Church Corner/Church Lane	Kington Langley	3652	A single white line to be introduced on the corner for safety or some other safety measures	<ul style="list-style-type: none"> <li>• Submitted by Kington Langley Parish Council</li> <li>• <b>MR</b> recommends a sign and SLOW marking on road. Cost £500</li> <li>• 2-Mar-15 Chippenham Area Board approved funding of £375 to be allocated to this scheme, conditional upon the balance of £125 funding contribution from Kington Langley Parish Council</li> <li>• 4-Mar-15 Parish Clerk confirms Parish Council will contribute £125 towards the cost of this scheme.</li> <li>• MR confirmed that the design is complete and agreed with Parish Council. The work order will now be issued to BBLP</li> </ul>	



## Schemes recommended for Priority & Funding

Chippenham CATG – 7<sup>th</sup> April 2015

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Unnamed roads between Ford and Slaughterford, Thickwood and Slaughterford and Dukes Hill/Ham Lane/	Biddestone & Slaughterford	3777	Signs installed to warn drivers of the limitations on the road ahead.	<ul style="list-style-type: none"> <li>• Request submitted by Parish Council</li> <li>• There are ongoing issues with large vehicles getting stuck on single track road when following their Satellite Navigation system.</li> <li>• <b>MR</b> to investigate signage solution “Not appropriate for large vehicles 7.5 tonne limit”</li> <li>• <b>MR</b> to provide cost at next CATG meeting.</li> <li>• <b>MR</b> advised CATG that a site meeting had taken place with Parish Council representative and local residents to discuss options. An outline agreement has been reached on the number and location of signs. Detailed design work and costings is required.</li> <li>• CATG agreed a recommendation to Chippenham Area Board to allocate £1,650 towards this scheme conditional upon £550 contribution from Biddestone &amp; Slaughterford Parish Council</li> <li>• 2-Apr-15 E-mail from Parish Councillor confirms the Parish Council will contribute £550.</li> <li>• <b>VW</b> to include recommendation to Area Board 27-Apr-2015</li> </ul>	

## Schemes recommended for Priority & Funding

Chippenham CATG – 7<sup>th</sup> April 2015

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
The Street, Burton (B4039)	Nettleton	3880	Village Gates	<ul style="list-style-type: none"> <li>• 20-Mar-15 Nettleton Parish Council confirms support for this request.</li> <li>• Mark Stansby (Highways) has advised that the proposed white gateways at each end of Burton are acceptable to highways and with an estimate of £1500 for each pair of white gates including installation. He noted that funding for coloured tarmac is not available from Wiltshire Council C.</li> <li>• CATG discussed whether there is little evidence to suggest that village gates have any impact upon vehicles speed, however, they are popular in some areas.</li> <li>• CATG recommend £2,250 is allocated to this scheme, conditional upon a contribution of £750 from Nettleton Parish Council</li> <li>• <b>MR</b> will visit site to assess and will send VW &amp; AC firm costs</li> </ul>	

New & existing Highways Requests for retention & further consideration  
Chippenham CATG – 7<sup>th</sup> April 2015

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Timber Street, Chippenham	Chippenham	3445	Create individual parking bays	<ul style="list-style-type: none"> <li>7-Aug-14 The Town Council support this request</li> <li><b>MR</b> to assess and report back to next CATG meeting</li> <li><b>MR</b> advised that there was some merit in marking individual bays.</li> <li>New national recommendations are expected in March 2015/ MR recommends deferring any decision until after the details have been confirmed.</li> <li>CATG agreed to defer pending new national guidelines.</li> </ul>	
Upper Seagry	Seagry	3486	White lines painted to protect grass verges from damage by parked vehicles	<ul style="list-style-type: none"> <li>8-Oct-14 Seagry Parish Council confirm in principle support for this request</li> <li><b>MR</b> to visit to establish exact requirements it may be possible to deal with this matter outside of CATG</li> <li><b>MR</b> to report back to next CATG</li> <li><b>MR</b> - Meeting held with Parish Council representative and lining agreed. Order to BBLP to be placed. It is hoped to include lining as part of other works and be cost neutral to the CATG</li> <li><b>MR</b> to keep CATG informed</li> </ul>	

