



# Calne Without Parish Council Strategy 2023-27

Calne Without Parish Council

Hello I'm Pauline Crane Parish Councillor for Middle Ward



**Working on:**  
**Road Safety** – We have engaged a consultant to investigate road safety issues and a road census is currently being conducted.  
**Community Governance** – We are conducting a formal review in relation to the structure of the Council to establish a small Studley.

**Climate Emergency** – We are responding to our residents' information on all footpaths & rights of way. We are conducting a survey with the residents to clear the Parish Council's records.

If you live in Middle Ward, I'd love to hear from you.



Highways, Transport & Road Safety Working Group

- Background:**
- The Highways, Transport & Road Safety Working Group was set up by Calne Without Parish Council on 8<sup>th</sup> 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.
  - Procure and display at least one Speed Indicator Device.
  - Investigate the potential for establishing at least one Community Speedwatch Group.
  - Manage the procurement, installation and maintenance of planters.
  - Consider and address further issues relating to road safety, highways, parking and public transport matters.

**What are we working on?**

**Road Safety Feasibility Study:** Issues at 16 selected locations for assessment of options to improve with the aim of defining impact.

**Speed Indicator Devices:** Devices, for temporary deployment in the Parish.

**Community Speedwatch:** Speedwatch Group to monitor road in Derry Hill.

**Derry Hill to Studley:** cycle way between Derry Hill and Studley.



Calne Community Neighbourhood Plan

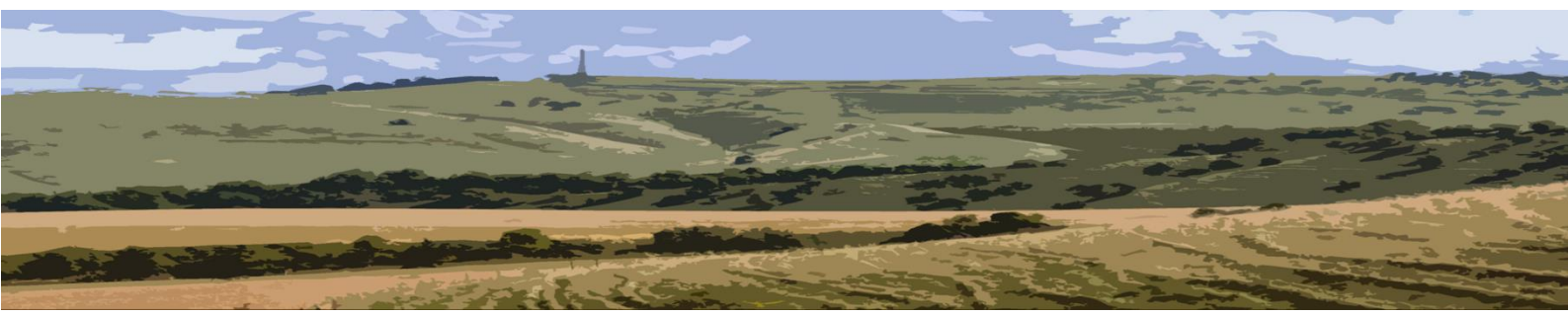
Engage with it, Contribute to it, Own it...

2016-2026

Made February 2018



A plan for the Calne and Calne Without Neighbourhood Area



**Welcome** to Calne Without Parish Council's 2023 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 wants 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. This is the second version of this document.



Figure 1. Feb 2023 Parish Council



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

### Road Safety.

- The council engaged a transport consultant who reviewed 16 problem areas on our roads and produced recommendations for each one.
- Improvement measures have been devised (such as improved signage, speed indicator boards, community speed watch groups, reduced speed limits, etc) which are being prioritised and discussed with Wiltshire Council and the local community.
- Two speed indicator devices have been installed in many places throughout the parish and will continue to be moved to key problem areas every eight weeks.
- Specific cycleway improvements are being planned to provide a well signed and safe link between Derry Hill and Studley, providing a safe link to the Sustrans 403 cycle route.

### Climate Change and the Environment.

- 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.
- We are looking to secure land to create a community orchard and allotments.
- Thermal imaging cameras have been purchased to lend to residents to check for heat loss problem areas where they live.

### Implementation of the Community Governance Review recommendations.

- We are working with neighbouring parishes to ensure a smooth transition to the new parish structure in 2025 with the creation of a new Derry Hill and Studley Parish.

### 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 2025. Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. 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 continue to 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.

