



# Calne Without Parish Council Strategy 2022-26

Calne Without Parish Council

Hello I'm Sue Deedigan, Parish Councillor for Sandy Lane



If you live in Sandy Lane, I'd love to!  
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## Working on:

Road Safety  
investigate  
currently by  
Community  
formal review  
to establish  
Study.  
Climate Em  
following a  
Green Energy  
September  
to give advice  
residents to  
Footpaths &  
We are con  
CWPC with  
clearance. P

## Calne Without Parish Council Highways, Transport & Road Safety Working Group

### Background:

- The Highways, Transport & Road Safety Working Group was set up by Calne Without Parish Council on 8th November 2021.
- Membership is made up of parish councillors and residents of Calne Without.

### Aims and Objectives:

- Provide oversight to the completion of the Road Safety Feasibility Study.
- Manage the implementation of recommendations from the Road Safety Feasibility Study.
- Road Safety Feasibility Study.
- Investigate the potential for establishing at least one Community Speedwatch Group.
- Manage the procurement, installation and maintenance of speed cameras.
- Consider and address further issues relating to road safety, highways, parking and public transport matters.

### What are we working on?

**Road Safety Feasibility Study** – investigation into road issues at 16 selected locations throughout the parish. Full assessment of options to improve safety at 11 short-listed locations with the aim of defining improvement schemes for prioritisation.

**Speed Indicator Devices** – procurement of Speed Indicator Devices for temporary deployments on suitable locations throughout the parish.

**Community Speedwatch** – establishment of a Community Speedwatch Group to monitor speeding on Church Hill, Derry Hill, and Studley.

**Derry Hill to Studley Cycle Way** – improvements to the cycle way between Derry Hill and Studley.



Made February 2018



A plan for the Calne and Calne Without Neighbourhood Area

**Welcome** to Calne Without Parish Council's 2022 Strategy.

**Our goal is to enhance the wellbeing of residents, people who work within our parish and the many visitors to it.** We aim to deliver our key strategic priorities, outlined in section 4, and to deliver value in everything we do. In this document you will find an outline of our core values as a council and details of how we are going to deliver improvements to the community, with measurable targets and costs. You will also find details of all of the working groups tasked with running individual projects, with their targets for the next four years.

Calne Without Parish Council decided in late 2021 that we were not very good at communicating our plans and ideas, outlining the benefits that we intend to deliver to the community and, equally importantly, being held accountable for delivering those benefits. We want to be sure that we are delivering value for money to the residents and have a clear plan for how we will do that. This is the main intention of this strategy.

We very much welcome your feedback on what we are doing and on the value of this document. Unless you tell us otherwise, we intend to produce an updated version of this every year.



Figure 1. Feb 2022 Parish Council





## Table of Contents

<b>1. Summary of key strategic initiatives on a page.</b>	<b>4</b>
<b>2. Calne Without Parish Council's Core Values</b>	<b>5</b>
<b>3. About the Parish &amp; Parish Council</b>	<b>6</b>
<b>4. Key Strategic Priorities.</b>	<b>9</b>
<b>5. Parish Council's Investment Strategy</b>	<b>9</b>
<b>6. Working with external groups &amp; bodies.</b>	<b>12</b>
<b>7. Strategic Plans</b>	<b>13</b>
a. Highways transport and road safety working group	13
b. Climate emergency and environment working group	13
c. Footpaths and rights of way working group	13
d. Finance Committee	13
e. HR Committee	13
f. Engagement and Participation Working Group strategic plan	14
g. Strategic Planning Committee plan.	16
<b>8. Summary of Active Projects</b>	<b>18</b>
<b>9. Community Improvement Ideas list</b>	<b>20</b>
<b>10. Annex – Detailed Project Status</b>	<b>21</b>

## 1. Summary of key strategic initiatives on a page.

### Road Safety.

- An external review has been conducted of 16 problem areas on our roads.
- Improvement measures are being devised (such as improved signage, speed indicator boards, community speed watch groups, reduced speed limits, etc).
- We will work with Wiltshire Council to implement the proposed improvements.

### Climate Change and the Environment.

- A "Climate Emergency and Environment" survey has been conducted to seek your views on how we can improve our environment. Specific actions will be generated from this.
- Marden Valley Regeneration Project – The aim is to improve the habitat around the Marden which will improve the biodiversity.
- Review all planning applications to ensure that environmental impacts are minimised.

### Footpaths and Rights of Way.

- An audit of the rights of way in the parish is being conducted. Specific improvement areas will be identified, and actions initiated to address them.
- Specific cycleway improvements are being planned linking Cherhill View to Kingsbury Academy and beyond, and from Studley Gardens to Derry Hill.

### Neighbourhood Plan.

- The council is working closely with Calne Town Council and the community to update the Calne Community Neighbourhood Plan. This is a very important document as it will address many of the key community issues, such as housing, transport, employment, shopping, leisure facilities and protecting our environment and heritage. The new plan is targeted for publication in 2023 or 24. An engagement process is in progress to get your input, and you will be given other opportunities to review and update the plan before you will be asked to approve it by referendum. For more information see <https://calnecommunityplan.com> use the QR code above.



### Engagement and Participation.

- One of the council's core values is to ensure that the community engages with us, and vice versa, as effectively as possible and that we encourage all sections of our community to participate in what we are doing.
- We will run annual roadshows around the parish to discuss with you what we are doing and seek your views and feedback.
- We will update our website and Facebook page to let you know what is going on and we will install more parish council notice boards to enable those who prefer to read paper notices to see what is going on.
- We have two vacancies for councillors in Middle Ward which we are actively trying to fill.

### Finance.

- We have introduced new processes into the council to ensure that we spend your money in the most effective way by clearly identifying, and measuring, the benefits to be delivered with each investment.
- We will continue to use independent internal and external auditors annually to track our finances and effectiveness of our processes.

