

# MINUTES

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Council Chamber - Council Offices, Monkton Park, Chippenham,  
SN15 1ER  
**Date:** 13 March 2017  
**Start Time:** 7.00 pm  
**Finish Time:** 8.48 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Linda Packard, Cllr Desna Allen, Cllr Chris Caswill, Cllr Bill Douglas,  
Cllr Howard Greenman (Chairman), Cllr Mark Packard, Cllr Nina Phillips and  
Cllr Melody Thompson

**Total in attendance: 27**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
16	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Howard Greenman, welcomed everyone to the meeting and introduced the councillors and officers present.</p>
17	<p><u>Apologies</u></p> <p>Apologies for absence were received from Baroness Jane Scott, and from Cllr Maurice Dixon of the Parish Forum.</p>
18	<p><u>Minutes</u></p> <p><b>Resolved</b></p> <p><b>To approve and sign the minutes of the meeting held on 16 January 2016.</b></p>
19	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
20	<p><u>Chairman's Announcements</u></p> <p>As they were not seeking re-election in May, the Chairman took the opportunity of their last Chippenham Area Board meeting to wish Councillors Mark Packard, Linda Packard, Nina Philips and Chris Caswill all the best for the future. The Chair also expressed thanks to Victoria Wiltshire and Will Oulton for supporting him throughout the year.</p>
21	<p><u>Highways Issues</u></p> <p>The Chairman invited Councillor Philip Whitehead to address the meeting and to answer question regarding Highways matters.</p> <p>Issues highlighted in the course of the presentation and discussion included: the difference between statutory and discretionary highways improvements, and how safety issues impact on whether something is statutory or discretionary; how Parish Stewards are used to target discretionary work; how the MyWiltshire App (<a href="http://www.wiltshire.gov.uk/mywiltshire-online-reporting">http://www.wiltshire.gov.uk/mywiltshire-online-reporting</a>) can be used to specifically target reports for work and how photographs can be submitted; how reports are filtered by officers and then passed to a work team; the desire to improve the reporting back to people submitting duplicate reports; the additional costs from using the phone are £5 more than submitted on the app; that the Parish Stewards scheme is generally well received, with stewards taking a proactive approach; whether the CATG budget was reasonable for the Chippenham Community Area considering its size; how larger projects can be submitted to the central pot</p>

	<p>for funding; whether using the CATG to prioritize major road maintenance projects was adding value.</p> <p>The Chairman thanked the Cabinet Member for attending the meeting.</p>
22	<p><u>Chippenham Community Area Transport Group</u></p> <p>The meeting considered the notes of the last meeting of the Chippenham Community Area Transport Group and the recommendations therein.</p> <p>It was noted, with regard to scheme <a href="#">4764</a> - Bus stop opposite the Star Inn The Street Hullavington, that as the CATG had already requested further information on the scheme, that a request made at the Area Board meeting to approve funding should be deferred until the CATG had made their own recommendation.</p> <p><b>Resolved</b></p> <p><b>To adopt, unamended, the recommendations made by the Community Area Transport Group.</b></p>
23	<p><u>Local Youth Network Update and Funding</u></p> <p>The meeting received an update and was asked to consider the applications for funding together with the recommendations of the Local Youth Network (LYN) Management Group.</p> <p>Applicants, in attendance, were given an opportunity to address the meeting. Councillor Peter Hutton explained how the expressed priorities of young people and evidence supplied was used to assess the grant application; made reference to the relevance of the Joint Strategic Assessment; thanked Richard Williams and LYN members for work over the course of the year; and commended the range of projects coming through.</p> <p><b>Resolved</b></p> <p><b>To make the following awards:</b></p> <ul style="list-style-type: none"> <li>• <b>Mind Reset - £4090</b></li> <li>• <b>Rise Trust Youth Café - £4920</b></li> <li>• <b>Rag and Bone Theatre - £5000</b></li> </ul>
24	<p><u>Update on SWLEP Chippenham Projects</u></p> <p>The meeting received and update on the economic development projects in the Chippenham Area, including the Chippenham Station and Major Road projects. Issues highlighted in course of the presentation and discussion included: The</p>

	<p>background to Swindon and Wiltshire Local Enterprise Partnership (SWLEP) and bids for funding; the benefits of the Station scheme; that conditional approval had been received from the Department for Transport, but that further additional requirements would need to be satisfied; the various options for the station considered and the impact of additional demand; the preferred options for the car parking including underground and the release of land for retail, business and residential development; that potential link underneath the tracks was being considered and additional links could be explored; that the feasibility of the market and deliverability was being explored; that private sector investment would be required; how the public would be involved in the master plan; the GWR ticket barrier proposal and the benefits from using some of the funding for this; the decision making process; how parking for residents could be improved; that siting the bus station north of the train station was not particularly viable and was not being explored; that any link under the tracks would only receive support from GWR if it did not disrupt the rail network; the A350 schemes completed and those still scheduled that were funded from the SWLEP; how changes to the roundabout by the M4 should address congestion; that the development agreement at the Bridge Centre had expired; that site was being reviewed and traffic modelling was underway; that as the project at the Bridge Centre was not part of the Growth Deal funding, options to develop the site independently were being explored.</p> <p>The Chairman thanked the officers for the update.</p>
25	<p><u>Chippenham Our Community Matters</u></p> <p>The meeting received an update regarding the outcome of the ‘Chippenham Our Community Matters’ Joint Strategic Assessment event held on 6 February 2017.</p> <p><b>Resolved</b></p> <ol style="list-style-type: none"> <li><b>1. That the Area Board adopts the priorities identified by the ‘Chippenham Our Community Matters’ event and works to facilitate local action to tackle those priorities.</b></li> <li><b>2. That the Area Board requests the Local Youth Network, the Health and Wellbeing Group and the Community Area Transport Group (and other local task groups established by the Board) to adopt and take forward the priorities identified in the relevant theme areas.</b></li> <li><b>3. That the Area Board requests the Community Engagement Manager to work with key partners, agencies and community groups to coordinate action around the priorities identified.</b></li> <li><b>4. That the Area Board considers whether it wishes to champion a</b></li> </ol>