New & existing Highways Requests for retention & further consideration  
Chippenham CATG – 7<sup>th</sup> April 2015

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Tiddleywink	Yatton Keynell	3528	<ol style="list-style-type: none"> <li>1. A speed camera put up so motorists are forced to slow down</li> <li>2. The speed limit lowered to 30</li> <li>3. Mirrors placed on the trees opposite so we can see when cars are coming round the bend</li> </ol>	<ul style="list-style-type: none"> <li>• Referred to Yatton Keynell Parish Council for support/comment 3-Dec-14</li> <li>• 23-Mar-15 Reminder sent to Parish Council</li> </ul>	
Draycot Cerne	Sutton Benger	3556	Reduction in speed limit Draycot Cerne	<ul style="list-style-type: none"> <li>• Referred to Sutton Benger Council for support/comment 3-Dec-14</li> <li>• <b>MR</b> to provide information regarding speed limits process. <b>VW</b> to send to requestor and Parish Council.</li> </ul>	
Hill Rise	Chippenham	3569	Traffic calming/Speedwatch	<ul style="list-style-type: none"> <li>• Hill Corner Road, Chippenham between the B4069 Maud Heath's Causeway and B4158 Malmesbury Road, in particular on the section from the B4069 junction to the left hand bend and also from the end of The Orchids road down the hill, but not exclusively.</li> <li>• Sent to Chippenham Town Council for comment 29-Sep-14</li> <li>• Metro Count request form issued 9-Feb-15</li> <li>• 23-Mar-15 - Reminder sent requesting Metro Count request form is completed and returned</li> </ul>	

New & existing Highways Requests for retention & further consideration  
Chippenham CATG – 7<sup>th</sup> April 2015

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Forest Lane/Pewsham Bypass	Chippenham	3605	Improve safety at crossing	<ul style="list-style-type: none"> <li>The Town Council supports this request for a Highways Officer to look at the current situation</li> <li><b>MR</b> to carry out site visit and report back to next CATG</li> <li><b>MR</b> to meet <b>Councillor Mark Packard</b> on site to consider what improvements if any can be made.</li> <li><b>MR</b> confirmed he has met with Division Councillor Mark Packard and agreed a package of small scale lining improvements.</li> <li><b>MR</b> will design and cost and bring to CATG for approval</li> </ul>	44

New & existing Highways Requests for retention & further consideration  
Chippenham CATG – 7<sup>th</sup> April 2015

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Dallas Rd/Marshfield Rd junction	Chippenham	3725	Directional signs requested	<ul style="list-style-type: none"> <li>• Referred to Chippenham Town Council for comment/support</li> <li>• Town Council considered on 11<sup>th</sup> December and declined to support. Not seen as a priority for funding</li> <li>• CATG is not able to proceed with unsupported requests</li> <li>• Applicant has expressed an interest in paying for signs</li> <li>• Chippenham Town Council asked whether there is any objection to the sign if the applicant funds purchase and installation costs i.e.: Streetscene/ street clutter</li> <li>• 2-Apr-15 - Considered by Chippenham Town Council. The Town Council supports this request on condition that the applicants fund it themselves</li> <li>• CATG has no objections providing:               <ul style="list-style-type: none"> <li>▪ The cost of the sign/s and installation is covered by the requestor</li> <li>▪ The location, design, style and size of the sign/s is approved by Mark Stansby (Senior Traffic Management Engineer)</li> </ul> </li> <li>• <b>VW</b> to include in report to Chippenham Area Board 27-Apr-15</li> </ul>	



New & existing Highways Requests for retention & further consideration  
Chippenham CATG – 7<sup>th</sup> April 2015