### 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.

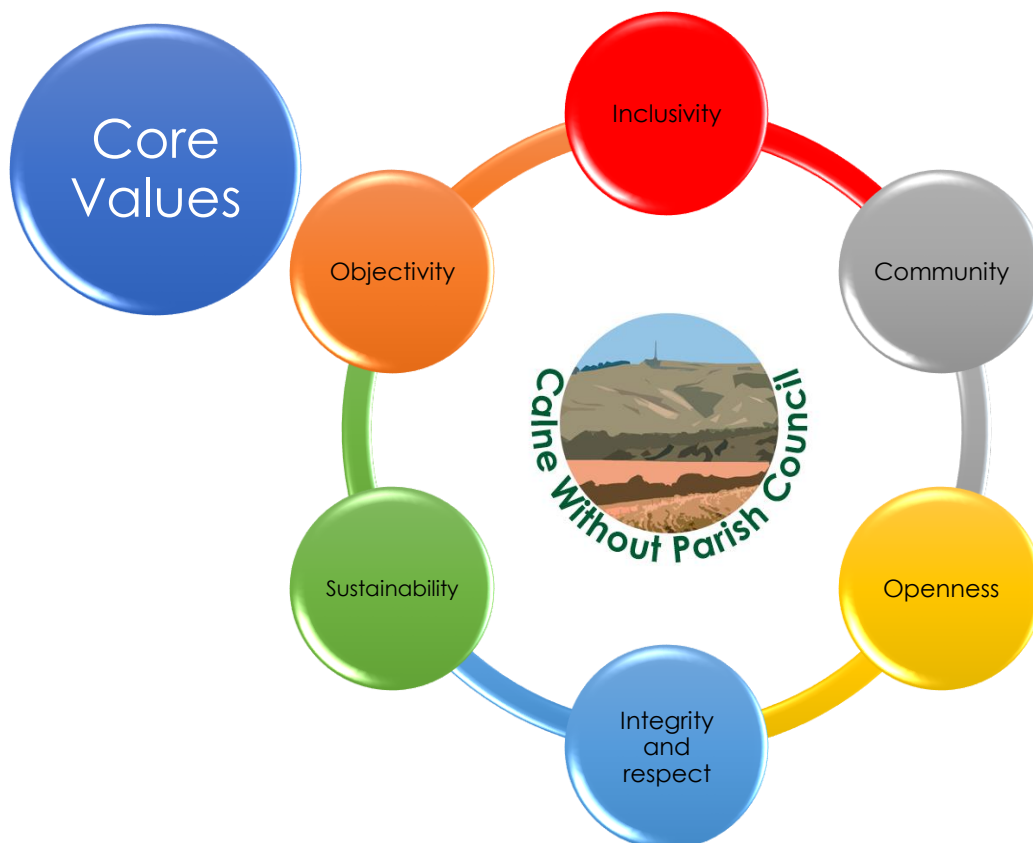
### HR.

- 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. It is the largest parish in Wiltshire by area – 42.9 km<sup>2</sup>. The parish has 79.83km of public rights of way (0.47km of byways, 16.32km of bridleways and 63.04km of footpaths - source Parish Online).

