

Meeting: Chippenham Town Centre Partnership Board
Date: 2nd September 2022
Location: Committee Rooms A, B & C, Monkton Park, Chippenham
Time: 12.00 pm

Attendees

Michelle Donelan MP (chair) (MD)	Member of Parliament
Cllr Richard Clewer (RC)	Leader, Wiltshire Council
Aaron Davidson (AD)	Parliamentary Assistant to MP
Parvis Khansari (PK)	Wiltshire Council
Victoria Moloney (VM)	Wiltshire Council
Richard Walters (RW)	Wiltshire Council
Louise Cary (LC)	Wiltshire Council
David Milton (DM)	Wiltshire Council
Mark Smith (MS)	Chippenham Town Council
Cllr Desna Allen (DA)	Leader, Chippenham Town Council
Matthew Kirby (MK)	Chippenham Town Council
Phil Tansley (PT)	Chippenham Borough Lands Charity
Don Steele (DS)	Chippenham Borough Lands Charity
Rob Perks (RP)	Chippenham Chamber of Commerce
Robin Langford (RL)	Acorn Property Group (Emery Gate)
Sandie Webb (SW)	Chippenham Community Town Team
Sue Rios (SR)	Evolve Estates (Borough Parade)
Rob Ault (RA)	Evolve Estates (Borough Parade)
Mike Stone (MS)	Chippenham Civic Society

Apologies received:

Owen Inskip
Iain Hatt – Wiltshire College
Mike Stone – Chippenham Civic Society
Terence Herbert
Simon Hendey

1. Introductions

2. Minutes of previous meeting

Minutes agreed.

Actions noted.

3. Declarations of interest

No declarations of interest

4. Updates from Partner Organisations

Presentation by Sandie Webb – update on work of Town Team. Presentation provided with Minutes.

5. Terms of Reference

Key changes: updated to reflect agreed Pillar structure and expanded membership

6. Membership

The ToR's provide for the Board to review this on an on-going basis so going forward – membership should be a standing item under ToRs - with the Board voting on any new members / changes in membership put forward by the Partners.

The ToR's does not specify the position of observers – it is proposed that Observers may be invited to attend meetings at the invitation of the Chair although their participation in the proceedings of the Board should be limited to observation only unless otherwise agreed

Observers will be introduced by the Chair under the introductions item.

7. Workshop report

One paper provided – a summary of the workshop findings

8. Masterplan next steps

Comments / Feedback from discussion on the revised questionnaire (One Plan Consultation):

MD - Some of the language too technical – needs simplifying. Take out jargon such as reference to the 'Public Realm' 'rationalising' etc. Use plain English.

MD – need to be clear on what are we actually getting from some questions – all questions should have a clear response focussed on an outcome - example 'what does wayfinding mean to you' question – this will not produce responses that are helpful – the question should be removed / replaced.

SW – images used need to be relevant – questioned the use of riverside example from Lyon

SW - Heritage quarter – too closely defined – would prefer to see a larger area included.

SW – example of proposed riverside improvement scheme developed as a possible 'Millennium project' should be considered.

SW – did not want to see rankings used – arguing it is difficult for people to rank options.

RC – would prefer to see more simple / yes/no answers.

RC - Happy with the use of images proposed as examples.

RC - Heritage Quarter – are we giving enough options – is there more detail. Be very specific on questions re parking – where no parking, where disabled

RC – asking people to rank according to preference can be a useful way of determining priorities.

RC - liked the public art question – despite acknowledging that its vague

RC – we should look at provision for disabled parking – making it more broadly available

DA – river corridor – implications of EA scheme on river level – affects the future use of upstream water courses – need to make clear in questionnaire – unless an alternative. Clarity needed.

MK – the Town Council is looking to increase pedestrianised areas in the town centre and work is on-going to assess this.

PK – pipeline schemes – there is a need to try and define the desired outcomes first – make this to primary focus of the questionnaire to get to these – then these can in due course be translated into a scheme

VM – public art – get clarity on what we mean – will probably need a discursive question as its not clear on the consensus as to what public art is.

MD – not too open ended – specific examples

9. Pillars update

VM – a dialogue ongoing with nominated Pillar leads – Council won't be setting rules – the pillar leads responsible for setting the work of the pillars as enshrined in ToRs.

VM – it is important to get a plan down on paper – structures will evolve and change – we recognise how possibly resource intensive – this does settle down

Action: VM – RW / VM will arrange meetings with Pillar leads.

VM – Towns Programme – will be a meeting to discuss what TP £ to be spent on – will be determined by the local partners – Town Team TC should meet and take a partnership approach.

10. AOB

RW – raised a point re confidentiality of documents – for the avoidance of doubt – any documents that have content that are confidential or which it is considered should not be shared beyond the Board Membership they will from now on be clearly marked 'restricted'.

11. Date of next meeting

Friday 28th October – Chippenham Town Hall (11.30am)