



# Calne Without Parish Council Strategy 2022-26

**Calne Without Parish Council**

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



**Working on:**  
Road Safety investigation currently by Community formal revit to establish Study.  
Climate Em following o Green Eneri September to give advi residents to Footpaths & We are conc CWPC with clearance. P

If you live in Sandy Lane, I'd love to! Email: [sue.deedigan@calnewithout-pc.gov](mailto:sue.deedigan@calnewithout-pc.gov)

**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 6th 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.
- Investigate and develop at least one Speed Indicator Device.
- Investigate the potential for establishing at least one Community Speedwatch Group.
- Monitor the procurement, installation and maintenance of speed limit signs.
- 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 safety issues of 16 selected locations throughout the parish. An 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 in the Parish.

**Community Speedwatch** – establishment of a Community Speedwatch Group to monitor speeding on Church Road in Derry Hill.

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

**2016-2026**

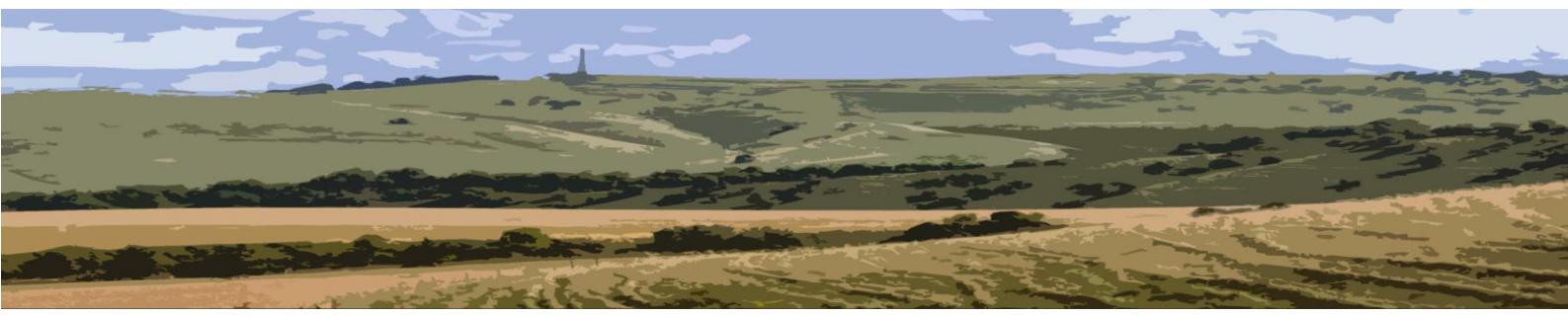
**Made February 2018**



A plan for the Calne and Calne Without Neighbourhood Area

**calne Community Neighbourhood Plan**

Engage with it. Contribute to it. Own it...





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

**The Parish Council's vision is to improve the quality of life for people of the Parish; building upon the character and community spirit within the Parish, addressing their needs and encouraging all social sectors of the community to develop as an inclusive and vibrant community.** 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 want to improve the way we communicate 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>10</b> |
| <b>5. Parish Council's Investment Strategy</b>   | <b>11</b> |
| <b>6. Strategic Plans</b>  | <b>14</b> |
| a. Highways, Transport and Road Safety Working Group   | 14        |
| b. Climate Emergency and Environment Working Group   | 18        |
| c. Finance Committee   | 23        |
| d. Engagement and Participation Working Group strategic plan                                   | 26        |
| e. Strategic Planning Committee plan.  | 28        |
| f. Human Resources Committee plan.   | 30        |
| g. Footpaths and rights of way working group   | 32        |
| <b>7. Working with external groups &amp; bodies.</b>   | <b>33</b> |
| <b>8. Summary of Active Projects</b>   | <b>34</b> |
| <i>Summary of Community Infrastructure Levy (CIL) spend to end March 2022 by ward</i>          | <i>35</i> |
| <i>Summary of aspirational (not yet approved) spend for next 5 years by project &amp; ward</i> | <i>36</i> |
| <i>Summary of Community Infrastructure Levy (CIL) spend to end March 2022</i>                  | <i>37</i> |
| <b>9. Community Improvement Ideas list</b>   | <b>38</b> |
| <b>10. Further Information</b>   | <b>39</b> |



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

### Road Safety.

- The council has engaged a transport consultant who has conducted a review 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 seek to implement the proposed improvements.
- Specific cycleway improvements are being planned to provide well signed and safe links between Cherhill View to Kingsbury Academy and beyond, and between Derry Hill and Studley, giving an opportunity to join the national cycle route N403 to Calne and Chippenham.

### Climate Change and the Environment.

- A “Climate Emergency and Environment” survey has been conducted to seek your views on what you think we should focus on to support you in reducing emissions and to reach our goal of a carbon neutral parish by 2030.
- Marden Valley Catchment Regeneration Project – The aim is to audit, preserve, protect, enhance, and promote the many benefits of the Marden Valley Catchment Area for current and future generations.
- Review planning applications to seek 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.

### Neighbourhood Plan.

- The council is working closely with Calne Town Council and the wider community to produce an update to the Calne Community Neighbourhood Plan by 2023. Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. An engagement process is in progress to get your input, and you will be given many opportunities to review and update the plan before you will be asked to approve it by referendum. For more information see <https://calnecommunityplan.com> or 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 regular 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.

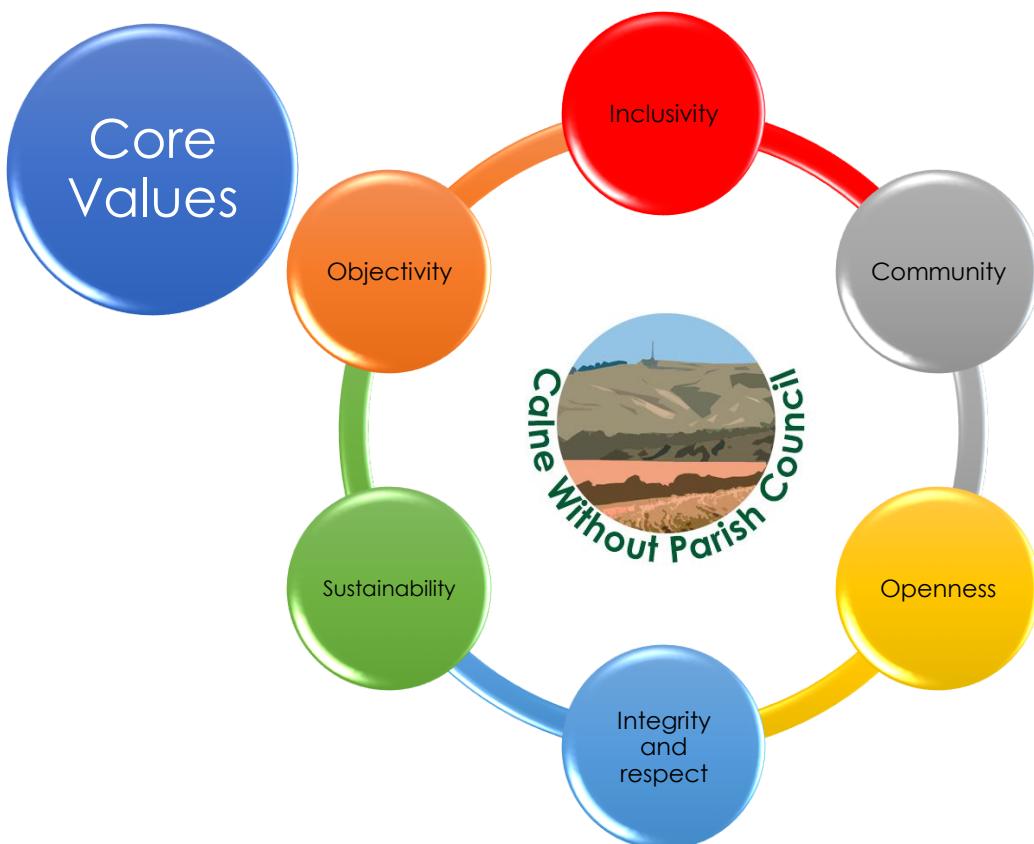
- Ensure that our processes and actions enable us to remain a good employer and good organisation to work for.



## 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.
- **Objectivity** – We are not a party-political parish council and consider ourselves free from party political constraints when making decisions. We do not financially support any political parties or political 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 Ratford in the west. Below you can see a map showing Calne Without parish boundaries.