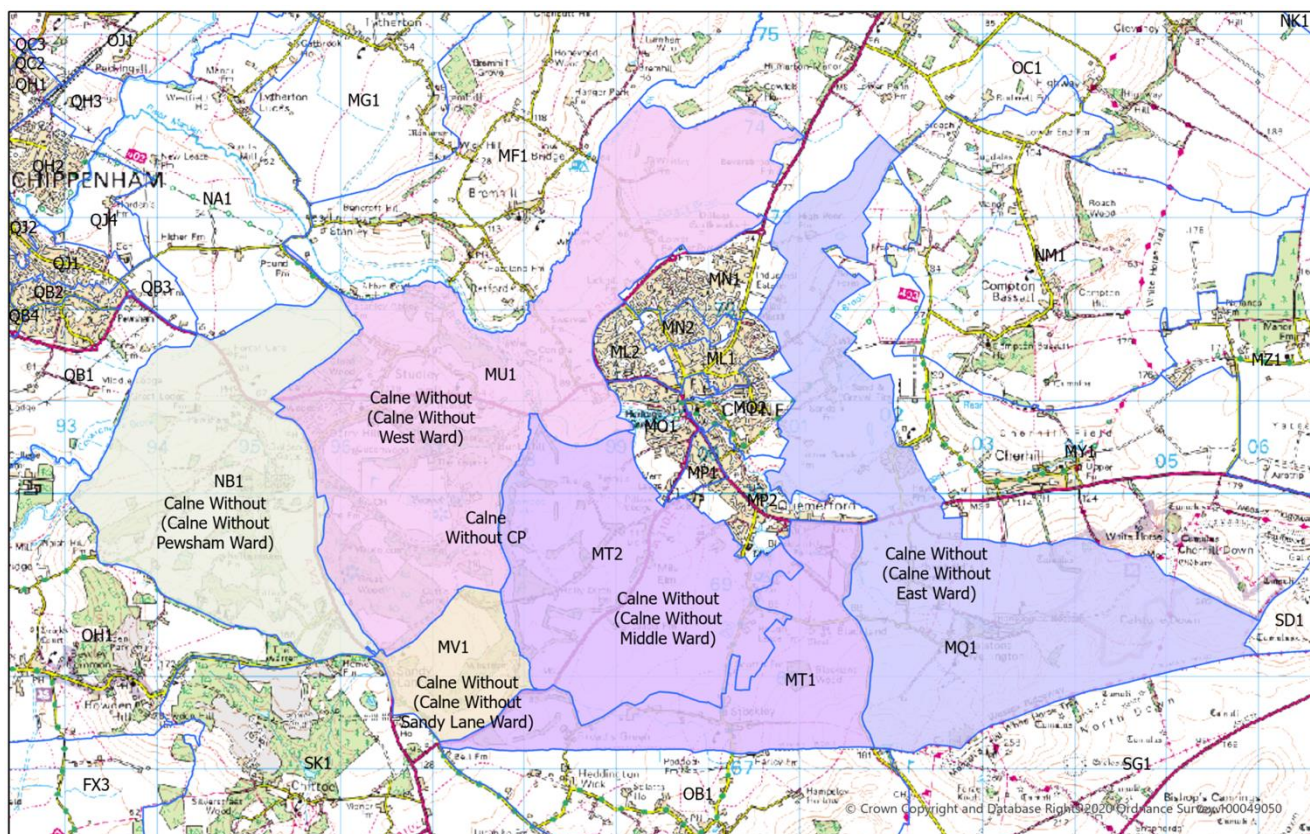


Figure 2. Calne Without Parish Map

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.

#### 2021 Census data:

**Population** - The parish has a population of 3,391, of which 1,720 are female and 1,671 are male. There are 161 children under 5 and 563 students. There are 1,365 households, of which 18.4% are people living on their own, and 43.5% two person households. 8.6% of all households are single pensioners. In the wider area there are 275 pre-school children, 1,276 school age children, 4,762 adults of working age and 1,864 people over retirement age.

**Diversity** - 97.5% of the population identify themselves as ethnically white, 0.7% as 'Asian', 0.3% as 'Black', 1% as 'mixed ethnic groups', and 0.3% as 'Arabic'. 85.6% of the population have a UK passport, 1.5% have a passport from another European country,



with another 12.3% having no passport. 97.9% of the households use English as their main language, with English not being spoken as the main language in 0.8% of the households. 53.6% of the population identified themselves as Christian, with 39% saying that they have no religion. 2% people identified themselves as having another religion. 2.1% of adults who responded to the question identify themselves as having a sexual orientation other than heterosexual. 0.2% have a gender identity different to that registered at birth.

Health - 87.4% of the population report being in good or very good health, compared with 2.7% who are in bad or very bad health. 13.2% of the population are registered as disabled, at least 1 disabled person lives in 24.7% of households. 8% of all adults provide some level of unpaid care every week, of these 39.4% provide in excess of 20 hours a week of unpaid care.

Deprivation - 35.8% of the households are classified as deprived in at least 1 dimension (education, employment, health or housing), with 1.1% deprived in 3 or more. As far as overcrowding is concerned, 1% of all households have too few bedrooms and 1.4% have too rooms in total. This parish ranks 216th out of 242 parishes in Wiltshire in terms of deprivation in one or more dimension, this is 487 households. It ranks 157th, 15 households, in terms of three or more dimensions.

Work - 64.4% of adults are in work, 1.5% are unemployed and seeking work, and 24.5% have retired. Of those in work 56.1% are in professional roles, 32.1% in skilled roles, and 11.7% in unskilled roles. 70.1% of the roles are full time. The main industries that people in the parish work in are construction of buildings; civil engineering; specialised construction activities (9.4%), education (9.3%), public administration and defence; compulsory social security (7.9%), retail trade, except of motor vehicles and motorcycles (7.3%), and human health activities (6.4%).

Transport - People travel to work by various means, 48.4% travel by driving a car or van, 42.6% work mainly at or from home. 50.4% use a sustainable (work from home, public transport, cycle, walk or passenger in a car or van) travel to work method. (Note - more people may be working from home during the Census 2021 period due to Covid-19 restrictions.) In addition to the people who work from home, 9.3% work in the local area (<5km), 21.1% travel between 5km and 20km, with 13% travelling over 20km to work. 3.9% of households have no cars or vans, 30.6% have 1 car or van, and 65.5% have 2 or more.

