

# DRAFT MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Abbeyfield School, Chippenham  
**Date:** 29 February 2016  
**Start Time:** 7.00 pm  
**Finish Time:** 8.30 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Linda Packard (Chairman), Cllr Chris Caswill, Cllr Peter Hutton, Cllr Mark Packard, Cllr Nina Phillips, Cllr Baroness Scott of Bybrook OBE and Cllr Melody Thompson

### **Town and Parish Councillors**

Chippenham Town Council – Cllr Andy Phillips and Sue Wilthew  
Bremhill Parish Council – Cllr Ian James

### **Partners**

Chippenham and Villages Area Partnership – Julia Stacey and Alison Butler

**Total in attendance: 46**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
19	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Linda Packard, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
20	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillors Desna Allen and Bill Douglas.</p>
21	<p><u>Minutes</u></p> <p><b>Resolved</b></p> <p><b>That the minutes of the meeting held on 18 January 2016 be agreed as a correct record and signed by the Chairman.</b></p>
22	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
23	<p><u>Chairman's Announcements</u></p> <p>The Chairman reminded those assembled that consultation on the Bus Service Review was open until the 4 April 2016.</p> <p>She encourage people to submit their views online and, alternatively, how they could access paper copies via the Town Council and Wiltshire Council officers.</p> <p><a href="http://consult.wiltshire.gov.uk/portal/ltp/wiltshire_local_transport_plan_-_public_transport_strategy_review">http://consult.wiltshire.gov.uk/portal/ltp/wiltshire_local_transport_plan_-_public_transport_strategy_review</a></p> <p>With regard to the Campus Project Development Group, the Chairman stated that she would have an update following a meeting with the Cabinet Member Cllr John Thomson tomorrow.</p>
24	<p><u>Chippenham DPD Update</u></p> <p>Alistair Cunningham, Associate Director, gave a verbal update on the Chippenham Development Plan Document (DPD), highlighting issues since the update given to the Area Board at their last meeting.</p> <p>Issues highlighted in the course of the presentation and discussion included: that the Inspectors had held a public meeting with the Council on 21<sup>st</sup> Jan; that the Inspector had acknowledged that it was in everyone's best interest to see the plan completed; that the Inspector had not found the plan unsound but had</p>

wanted some information; that the council had, at the meeting with the Inspector, outlined their schedule of work, and would be providing a further update to the Inspector in March; that it was the intention to report back to Inspector after consultation in June, the Inspector had indicated that Hearings could then be resumed in September; that some large applications had been submitted and would be considered through the normal development control processes; and that the Inspector would be kept informed of major applications;

In response to a question from Mr Ian James of Bremhill, Alistair Cunningham stated that he would follow up outside the meeting about access to paper copies of information.

In response to a question from Cllr Chris Caswill, Alistair Cunningham stated that applicants would have to show how their proposal would be sustainable.

In response to a question from Mr Toogood, Alistair Cunningham stated that he would follow up outside the meeting about air quality information, but that the Council was undertaking an air quality assessment as part of transport analysis; the previous work had stated that there would be less congestion and queuing thereby not adversely affecting air quality.

In response to a further question, Alistair Cunningham stated that the Council had a favourable success rate in defending appeals and applied for costs in some cases. He was satisfied that planning committees were suitably supported by officers to agree robust reasons where refusal was appropriate.

The Chair thanked Mr Cunningham for his attendance and hoped to see him at a future meeting.

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#### LYN Update and Funding

Cllr Peter Hutton, Chair of the Local Youth Network (LYN), presented the report which provide an update on the activities of the LYN and recommended projects for funding. In giving his presentation, Cllr Hutton thanked Richard Williams (Community Youth Officer) for his recent hard work.

Issues highlighted in the course of the presentation and discussion included: that the LYN had been operational for 15 months; that recent activities included the ropes event in Monkton Park that attracted 80 children, and that it was hoped to repeat the event later in the year; that it was planned for a young person to co-chair the LYN meetings in the future; and that the LYN had been engaging with rural communities. Christmas.

#### **Resolved**

- 1. To note the update on the work of the LYN; and**
- 2. To agree funding applications and procurement of services as follows:**

- a. **Wiltshire Music Centre - £1000**
- b. **Chippenham Youth Festival Events - £9000 in principle subject to the submission of more information to the next meeting.**
- c. **Wiltshire Youth Arts Partnership - £3320**

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Community Asset Transfer

The Area Board considered an application submitted by the Trustees of Englands Social Centre for the transfer of the Englands Social Centre. Following a query raised by Cllr Chris Caswill, it was decided that in future reports should make the status of the ownership of the freehold land more clear.

**Resolved**

1. **To authorise the Solicitor of the Council to execute all documentation needed to implement the transfer subject to the following conditions:**
2. **The building is maintained for the benefit of the community and residents will be encouraged to enjoy the amenity, subject to Wiltshire Council retaining the freehold.**
3. **To request that, in the future reports clearly state the implications for decisions on the status of any leasehold and freeholds on the site.**

27

Community Area Grants

The Area Board considered the applications to the Community Area Grant Scheme 2015/16, as outlined in the report. Representations were received from applicants, and the meeting considered reasons for making exceptional awards above the normal £5,000 limit.