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Woodlands Road, Lamp post 2	Chippenham	3866	Highlighting the fact there is a bus stop there, as it only looks like a lamppost or re-site the bus stop. Hopefully people will take heed and not park there.	<ul style="list-style-type: none"> <li>Referred to Chippenham Town Council for comment 17-Mar-15</li> <li>2-Apr-15 Chippenham Town Council considered this matter and supports investigation into the feasibility of adding road markings from the bus stop to the junction with Bristol Road.</li> <li>CATG agreed that a “bus cage” marking was required on the carriageway.</li> <li><b>VW</b> to contact the Passenger Transport Unit to request this is put in place</li> </ul>	
Woodlands Road	Chippenham	3868	Install a new bus stop, half way along Woodlands Road near Canterbury Street	<ul style="list-style-type: none"> <li>Referred to Chippenham Town Council for comment 11-Mar-15</li> <li>2-Apr-15 Chippenham Town Council considered this matter and recommends more investigation work is carried out to determine the feasibility of installing a new bus stop in Woodlands Road</li> <li><b>JSc</b> proposed a location for a new bus stop and will send VW photos</li> <li><b>VW</b> to contact Passenger Transport Unit to request consideration is given to the additional stop at the proposed location.</li> </ul>	

New & existing Highways Requests for retention & further consideration  
**Chippenham CATG – 7<sup>th</sup> April 2015**

Street / Area	Town / Village	Issue No.	Scheme Description	Actions & Notes	Score
Plough Lane	Kington Langley	3885	Extend kerbing request to extend the kerbing that starts at the school and finishes at the Chapel - extend to the entrance of the Stables in Plough Lane, Kington Langley	<ul style="list-style-type: none"> <li>Requested by Parish Council.</li> <li>MR – to establish costs for natural stone and refer to colleagues in maintenance to consider including in maintenance programme</li> <li>MR will report back to CATG</li> </ul>	

## Requests recommended for removal

### Chippenham CATG – 7<sup>th</sup> April 2015

Street / Area Location	Town / Village	Issue No	Scheme Description	Actions & Notes	Score
Malmesbury Road and Bristol Road crossings	Chippenham	3620	Upgrading of road crossings to ensure safety of pedestrians	<ul style="list-style-type: none"> <li>21-Nov-14 Referred to both Division Cllrs to request how they wish to proceed</li> <li>No response received</li> <li>23-Mar-15 Referred to Chippenham Town Council for comment</li> <li>2-Apr-15 considered by Chippenham Town Council The Town Council recognises the highway issues highlighted but does not support the proposals as it believes the existing crossings are adequate</li> <li>Chippenham CATG is unable to proceed with requests unless they are supported by the Town/Parish Council. This issue is to be closed with no further action</li> <li>VW to include in report to Area Board 27-Apr-15</li> </ul>	



## Update for Chippenham Area Board

<b>Update from</b>	<b>Christian Malford Parish Council</b>
<b>Date of Area Board Meeting</b>	27th April 2015

### Headlines

The owner of the Mermaid Inn, attended the meeting to inform the Parish Council that, after nearly 4 years, he had received planning approval for a development which will retain the Mermaid as licensed premises and provide 4 new dwellings in the grounds.

Do you remember the spectacular display of poppies at the Tower of London last November? Well, thanks to the efforts of two residents in securing twelve poppies, the Parish Council and the Bonfire Committee are jointly funding them as a memorial to those from Christian Malford who fought and fell in the Great War.

Approximately 40 residents attended the public meeting to discuss the emerging Village Neighbourhood Plan. The team are targeting finishing the plan document in early May. There will then be a 6 weeks public consultation period when the Neighbourhood Development Plan will be available for discussion before it is handed over to Wiltshire Council to start the formal adoption process.

### Projects

The Allotmenters are continuing to make magnificent progress in their development of the facility in Malford Meadow. The plots are now all let and the site boundary secured. The next phases will be the provision of irrigation and a storage facility to the facility.

### Future Events/Dates for the diary

The next two meetings will be on Tuesday 5<sup>th</sup> May 2015 (Annual Meeting of the Parish Council) and Tuesday 2<sup>nd</sup> June in the Village Hall.

Prior to the start of the annual meeting of the Parish Council (on 5<sup>th</sup> May) there will be the separate – and legally distinct - Annual Parish Meeting, to which all residents and village organisations are welcome to attend and report upon their activities: a celebration of village life in Christian Malford.