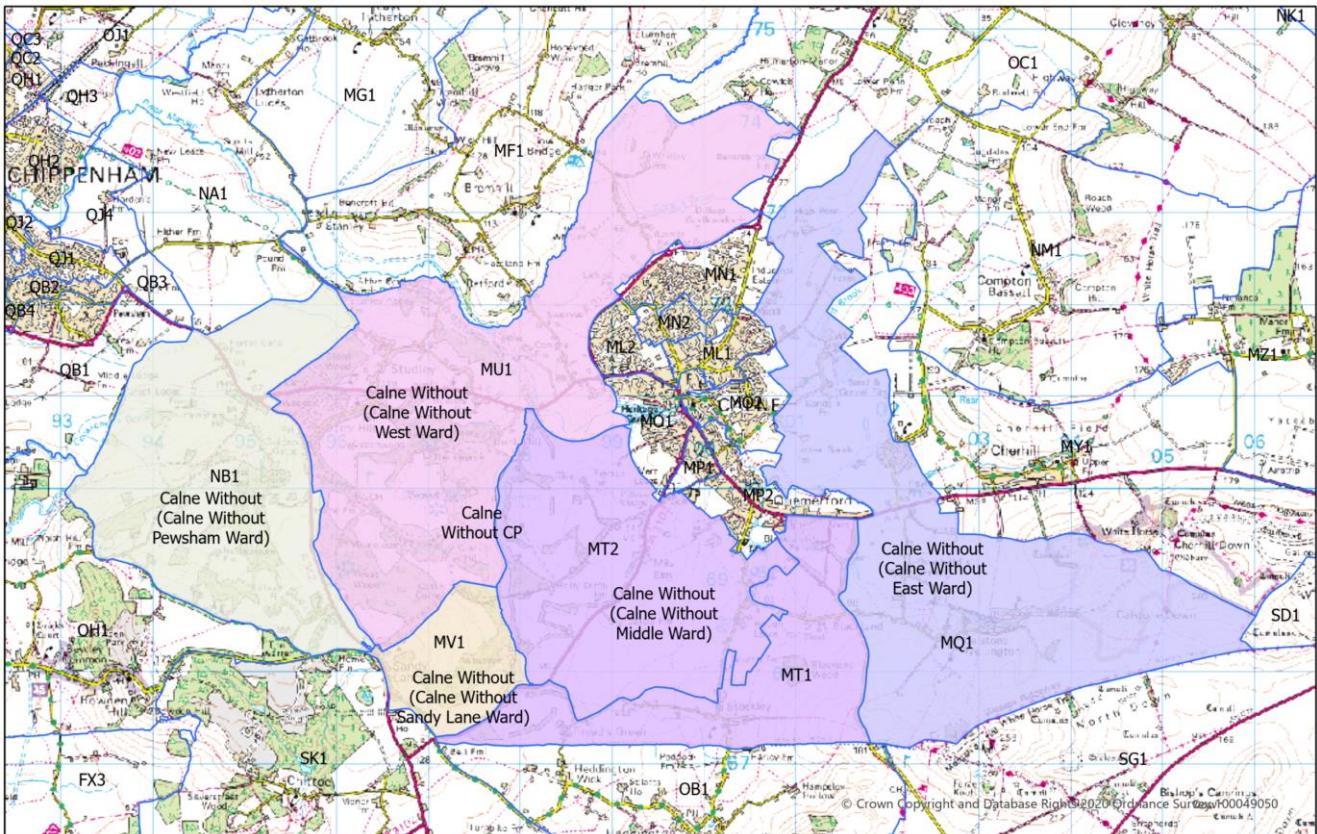


Figure 2. Calne Without Parish Map

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 the parish.

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.

Table 1 shows a list of councillors by ward, which villages this covers and the electorate within the ward. Contact details for each of the councillors can be found on the parish council website – [www.calnewithout-pc.gov.uk](http://www.calnewithout-pc.gov.uk)



| Ward       | Villages within Ward                                       | Electorate (2021) | Number of councillors | Councillors (May 22)<br>(C)= Chairman (VC)= Vice Chairman   |
|------------|--|-------------------|-----------------------|---|
| East       | High Penn, Lower Compton, Calstone                         | 640               | 3                     | Robert Hislop, Jurgen Kronig, Doug Price  |
| Middle     | Stockley, Mile Elm, Broads Green, Blackland, Cherhill View | 526               | 4                     | Pauline Crane, 3 vacancies  |
| Pewsham    | Old Derry Hill & Pewsham                                   | 159               | 1                     | John Barnes (VC)  |
| Sandy Lane | Sandy Lane   | 75                | 1                     | Sue Deedigan  |
| West       | Studley, Derry Hill part of Ratford                        | 1274              | 6                     | Ioan Rees (C), Keith Robbins, Lucy Campbell Rogers, Bruce Macinnes, Charlotte Fossa, Philippa Todd. |
| Total      |  | 2674              | 15                    |   |

Table 1- Electorate of Calne Without 2021 - Source - Wiltshire Council Community Governance Review

### 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.

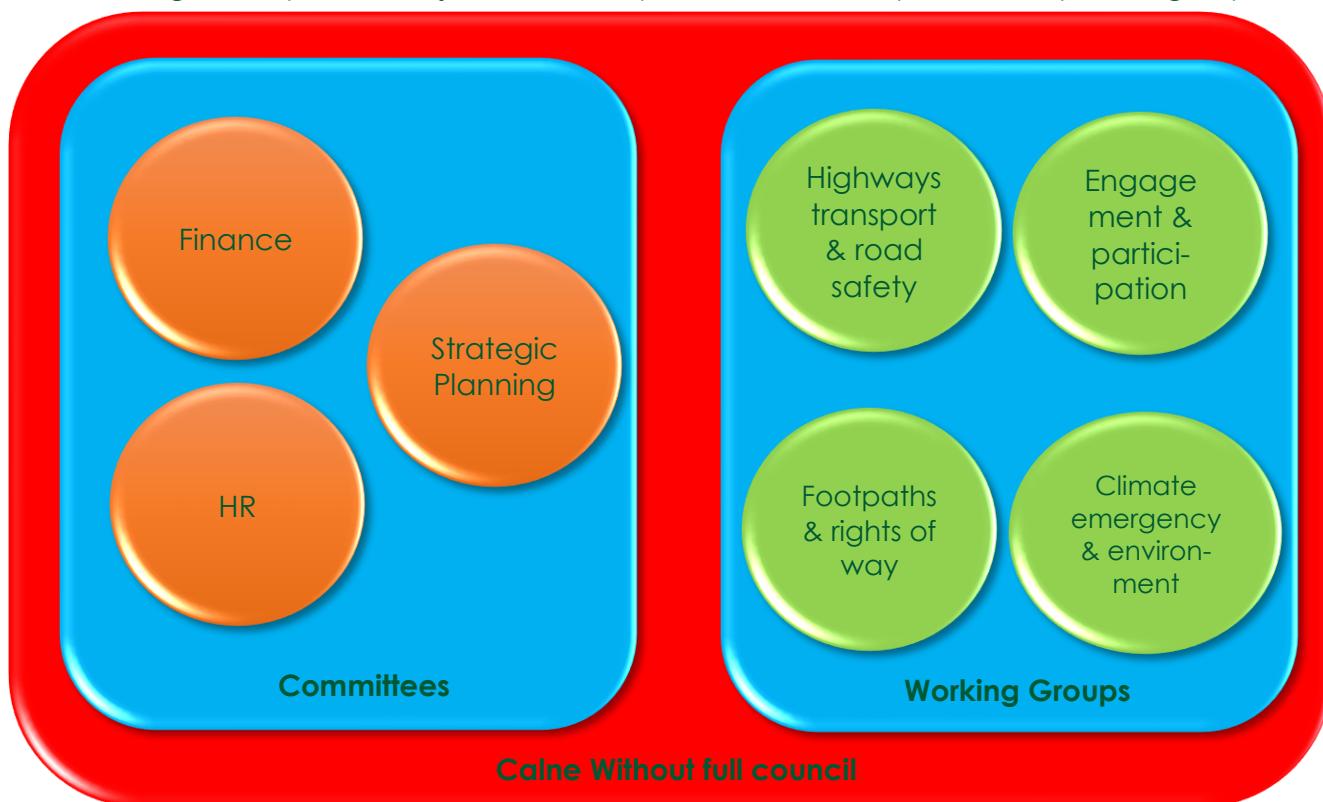


Figure 3. Calne Without Parish Council committee and working groups



## Calne Without Parish Council 2022 – 2026 Strategy

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.

| Committee or Working Group        |  |
|-----------------------------------|--|
| Finance Committee                 | Cllrs Rees, Barnes, Hislop, Macinnes, Price, Crane, Kronig                 |
| HR Committee                      | Cllrs Rees, Crane, Deedigan, Todd, Robbins                                 |
| Strategic Planning Committee      | Cllrs Rees, Barnes, Hislop, Kronig, Macinnes, Price, Campbell Rogers       |
| Highways, transport & road safety | Cllrs Rees, Robbins, Barnes, Deedigan, Macinnes and Price                  |
| Engagement & participation        | Clerk and Cllrs Robbins, Crane, Todd, Deedigan and Price                   |
| Climate emergency & environment   | Cllrs Rees, Barnes, Campbell Rogers, Deedigan, Fossa, Kronig and Macinnes. |
| Footpaths & rights of way         | Cllrs Robbins, Barnes, Deedigan, Hislop, Macinnes, Price and Kronig        |

Wiltshire Council's Community Governance Review 21-22 to reconfigure Calne Without Parish 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, it is anticipated that the projects and activities that this council initiates will continue either within this parish or whatever it changes into. It's 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 2022/23 a Band D property in Calne Without Parish paid a total Council Tax to Wiltshire Council + Police + Fire of £1,980.58, 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.

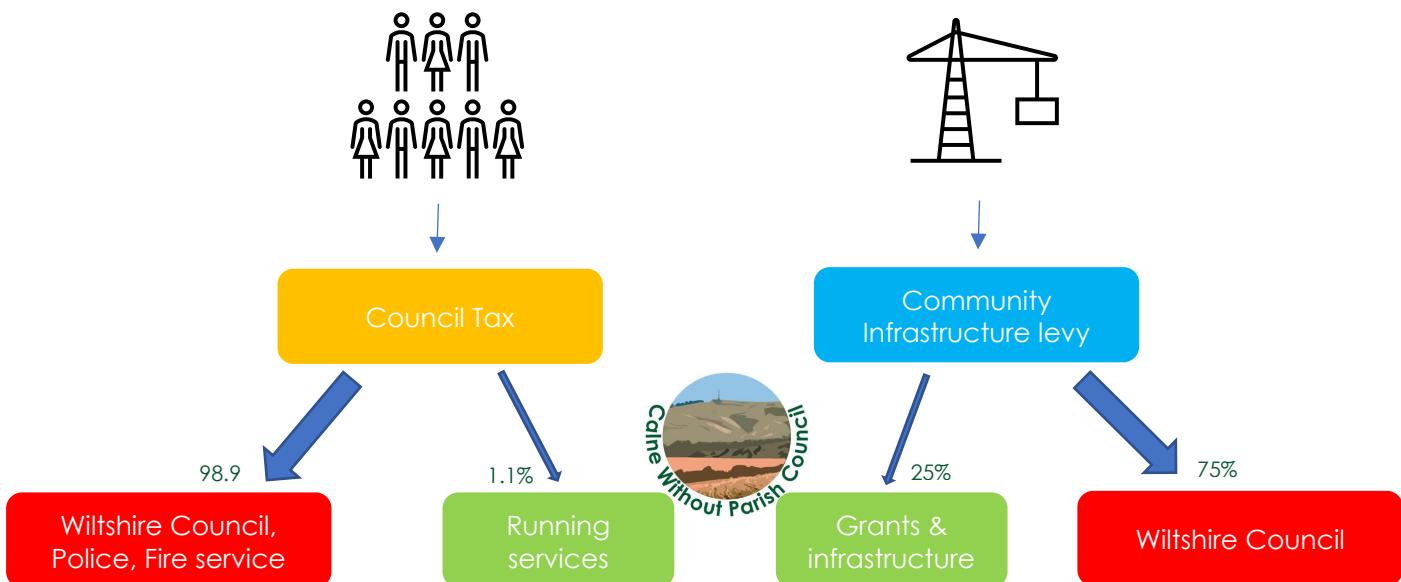
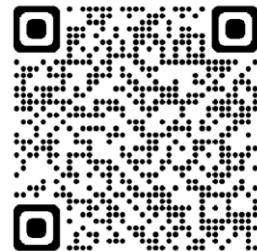


Figure 4. Council finance structure

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.