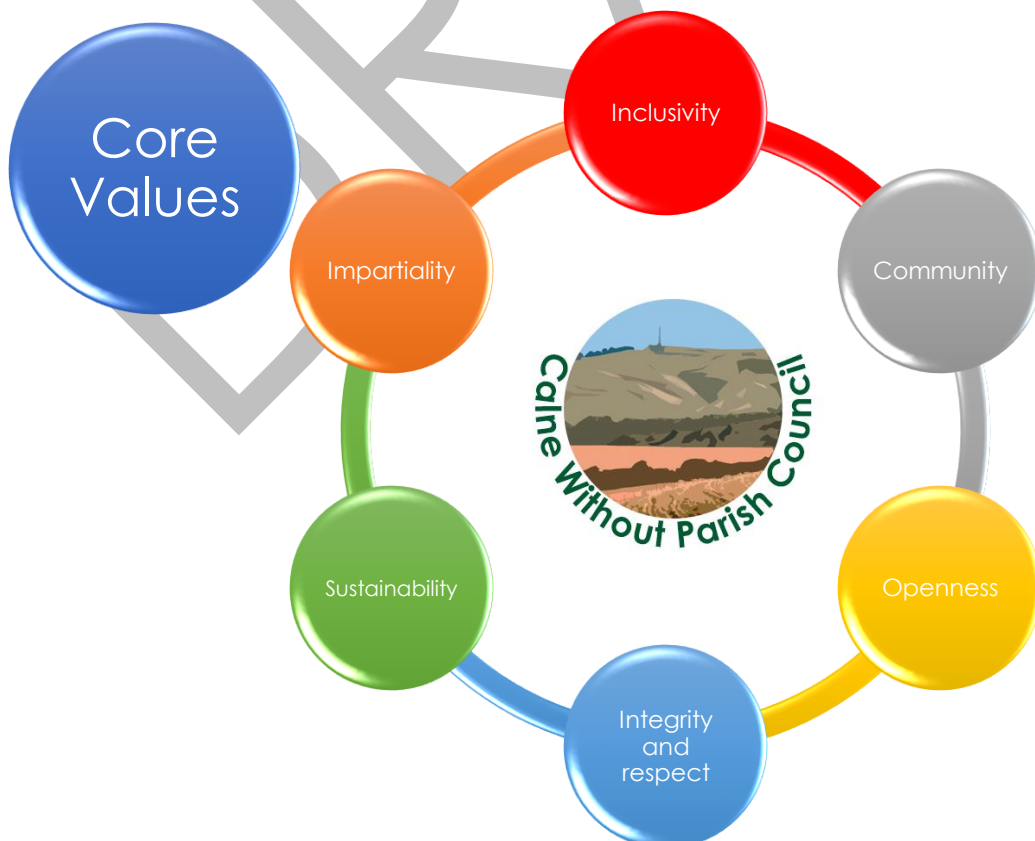
### HR.

- Implement processes to ensure respect, integrity, honesty, and impartiality is embedded in everything we do.

## 2. Calne Without Parish Council's Core Values

Calne Without Parish Council has some core fundamental values at its heart. We aim to apply these in everything that we do. They are:

- **Inclusivity** – We aim to make everything we do, and all of the services that we provide, accessible and open to all.
- **Community** – We wish to do everything that we can to build on to the existing strong sense of community. We actively encourage community involvement in all aspects of our work and provide grant funding to support community initiatives. We are aware that we act on behalf of the residents within the parish to ensure that we always keep your best interests at heart.
- **Openness** – We aim to be open and collaborative with all parts of our community and beyond.
- **Integrity and respect** – We aim to hold ourselves to the highest standards of integrity and have mechanisms in place to hold anyone to account if they do not meet these standards. We aim to work respectfully with each other, both within the council and in our dealings with the community at large.
- **Sustainability** – We are always mindful of our, and the communities, impact on the environment and work hard to find ways to improve it.
- **Impartiality** – We are not a political parish council and exclude political considerations from our decision making. We do not financially support any political parties or organisations.



### 3. About the Parish & Parish Council

The parish is made up of a number of villages and hamlets that surround Calne, from High Penn, Lower Compton and Calstone in the east, through Blackland, Stockley and Mile Elm in the middle to Sandy Lane, Studley, Derry Hill, Old Derry Hill, and parts of Pewsham and Rattford in the west. Below you can see a map showing Calne Without parish boundaries.

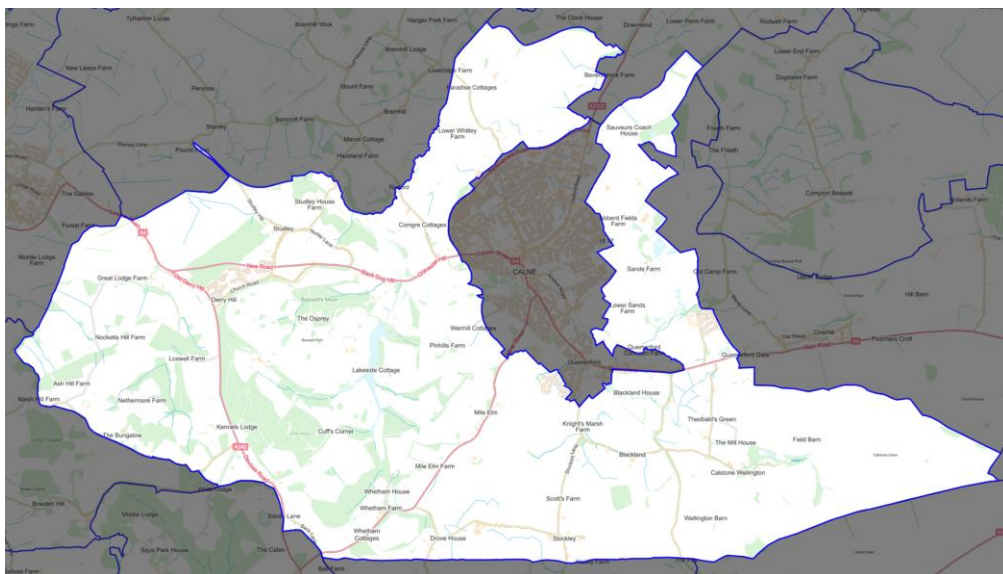


Figure 2. Calne Without Parish Map

In August 2021 there were 2,674 electors in Calne Without. The parish council has several wards. The table below shows these wards and the number of electors in each of them. The average age of the population at the 2011 census was between 40 & 44, although it will probably be lower now due to the new developments within parish.