Signed: E. M Helps

Date: 14th April 2015



# Update for Chippenham Area Board

Update from	Chippenham Partnership of Schools
Date of Area Board Meeting	Monday 27 <sup>th</sup> April 2015

## Headlines

- **Next Partnership** meeting Monday 18<sup>th</sup> May 2015

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- **Next Multi Agency Forum (MAF)** Thursday 21<sup>st</sup> May 2015 at Stanley Park

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## Projects

- **Chippenham Governor Training – Governance and the Law**  
This training event for 14 governors took place in March 2015. A very important subject especially considering the increasing emphasis on governors to 'hold the school to account'. It reinforced the legal basis of governance and explored the implications of corporate governance and the Nolan's principles. It also examined the status and overall content of the Governors Handbook and its basis in legislation as well as looking at examples of poor or illegal practice.

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- **Chippenham Children's and Young People's Parliament**  
The second meeting of the Parliament took place in March 2015, where they looked back and reflected on the projects that they have been involved in; Whales and Dolphins and Youth consultation. Parliament also wrote the new aims and objectives for the coming year.

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- **Local Youth Network (LYN) Steering Group**

## Future Events/Dates for the diary

- **Chippenham games and Para Games 2015 at Stanley Park**  
Games: Monday 22<sup>nd</sup> and Tuesday 23<sup>rd</sup> June 2015  
Paragames: Friday 10<sup>th</sup> July 2015 at Hardenhuish

Signed: Stephanie Davis

Date: 16<sup>th</sup> April 2015





## ***Update for Chippenham Area Board***

<b>Update from</b>	Vincent Albano, Asset Portfolio Manager Strategic Asset Management
<b>Date of Area Board Meeting</b>	17 <sup>th</sup> April 2015
<b>Subject</b>	Chippenham Skate park – update

### **Update**

Since the last update, a tender exercise has been undertaken. The successful contractor, Wheelscape ([www.wheelscape.co.uk](http://www.wheelscape.co.uk)), has been appointed to deliver the project. The Council will now work with Wheelscape to refine the design of the skate park and prepare the necessary documents and reports for the submission of the planning application. The timescale for submission of the planning application will be refined following discussions with the contractor.

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<b>Report to</b>	<b>Chippenham Area Board</b>
<b>Date of Meeting</b>	<b>27 April 2015</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

**Purpose of Report**

To ask councillors to consider the following application for funding:

Applications for Community Area Grant Funding

1. Chippenham Cricket Club award £4,000 towards an outdoor practice facility, conditional upon the balance of funding being in place.

To ask Councillors to note

Other/Area Board Operational Funding

1. The allocation of £1,000 to support the Chippenham Community Area participation in the Magna Carta celebrations. This funding is allocated from the 11-19 Youth Fund under delegated authority to the Community Area Manager in consultation with the Area Board Chairman.

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance.
- 1.2. 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 for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. The Area Board may wish to link funding to local priorities, including those identified in their Community Plan, Community Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. For the 2015/16 financial year Chippenham Area Board has been allocated a budget of **£154,595** as follows:
  - 1.5.1. Community Area Grants, Area Board/Councillor led initiatives, Area Board Operational Funding **£89,894**
  - 1.5.2. Digital Literacy Grants **£1,500**
  - 1.5.3. Community Area Transport Group (CATG) funding **£18,087**
  - 1.5.4. Annual 11-19 Youth Funding **£10,209**
  - 1.5.5. Local Youth Network (LYN) Funding **£34,095**
- 1.6. In addition to Community Area Grants and Digital Literacy Grants, Wiltshire Councillors may submit an Area Board/Councillor-Led Initiative. This enables Area Boards to tackle community issues and/or community identified priorities. Cabinet has emphasised that these initiatives are not to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. Applications of up to and including £1,000 can be made for a Community Area Grant, which do not require matched funding. Amounts of £1,001 - £5,000 will be required to find matched funding. The Area Board will rarely award more than £5,000. Funding is available for capital projects. [Community Grants Scheme](#)
- 1.8. Chippenham Area Board is keen for local Town and Parish Councils to engage with local projects. Applicants will be asked to confirm whether the local Town/Parish Council supports the project and whether a financial contribution from the Town/Parish Council has been secured. The Area Board is unlikely to award funding to projects that do not have the support of the Town/Parish Council.