Education - 37.4% of adults have degree, or higher, equivalent qualifications, 21.2% have the equivalent of 2 or more A levels, 4.1% have completed apprenticeships, 16.2% have 5 or more good GCSEs (or equivalent), 8.9% have between 1 and 4 GCSE's (or equivalent), and 10.1% have no qualifications.

Housing - 51.1% of the housing in the area is detached, 30.1% semi-detached, and 15.6% terraced. 3.9% of the properties have one bedroom, 16% have two, 36.6% have three, and 43.5% have four or more bedrooms. 35.8% of the properties are owned outright, 41.3% are owned with a mortgage, 6.7% are socially rented, and 12.1% are rented from a landlord or letting agency. 86.8% of the properties are classified as under-occupied in terms of bedrooms and 87.3% under-occupied in terms of total number of rooms.

Central heating - 62.8% of properties have mains gas only, 17% use oil only, 4% use electric only with 11.8% using two or more types of central heating, not including renewable energy. 1% use renewable energy only for central heating, with 0.6% using renewable with some other form of energy.

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; 2 grade I, 4 grade II\* and 118 grade II. It also contains 11 schedule monuments. Within the parish there is one school, one village hall, two shops (at Derry Hill and the new development off Low Lane), 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 (VC)   |
| Middle     | Stockley, Mile Elm, Broads Green, Blackland, Cherhill View | 526               | 4                     | Pauline Crane, 3 vacancies  |
| Pewsham    | Old Derry Hill & Pewsham                                   | 159               | 1                     | John Barnes (C)   |
| Sandy Lane | Sandy Lane   | 75                | 1                     | Sue Deedigan  |
| West       | Studley, Derry Hill part of Ratford                        | 1274              | 6                     | Ioan Rees, 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.