Ward	Electorate (2021)	Number of councillors
East	640	3
Middle	526	4
Pewsham	159	1
Sandy Lane	75	1
West	1274	6
Total	2674	15

Table 1- Electorate of Calne Without 2021 - Source - Wiltshire Council Community Governance Review (with corrections)

The parish is a very diverse place, including new housing developments such as Cherhill View and Studley Gardens, through to Areas of Outstanding Natural Beauty, Sites of Special Scientific Interest, scheduled ancient woodlands and orchards, and conservation areas. It contains many listed buildings; two grade I, three grade II\* and over one hundred grade II. Within the parish there is one school, one village hall, one shop, four pubs.

### Parish Council Committee and Working Group Structure

To aid productivity and responsiveness, the work of the parish council is split into several committees and working groups, as shown in figure 3 below. Committees are open to the public and all documents are available online. The working groups typically work on specific topics, their output is presented to the main council meetings and is available to the public then. Whilst the working groups are not open to the general public subject matter experts can be co-opted onto specific groups.

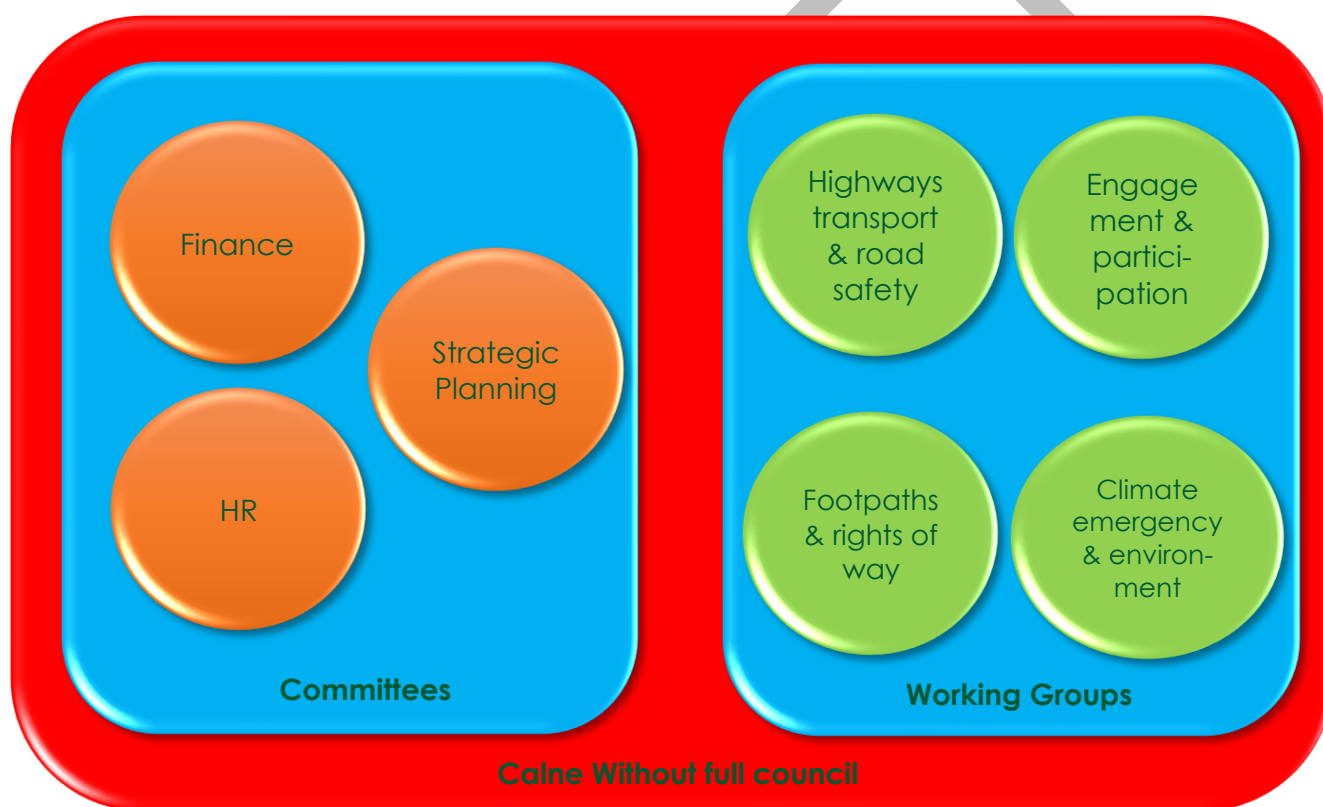


Figure 3. Calne Without Parish Council committee and working groups

This strategy contains a section describing the work of each committee and working group. This section gives details of their plans and objectives for the next 4 years, along with the benefits that they plan to deliver.

The Community Governance Review 21-22, specifically the proposal to split-up Calne Without Parish Council, is outside the scope of this strategy. That may seem odd to some, as it could be seen as the most strategic change that the parish will face, but we as a council are not driving it. At the time of writing the consultation process is still in progress and the outcome has not been decided. Whatever the outcome, the projects, and activities that this council initiates will continue either within this parish or

whatever it changes into. It therefore even more important that the objectives and benefits of each project are tracked to ensure that they are not lost in any future reorganisation, and that someone retains accountability for delivering them.

It is worth briefly describing how a parish council's funding works to ensure that this complex topic is clear. In the simplest terms there are two pots of money. The first is the parish council precept (which is only 1.1% of the total council tax) which funds the running costs of the council, for example the Clerk's salary, maintaining defibrillators, emptying parish council supplied waste bins, etc. In 2021/22 a Band D property in Calne Without paid a total Council Tax to Wiltshire Council + Police + Fire of £1,921.47, of which £21.72 (1.1%) went to the parish council. The parish council received a total of £29,682. The other pot of money is the CIL (community infrastructure levy). This comes from developers who build new properties within the parish and is targeted at new infrastructure to support the new houses and the area around them. In our case, as we have a Neighbourhood Plan in place, 25% of the CIL money that a developer pays comes to the parish council. We then have 5 years to spend it on worthwhile projects. See figure 4 below.