The parish received a benefit fund in 2015 from Sun Edison, who installed a 9MW solar farm at High Penn, in East Ward. There is still (in April 2022) in excess of £15,000 remaining in the fund to spend on community projects. This fund is not time limited, unlike CIL funding which may have to be given back to Wiltshire Council if it is not spent within 5 years.



## 4. Key Strategic Priorities.

To focus the efforts of the council seven 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.

- a. To provide cost efficient services which meet the needs of the community.
- b. To enrich the local community by supporting local groups and organisations and providing grants where appropriate.
- c. To undertake a major review of road safety within the parish and working with Wiltshire Council to implement improvement measures where necessary.
- d. To work with the community to reduce our impact on the environment, funding improvement schemes where appropriate.
- e. Reviewing the state of our footpaths and bridleways, working with Wiltshire Council and landowners to rectify problem areas where possible.
- f. Working with Calne Town Council and the community to update the Calne Community Neighbourhood Plan in order to make it more effective.
- g. To be more outward facing and engaged with the communities we represent.



## 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 and we also try to ensure that your money is invested with "ethical" banks, such as the Charity Bank, where practical. Here is a link to the Investment Strategy document - <https://calnewwithout-pc.gov.uk/wp-content/uploads/2022/03/Investment-Strategy-14-02-2022.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 been 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/2022/03/Application-for-small-grant-funding-approved-Feb-2022.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



## Calne Without Parish Council 2022 – 2026 Strategy

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@calnewithout-pc.gov.uk](mailto:clerk@calnewithout-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://calnewithout-pc.gov.uk/wp-content/uploads/2022/03/Application-for-Funding-approved-Feb-2022.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 – <http://www.calnewithout-pc.gov.uk/>

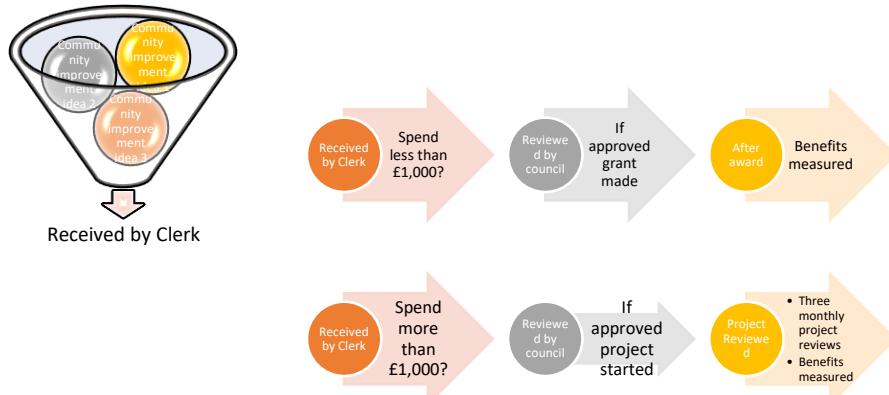


Figure 5. Spend monitoring process

To ensure that we spend your money on a wide range of things across the whole parish, we have identified a number of spending categories which match our strategic priorities. They are:

1. Road Safety
2. Improving our environment, including climate change
3. Footpath improvement
4. Community identified investment opportunities
5. Community engagement and participation.

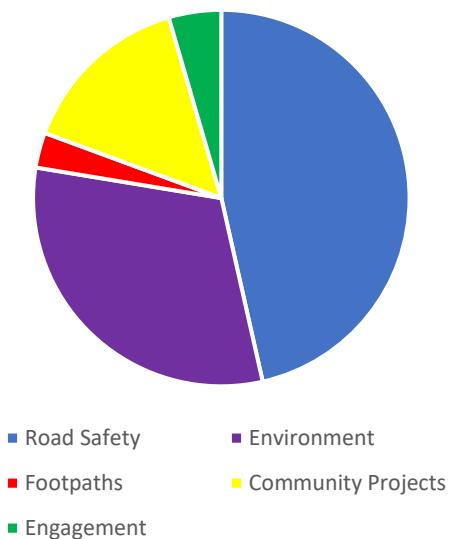


In section 7 you will see the strategic plans for the first 3 items. We are always seeking ideas from the community, through our roadshows, meetings, and other communications channels.

Many of the ideas identified in section 6 are at the very early stages of development, and so the projected costs are very rough estimates. As these ideas are firmed-up, they will go through a very rigorous approval process to ensure that we clearly understand the scope, the benefits that they intend to deliver and that the cost estimates are robust.

In this strategy we have prioritised our spend and agreed the following allocation of the CIL money, based on the ideas identified so far. Over time the projects will develop, and other priority projects may emerge, leading to us changing their allocations. We will also maintain a list of reserve projects which can be started should any of the current ideas, turn out to be too expensive, be impractical or not be forecast to deliver adequate benefits once they have been worked through in more detail.

CIL Allocations



| Priority area      | % CIL Allocated | CIL Allocated   | Sun Edison Community Grant |
|--------------------|-----------------|-----------------|----------------------------|
| Road Safety        | 48%             | £100,000        |                            |
| Environment        | 32%             | £67,000         |                            |
| Footpaths          | 4%              | £8,000          |                            |
| Community Projects | 12%             | £25,500         | £15,000                    |
| Engagement         | 5%              | £9,500          |                            |
| <b>Total</b>       | <b>100%</b>     | <b>£210,000</b> |                            |

#### Community Infrastructure Levy expiry schedule - as at end March 2022

| Date rec'd   | Expiry date | Amount Rec'd       | Amount Spent      | Amount to spend by expiry date | Source                        |
|--------------|-------------|--------------------|-------------------|--------------------------------|-------------------------------|
| Apr-18       | Apr-23      | £28,757.22         | £28,757.22        | £0.00                          | Marden Farm & Studley Gardens |
| Apr-19       | Apr-24      | £69,481.28         | £28,487.90        | £40,993.38                     | Marden Farm & Studley Gardens |
| Jun-19       | Jun-24      | £50,059.80         | £0.00             | £91,053.18                     | Marden Farm & Studley Gardens |
| Apr-21       | Apr-26      | £70,747.03         | £0.00             | £161,800.21                    | Low Lane                      |
| Jul-21       | Jul-26      | £39,217.97         | £0.00             | £201,018.18                    | Low Lane                      |
| Aug-21       | Aug-26      | £3,460.27          | £0.00             | £204,478.45                    | Low Lane                      |
| Oct-21       | Oct-26      | £4,036.98          | £0.00             | £208,515.43                    | Low Lane                      |
| Dec-21       | Dec-26      | £1,324.76          | £0.00             | £209,840.19                    | New Road Studley              |
| <b>Total</b> |             | <b>£267,085.31</b> | <b>£57,245.12</b> |                                |                               |



## 6. Strategic Plans

**Note that this section contains aspirational projects. The detail of these projects has yet to be agreed by Calne Without Parish Council and the budgets have not been secured.**

### a. Highways, Transport and Road Safety Working Group

#### Aims & Objectives

- Provide oversight to the completion of Stage 2 of the Road Safety Feasibility Study, by the engaged highways consultant.
- Project manage the implementation of recommendations from the Road Safety Feasibility Study.
- Procure and manage the deployment of at least one Speed Indicator Device by the Council.
- Investigate the potential for establishing at least one Community Speedwatch Group within the parish.
- Manage the procurement, installation, and maintenance of planters, as resolved by the Parish Council on 14th September 2020.
- Consider and address further issues relating to road safety, highways, parking, and public transport matters as and when they're brought to the attention of the Parish Council.