- 1.9. A ring-fenced budget of £1,500 has been provided specifically for Digital Literacy Grants, although the Area Board may spend more. Up to £500 per project is available for capital projects.
- 1.10. There is 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. The application process and funding criteria can be found here. [Community Grants Scheme](#)
- 1.11. Area Boards will not consider CAG applications from Town and Parish Councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from Town/Parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the Town/Parish Council.
- 1.12. The decision to support applications is made by Chippenham Area Board Councillors.
- 1.13. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.14. A ring-fenced budget of £18,087 has been provided for the Community Area Transport Group (CATG). Details of this funding are contained in a separate CATG report.
- 1.15. A ring-fenced budget of £34,095 has been provided for the Youth Projects via the Local Youth Network (LYN.) [Youth Funding](#) Details of this funding are contained in a separate LYN report.
- 1.16. All recipients of Area Board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to the [Chippenham Our Community Matters website](#) Failure to evaluate projects will preclude applicants/organisations being considered for future funding.
- 1.17. Approved inter-meeting spending of up to £1,000 was agreed as follows:
  - 1.17.1. *On 30th April 2012, Chippenham Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Area Board Chairman and/or Vice Chairman, to approve expenditure of up to £1,000 between Area Board meetings. The delegated power is only intended to be used for matters of urgency which cannot wait until the next meeting of the area board and would not be used as a matter of routine. The majority of decisions will continue to be taken at a public meeting.'*

<p><b>Background documents used in the preparation of this report</b></p>	<p><u><a href="#">Area Board Grant Criteria and Guidance 2015/16 as approved by delegated decision Community Grants Scheme</a></u></p> <p><u><a href="#">Chippenham Community Area Plan Chippenham and Villages Community Plan</a></u></p> <p>Community Area Joint Strategic Assessment for Chippenham 2014 <u><a href="#">What Matters to you? - outcome of voting</a></u></p>
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## 2. Main Considerations

- 2.1. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.2. Councillors will need to be satisfied that grants awarded in 2015/2016 are made to projects that can realistically proceed within a year of the award being made.
- 2.3. This is the first funding round of the 2015/16 financial year. Future rounds will take place as follows:
  - Monday 18<sup>th</sup> May 2015 for consideration on 29<sup>th</sup> June 2015
  - Monday 27<sup>th</sup> July 2015 for consideration on 7<sup>th</sup> September 2015
  - Monday 28<sup>th</sup> September for consideration on 9<sup>th</sup> November 2015
  - Monday 7<sup>th</sup> December 2015 For consideration on 18<sup>th</sup> January 2016
  - Monday 18<sup>th</sup> January 2016 for consideration on 29<sup>th</sup> February 2016

## 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 Chippenham Area Board.
- 4.2. If funding is allocated as outlined in this report, Chippenham Area Board will have the following balances:
  - 4.2.1 Community Area Grant Funding **£85,894**
  - 4.2.2 Digital Literacy Funding **£1,500**
  - 4.2.3 Annual 11-19 Youth Funding **£9,209**

## 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.

## 8. Applications

Ref	Applicant	Project proposal	Funding requested
8.1.	Chippenham Cricket Club	Chippenham Cricket Club Outdoor Practice Facility	£4,000

8.1.1. Chippenham Area Board is asked to consider granting Chippenham Cricket Club a community area grant of £4,000 towards an outdoor practice facility, conditional upon the balance of funding being in place.

8.1.2. This application meets current grant criteria 2015/16.

8.1.3. Chippenham Cricket Club wishes to update and refurbish its current practice facilities which have become unsafe and dangerous. This will involve the resurface and refurbishment of the existing three lane non-turf cricket practice area. The initial facility was built installed in 2004 but the normal lifespan of an outdoor net facility is 10 years and so over the last decade the net facility has deteriorated rapidly and has become unfit for purpose.

8.1.4. The club currently caters for players of all ages and abilities, including juniors from under 9s through to senior players and women and girls players of all ages. Through use of the existing nets in recent years, the club and its players have identified several health and safety issues including: - Dangerous bounce of the Cricket ball, otherwise known as 'Tennis Ball' bounce, risk of slips, trips and falls because of the uneven surface, Balls being hit and escaping the nets, thus placing danger to spectators and players participating in other areas of the Cricket ground.

8.1.5. Having quality practice facilities is an essential for a club wishing to offer a quality coaching programme for its players. Also, without net facilities, it means that coaching sessions have to take place on the Cricket outfield which takes up space and means less players can be catered for on one given evening. With all of this in mind, the availability of high quality and safe

practice facilities at the club will prevent the club and its players from potentially having to travel to facilities away from the club.