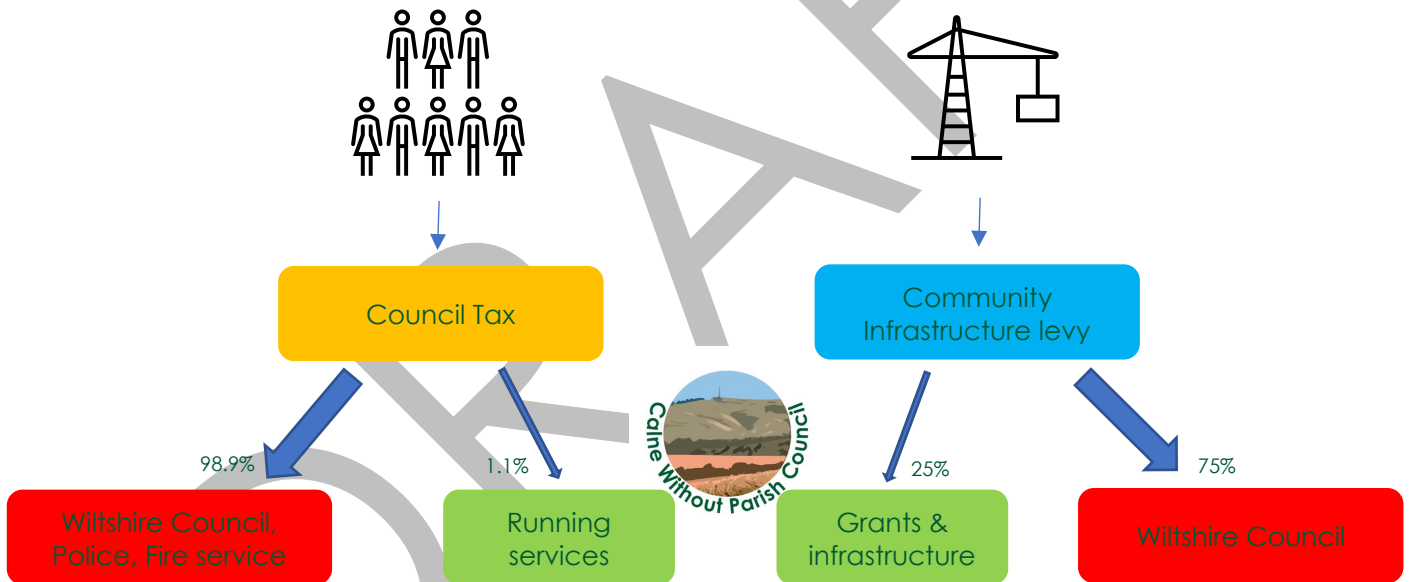


Figure 4. Council finance structure

We currently have in excess of £200,000 of CIL money to spend on community improvements and **need your help to come up with ideas on how to spend it**. You will see later in the strategy that we already have several important and worthwhile projects in progress, such as road safety, footpath / cycleway improvements and environmental improvement projects, but we need more. Please let us have your ideas, either big or small, and they will all be seriously considered (in the first instance email the parish council clerk Katherine at [clerk@calnewwithout-pc.gov.uk](mailto:clerk@calnewwithout-pc.gov.uk) or contact one of your local ward councillors – contact details are on the parish council website <https://calnewwithout-pc.gov.uk> or scan the QR code on the right.





## 4. Key Strategic Priorities.

To focus the efforts of the council six key strategic priorities have been agreed. We also do a lot of work in many other areas, such as reviewing planning applications, but the priorities below are where we have a particular focus.

1. To provide cost efficient services which meet the needs of the community.
2. To enrich the local community by supporting to local groups and organisations, providing grants where appropriate.
3. To undertake a major review of road safety in the parish and working with Wiltshire Council to implement improvement measures where necessary.
4. To work with the community to reduce our impact on the environment, funding improvement schemes where appropriate.
5. Reviewing the state of our footpaths and bridleways, working with Wiltshire Council and landowners to rectify problem areas where possible.
6. Working with Calne Town Council and the community to update the Calne Community neighbourhood Plan to make it more effective.

## 5. Parish Council's Investment Strategy

There are two aspects to the council's investment strategy.

Firstly, there is the process describing how the council responsibly invests your money with financial institutions (bank accounts) prior to it being spent, and how this is managed. In summary we invest your money in low-risk accounts which are backed by the Financial Services Compensation Scheme. These investments are reviewed regularly to ensure that we get the best return for your money as possible. Here is a link to the Investment Strategy document - [https://calnewwithout-pc.gov.uk/wp-content/uploads/2022/02/Investment-Strategy-14\\_12\\_2020\\_-review.pdf](https://calnewwithout-pc.gov.uk/wp-content/uploads/2022/02/Investment-Strategy-14_12_2020_-review.pdf) .

Secondly, there is a process describing how the council spends your money for the benefit of the community, which is outlined below. The detailed documents are hosted on our website, and the links are also given below.

One of the key strategic priorities of the council is to provide cost efficient services which meet the needs of the community. With all investments, which includes grants, the decision on whether to spend money is made by the full council, in public. It is not delegated to any of the committees, the Finance or Strategic Planning committees may make recommendations but not decisions. To align with our core value of "openness" all of the documents supporting an investment are posted on our website. The only exception being commercially confidential contractual documents when bids from several companies for a piece of work have but supplied.

All proposals for investments, or grants, must clearly describe the full costs, the benefits that will be delivered to the community, the target dates, a clear description of how the benefits will be delivered and who is accountable for delivering them.

To ensure that we spend our money prudently we have adopted a two-part approach, which is described below.

### **Investments & Grants of less than £1,000**

For all eligible investments and grants a simple form must be completed describing the nature of the investment and the benefits that it will bring to the community. This request must be submitted to the parish clerk (email [clerk@calnewwithout-pc.gov.uk](mailto:clerk@calnewwithout-pc.gov.uk)) who will then submit it to a future parish council meeting for consideration. The document containing the form and describing the process can be found here - <https://calnewwithout-pc.gov.uk/wp-content/uploads/2022/01/Application-for-small-grant-funding-v1-draft.pdf> or scan the QR code on the right.