#### Current and Planned Projects & Activities

##### i. Road Safety Feasibility Study Stage 2

|                            |   |
|----------------------------|---|
| Objectives                 | <p>The objective of Stage 1 of the Feasibility Study was to undertake an initial review of road safety issues at 16 sites within the parish, in order short-list approximately 8 to take forward for further consideration.</p> <p>The objective of Stage 2 is to consider options for each of the short-listed sites, together with recommendations and sketch plans to enable the Council to promote the preferred solutions as schemes.</p>  |
| Activity                   | <p>The engaged highways consultant will identify and review options, conduct workshops with councillors and develop recommended solutions for road safety issues at the following locations:</p> <ul style="list-style-type: none"><li>• Sites 1 &amp; 4 – Church Road, Derry Hill</li><li>• Site 2 – Studley Lane</li><li>• Site 5 – Church Road, j/w A342</li><li>• Site 6 - Ratford</li><li>• Site 7 – Sandy Lane</li><li>• Site 9 – Broads Green</li><li>• Site 10 - Stockley</li><li>• Site 13 – A4 Forest Gate to Studley Crossroads</li><li>• Site 14 – Old Derry Hill A342 j/w A4</li><li>• Site 16 – A342 Lansdowne Arms to The Well House</li></ul> |
| Target(s)                  | Completion of Stage 2 of the Feasibility Study by September.  |
| Measures of success        | <ul style="list-style-type: none"><li>• Acceptance of the Stage 2 Feasibility Study by the Council.</li><li>• Subsequent implementation of the recommendations.</li></ul>   |
| Projected Costs (incl VAT) | Feasibility Study Stage 2 - £5,520 22/23, £0 23/24, £0 24/25, £0 25/26<br>Implementation (ballpark) - £7k 22/23, £10k 23/24, £10k £24/25, £3k 25/26   |



## ii. Speed Indicator Devices

|                     |  |
|---------------------|--|
| Objectives          | To raise awareness of speed amongst drivers and reduce speeding at problem locations throughout the parish.  |
| Activity            | <ul style="list-style-type: none"><li>Procure 2 Speed Indicator Devices (SIDs). Identify and get trained a small group of councillors and volunteers to assist with deployment. Identify locations which qualify for deployment of SIDs. Deploy at locations for 2-8 week periods. Assess results of deployments through analysis of speed data collected.</li></ul> |
| Target(s)           | <ul style="list-style-type: none"><li>Procure 2 Speed Indicator Devices (by April 22).</li><li>Complete training for deployment (by April 22).</li><li>Install at first location (by May 22).</li></ul>  |
| Measures of success | <ul style="list-style-type: none"><li>Reduction of 85%ile speed through data measured over deployment period compared to baseline speed surveys.</li></ul>   |
| Projected Costs     | £5,993 22/23   |

## iii. Community Speedwatch

|                     |   |
|---------------------|---|
| Objectives          | To establish at least one Community Speedwatch (CSW) Group to discourage speeding in residential areas.   |
| Activity            | Identify suitable area for pilot. Identify volunteers including a team leader. Arrange registration with police. Arrange training of volunteers. Conduct Speedwatch sessions. Review progress. Extend area covered by CSW Group or establish further groups as appropriate. |
| Target(s)           | <ul style="list-style-type: none"><li>Register first CSW Group (by April 22).</li><li>Complete training of volunteers (by May 22).</li><li>Commence CSW sessions (June 22).</li><li>Review effectiveness and identify further groups (October 22).</li></ul>                |
| Measures of success | <ul style="list-style-type: none"><li>Perceived reduction in speeding through pilot areas.</li></ul>  |
| Projected Costs     | Minimal.  |

## iv. Planters

|                     |  |
|---------------------|--|
| Objectives          | To improve the visual aesthetics of communities within the parish.   |
| Activity            | Determine number of planters and locations. Obtain quotes for supply and installation of planters. Assess options for the ongoing maintenance of planters (volunteer-led or contracted out.) Obtain approval from Parish Council. Implement preferred options. |
| Target(s)           | <ul style="list-style-type: none"><li>Installations of a minimum of 5 planters at different communities within the parish (by July 2022).</li></ul>  |
| Measures of success | <ul style="list-style-type: none"><li>Positive feedback from members of the public out-weights negative feedback by ratio of 2:1.</li></ul>  |
| Projected Costs     | £2,500 22/23, £500 23/24, £500 24/25, £500 25/26   |



##### v. Lansdowne Arms Bus Stop

|                     |  |
|---------------------|--|
| Objectives          | To improve the surfacing at the bus stop outside the Lansdowne Arms.   |
| Activity            | Obtain the consent of the landowner (Bowood Estate) and the Leaseholder (Wadworths). Get quotation for labour & materials updated. Obtain approval from the Parish Council. Instruct and execute the improvement work. |
| Target(s)           | <ul style="list-style-type: none"><li>Provision of level and stable gravelled area at the bus stop outside the Lansdowne Arms.</li></ul>   |
| Measures of success | <ul style="list-style-type: none"><li>Completion of works.</li><li>Positive feedback from members of the public out-weights negative feedback by ratio of 2:1.</li></ul>   |
| Projected Costs     | £500 22/23   |

##### vi. CALW65 Derry Hill to Studley Footpath/Cycleway

|                     |   |
|---------------------|---|
| Objectives          | To provide a good quality, usable and well-signed footpath/cycleway between Studley and Derry Hill and an onward link to the national cycle route 403. This will allow and encourage more sustainable travel between the two villages as well as other destinations. It will also improve safety.   |
| Activity            | Promote and part-fund through the Local Highways & Footpaths Improvement Group (LHFIG), the following: <ul style="list-style-type: none"><li>Construction of an approx. 2m wide tarmac footpath/cycleway between the A4 and Petty Lane, relocating both the barrier and the bus shelter, including drainage and light improvements as appropriate.</li><li>Provision of signage to encourage residents and visitors to use a cycle route along quiet residential roads leading to the Toucan crossing, rather than using Church Road and crossing the A4 at Studley Crossroads.</li></ul> |
| Target(s)           | <ul style="list-style-type: none"><li>Agreement of LHFIG to progress the scheme (by December 2022).</li><li>Completion of the scheme (by March 2024).</li></ul>   |
| Measures of success | <ul style="list-style-type: none"><li>Completion of works.</li><li>Positive feedback from members of the public out-weights negative feedback by ratio of 2:1.</li></ul>  |
| Projected Costs     | £10,000 22/23, £20,000 23/24  |

##### vii. Further develop or improve the cycle network within the parish

|            |  |
|------------|--|
| Objectives | To further develop or improve the active travel network within the parish to encourage active travel and recreational exercise.  |
| Activity   | Establish a working group with Calne Town Council and Bremhill & Cherhill Parish Councils to identify and progress improvements to the Route 403 national cycle route between Chippenham and Avebury.<br>Identify and progress opportunities to further develop the active travel network within the parish. |
| Target(s)  | <ul style="list-style-type: none"><li>Establish a working group with other town &amp; parish councils to identify and progress improvements to the Route 403 national cycle route (by May 2022).</li></ul>   |



|                     |   |
|---------------------|---|
|                     | <ul style="list-style-type: none"><li>• Develop and improvement plan for the Route 403 national cycle route (by Dec 2022).</li><li>• Develop a plan for the development or improvement of one more cycle route (by Mar 2023).</li></ul>                   |
| Measures of success | <ul style="list-style-type: none"><li>• Improvement Plan for Route 403 cycle route developed.</li><li>• Number of improvements completed on Route 403 cycle route.</li><li>• Number of further improvements to active travel network completed.</li></ul> |
| Projected Costs     | £1,500 22/23, £2,500 23/24, £5,000 24/25, £4,987 25/26  |

viii. Consider & respond to further issues as appropriate.

|                     |  |
|---------------------|--|
| Objectives          | Consider and address further issues relating to road safety, highways, parking, and public transport matters as and when they're brought to the attention of the parish council.   |
| Activity            | Consider and respond to further issues as raised by members of the public or councillors. Recent examples include: <ul style="list-style-type: none"><li>• Speed surveys conducted at Sandy Lane, Stockley and A4 Calstone via Theobald's Green.</li><li>• Highways Improvement Request Form received following accident at Mile Elm.</li><li>• Concerns raised by member of the public regarding signage at crossing point of bridleway CALW38 road crossing south of Blackland Crossroads.</li></ul> |
| Target(s)           | <ul style="list-style-type: none"><li>• Complete at least 2 improvement schemes each year (relating to road safety, highways, parking, or public transport).</li></ul>   |
| Measures of success | <ul style="list-style-type: none"><li>• Number of improvement schemes completed.</li></ul>   |
| Projected Costs     | £2,500 22/23, £2,500 23/24, £2,500 24/25, £2,500 25/26   |



## b. Climate Emergency and Environment Working Group

### Aims & Objectives

- To engage with the community to raise awareness of the impact of climate change on our environment in Calne Without Parish.
- To support Wiltshire Council initiatives to reduce emissions and to seek to make the county carbon neutral by 2030.
- To produce a carbon neutral strategy and associated policies for Calne Without Parish Council (Calne Without Parish Council).
- To create a Delivery Plan at the latest by June 2022, with the goal of completing the Plan by end of April 2024 or by next local elections.
- To pursue a community led approach to the initiatives which engages, empowers, enables, and communicates with the entire Calne Without Parish.
- To join and work alongside and in concert with Wiltshire local organisations in the delivery of policies and a Plan to support the achievement of carbon neutrality in Wiltshire by 2030.

### Current and Planned Projects & Activities

#### i. Climate Emergency & Environment Survey

|                            |  |
|----------------------------|--|
| Objectives                 | <ul style="list-style-type: none"><li>• The objective of conducting a Climate Emergency and Environment Survey was to begin to engage with residents in the parish communities on the impact of climate change and to gain their views on which areas they felt Calne Without Parish Council should focus on. The areas covered by the survey were:<ol style="list-style-type: none"><li>1. Household Energy Use</li><li>2. Transport</li><li>3. Local / Organic Food</li><li>4. Waste / Recycling</li><li>5. Biodiversity / Local Environment</li></ol></li></ul> |
| Activity                   | <ul style="list-style-type: none"><li>• The survey was promoted on posters in the notice boards across the Parish, in Inspire and Villagers magazines and on our FB page, where it was shared by members.</li><li>• The survey had 76 responses and the analysis will form the basis of our initial delivery plan.</li></ul>   |
| Target(s)                  | Promotion and Completion of Survey by 14 <sup>th</sup> February 2022   |
| Measures of success        | <ul style="list-style-type: none"><li>• 4% (105) of registered voters in Calne Without Parish completed the survey. We achieved closer to 3% (78) after much promotion.</li></ul>  |
| Projected Costs (incl VAT) | Minimal  |



## ii. Delivery Plan

|                     |  |
|---------------------|--|
| Objectives          | <ul style="list-style-type: none"><li>• To produce a delivery plan by June 2022.</li><li>• Practical actions to be completed by April 2024 / next local council elections.</li></ul>   |
| Activity            | <ul style="list-style-type: none"><li>• Members of the Climate Emergency and Environment Working Group, including 16 residents who have expressed an interest in being involved, will meet to produce a delivery plan.</li></ul> |
| Target(s)           | <ul style="list-style-type: none"><li>• Effective delivery plan completed</li></ul>  |
| Measures of success | <ul style="list-style-type: none"><li>• Effective clear delivery plan produced with engagement and input from Calne Without Parish community residents.</li></ul>  |
| Projected Costs     | Minimal  |