- 8.1.6. The improvement of the facilities will also make them safe to use once again and will enable more space to be created on coaching evenings for both juniors and seniors. This will free up the club to cater for more players.
- 8.1.7. Therefore, in terms of community benefits, the Cricket club not only believes that improved practice facilities may help to improve the experience for (and therefore retain) current members but it also believes that it will free up capacity and make the club a more attractive proposition for people looking to engage in Sport with Cricket as their Sport of choice.
- 8.1.8. This project demonstrates a link to the Chippenham JSA which identified a 'Need for improved sport and leisure facilities in Chippenham. Several clubs could grow participation but for lack of facilities'.
- 8.1.9. The applicant confirms an approach has been made to Chippenham Town Council, but on this occasion a funding contribution has not been possible because the next funding round is not until the 20<sup>th</sup> August and the Cricket Club would not wish to delay the purchase of the cricket nets and miss so much of the cricket season. Chippenham Town Council also stated their level of funding would be unlikely to match their request of £4,000.
- 8.1.10. The application has the full support of the Senior Sports Development Officer. 'Chippenham Cricket Club is a thriving community club who already offer a high quality service to the local community. The current state of the cricket nets means sessions cannot be delivered in this area currently and that batsman are not accessing the same quality of provision as in previous years. Upgrading these facilities will improve the quality of provision as well as increasing capacity to deliver coaching sessions to more people due to the increased training space etc'.

Ref	Area Board Operational Funding Expenditure Date	Purpose	Amount
8.2.	10 <sup>th</sup> April 2015	Support for Chippenham Community Area participation in Magna Carta celebrations	£1,000

- 8.2.1. The Council's participation in the Magna Carta pageant was approved by the Wiltshire Legacy Board following a meeting with representatives of Salisbury Cathedral. Area Board Chairs have been consulted and have supported the idea of all 18 community areas participating in the pageant on the evening of Monday 15<sup>th</sup> June 2015 in Salisbury
- 8.2.2. The proposal is to commission the creation of 18 community barons – giant, shoulder carried puppets – each representing a community area. The baron will be the centre piece of each community's element of the pageant procession and will feature in a re-enactment of the Magna Carta signing at Runnymede. Each processional element will reflect the community area concerned and will be shaped



by local groups and young people who have agreed to participate.

8.2.3. The event in Salisbury will feature:

- The community pageant – a carnival style procession featuring over 350 people from 18 community areas - from the Market Square to the Cathedral.
- A VIP reception in the Cathedral Cloisters
- Banners featuring the name of each area and modern day Magna Carta clauses
- A 'March of the Mayors' bringing together as many of the County's mayors as are free to attend
- Community performances featuring groups drawn from all over Wiltshire – Town Criers, Mummers, Morris Dancers, Brass Bands, Choirs, majorettes, and much more.
- A theatrical re-enactment of the Magna Carta signing at Runnymede
- Access to the real Magna Carta for participants
- A choral ensemble featuring 400 voices
- A 'sans et lumiere' performance featuring giant illuminated white horses – and further performances in other Towns across the County (subject to Arts Council funding bid)
- A non-airborne pyrotechnic finale

8.2.4. The Cathedral authorities have approved the format of the proposed pageant and are actively supporting the event. They will also arrange promotion.

8.2.5. Community involvement will be delivered by the Council's 18 Community Area Managers and Community Youth Officers and work is already underway to recruit participants across Wiltshire.

8.2.6. To facilitate the delivery of the event, Devizes Outdoor Celebratory Arts (DOCA) and the Ageis Salisbury International Arts Festival have been commissioned to deliver core elements of the programme and provide overall creative management. Both of these organisations have a proven track record of delivering high profile and large scale street arts festivals and have extensive contacts with leading makers and producers in the industry.

8.2.7. DOCA will also produce the 18 Community Barons. The Barons will be centrally made but not decorated. They will come complete with backpack support, cloak, hair and animated hands and an art kit for use by community groups. The Barons will subsequently belong to each community involved.