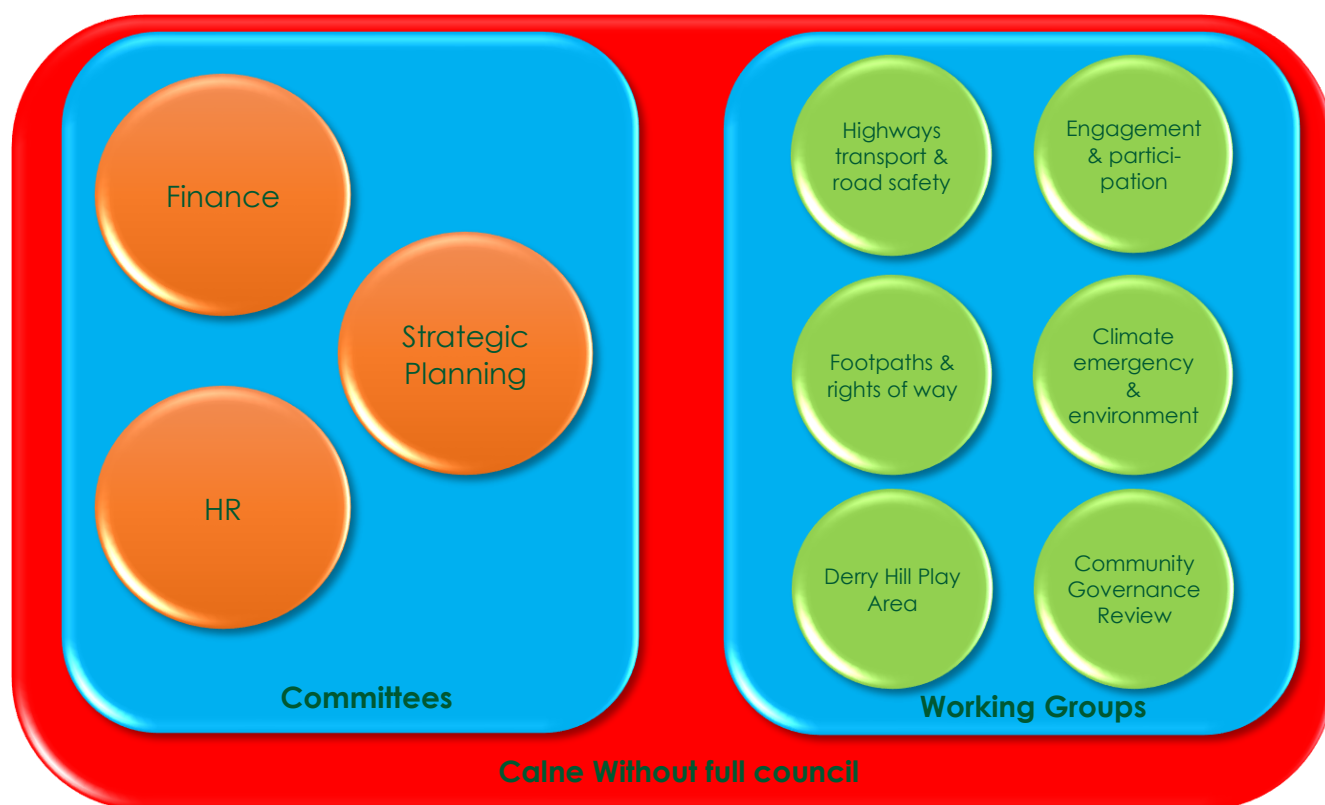


Figure 3. Calne Without Parish Council committee and working groups

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 Barnes, Hislop, MacInnes, Price, Rees, Crane, Kronig           |
| HR Committee                             | Cllrs Barnes, Crane, Deedigan, Todd, Rees, Robbins                   |
| Strategic Planning Committee             | Cllrs Barnes, Kronig, MacInnes, Price, Campbell Rogers, Rees         |
| Highways, transport & road safety        | Cllrs Rees, Robbins, Barnes, Deedigan, MacInnes, Price, Kronig       |
| Engagement & participation               | Clerk and Cllrs Robbins, Crane, Todd, Deedigan and Price             |
| Climate emergency & environment          | Cllrs Barnes, Campbell Rogers, Deedigan, Fossa, Kronig and MacInnes. |
| Footpaths & rights of way                | Cllrs Barnes, Robbins, Deedigan, MacInnes, Price                     |
| Derry Hill Play Area                     | Cllrs Rees, Fossa, MacInnes, Todd                                    |
| Community Governance Review Preparations | Clerk & Cllrs Barnes and Price.                                      |

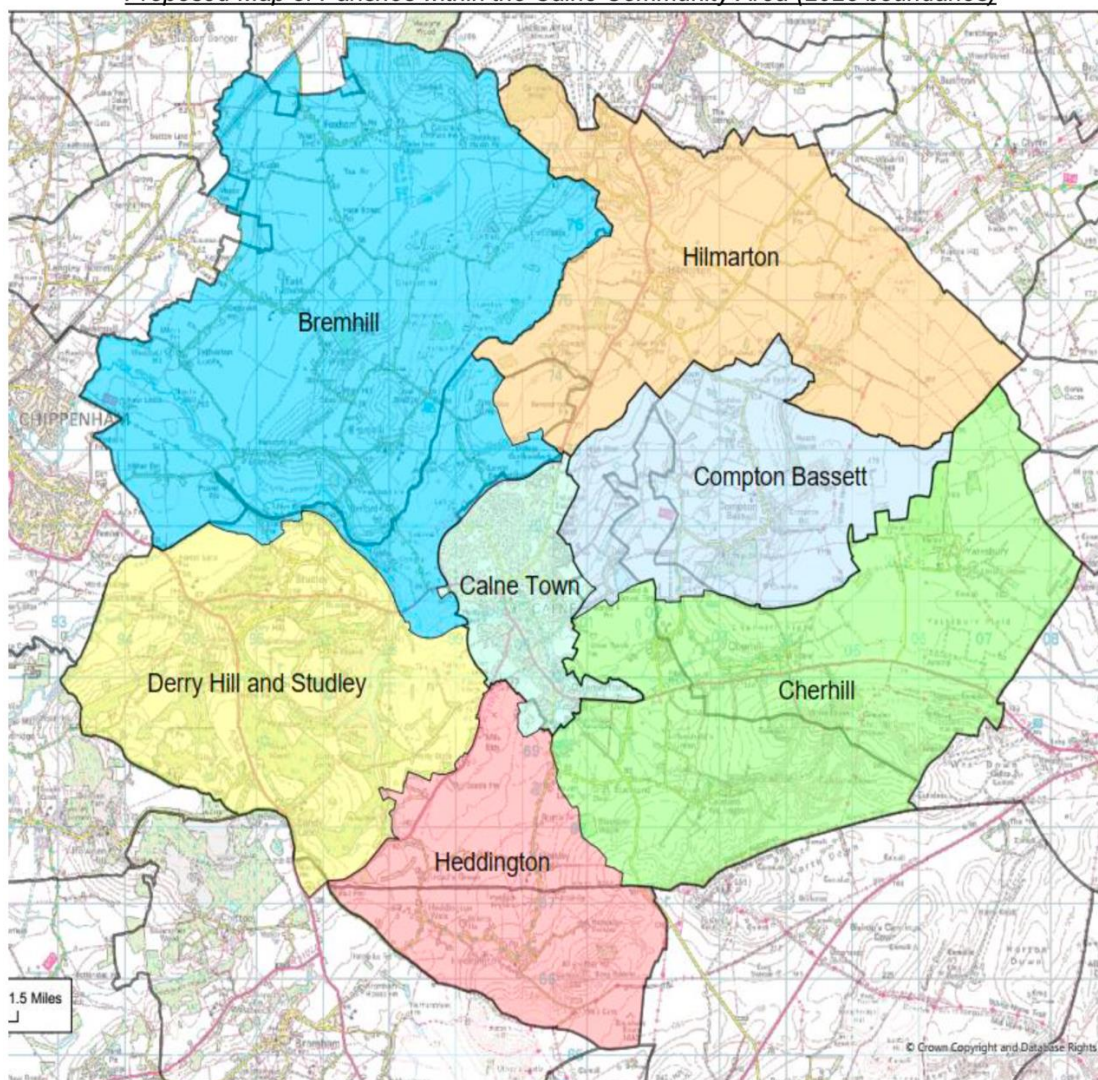
Since the last edition of the strategy, Wiltshire Council has published the results of their Community Governance Review into Calne Without Parish. In summary the results mean that the Calne Town boundary will be extended to include Cherhill View and