## iii. Green Energy Event (working title)

|                     |  |
|---------------------|--|
| Objectives          | <ul style="list-style-type: none"><li>• To hold a Green Energy Event which focuses on supporting residents understanding of green renewable energy options for their household energy use and how they can reduce household energy costs through insulation etc. In addition, the event will support families in calculating their individual and household carbon footprint and in their understanding of Waste and Recycling in Wiltshire.<br/>NB: 65% of survey respondents thought Calne Without Parish Council needed to concentrate on Household Energy Usage in order to become carbon neutral.</li></ul> |
| Activity            | <ul style="list-style-type: none"><li>• Event to take place on Saturday 3<sup>rd</sup> September 2022 from 10 – 2 pm at Lansdowne Hall in Derry Hill.</li><li>• Working group to be extended with those who responded with interest.</li></ul>   |
| Target(s)           | <ul style="list-style-type: none"><li>• Successful Green Energy Event (75+ attendees / positive feedback).</li><li>• Feedback supports further actions to support and empower the Calne Without Parish communities in reducing their carbon footprint and living more sustainably.</li><li>• Review effectiveness and identify further events.</li></ul>   |
| Measures of success | <ul style="list-style-type: none"><li>• Number of attendees</li><li>• Feedback analysis details raised awareness / practical actions identified from attendees across 3 areas. (Household Energy / Individual and Household Carbon Footprint / Waste &amp; Recycling)</li></ul>  |
| Projected Costs     | 22/23 £180.00 (cost of hall £80.00 / printing of flyer £50.00 / refreshments £50.00)   |

## iv. Transport

|            |   |
|------------|---|
| Objectives | To support residents of Calne Without to travel sustainably by: <ul style="list-style-type: none"><li>• Lobbying Wiltshire Council for cheaper buses, more frequent buses, and ease of access – knowing when they are due to arrive.</li><li>• Install more electric vehicle chargers in the parish.</li><li>• Improving safety and surfaces of cycling routes.</li><li>• Work with Footpath Working Group to improve public rights of way across the parish. E.g. Repair stiles, cut down brambles etc.</li><li>• Promote and encourage use of public footpaths across the parish.</li></ul> |
|------------|---|



|                     |  |
|---------------------|--|
|                     | NB: 66% of survey respondents thought Calne Without Parish Council needed to concentrate on Transport in order to become carbon neutral.   |
| Activity            | <ul style="list-style-type: none"><li>Follow up with Wiltshire Council on progress and actions agreed following Bus Consultation with councils.</li><li>Researching options for installing more electric vehicle chargers in the parish.</li><li>Work with Highways, Transport &amp; Road Safety Working Group to improve safety and surfaces of cycling routes in the parish.</li><li>Work with Calne Without Parish Council Footpath Working Group to walk and photograph existing public footpaths to record for promotion. (Create folder to reuse)</li><li>Promote sustainable transport options e.g., how to access bus info, promote one public footpath per month with photos through parish magazines, Facebook, word of mouth etc.</li></ul> |
| Target(s)           | <ul style="list-style-type: none"><li>To improve residents understanding and access to sustainable ways of travelling across the parish and beyond.</li></ul>  |
| Measures of success | <ul style="list-style-type: none"><li>3 X electric vehicle chargers installed across the parish</li><li>2 x posting per month on sustainable transport developments / initiatives / ideas</li><li>4 x articles (1 per quarter) in parish magazines on sustainable transport developments / initiatives / ideas.</li><li>Positive feedback from members of the public out-weights negative feedback by ratio of 2:1.</li></ul>  |
| Projected Costs     | £5,000.00 22/23 (estimated costs for electric vehicle chargers)  |

##### v. Biodiversity / Local Environment – Community Orchards & Allotments

|                     |   |
|---------------------|---|
| Objectives          | <ul style="list-style-type: none"><li>To respond to the survey by creating community orchards and allotments in Calne Without Parish (75 responses – 55% community orchard, 43% community allotments).</li></ul>  |
| Activity            | <ul style="list-style-type: none"><li>Liaise with Bowood Estate &amp; other landowners re suitable land.</li><li>Determine number of orchards / allotments and locations.</li><li>Obtain quotes for supply of water and setting up of orchards / allotments (trees, other resources).</li><li>Assess options for the ongoing maintenance of orchards / allotments (volunteer-led)</li><li>Obtain approval from Calne Without Parish Council.</li><li>Implement preferred options.</li></ul> |
| Target(s)           | <ul style="list-style-type: none"><li>Setting up of agreed number of community orchard / allotments within different communities of the parish (by March 2023).</li></ul>   |
| Measures of success | <ul style="list-style-type: none"><li>X number of public involved in community orchards</li><li>X number of public take up allotments in their communities</li><li>Positive feedback from members of the different communities where orchards / allotments located.</li><li>Ongoing projects such as Apple Days, Fruit and Veg growers bring, and swap events organised</li></ul>   |
| Projected Costs     | £5,000 22/23, £9,000 23/24, £9,000.00 24/25, £5,000.00 25/26  |



## vi. Green Corridors: Rewilding Verges &amp; Calne Community Nature Reserve

|                     |  |
|---------------------|--|
| Objectives          | <ul style="list-style-type: none"><li>• To improve the biodiversity of the parish by rewilding verges.</li><li>• To improve the biodiversity of the parish by empowering residents to pledge an area of their gardens to wildlife (Calne Community Nature Reserve).</li></ul>  |
| Activity            | <ul style="list-style-type: none"><li>• Complete Wild About Wiltshire Agreement Forms to support wildflower and biodiversity initiatives across the parish. Obtain approval from the Parish Council. Work with Wiltshire Council to support the initiative.</li><li>• Meet with Men in Sheds in Calne to get quotation for plaque for households to display on gate / fence when they join scheme. Obtain approval from the Parish Council and Calne Town Council to fund plaques. Promote Calne Community Nature Reserve to all residents through parish magazines, Facebook, and gardening clubs. Inspire and organise Citizen Science pollinators events.</li></ul> |
| Target(s)           | <ul style="list-style-type: none"><li>• To improve the local environment and biodiversity by encouraging pollinators and wildlife through planting of wildflowers along verges in the parish and by creating wildlife areas in residents' gardens.</li></ul>   |
| Measures of success | <ul style="list-style-type: none"><li>• Completion of Rewilding Verges works.</li><li>• Citizen Science events details individual gardens biodiversity increase and also increase in pollinators on verges.</li><li>• Positive feedback from members of the public out-weights negative feedback by ratio of 2:1.</li></ul>  |
| Projected Costs     | £300 22/23   |

## vii. Blue Corridor: Marden Valley Catchment Restoration Project

|            |  |
|------------|--|
| Objectives | <ul style="list-style-type: none"><li>• To work together with Bristol &amp; Avon River Trust (BART), local landowners and farmers, Natural England (NE), Friends of Marden Valley, Calne Town Council, Bremhill Parish Council and Calne Without Parish Council countryside steward volunteers on a landscape-scale project to restore, reconnect and recreate wildlife habitats across the Marden Valley Catchment Area with the aim of increasing local aquatic and terrestrial biodiversity.</li><li>• To support the catchment area to mitigate and adapt to the effects of climate change through reinstating natural processes and natural based solutions.</li><li>• To ensure that people from the local area and beyond can access the area safely and for the benefit of their wellbeing.</li></ul>  |
| Activity   | <ul style="list-style-type: none"><li>• Fund and support a showcase river restoration project at Spray's Hill Farm (May 22 to May 23).</li><li>• Contact 18 volunteers interested in being involved in this project and arrange meeting.</li><li>• Work with Jessy Grant from BART to arrange Riverfly Monitoring Training in June / July for those volunteers and councillors interested.</li><li>• Liaise with and support other landowners and farmers in the parish interested in project through site visits, presentations etc.</li><li>• Support BART and NE to work with farm cluster groups to look at whole farm plans that deliver improvements to the farm business, which also delivers benefits for biodiversity, climate resilience, flood and drought resilience and improved water quality.</li><li>• Fund (or part fund) and support other projects as agreed.</li></ul> |



|                     |   |
|---------------------|---|
| Target(s)           | <ul style="list-style-type: none"><li>Completion of Initial River Restoration showcase project at Spray's Farm by May 2023.</li><li>Ongoing Riverfly Monitoring tracks improvements.</li><li>Local Landowners and farmers interest and engagement with project.</li><li>Development of further projects in partnership with other organisations / councils.</li></ul>   |
| Measures of success | <ul style="list-style-type: none"><li>Completion of River Restoration at Spray's Farm.</li><li>Monthly Riverfly Monitoring tracks increase in eight key indicator invertebrates and improved water quality.</li><li>Positive feedback from volunteers involved in the project out-weights negative feedback by ratio of 2:1.</li><li>Landowners and Farmers positive feedback in the project out-weights negative feedback by ratio of 2:1.</li></ul> |
| Projected Costs     | £5,000 22/23, £9,000 23/24, £9,000.00 24/25, £5,000.00 25/26  |