8.2.8. DOCA will deliver a workshop on the 15<sup>th</sup>/16<sup>th</sup> of May for community representatives; this will brief them on how to decorate their Baron and what materials are most suitable. DOCA will also be available through either telephone or in-person contact to support communities to decorate their Baron. Groups can begin to research their

local history and prepare their designs ahead of delivery of the barons.

8.2.9. The groups involved are being encouraged to deliver a local element – an event in each of Wiltshire’s community areas – as well as forming part of the procession in Salisbury.

8.2.10. Funding will support:

- Local research
- A contribution towards the cost of the community area Giant Baron
- Local art workshops, room hire and purchase of materials
- A local event in the community area
- Transport to and from Salisbury on 15<sup>th</sup> June

8.2.11. The allocation of £1,000 to support the Chippenham Community Area participation in the Magna Carta celebrations was made from the 11-19 Youth Fund under delegated authority to the Community Area Manager in consultation with the Area Board Chairman.

8.2.12.

<b>Appendices</b>	Appendix 1 – Chippenham Cricket Club - Outdoor practice facility
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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>	Angela Sutcliffe Area Boards Team (North) Tel: 01249 706 448 Email: <a href="mailto:angeal.sutcliffe@wiltshire.gov.uk">angeal.sutcliffe@wiltshire.gov.uk</a>
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Grant Applications for Chippenham on 27/04/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1266	Community Area Grant	Chippenham Cricket Club Outdoor Practice Facility	Chippenham Cricket Club	£4000.00

ID	Grant Type	Project Title	Applicant	Amount Required
1266	Community Area Grant	Chippenham Cricket Club Outdoor Practice Facility	Chippenham Cricket Club	£4000.00

**Submitted:** 01/04/2015 01:02:03

**ID:** 1266

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**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?**

Chippenham Cricket Club Outdoor Practice Facility

**6. Project summary:**

Chippenham Cricket Club wishes to update and refurbish its current practice facilities which have become unsafe and dangerous. This will involve the resurface and refurbishment of the existing three lane non-turf cricket practice area. The initial facility was built installed in 2004 but the normal lifespan of an outdoor net facility is 10 years and so over the last decade the net facility has deteriorated rapidly and has become unfit for purpose

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

Chippenham

## Electoral Division

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

SN15 1NH

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

Children & Young People  
2012 Olympic Legacy  
Health, lifestyle and wellbeing  
Sport, play and recreation

If Other (please specify)

### 10. Finance:

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

##### Your latest accounts:

12/2014

##### Total Income:

£16251.46

##### Total Expenditure:

£17415.28

##### Surplus/Deficit for the year:

£1163.82

##### Free reserves currently held:

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

£3053.94

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

The figures above indicate that the club incurs about Â£17k worth of expenditure each year. These costs include things such as league entries (at both junior and senior level), payment to umpires as required by the leagues, purchase of balls for matches, insurance and ground and machinery maintenance. There are many other costs associated with running a cricket club and for a club the size of Chippenham CC these costs only escalate with the more teams that we run, i.e. the more teams, the more fees are due to leagues etc. Much of the running costs of the club are met by the membership fees paid by players but in addition to these fees the club relies heavily on sponsorship and fundraising efforts to help sustain the club. For example, the club runs a very successful Beer festival, a pub cricket league and other social events throughout the year. In the year 2014, despite these fundraising efforts, the club ran to a deficit. The club currently feels that it requires the reserves it holds in order to be able to finance and continue the general running of the club in the event that existing sponsorship and fundraising activities fall through or were to be unsuccessful in 2015. For this reason, it is felt that outside funding needs to be sourced to provide invaluable improvements to the club's existing facilities; facilities that are important in terms of being able to attract new

members and retain existing ones across all ages.