	<p>particular theme or priority and to earmark funding to promote, initiate and support community-led action around the selected priorities.</p> <p>5. That the Area Board considers appointing a lead member to champion any priorities adopted.</p> <p>6. That reports are submitted to the Area Board on progress made to address the priorities to ensure that positive outcomes are delivered and that this be made a regular item on future Area Board meetings.</p> <p>7. The Area Board expresses its thanks to the people who gave their time to participate in the event</p>
26	<p><u>Health and Wellbeing Issues</u></p> <p>The meeting considered the appointment of a Carers champion and the recommendations of local Health &amp; Wellbeing Group with regard to applicants to their fund.</p> <p><b>Resolved</b></p> <ol style="list-style-type: none"> <li>1. To appoint Alison Butler to the position of Carers Champion.</li> <li>2. To approve the recommendation from the Chippenham Health &amp; Wellbeing Group to award £6,000 to the Living Well Project.</li> </ol>
27	<p><u>Community Grant Funding</u></p> <p>The Area Board considered the applications to the Community Area Grant Scheme 2016/17. Applicants were given an opportunity to address the meeting and answer questions put to them.</p> <p>Following a short debate, the meeting;</p> <p><b>Resolved</b></p> <p><b>To make the following awards:</b></p> <ol style="list-style-type: none"> <li>i. Chippenham Moonraker Gymnastics CIC - increasing participation safely - £2664.80</li> <li>ii. Wilts &amp; Berks Canal Trust - Towpath raising canal bank stabilisation - £4685.29</li> <li>iii. 10th Chippenham Scout Group - Sextan Cubs Summer Camp - £950.00</li> <li>iv. £950.00</li> <li>v. St Andrews Church Castle Combe - Make History Project - £20000.00</li> </ol>

	<p><i>Note: In considering the application, the meeting concluded that the application provided a unique and valuable facility for the community area; the addition of a small extension with amenities will enable the applicant to offer more opportunities for more events to be held in the heart of the village for the benefit of all visitors. As such, a funding award of more than the normal maximum award of £5,000 should be made.</i></p> <p><b>vi. Friends Of St Peter's C of E Academy - Community Running Track and Improved Play Equipment St Peters School - £5000.00</b></p> <p><b>vii. Doorway Wiltshire Ltd. - new staff panic alarms - £600.00</b></p> <p><b>viii. Councillor Initiative - Tools Equipment &amp; Signage to support volunteer Litter Picking Activities - £2,126</b></p>
28	<p><u>Community Asset Transfer</u></p> <p>The meeting considered the report which provided information about an application for the transfer of the land in Chippenham near Chippenham Town Football Club (CTFC) in accordance with Wiltshire Council's Community Asset Transfer Policy.</p> <p>Representation were received from representatives of the CTFC. In response to a question from Cllr Chris Caswill, it was noted that the proposed car park would be made available to other users when not in use by CTFC.</p> <p><b>Resolved</b></p> <p><b>To authorise the Solicitor of the Council to execute all documentation needed to implement the transfer subject to the following conditions:</b></p> <ol style="list-style-type: none"> <li><b>1. Advertisement of the proposed disposal in accordance with Section 123 Local Government Act 1972 with any objections considered by the Council. CTFC to pay the costs of such notice.</b></li> <li><b>2. Planning Consent being granted for the proposed change of use to a parking area.</b></li> <li><b>3. Subject to the outcome of public advertisement and the planning application, to agree to the lease of the land for car parking uses for a period of 17 years (or such other period as runs co-terminus with CTFC new lease with their landlord) and upon such terms as Wiltshire Council Estates considers reasonable. These will include a lease outside the 1954 L&amp;T Act and re-instatement of the land at the end of the term. The lease can be terminated by Wiltshire Council if the land ceases to be used for community purposes.</b></li> <li><b>4. Each party bear their own costs other than as above for the Public Open Space Notice which CTFC is to pay.</b></li> </ol>
29	<u>Urgent items</u>

	There were no urgent items.
30	<u>Evaluation and Close</u> The Chairman thanked everyone for attending the meeting. The next meeting of the Chippenham Area Board would take place on the 26 <sup>th</sup> of June 2017.