Low Lane developments. High Penn will join Compton Bassett parish. The rest of East Ward will join Cherhill parish along with Blackland. The rest of Middle Ward will join Heddington parish. Parts of Ratford and Stanley will join Bremhill parish, and the remainder, Derry Hill, Studley, Old Derry Hill, and Sandy Lane will form a new parish called “Derry Hill and Studley”, see map on page 9. These changes will take place at the local elections in May 2025. Discussions are currently taking place with the surrounding parishes to agree what happens to the assets of Calne Without Parish Council after the changes. This work is nearly complete and will be published in the summer of 2023.

This strategy covers the period from 2023 to 2027, which is after the new parish structure takes effect. This is because our key initiatives are not scheduled to be completed by May 2025 and we are seeking agreement from the neighbouring parishes to continue what we have started in the areas that they inherit. Where a project requires funding, it is intended that Community Infrastructure Levy money is transferred to the parishes where the projects are being delivered to cover the costs.

Until April 2025 Calne Without Parish Council will maintain full autonomy to continue to spend money to deliver services, facilities and grants in the best way that it sees fit.

***Proposed Map of Parishes within the Calne Community Area (2025 boundaries)***



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 2023/24 a Band D property in Calne Without Parish paid a total Council Tax to Wiltshire Council + Police + Fire of £2,082.32, of which £21.72 (1 %) went to the parish council. The parish council received a total of £30,633.00. 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.

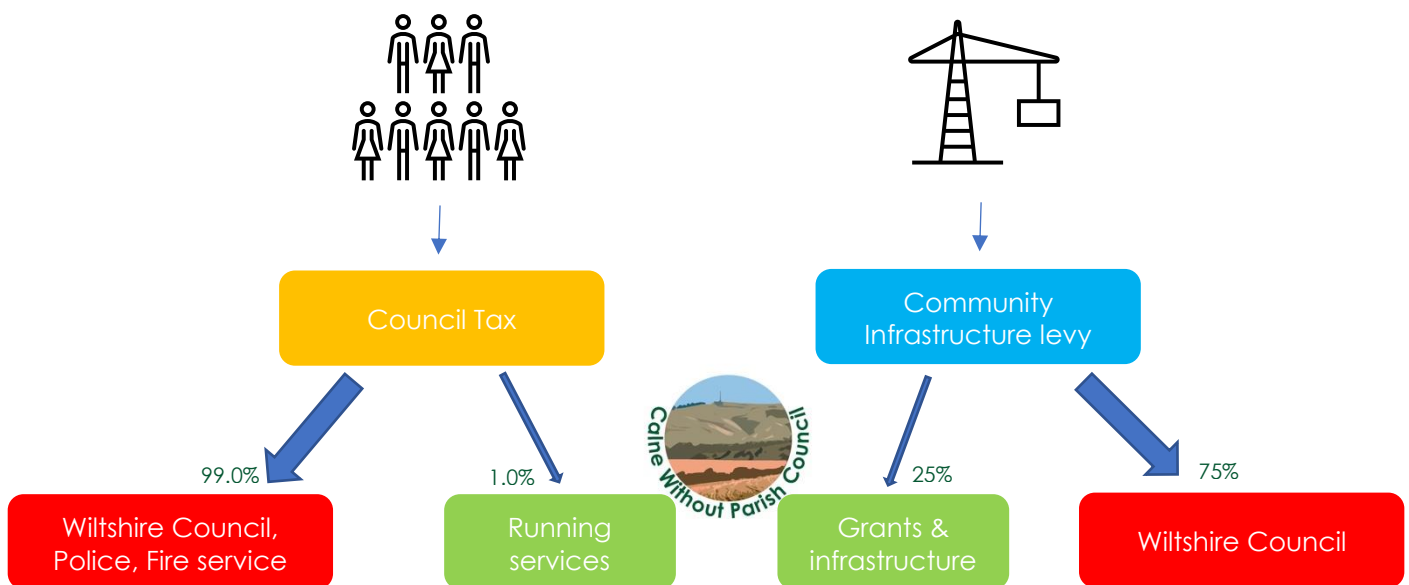
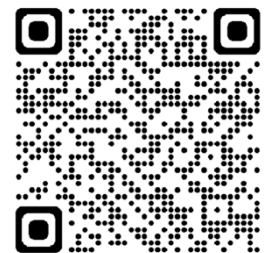