### viii. Waste / Recycling

|                     |   |
|---------------------|---|
| Objectives          | To follow up on results of survey on focus points raised: <ul style="list-style-type: none"><li>76% interested in borrowing scheme</li><li>Lobbying Wiltshire Council for food waste collection (top priority)</li><li>Education including emphasis on reduce and reuse (2<sup>nd</sup> priority)</li></ul>   |
| Activity            | <ul style="list-style-type: none"><li>Follow up on 16 respondents who expressed an interest in joining the Climate Emergency and Environment Working Group and invite them to join future meetings.</li><li>Invite Wiltshire Council's Recycling Team to Green Event in September to do talk and run stall including interactive activity for families to support understanding of waste.</li><li>Follow up with Wiltshire Council on progress of food waste collections.</li><li>Promote tips to reduce, recycle and reuse waste in parish magazines, Facebook and through events.</li><li>Research existing borrowing groups / recycling boxes for hard to recycle items and find out if we can use or set up of own if agreed.</li></ul> |
| Target(s)           | <ul style="list-style-type: none"><li>To improve residents understanding of how they can reduce, recycle, and reuse waste.</li><li>To invite Wiltshire Council's recycling team to Green Event in September.</li><li>To set up local initiatives as agreed.</li></ul>   |
| Measures of success | <ul style="list-style-type: none"><li>Feedback from residents evidences a greater understanding of Waste / Recycling.</li><li>Local Reduce, Recycle, Reuse initiatives set up as agreed.</li></ul>  |
| Projected Costs     | £750 22/23  |



## c. Finance Committee

### Aims & Objectives

- To ensure adequate financial controls are in place to utilise and protect the Council's finances and assets – to include insurance of buildings and property and maintenance of asset register.
- To monitor and effect compliance with laid down internal and external audit and other financial procedures, regulations, and statutes.
- To monitor the Council's investments to ensure a competitive level of return at a minimal level of risk and to make recommendations, as required, to the Main Council.
- To monitor the Council's financial risk assessments and recommend changes where necessary.
- To prepare the annual plan/budget and precept for consideration and approval by the Main Council; to support the development of a Strategic Plan by the Council and to prepare a four-year rolling financial plan to support the delivery of the Strategic Plan.
- Within the limits of the approved budget or any financial authority specifically delegated from the Main Council, maintain financial oversight of agreed projects and activities, and where required prepare reports and advice for consideration by the full council.
- To monitor routine expenditure by the council, the realisation of the associated benefits and the associated financial returns and reports.
- To maintain oversight of Community Infrastructure Levy (CIL) receipts and expenditure to ensure provision is expended effectively and efficiently within the policy established by the Council.

### Current and Planned Projects & Activities

#### i. Management of Budget, Precept and General Reserve

|                     |  |
|---------------------|--|
| Objectives          | Develop the Revenue Budget each Financial Year, in good time to set the annual Precept for the Council. Provide oversight of expenditure against the Budget. Maintain a General Reserve of between 75% and 100% of the Budget.   |
| Activity            | Over the course of each Year: <ul style="list-style-type: none"><li>• Prepare a draft Budget for the subsequent Financial Year for consideration by the Council (by November).</li><li>• Submit a final Budget for formal approval by the Council (by December).</li><li>• Submit the Precept Request to Wiltshire Council (by January).</li><li>• Monitor expenditure against Budget (ongoing).</li><li>• Provide advice to Council on budgetary performance and affordability of proposed expenditure.</li><li>• Provide control over budget setting and financial management to maintain a General Reserve equivalent to between 75% and 100% of the Annual Revenue Budget.</li></ul> |
| Target(s)           | <ul style="list-style-type: none"><li>• Submit the Precept Request to Wiltshire Council ahead of the deadline each year.</li><li>• Maintain a General Reserve equivalent to between 75% and 100% of the Annual Revenue Budget.</li></ul>   |
| Measures of success | <ul style="list-style-type: none"><li>• Approval of Annual Budget by the Council by December of each year.</li><li>• Submission of Precept Request to Wiltshire Council ahead of the deadline each year.</li></ul>   |



|                            |  |
|----------------------------|--|
|                            | <ul style="list-style-type: none"><li>General Reserve maintained at between 75% and 100% of the Annual Revenue Budget.</li></ul> |
| Projected Costs (incl VAT) | None.  |

## ii. Year-End Accounts and Audit

|                     |   |
|---------------------|---|
| Objectives          | To ensure that annual accounts are produced in a timely manner, meeting the requirements of the Accounts and Audit Regulations.   |
| Activity            | <ul style="list-style-type: none"><li>Produce annual accounts each year, including supporting Annual Governance and Accountability Returns. Submit Accounts to Internal Auditor for review and address any issues raised. Submit Accounts to External Auditor. Publish Notice of Conclusion of Audit and make accounts available to the public for inspection.</li></ul>                        |
| Target(s)           | <ul style="list-style-type: none"><li>Submit year-end Accounts including Annual Governance and Accountability Returns (AGAR) to Internal Auditor (by April).</li><li>Submit year-end Accounts including AGAR to External Auditor (by May).</li><li>Publish Notice of Conclusion of Audit, with copies of the AGAR, on Parish noticeboards and website (by 30<sup>th</sup> September).</li></ul> |
| Measures of success | <ul style="list-style-type: none"><li>External Audit concluded with zero non-compliance issues.</li></ul>   |
| Projected Costs     | £500 22/23, £525 23/24, £541 24/25, £557 25/26  |

## iii. Maintain effective governance over the council's finances and assets.

|                     |   |
|---------------------|---|
| Objectives          | To ensure adequate controls are in place to utilise and protect the Council's finances and assets   |
| Activity            | <ul style="list-style-type: none"><li>To maintain, review and update on an annual basis the following key documents:<ul style="list-style-type: none"><li>Financial Regulations.</li><li>Investment Strategy.</li></ul></li></ul> <p>To maintain, review and update the Council's Risk Register every six months.</p> <p>To maintain the Council's Asset Register and ensure that all assets are inspected each year and maintained in a state of reasonable condition.</p> <p>To review internal and external audit reports and oversee the implementation of any improvements resulting from recommendations.</p> |
| Target(s)           | <ul style="list-style-type: none"><li>Review and update Financial Regulations (by July of each year).</li><li>Review and update Investment Strategy (by September of each year).</li><li>Review and update Risk Register (by July and January of each year).</li><li>Inspect all assets and compile an asset report (by January of each year).</li></ul>  |
| Measures of success | <ul style="list-style-type: none"><li>All key documents reviewed and updated by the appropriate target date in each year.</li></ul>   |
| Projected Costs     | None.   |



iv. Ensure that value for money is obtained through routine expenditure by the Council.

|                     |  |
|---------------------|--|
| Objectives          | To ensure that best value is obtained through ongoing contracts for services.  |
| Activity            | <ul style="list-style-type: none"><li>Monitor contracts for routine services and undertake a rolling review of all ongoing contracts to ensure that they are re-tendered at least once every four years.</li></ul> |
| Target(s)           | <ul style="list-style-type: none"><li>All routine contracts reviewed and re-tendered at least once every four years.</li></ul>   |
| Measures of success | <ul style="list-style-type: none"><li>Council able to demonstrate value-for-money has been obtained through its routine contracts.</li></ul>   |
| Projected Costs     | None.  |



## d. 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 needs 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>• Receive 10 pieces of actionable feedback per roadshow</li></ul>                                    |
| Projected Costs     | £350 22/23, £370 23/24, £1000 24/25(*), £400 25/26 (* - additional funding in 24/25 to support Community Governance Review implementation) |

#### 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  |
| Target(s)           | <ul style="list-style-type: none"><li>• Create 5 new posts per week (by July 22)</li></ul>  |
| Measures of success | <ul style="list-style-type: none"><li>• Post engagement 25 in 2022 to 50 in 2024.</li></ul> |
| Projected Costs     | £20 22/23, £22 23/24, £23 24/25, £25 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><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> |



## Calne Without Parish Council 2022 – 2026 Strategy

|                     |  |
|---------------------|--|
| 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     | £200 22/23, £210 23/24, £220 24/25, £230 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, Cherhill View, 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     | £4,140 22/23 (4 new noticeboards plus maintenance on existing 4), £720 23/24, £760 24/25, £800 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 a 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 are trained and are exploiting document sharing and collaboration using Teams.</li><li>Zero documents emailed by Clerk.</li></ul>   |
| Projected Costs     | £500 22/23, £500 23/24, £500 24/25, £500 25/26  |



## e. 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     | £0 22/23, £0 23/24, £0 24/25, £0 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 the 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 Community Infrastructure Levy 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, as defined in the Strategic Planning Committee’s terms of reference, at less than 5% of the total.</li><li>• Project budget forecast versus actual spend 90% aligned.</li></ul>                   |
| Projected Costs     | £0 22/23, £0 23/24, £0 24/25, £0 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 the 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     | £0 22/23, £0 23/24, £0 24/25, £0 25/26   |



## f. Human Resources Committee plan.

### Aims & Objectives

- The purpose of the Human Resources committee is to meet legislative requirements to provide administration management in respect of employment of staff by the Parish Council and to ensure good governance.
- Ensure that our processes and actions enable us to remain a good employer and good organisation to work for.
- To ensure that the Clerk and Councillors are appropriately trained to fulfil their responsibilities

### Current and Planned Projects & Activities

#### i. Training

|                     |  |
|---------------------|--|
| Objectives          | To ensure that the Clerk and Councillors receive the appropriate training.   |
| Activity            | <p>Review the current skill levels for the clerk and each councillor and identify individual training needs. Produce a training plan to feed into the budget.</p> <p>Review the skills required by the council overall and identify individual councillors to undertake specific training in a subject area – e.g., erecting speed indicator devices.</p> <p>Ensure that the Councillors and Clerk have the appropriate training to utilise the computer productivity tools supplied (e.g., Microsoft Teams)</p> |
| Target(s)           | <ul style="list-style-type: none"><li>• Produce, and update, the training needs for the Clerk and each councillor annually.</li></ul>  |
| Measures of success | <ul style="list-style-type: none"><li>• The Clerk and all councillors feel appropriately trained to undertake their responsibilities. Conduct an annual survey to demonstrate this.</li></ul>  |
| Projected Costs     | £2000 22/23, £2100 23/24, £2205 24/25, £2315 25/26   |