**Resolved**

1. **Ref. 1626 - Christian Malford Sports and Recreation Association - Community Cricket Training Nets - £6,000**

*Reason for Exception:*

*The Area Board are of the opinion that this project will help to deliver Chippenham Area Boards top priority to make "Better Use of Outdoor Spaces" and deliver wide community benefit; it would therefore be appropriate to make an exception and award more than the normal maximum amount of £5,000*

2. **Ref. 1597 - Sutton Benger Rugby Football Club - New rugby**

**goalposts -£900**

**3. Ref. 1670 - Yatton Keynell Recreation Association - Yatton Keynell Hall Revamp -£10,000**

*Reason for Exception:*

*The Area Board are of the opinion that enhancing the existing well-used and popular facilities at Yatton Keynell Village Hall will be of wide community benefit and it would therefore be appropriate to make an exception and award more than the normal maximum amount of £5,000*

**4. Ref. 1727 - Wilts & Berks Canal Trust - Restoration of Top Lock Pewsham - £19,873**

*Reason for Exception:*

*The Area Board are of the opinion that this project will help to deliver Chippenham Area Boards top priority to make "Better Use of Outdoor Spaces" and deliver wide community benefit. Officers are also of the opinion that the restoration of the historic top lock will provide an attractive destination and enhance the applicant's efforts to promote the restored canal as a visitor attraction for the area; it would therefore be appropriate to make an exception and award more than the normal maximum amount of £5,000.*

**5. Ref. 1730 - Ivy Wildlife Garden - Ivy Wildlife Garden cameras and tools - £1,000**

**6. Ref. 1549 - Yatton Keynell Under 5s PreSchool - Project: Bybrook Pre-school IT learning opportunities - £746**

**7. Ref. 1739 - Rag and Bone Arts CIC - Filming equipment -£739**

The meeting then considered the Area Board projects submitted as Councillor Led Initiatives. Councillors Mark Packard and Peter Hutton spoke to their respective

**Resolved**

**To support the following awards:**

**1. Councillor Led Initiative - Councillor Mark Packard - Chippenham Games - £1,565**

**2. Councillor Led Initiative – Councillor Peter Hutton – Street Survival Kits - £1,200\***

\*Note – Application was submitted as a supplementary item on the 22 February

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2016.

Delegated Authority for CEM & CYO

The Area Board considered passing the following resolutions, to enable urgent requests for expenditure to be considered.

**Resolved**

- 1. That in respect of urgent matters that may arise, the Community Engagement Manager, following consultation with the Chairman and Vice-Chairman of the Area Board, may authorise expenditure to support community projects from the delegated budget of up to £1,000 in total between meetings of an Area Board. The decision and reasons why it was considered urgent will be reported to the next meeting of the Area.**
- 2. That in respect of urgent matters that may arise, the Community Youth Officer, following consultation with the Chairman of the Local Youth Network and Chairman of the Area Board, may authorise expenditure to support youth projects from the youth budget of up to £1,000 in total between meetings of an Area Board. The decision and reasons why it was considered urgent will be reported to the next meeting of the Area Board.**

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Community Area Transport Group (CATG)

The meeting considered the report arising from the last meeting of the CATG and the recommendations therein.

**Resolved**

- A. To note the details of the reprogrammed 2016/17 Highways Major Maintenance schemes**
- B. To Approve the following list of priority schemes for Major Maintenance 2016/17:**
  - 1. Road from Ford to Slaughterford (C151)**
  - 2. U/C to Leigh Delamere south to North End UC897801/2**
  - 3. Ladyfield Road Chippenham UC907301/1**
  - 4. Tugela Road (Bar of T) Chippenham UC927412/2**
  - 5. Foghamshire UC917324/1**
  - 6. Ridings Mead/Long Ridings U/C 917423/1**
  - 7. C173 – Nettleton Green up to Shire Hill**
  - 8. Derby Close U/C 927209**
  - 9. Wedmore Avenue**
  - 10. Dead Hill near Grittleton\***

- 11. Ham Lane – Biddestone to Slaughterford
- 12. Cuttle Lane to Giddea Hall
- 13. Ashes Lane – Union Chapel from village pond to Newlands Green  
300m approx
- 14. Days Lane – A350 to Newlands Green
- 15. Brook Street
- 16. Audley Road near junction with Marshfield Road

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Nominations to the Chippenham Borough Lands Charity

The meeting considered making a nomination, as requested, for the position of trustee to the Chippenham Borough Lands Charity. <http://www.cbhc.org.uk/>

Chair outlined the purpose of the charity, and that the nominee must be a Wiltshire Councillor representing the town of Chippenham. It was noted that Councillor Desna Allen had recently a term. Councillor Peter Hutton asked, in the light of the elections in May 2017, if it could be confirmed that a Councillor's term with the charity would end if they were no longer a Councillor.

There being no nominations, the meet;

**Resolved**

**That consideration of the item be deferred.**

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Town, Parish and Partner Updates

Updates from partners were received as follows:

- i. Parish and Town Councils
- ii. Wiltshire Police – to follow
- iii. Wiltshire Fire and Rescue Service
- iv. Wiltshire Clinical Commissioning Group (CCG)
- v. Wiltshire Healthwatch
- vi. Chippenham and Villages Area Partnership (ChAP)
- vii. Skatepark – to follow

Councillor Howard Greenman made reference to a number of transport issue raised in the Allington area. He had liaised with senior officers at the Council to seek some assurances.

32

Appointment of Older People's and Carers' Champion

The meeting considered the issue of appointing to the Older People's Champion. It was noted that there were two nominations for the position. There had been no nominations for the Carers' Champion.

**Resolved**

33	<p><b>That Julia Stacey be appointed as the Older People’s Champion for the Chippenham Community Area, and that the Older Persons Forum be asked to send a substitute as required.</b></p> <p><u>Urgent items</u></p> <p>There were no urgent items.</p>
34	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending the meeting, and reminded those assembled that the next meeting of the Chippenham Area Board would take place on Monday 25 April 2016, 6.30 pm for 7.00 pm, History Centre, Cocklebury Road, Chippenham.</p>