### **Investments & Grants of more than £1,000**

To ensure that your money is spent wisely a more rigorous process has been created for investments of more than £1,000. With these, each investment must have a sponsoring councillor who will oversee how the money is spent, and will be accountable to the council for providing regular updates on progress. Each investment of this type will be treated as a separate project, with regular project status reports being produced, which will be reviewed by the Strategic Planning Committee. The group, or individual, requesting the investment will usually be required to attend a council meeting to go through their request in detail. As well as being asked about how the money will be spent, along with the community benefits that are to be delivered, a clear explanation on how these benefits will be measured after the project has been completed will be required.

We are actively encouraging groups or individuals to come up with investment ideas to deliver benefits to the community that either they will run or ask the council to run on their behalf. As all of the councillors are volunteers there is a limit of how much we can run on your behalf, but we are very keen that you come up with the ideas. We will help with all aspects of completing the forms and presenting to the council as we don't want this to be a barrier to stop ideas coming forward.

If you have an idea for an investment of more than £1,000, please contact the parish council clerk (email [clerk@calnewwithout-pc.gov.uk](mailto:clerk@calnewwithout-pc.gov.uk)) or one of the councillors. They will help you through the process. The document containing the form and describing the process can be found here- <https://calnewwithout-pc.gov.uk/wp-content/uploads/2022/02/Application-for-Funding-v3-draft.pdf> or scan the QR code on the right.



A summary of all the projects being run by the council is given in section 8. The individual project status reports can be found on the council's website – [www.calnewwithut-pc.gov.uk](http://www.calnewwithut-pc.gov.uk)

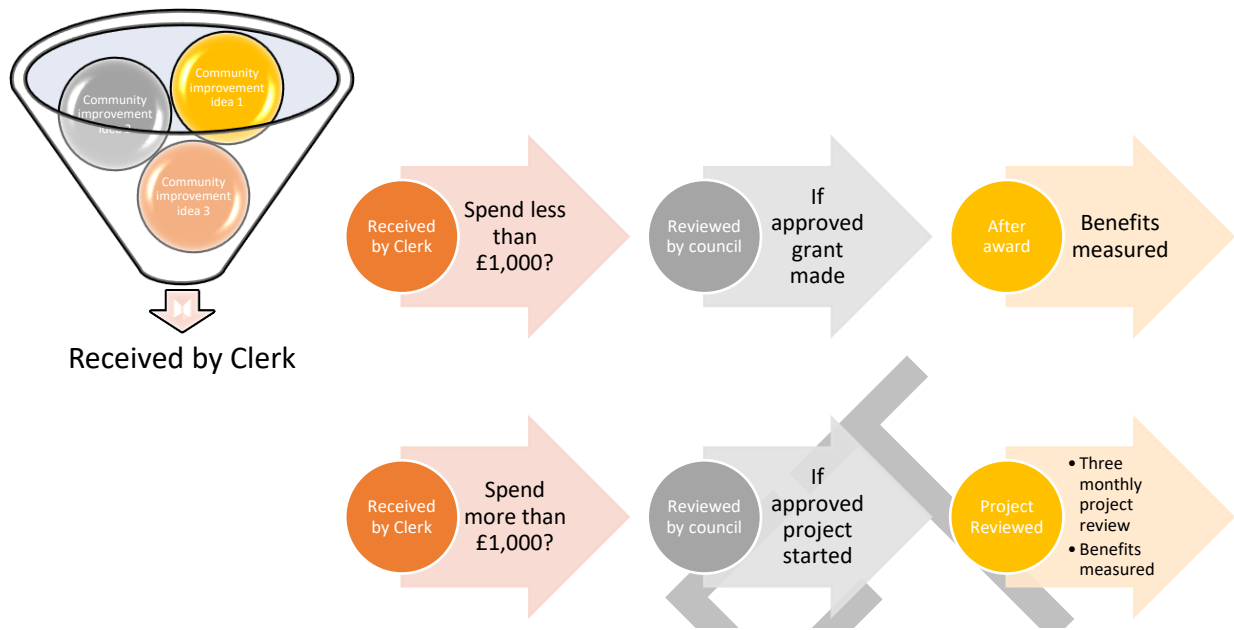


Figure 2. Spend monitoring process

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## **6. Working with external groups & bodies.**

The parish council is represented on a number of external groups to further the interests of the community and to ensure that we are aware of what is being discussed elsewhere which could impact us. The most important groups are listed below:

### **Wiltshire Council Planning Department**

The council is consulted on every planning application raised within the parish. The councillors review each one individually and then flag ones for discussion at the main parish council meeting. The council is one of many consultees for each application and does not have the power to approve or reject. We do, however, have some influence and try to ensure that each planned development is appropriate from aesthetic, environmental and social points of view. The parish council meetings at which planning matter are discussed are open to the public who are encouraged to speak in relation to an application if they wish. One of our strategic objectives is to ensure that all proposed new development is as sustainable as possible.

### **Calne Area Board**

This board focus is to bring some decision making back to local areas. It is run by Wiltshire Council with the two Wiltshire Councillors who cover the Calne Without parish in attendance, along with councillors from Calne and surrounding parishes. Its purpose is to discuss issues of local significance and to receive updates from the Police, fire service, and NHS. It has a budget to allocate grants to groups or organisations within the area. The full terms of reference, meeting agendas and minutes are available on the Wiltshire Council website. The chair of Calne Without Parish Council represents the parish on this board with the specific objective of influencing, maintaining, and improving the services delivered by Wiltshire Council to the parish. A secondary objective is to inform the parish councillors of activities occurring within the area which may impact our residents.

### **Calne Area Transport Group (CATG)**

This is a sub-group of the Calne Area Board specifically dealing with highways issues. It reviews highway improvement proposals submitted by Calne Town, local parish councils and other interested parties, allocating funding to those that it thinks warrant it. The parish council are working closely with CATG with respect to our road safety project.