#### ii. Staff management

|            |  |
|------------|--|
| Objectives | <p>Ensure that the Clerk is contracted to work the appropriate number of hours to enable him / her to undertake their tasks.</p> <p>Ensure that the grading of the clerk is appropriate to match his / her skills and abilities.</p> <p>Ensure that the Clerk's performance is in line with expectations with regular feedback given on his / her strengths and weaknesses.</p>  |
| Activity   | <ul style="list-style-type: none"><li>• Formally review the Clerk's contracted hours every six months. Engender a working environment where the clerk feels confident to raise concerns over the working hours at any time.</li><li>• Review tasks that are a large drain on the Clerk's time and look for opportunities to change the underlying processes to save time.</li><li>• Formally review the Clerk's grading annually.</li><li>• Conduct a formal performance appraisal with the Clerk annually, with regular informal discussions between the Chair of the HR Committee and Clerk on performance, training and priorities.</li></ul> |
| Target(s)  | <ul style="list-style-type: none"><li>• Regular overtime is kept within 15% of contracted hours</li></ul>  |



## Calne Without Parish Council 2022 – 2026 Strategy

|                     |  |
|---------------------|--|
|                     | <ul style="list-style-type: none"><li>• Formal role appraisal conducted with Clerk by the Chair of the HR Committee annually. To include contracted hours, grading, training, role satisfaction and performance.</li><li>• Review all processes annually</li></ul> |
| Measures of success | <ul style="list-style-type: none"><li>• Regular overtime is kept within 15% of contracted hours</li><li>• Clerk's satisfaction with the role is at least 8 out of 10.</li></ul>  |



## **g. Footpaths and rights of way working group**

### **Aims & Objectives**

- To engage with the community to promote walking, running, cycling and horse riding. To encourage participation in the improvement of opportunities for the enjoyment of the countryside through the use of paths and rights of way by all.
- To work with Wiltshire Council Countryside Access Officers to care for and promote the use of Rights of way within the Parish.
- To identify and record all the footpaths, cycleways and bridle paths within the Parish including permissive paths and those available through legal agreements with the owners as part of the Parish's green infrastructure.
- To promote the safe and responsible use of the paths as an important recreational asset and to work with landowners to identify opportunities for improvements to access.
- To promote improvements to the network.
- To improve the knowledge and appreciation of the Parish's landscape and historical assets.
- To carry out an audit of the existing paths, cycleways, and bridle paths, identifying the routes and structures along it and any barriers to its use.
- To recruit volunteers to help carry out the audit and assist in the maintenance and improvement of the network.
- To identify places of historical or landscape importance to the Parish.
- To promote the use of paths by residents and visitors and to identify projects to encourage the use of the asset.

### **Current and Planned Projects & Activities**

#### **i. Footpath Audit & Improvements**

|                             |  |
|-----------------------------|--|
| Objectives                  | <p>The objectives of this Working Group are to engage with the community to promote walking, running, cycling and horse riding. An audit will be completed of all the footpaths and bridleways within Calne Without Parish in order to identify where clearance and repairs are needed.</p> <p>Any maintenance work required will be undertaken after consultation with landowners and carried out under the supervision of Wiltshire Council Rights of Way. It is the intention to recruit local volunteers to help with this project as far as possible. Where local residents have knowledge of footpaths to include areas of historical importance and natural habitats of wildlife, flora and fauna, these will be incorporated into a local guide.</p> |
| Activity                    | <ul style="list-style-type: none"><li>• Audit of rights of way</li><li>• Purchase tools to enable volunteers to conduct maintenance work with the landowners and Wiltshire Council</li><li>• Create a prioritised list of works required.</li></ul>  |
| Target(s)                   | <ul style="list-style-type: none"><li>• Complete audit by July 22 (and then every two years)</li><li>• Prioritise work to be done Sept 22.</li><li>• Start maintenance work Sept 22.</li></ul>   |
| Measures of success         | <ul style="list-style-type: none"><li>• All prioritised rights of way possible (July 23)</li><li>• Audit in 2024 identifies 50% fewer problems than the first audit.</li></ul>   |
| Projected Costs (incl. VAT) | Maintenance work - £2,000 22/23, £2,000 23/24, £2,000 24/25, £2,000 25/26  |



## 7. 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.

### **Local Highways & Footpaths Improvement Group (LHFIG)**

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 LHFIG with respect to our road safety project.

### **Calne Transport Strategy**

The Parish Council has worked in partnership with Calne Town Council and Wiltshire Council to develop the Calne Transport Strategy which covers Calne and our parish. The Strategy was adopted by the councils in early 2021. The strategy outlines the approach to meeting the specific objectives for Calne and Calne Without. It identifies and promotes a list of complementary schemes and interventions that are shown to address known and well evidenced transport issues in our area.



## 8. Summary of Active Projects

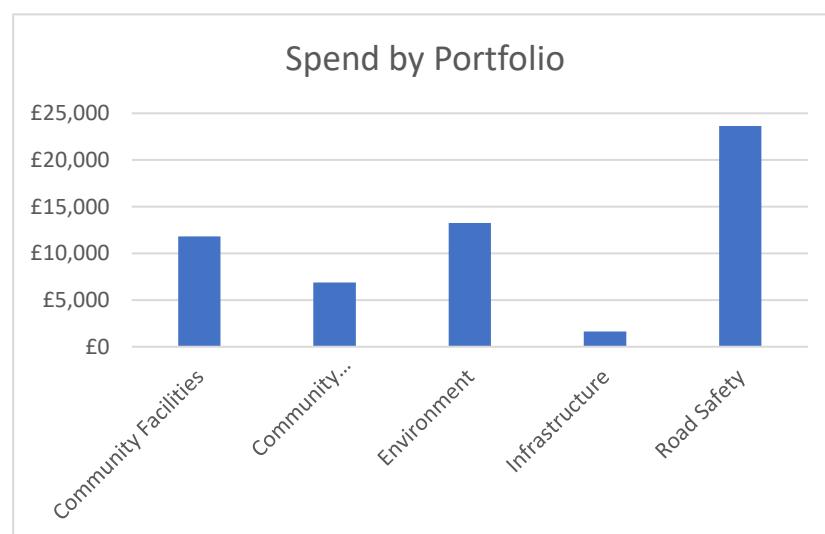
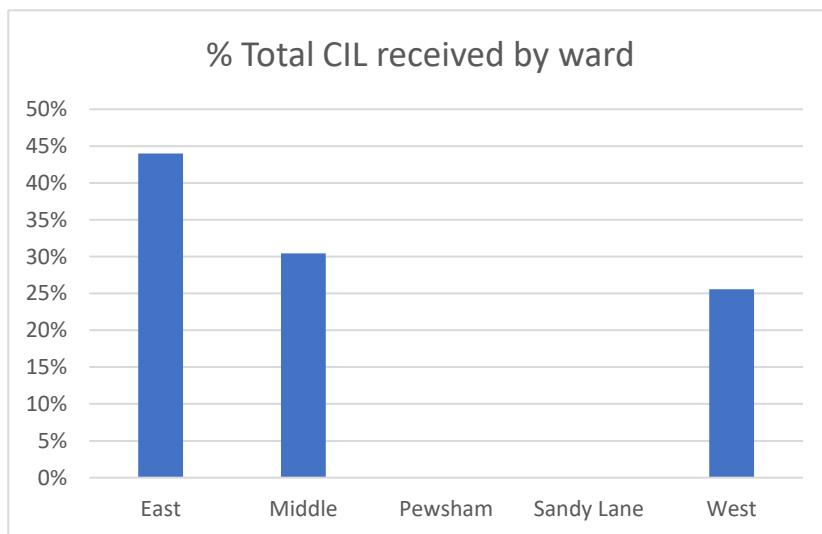
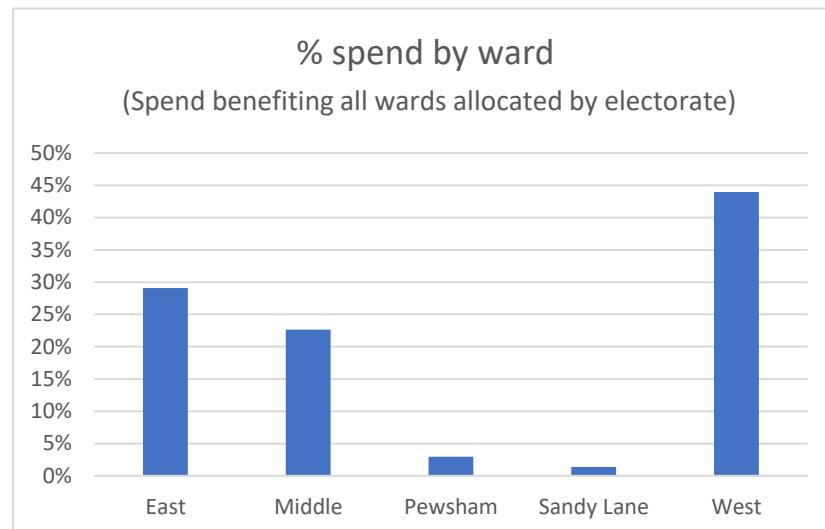
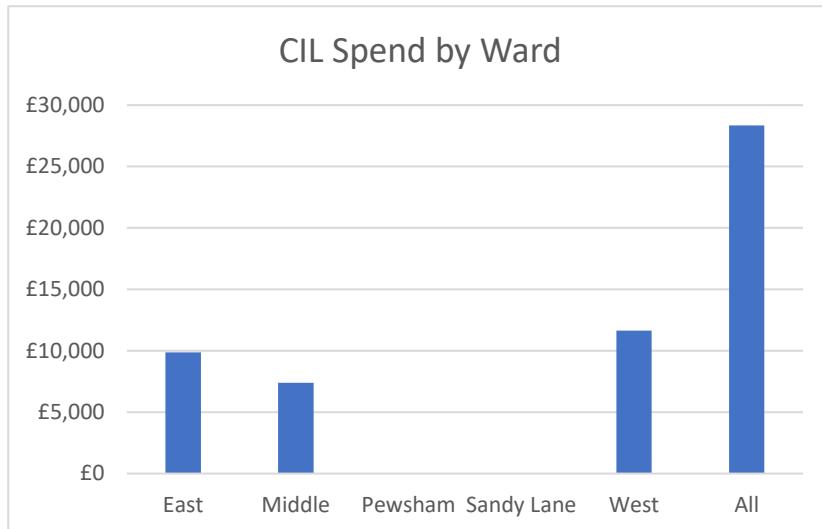
| Project / Community Improvement Idea                | Status | Responsible Councillor | Project Idea or | Neighbourhood Plan Area Addressed | Ward |
|---|--------|------------------------|-----------------|-----------------------------------|------|
| River Marden Study                                  | Green  | Sue Deedigan           | Project         | Environment & Aesthetics          | East |
| Derry Hill and Studley Footpath & Cycle Way Signage | Amber  | Ioan Rees              | Project         | Infrastructure                    | West |
| Lansdowne Arms Bus Stop                             | Amber  | Ioan Rees              | Project         | Infrastructure                    | West |
| Footpaths Rights of Way Improvements                | Green  | tbc                    | Project         | Infrastructure                    | All  |
| Sustrans Route 403 East of Calne Signage            | Green  | tbc                    | Project         | Infrastructure                    | East |
| Planters  | Amber  | Keith Robbins          | Project         | Road Safety                       | All  |
| Road Safety Feasibility Study                       | Amber  | John Barnes            | Project         | Road Safety                       | All  |
| Church Road Community Speed watch                   | Green  | Ioan Rees              | Project         | Road Safety                       | West |
| SID/ VASS Proposals                                 | Green  | John Barnes            | Project         | Road Safety                       | All  |