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

**10b. Project Finance:**

Total Project cost		£8211.60		
Total required from Area Board		£4000.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed
Resurface and refurbishment of 3 lane net facility (one quote includes all material and labour costs)	8211.60		Other grant applications (£3,000) + club contribution	4211.60
Total	<b>£8211.6</b>			<b>£4211.6</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?**

Chippenham

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

The club currently caters for players of all ages and abilities, including juniors from under 9s through to senior players and women and girls players of all ages. Through use of the existing nets in recent years, the club and its players have identified several health and safety issues including: - Dangerous bounce of the Cricket ball, otherwise known as "Tennis Ball"™ bounce - Risk of slips, trips and falls because of the uneven surface - Balls being hit and escaping the nets, thus placing danger to spectators and players participating in other areas of the Cricket ground Having quality practice facilities is an essential for a club wishing to offer a quality coaching programme for its players. Also, without net facilities, it means that coaching sessions have to take place on the Cricket outfield which takes up space and means less players can be catered for on one given evening. With all of this in mind, the availability of high quality and safe practice facilities at the club will prevent the club and its players from potentially having to travel to facilities away from the club. The improvement of the facilities will also make them safe to use once again and will enable more space to be created on coaching evenings for both juniors and seniors. This will free up the club to cater for more players. In terms of who these players are, the club currently caters for: - 30 under 9s - 26 under 11s - 27 under 13s - 16 under 15s In addition the club has a senior membership of

about 60 players, running four Saturday and a mid week team. Of the existing junior section there are boys and girls but during the winter the club has for the first time run a girls only winter coaching programme. The club's aim would be to continue this programme as it is recognised that allowing girls to train and play with their peers is key to engaging and sustaining them in the game. However, to be able to facilitate an extra group of players for coaching in the summer this again places an increased burden on practice facilities. Another important point to mention is that during 2014, the England and Wales Cricket Board conducted a National Players survey to try and identify reasons why players may be leaving the game and to also attempt to understand the needs and wants of current and lapsed players. This survey flagged up a 7% decline in participation across the country but also highlighted improved coaching opportunities as a thing would entice players back in to the game or encourage them to continue playing. Therefore, in terms of community benefits, the Cricket club not only believes that improved practice facilities may help to improve the experience for (and therefore retain) current members but it also believes that it will free up capacity and make the club a more attractive proposition for people looking to engage in Sport with Cricket as their Sport of choice. In terms of the range of participants that would benefit from the facility, it would include boys and girls and adults of all ages and abilities. As mentioned previously, one thing that the club is keen to do is not just focus on elite cricket but also engage more players in social cricket opportunities (through our pub league). The club has the capacity to expand its social cricket offer and through improved practice facilities would be able to offer training opportunities for these players that are new to the game and simply want to play an informal game of cricket.

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

In terms of monitoring success of this project, the club will use the following indicators: - Membership numbers at start of project and at regular points after completion of project - Numbers of coaching sessions delivered at start of project and at regular point thereafter - A player satisfaction survey will be conducted after a season of using the practice facilities

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

In terms of this project, there is really just a one off cost of upgrading the practice facilities. However, in terms of the long term sustainability of the facility there are several things that the club recognises that it needs to consider. The club has a dedicated grounds committee who are a sub group of the main club committee. They have a team of qualified groundstaff who manage the club facilities and ensure that pitches etc are prepared for matches. They will undertake the ongoing maintenance of the outdoor net facility including regular rolling of the surfaces and clearing/cleaning of any debris that may land on the surface. In terms of ensuring the facility is used effectively, the club's junior committee take responsibility for the planning and delivery of all coaching sessions and so they will ensure that sessions are planned effectively to ensure maximum use of the facility. In terms of these coaching sessions and ensuring effective use of the practice facility, it is worth noting that all coaching sessions delivered using the net facility will be delivered by qualified ECB cricket coaches of minimum Level 2 standard. This will ensure that the coaches facilitating the sessions will be trained in net management and will know the means by which they can most effectively use nets to coach cricketers. Through the club's Clubmark accreditation, the club keeps a record of all coaches and their qualifications. This information is fed in to the junior committee to ensure that all coaches are appropriately trained to use and facilitate sessions in the nets. With regards to increased membership as a result of the net facility, the club already has plans to introduce an outdoor girls section, more social cricket opportunities and would

also like to develop a disability cricket section in the future. Finally, in terms of achieving the required standard of facility, the Cricket club has only approached ECB approved contractors to quote for the work. The club's approved supplier, Notts Sport, are an ECB approved non turf pitch supplier, meaning that they have evidenced compliance with all ECB technical specifications for the installation of non turf pitches and net systems.

**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)

**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):**

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

**And finally...**

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