## 7. Strategic Plans

*A section detailing the strategic plans for the main council and every committee / working group.*

- a. **Highways transport and road safety working group**
- b. **Climate emergency and environment working group**
- c. **Footpaths and rights of way working group**
- d. **Finance Committee**
- e. **HR Committee**

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## f. Engagement and Participation Working Group strategic plan

### Aims & Objectives

- To encourage greater public understanding and engagement in the work of the parish council
- Through greater understanding, encourage greater participation in the work of the parish council.
- To make recommendations to the council on how to increase public understanding of the aims and purpose of the parish council, and greater engagement in the work of the council.

### Current and Planned Projects & Activities

#### i. Roadshows

Objectives	To seek public feedback on the work of the parish council. What is working well and what need improvement
Activity	Conduct roadshows throughout the parish every year.
Target(s)	Conduct one roadshow in each ward every year (by 2022)
Measures of success	<ul style="list-style-type: none"> <li>• 5% of electorate of ward attends</li> <li>• Receive 10 pieces of actionable feedback per roadshow</li> </ul>
Projected Costs	£xx 22/23, £xx 23/24, £xx 24/25, £xx 25/26

#### ii. Social Media Presence

Objectives	To improve the two-way communications between the parish council and the public
Activity	Further exploit the existing Facebook presence and add further channels, such as Instagram and TikTok
Target(s)	<ul style="list-style-type: none"> <li>• Create 5 new posts per week (by July 22)</li> <li>• Evaluate the potential benefits of creating channels such as Instagram and TikTok (by April 23)</li> </ul>
Measures of success	<ul style="list-style-type: none"> <li>• Increase number of Facebook followers by 10% per year.</li> <li>• Receive at least 50 likes per post</li> </ul>
Projected Costs	£xx 22/23, £xx 23/24, £xx 24/25, £xx 25/26

#### iii. Parish Council Website

Objectives	To provide up to date information on the council's activities to the public.
Activity	Review and update the website pages and posts to ensure that they are accurate and relevant. Ensure that website accessibility features are enabled for all pages and posts.
Target(s)	<ul style="list-style-type: none"> <li>• Review all pages every year for accuracy and accessibility. (By Dec 22)</li> <li>• Archive or delete old posts every month (by Dec 22)</li> </ul>

	<ul style="list-style-type: none"> <li>• Post main council and committee documents within one day of them becoming available. (By June 22)</li> <li>• Create an online library of the key council policies and strategies to enable them to be referenced quickly and easily. (By Dec 22)</li> </ul>
Measures of success	<ul style="list-style-type: none"> <li>• Council website home page is on first page of search engine when search for "Calne Without"</li> <li>• Receive increase of 10% monthly visitors per year.</li> </ul>
Projected Costs	£xx 22/23, £xx 23/24, £xx 24/25, £xx 25/26

## iv. Noticeboards

Objectives	To improve accessibility to parish council information and news.
Activity	Install three new noticeboards in areas that don't already have them and review the process for posting information
Target(s)	<ul style="list-style-type: none"> <li>• Install new noticeboards in Calstone, Pewsham and Sandy Lane (Aug 22)</li> <li>• Review who posts information on all the noticeboards, what it is, and when it is done (Aug 22)</li> </ul>
Measures of success	<ul style="list-style-type: none"> <li>• Consistent information is posted on all noticeboards within 3 days of it being published by the Parish Clerk.</li> </ul>
Projected Costs	£xx 22/23, £xx 23/24, £xx 24/25, £xx 25/26

## v. Council Productivity Improvements

Objectives	Use up to date collaboration software to improve the productivity of councillors.
Activity	Implement and exploit Microsoft Teams to share all committee and working group documents. Investigate the use of other Teams features, such as planning, tasks, wiki, within the council.
Target(s)	<ul style="list-style-type: none"> <li>• All committees and working groups use Teams for document sharing and collaboration. (July 22)</li> <li>• Investigate use of Planning and Tasks module and produce recommendation to council (April 23).</li> <li>• If report recommends it mandate that Teams to be used for the high-level plans for all projects with a spend greater than £1,000 (Dec 23)</li> <li>• Stop using email to distribute documents (Nov 22)</li> </ul>
Measures of success	<ul style="list-style-type: none"> <li>• All councillors trained and exploiting document sharing and collaboration using Teams.</li> <li>• Zero documents emailed by Clerk.</li> </ul>
Projected Costs	£xx 22/23, £xx 23/24, £xx 24/25, £xx 25/26

## g. Strategic Planning Committee plan.

### Aims & Objectives

- Provide to the community a list of community improvements to be delivered by Calne Without Parish Council.
- Maintain a list of projects to enable the council to forecast its spend versus budget for the next four years.
- Maintain a list of community improvement ideas which may individually be approved by the main council to become official projects.
- Summarise the strategic aspirations of the main council, its committees and working groups in a four year strategic plan
- Have oversight of projects to ensure that they are delivered to plan and to measure that the benefits delivered meet those committed to when the project was initiated.

### Current and Planned Projects & Activities

#### i. Strategy Production

Objectives	To oversee the production on the annual four-year strategic plan (this document)
Activity	Work with all working groups and committees to gather the information to produce the strategic plan.
Target(s)	<ul style="list-style-type: none"> <li>• Create the Strategic Plan in time for presentation to the annual parish council meeting.</li> </ul>
Measures of success	<ul style="list-style-type: none"> <li>• Strategy is approved by the council in time for the annual parish council meeting</li> </ul>
Projected Costs	£xx 22/23, £xx 23/24, £xx 24/25, £xx 25/26

#### ii. Review Project Status Reports

Objectives	Provide project oversight to the main council and a four year spend forecast.
Activity	<ul style="list-style-type: none"> <li>• Collate, review, and summarise all project status reports, identify and highlight any trends with issues impacting the projects.</li> <li>• Track target project spend over following four years.</li> </ul>
Target(s)	<ul style="list-style-type: none"> <li>• Review all project status reports every 3 months, summarise the overall status and report major issues to the council. (Feb 22)</li> <li>• Produce a quarterly project budget forecast showing the potential CIL money spend over the next 4 years. (June 22)</li> </ul>
Measures of success	<ul style="list-style-type: none"> <li>• All projects to report on status every month.</li> <li>• Number of "red" status projects at less than 5% of the total.</li> <li>• Project budget forecast versus actual spend 90% aligned.</li> </ul>
Projected Costs	£xx 22/23, £xx 23/24, £xx 24/25, £xx 25/26



iii. Manage the list of community improvement ideas.