Note – “Green” status projects are on track to deliver to plan, “Amber” projects have problems which may necessitate a change to the plan, “Red” projects have a serious problem(s) which will impact the plan.



## Summary of Community Infrastructure Levy (CIL) spend to end March 2022 by ward.

(Note – “All” category is for spend that will benefit the whole parish)





## Summary of aspirational (not yet approved) spend for next 5 years by project & ward

| Strategic Plan Area                 | Activity   | Ward | 22/23          | 23/24          | 24/25          | 25/26          | Total           |
|-------------------------------------|--|------|----------------|----------------|----------------|----------------|-----------------|
| Highways, Transport and Road Safety | Road Safety Feasibility Study                                      | All  | £12,520        | £10,000        | £10,000        | £3,000         | £35,520         |
|                                     | Speed Indicator Devices  | All  | £5,993         | £0             | £0             | £0             | £5,993          |
|                                     | Community Speedwatch   | All  | £0             | £0             | £0             | £0             | £0              |
|                                     | Planters   | All  | £2,500         | £500           | £500           | £500           | £4,000          |
|                                     | Lansdowne Arms Bus Stop  | West | £500           | £0             | £0             | £0             | £500            |
|                                     | CALW65 Derry Hill to Studley Footpath/Cycleway                     | West | £10,000        | £20,000        | £0             | £0             | £30,000         |
|                                     | Further develop or improve the cycle network within the parish     | All  | £1,500         | £2,500         | £5,000         | £4,987         | £13,987         |
| Sub-total                           | Consider & respond to further issues as appropriate                | All  | £2,500         | £2,500         | £2,500         | £2,500         | £10,000         |
|                                     |  |      | £35,513        | £35,500        | £18,000        | £10,987        | £100,000        |
| Climate Emergency and Environment   | Green Energy Event   | All  | £180           | £0             | £0             | £0             | £180            |
|                                     | Transport  | All  | £5,000         | £0             | £0             | £0             | £5,000          |
|                                     | Biodiversity / Local Environment – Community Orchards & Allotments | All  | £5,000         | £9,000         | £9,000         | £5,000         | £28,000         |
|                                     | Green Corridors: Rewilding Verges & Calne Community Nature Reserve | All  | £300           | £0             | £0             | £0             | £300            |
|                                     | Blue Corridor: Marden Valley Catchment Restoration Project         | All  | £8,260         | £8,000         | £8,000         | £8,500         | £32,760         |
|                                     | Waste / Recycling  | All  | £750           | £0             | £0             | £0             | £750            |
| Sub-total                           |  |      | £19,490        | £17,000        | £17,000        | £13,500        | £66,990         |
| Finance Committee                   | Year end accounts and audits                                       | All  | £500           | £525           | £541           | £557           | £2,123          |
| Sub-total                           |  |      | £500           | £525           | £541           | £557           | £2,123          |
| Engagement and participation        | Roadshows  | All  | £350           | £370           | £1,000         | £400           | £2,120          |
|                                     | Social media presence  | All  | £20            | £22            | £23            | £25            | £90             |
|                                     | Parish Council Website   | All  | £200           | £210           | £220           | £230           | £860            |
|                                     | Noticeboards   | All  | £4,140         | £720           | £760           | £800           | £6,420          |
| Sub-total                           |  |      | £4,710         | £1,322         | £2,003         | £1,455         | £9,490          |
| Footpaths                           | Footpath improvements  | All  | £2,000         | £2,000         | £2,000         | £2,000         | £8,000          |
| Sub-total                           |  |      | £2,000         | £2,000         | £2,000         | £2,000         | £8,000          |
| Community Initiated Projects        |  | All  | £6,000         | £6,000         | £6,000         | £6,000         | £24,000         |
| <b>Total</b>                        |  |      | <b>£62,213</b> | <b>£56,347</b> | <b>£39,544</b> | <b>£28,499</b> | <b>£186,603</b> |



## Summary of Community Infrastructure Levy (CIL) spend to end March 2022.

| CIL Money Spent or Committed (as at end March 2022) |  | Ward   | Portfolio              | Spend      |
|---|--|--------|------------------------|------------|
| Year  | Project  |        |                        |            |
| 2019/20   | CATG Issue 6069 Contribution to Traffic Survey | West   | Road Safety            | £255.00    |
| 2019/20   | A4 Layby sign                                  | West   | Road Safety            | £139.87    |
| 2019/20   | Rub a Dub Pre-school play equipment            | West   | Community Facilities   | £6,500.00  |
| 2019/20   | Cherhill View Dog Waste Bin                    | Middle | Community Facilities   | £193.20    |
| 2019/20   | Stockley Bus shelter first 50%                 | Middle | Community Improvements | £2,063.40  |
| 2019/20   | Stockley Bus shelter second 50%                | Middle | Community Improvements | £2,063.40  |
|   |  |        | Sub-Total              | £11,214.87 |
| 2020/21   | Noticeboards for Derry Hill and Studley        | West   | Infrastructure         | £1,620.00  |
| 2020/21   | Stockley Waste bin                             | Middle | Community Improvements | £100.80    |
| 2020/21   | Stockley Gateways                              | Middle | Road Safety            | £1,675.87  |
| 2020/21   | River Marden Survey                            | All    | Environment            | £5,000.00  |
| 2020/21   | Broads Green Signs                             | Middle | Road Safety            | £1,074.00  |
| 2020/21   | Studley Dog Waste Bin                          | West   | Community Facilities   | £199.20    |
| 2020/21   | Road Safety Feasibility Study                  | All    | Road Safety            | £5,760.00  |
|   |  |        | Sub-Total              | £15,429.87 |
| 2021/22   | Church road waiting restrictions               | West   | Road safety            | £843.11    |
| 2021/22   | Studley grit bin                               | West   | Road Safety            | £222.00    |
| 2021/22   | Stockley grit bin                              | Middle | Road Safety            | £222.00    |
| 2021/22   | Lower Compton Speed Limit                      | East   | Road Safety            | £1,195.52  |
| 2021/22   | Road Safety Feasibility Study (Phase 2)        | All    | Road Safety            | £5,520.00  |
| 2021/22   | Neighbourhood Plan                             | All    | Community Improvements | £2,000.00  |
| 2021/22   | River Marden Restoration                       | East   | Environment            | £8,260.00  |
| 2021/22   | Speed Indicator signs                          | All    | Road Safety            | £5,993.00  |
| 2021/22   | Derry Hill & Studley Gardening Club            | West   | Community Facilities   | £360.00    |
| 2021/22   | Derry Hill School Bench                        | West   | Community Facilities   | £505.99    |
| 2021/22   | Tools for the Footpath Working Group           | All    | Community Improvements | £666.76    |
| 2021/22   | Dog Waste Bin (Studley)                        | West   | Community Facilities   | £254.00    |
| 2021/22   | 4 Noticeboards                                 | All    | Community Facilities   | £3,400.00  |
| 2021/22   | Cherhill A4 layby bin                          | East   | Community Facilities   | £408.00    |
| 2021/22   | A4 Speed limit review                          | West   | Road Safety            | £750.00    |
|   |  |        | Sub-Total              | £30,600.38 |
|   |  |        | Grand Total            | £57,245.12 |



## 9. Community Improvement Ideas list

| Project / Community Improvement Idea                     | Status   | Responsible Councillor | Project or Idea | Neighbourhood Plan Area Addressed | Ward   |
|--|----------|------------------------|-----------------|-----------------------------------|--------|
| Stockley Methodist Cemetery                              | Planning | Pauline Crane          | Idea            | Community Facilities              | Middle |
| Climate Emergency & Environment Working Group            | Planning | Charlotte Fossa        | Idea            | Environment & Aesthetics          | All    |
| CALW24 Footpath/cycle path improvements                  | Green    | tbc                    | Idea            | Infrastructure                    | Middle |
| Studley Methodist Chapel heating / lighting improvements | Planning |                        | Idea            | Community Facilities              | West   |



## 10. Further Information

For further information please see:

Calne Without Parish Council website - [calnewithout-pc.gov.uk](http://calnewithout-pc.gov.uk)  
Neighbourhood Plan website – [www.calnecommunityplan.com](http://www.calnecommunityplan.com)  
Wiltshire Council Website – [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

Calne Without Parish Council Facebook (type the address or scan the QR code below)-  
[www.facebook.com/people/Calne-Without-Parish-Council/100076446784598/](https://www.facebook.com/people/Calne-Without-Parish-Council/100076446784598/)