Objectives	Capture a list of all of the community improvement ideas and manage the process for them to be approved by the council.
Activity	<ul style="list-style-type: none"> <li>• Work with all council committees and working groups to identify and record community improvement ideas.</li> <li>• Manage the project approval process.</li> </ul>
Target(s)	<ul style="list-style-type: none"> <li>• Create and manage the approvals process (Feb 22)</li> <li>• Publish list on the parish council website every 3 months (Apr 22).</li> </ul>
Measures of success	<ul style="list-style-type: none"> <li>• List is available on the website 3 clear days before every Strategic Planning Committee meeting. (Apr 22)</li> </ul>
Projected Costs	£xx 22/23, £xx 23/24, £xx 24/25, £xx 25/26

## 8. Summary of Active Projects

Project / Community Improvement Idea	Status	Responsible Councillor	Strategic Area Addressed	Ward
<b>Dementia Awareness</b>	Amber	John Barnes	Community Support	All
<b>COVID-19 Recovery</b>	Green	John Barnes	Community Support	All
<b>River Marden Study</b>	Green	Rob Hislop	Environment & Aesthetics	All
<b>Derry Hill and Studley Footpath &amp; Cycle Way Signage</b>	Amber	Ioan Rees	Infrastructure	West
<b>Lansdowne Arms Bus Stop</b>	Amber	Ioan Rees	Infrastructure	West
<b>Planters</b>	Amber	Keith Robbins	Road Safety	All
<b>Road Safety Feasibility Study</b>	Amber	John Barnes	Road Safety	All
<b>Church Road Community Speed watch</b>	Green	Ioan Rees	Road Safety	West
<b>SID/ VASS Proposals</b>	Green	Ioan Rees	Road Safety	All

Summary of CIL spend to date by ward which received the benefits.

Ward receiving benefits of project & grant spend	CIL Spend	% total spend by ward	% Spend by ward (spend on projects delivering to all wards allocated by no. councillors)	% spend + estimated 22/23 spend by ward ("All" allocated by no. councillors)	% Total CIL received by ward
East	£0.00	0.0%	7.7%		44.0%
Middle	£7,170.67	25.7%	35.9%		30.5%
Pewsham	£0.00	0.0%	2.6%		
Sandy Lane	£0.00	0.0%	2.6%		
West	£10,001.18	35.8%	51.2%		25.6%
All	£10,760.00	38.5%			
Total	£27,931.85	100.0%	100.0%		100.0%

Summary of CIL spend to portfolio.

Portfolio	Spend	% Spend by portfolio
Community Facilities	£6,892.40	24.7%
Community Improvements	£4,671.60	16.7%
Environment	£5,000.00	17.9%
Infrastructure	£1,620.00	5.8%
Road Safety	£9,747.85	34.9%
Total	£27,931.85	

## 9. Community Improvement Ideas list

Project / Community Improvement Idea	Status	Responsible Councillor	Strategic Area Addressed	Ward
<b>Stockley Methodist Cemetery</b>	Planning	Pauline Crane	Community Facilities	Middle
<b>Climate Emergency &amp; Environment Working Group</b>	Planning	Charlotte Fossa	Environment & Aesthetics	All
<b>CALW24 Footpath/cycle path improvements</b>	Planning	David Songhurst	Infrastructure	Middle
<b>Footpaths Rights of Way Improvements</b>	Planning	David Songhurst	Infrastructure	All
<b>Sustrans Route 403 East of Calne Signage</b>	Planning	David Songhurst	Infrastructure	East



## 10. Annex – Detailed Project Status

Project Name:	Climate Emergency & Environment Working Group		Date: 10/01/2022	
Project Status: Green (on track), Amber (at minor risk to timeline or budget), Red (major risk of timeline or budget overrun, or under delivery of benefits)	Not currently active	Responsible Councillor:	Charlotte Fossa (Sue Deedigan in absence of CF on Maternity Leave)	
		Project Type: (Light or normal)	N/A	
<p>Outline of project. (To include Neighbourhood Plan area addressed, community benefit(s) to be delivered (by year) and Ward(s) to which the benefit will be delivered).</p> <p>The CEE working group have established an initial action plan however clear projects are yet to be discussed and will follow in due course.</p>				
Neighbourhood Plan area(s) (if applicable)		Ward(s)		
<p>Key progress since the last report:</p> <p>The CEE working group has so far represented CWPC at The Studley and Derry Hill Fayre, Eco-Fest and at Derry Hill School Christmas Fete and is currently promoting a survey which will provide feedback on which priorities parishioners value most; With this feedback we hope to act in the interests of the parish.</p>				
Finances (Budget / Actual)				
21/22		22/23		23/24
0	0	0	0	0
<p>Key project milestones: (at least one every 3 months must be given)</p> <p>N/A</p>				
<p>Key project risks: (along with mitigations)</p> <p>N/A</p>				

Project Name:	Road Safety Feasibility Study	Date:	10 <sup>th</sup> January 2022
Project Status: Green (on track), Amber (at minor risk to timeline or budget), Red (major risk of timeline or budget overrun, or under delivery of benefits)	Amber	Responsible Councillor:	John Barnes
		Project Type: (Light or normal)	Normal
Outline of project. (To include Neighbourhood Plan area addressed, community benefit(s) to be delivered (by year) and Ward(s) to which the benefit will be delivered).			
Feasibility Study by external consultant into road safety issues at 16 locations within the Parish. Entran have been commissioned to undertake this Study, in two stages.			
Stage 1 involved an initial scoping phase, to undertake an initial review of each of the sites in order to short-list approximately eight sites to take forward. Stage 2 will involve the development of options for each of the sites, together with recommendations and sketch plans of the most effective option. This will enable the Parish Council to promote schemes to the highway authority.			
Benefits to be delivered: to be developed.			
Neighbourhood Plan area(s) (if applicable)	GA2 Highway Impact	Ward(s)	All
Key progress since the last report:			
Stage 1 Report Complete. The Stage 1 Report was presented at the Parish Council Meeting of 8 <sup>th</sup> November 2021. It was agreed to proceed to Stage 2 and that 11 sites would be taken forward: sites 1, 2, 4, 5, 6, 7, 9, 10, 13, 14 & 16.			
The Parish Council Meeting of 13 <sup>th</sup> December agreed to a revised quote from Entran comprising the original quote of £3,100 plus £1,500 for running 6 workshops with the Road Safety Working Group: both excl VAT.			
Finances (Budget / Actual) *Forecast			
21/22		22/23	
23/24		24/25	
£3,720	£5,520*	£20,000	£0
£0	£0	£0	£0
Key project milestones: (at least one every 3 months must be given)			
<ul style="list-style-type: none"><li>Confirm quotation for Phase 2 Study &amp; instruction to proceed – December 2021.</li><li>Review Progress at next Highways, Transport and Road Safety Working Group meeting – Monday 7<sup>th</sup> March 2022.</li></ul>			
Key project risks: (along with mitigations)			
<ul style="list-style-type: none"><li>Risk: development of proposals for the A4 Forest Gate to Studley Crossroads (Sites 13 &amp; 14) are dependent on undertaking a concurrent speed survey at five locations. Entran have provided a quotation for commissioning this at £2,800+VAT. This was considered at the Parish Council meeting of 13<sup>th</sup> December and the decision was taken to submit a request at the February Meeting of CATG. Delay on undertaking this survey is likely to delay the completion of the Study. Review status at next Road Safety Working Group meeting on 7<sup>th</sup> March.</li></ul>			

<b>Project Name:</b>	COVID-19 Recovery	<b>Date:</b>	30 <sup>th</sup> December 2021				
<b>Project Status:</b> Green (on track), Amber (at minor risk to timeline or budget), Red (major risk of timeline or budget overrun, or under delivery of benefits)	<b>Green</b>	<b>Responsible Councillor:</b>	John Barnes				
		<b>Project Type:</b> (Light or normal)	Light				
<p><b>Outline of project.</b> (To include Neighbourhood Plan area addressed, community benefit(s) to be delivered (by year) and Ward(s) to which the benefit will be delivered).</p> <p>The Parish Council Meeting of 13<sup>th</sup> July 2020 agreed that £1,000 should be allocated within the budget for 2021/22 to support clubs and non-profit organisations to restart activities as part of the Covid-19 recovery. The Council gave further approval to the Finance Committee to manage and approve the funding of this fund (with all grants to be reported to the next meeting of the Parish Council).</p>							
<b>Neighbourhood Plan area(s) (if applicable)</b>	Health, Leisure, and Wellbeing	<b>Ward(s)</b>	All				
<p><b>Key progress since the last report:</b></p> <p>The Covid Recovery Fund has been publicised in the Inspire and Villages magazines covering the parish.</p> <p>One application has been received to date – from the Derry Hill and Studley Youth Club. This was considered at the Parish Council meeting of 13<sup>th</sup> December 2021, and a grant of £416.79 was agreed, subject to clarifications.</p>							
<b>Finances (Budget / Actual)</b>							
<b>21/22</b>		<b>22/23</b>		<b>23/24</b>		<b>24/25</b>	
£1,000	£0	£0	£0	£0	£0	£0	£0
<p><b>Key project milestones:</b> (at least one every 3 months must be given)</p> <ul style="list-style-type: none"> <li>October 2021 – Covid Recovery Fund advertised in parish magazines.</li> <li>March 2022 – deadline for applications.</li> </ul>							
<p><b>Key project risks:</b> (along with mitigations)</p> <ul style="list-style-type: none"> <li>Risk: fund is over-subscribed. Mitigation: limit funding to £1,000 cap.</li> </ul>							

<b>Project Name:</b>	Dementia Awareness	<b>Date:</b>	30 <sup>th</sup> December 2021				
<b>Project Status:</b> Green (on track), Amber (at minor risk to timeline or budget), Red (major risk of timeline or budget overrun, or under delivery of benefits)	Amber	<b>Responsible Councillor:</b>	John Barnes				
		<b>Project Type:</b> (Light or normal)	Light				
<p><b>Outline of project.</b> (To include Neighbourhood Plan area addressed, community benefit(s) to be delivered (by year) and Ward(s) to which the benefit will be delivered).</p> <p>This project was considered at the PC meeting of 14<sup>th</sup> October 2019 where the council resolved to fund and hold an event for the community to learn more about dementia and for CWPC to sign up to become a dementia-friendly organisation. The event should be open to all residents and businesses in the parish, with the cost to include hall hire for the event, refreshments, advertising of the event in the local community and subsequent training for all councillors. The council further resolved to invite other parishes within the Calne Area Parish Forum who wished to take part.</p> <p>Link: <a href="https://www.calnewwithout-pc.gov.uk/wp-content/uploads/2019/10/Agenda-Item14-Dementia-Friends.pdf">https://www.calnewwithout-pc.gov.uk/wp-content/uploads/2019/10/Agenda-Item14-Dementia-Friends.pdf</a></p>							
<b>Neighbourhood Plan area(s) (if applicable)</b>	Health, Leisure, and Wellbeing	<b>Ward(s)</b>	All				
<p><b>Key progress since the last report:</b></p> <p>As far as I am aware, this initiative has not so far been further progressed, presumably due to the pandemic.</p>							
<b>Finances (Budget / Actual)</b>							
21/22		22/23		23/24		24/25	
£0	£0	£200	£0	£0	£0	£0	£0
<p><b>Key project milestones:</b> (at least one every 3 months must be given)</p> <ul style="list-style-type: none"> <li>Project Lead or Parish Clerk to make contact with the Calne Dementia Action Alliance by the end of Jan'22.</li> <li>Project Lead &amp; Parish Clerk to make Go / No Go decision in consultation with the Calne Dementia Action Alliance at the end of January 2022, or monthly thereafter, taking account of the status of the Coronavirus pandemic and the elderly nature of the potential attendees.</li> </ul>							
<p><b>Key project risks:</b> (along with mitigations)</p> <ul style="list-style-type: none"> <li>Risk: event organised and then cancelled due to pandemic impact. Mitigation: defer until sufficient confidence that an in-person event can be organised.</li> </ul>							