Figure 4. Council finance structure

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 2023) in excess of £10,000 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 eight 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 to 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.
- h. To ensure the smooth transition of services from Calne Without Parish Council to the new parish structure in 2025.

## 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 but supplied.

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

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

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

For all eligible investments and grants a simple form must be completed describing the nature of the investment and the benefits that it will bring to the community. This request must be submitted to the parish clerk (email [clerk@calnewwithout-pc.gov.uk](mailto:clerk@calnewwithout-pc.gov.uk)) who will then submit it to a future parish council meeting for consideration. The document containing the form and describing the process can be found here- <https://calnewwithout-pc.gov.uk/wp-content/uploads/2022/03/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

investment of this type will be treated as a separate project, with regular project status reports being produced, which will be reviewed by the Strategic Planning Committee. The group, or individual, requesting the investment will usually be required to attend a council meeting to go through their request in detail. As well as being asked about how the money will be spent, along with the community benefits that are to be delivered, a clear explanation on how these benefits will be measured after the project has been completed will be required.

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

If you have an idea for an investment of more than £1,000, please contact the parish council clerk (email [clerk@calnewwithout-pc.gov.uk](mailto:clerk@calnewwithout-pc.gov.uk)) or one of the councillors. They will help you through the process. The document containing the form and describing the process can be found here- <https://calnewwithout-pc.gov.uk/wp-content/uploads/2022/03/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.calnewwithout-pc.gov.uk/>

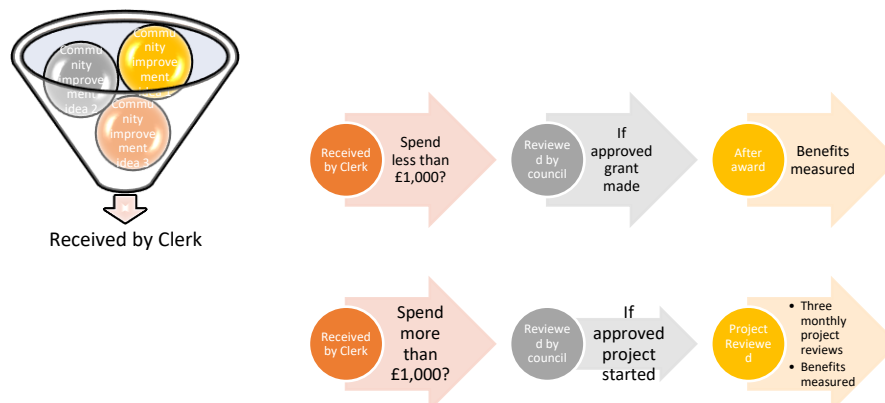


Figure 5. Spend monitoring process

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:

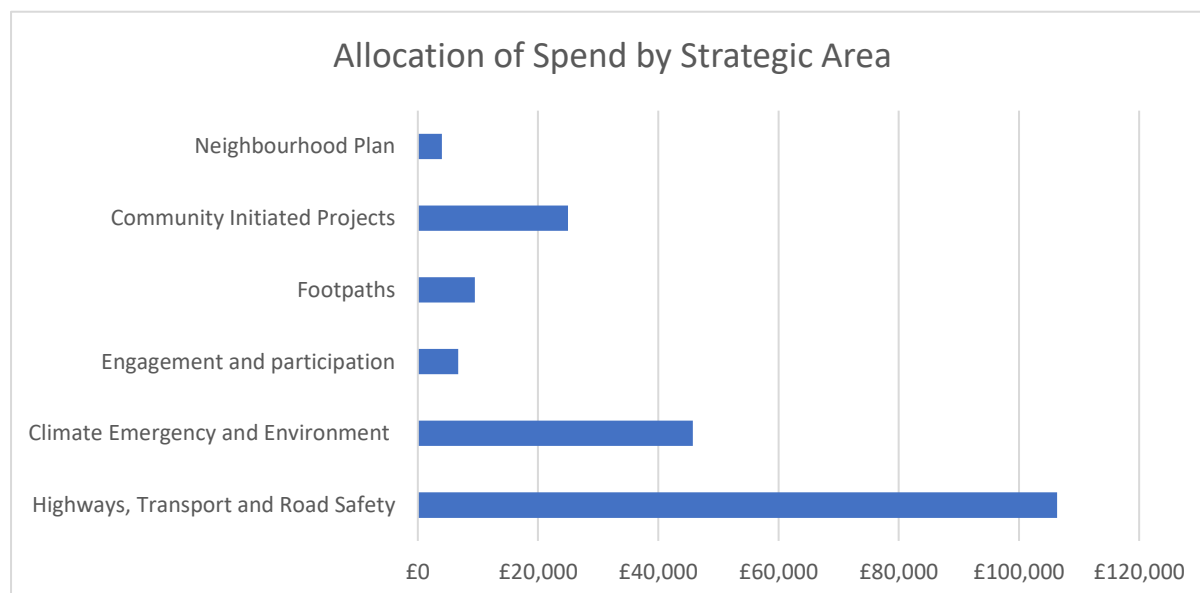
1. Road Safety
2. Improving our environment, including climate change
3. Footpath improvement
4. Community identified investment opportunities
5. Community engagement and participation.



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 Expiry schedule as at May 2023 |             |                       |              |              |                    |                               |
|------------------------------------|-------------|-----------------------|--------------|--------------|--------------------|-------------------------------|
| Date rec'd                         | Expiry date | Months to Expiry date | Amount Rec'd | Amount Spent | Amount to spend by | Source                        |
| Apr-18                             | Apr-23      |                       | £28,757.22   | £28,757.22   | £0.00              | Marden Farm & Studley Gardens |
| Apr-19                             | Apr-24      | 9                     | £69,480.30   | £39,865.80   | £29,614.50         | Marden Farm & Studley Gardens |
| Jun-19                             | Jun-24      | 11                    | £50,059.80   | £0.00        | £79,674.30         | Marden Farm & Studley Gardens |
| Apr-21                             | Apr-26      | 34                    | £70,747.03   | £0.00        | £150,421.33        | Low Lane                      |
| Jul-21                             | Jul-26      | 37                    | £39,217.97   | £0.00        | £189,639.30        | Low Lane                      |
| Aug-21                             | Aug-26      | 38                    | £3,460.27    | £0.00        | £193,099.57        | Low Lane                      |
| Oct-21                             | Oct-26      | 40                    | £4,036.98    | £0.00        | £197,136.55        | Low Lane                      |
| Dec-21                             | Dec-26      | 42                    | £1,324.76    | £0.00        | £198,461.31        | New Road, Studley             |
| May-22                             | May-27      | 47                    | £4,036.98    | £0.00        | £202,498.29        | Low Lane                      |
| Jan-23                             | Jan-28      | 54                    | £3,439.14    | £0.00        | £205,937.43        | Calstone                      |
| Total                              |             |                       | £274,560.45  | £68,623.02   |                    |                               |

## 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

- Project manage the implementation of recommendations from the Road Safety Feasibility Study.
- Manage the continuing deployment and maintenance of the Council's two Speed Indicator Devices.
- Consider further measures to mitigate speeding, including liaison with the police for enforcement and the potential establishment of Community Speedwatch schemes where appropriate.
- Further develop the cycle network within Calne Without.
- 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.

#### Achievements in 2022/23

Achievements in 2022/23 included:

- Stage 2 of the Feasibility Study was completed.
- A Speed Limit Review on the A4 was undertaken by Wiltshire Council at the request of the Council. This recommended a reduction from the national speed limit to 50mph on the A4 between Forest Gate and Calne, but not the desired reduction from 50mph to 40mph through Studley Crossroads. Further representations are being made to Wiltshire Council.
- Two Speed Indicator Devices were procured and mobilised to, so far, six locations for eight-week periods.
- Improvements have been made to signage and warnings on the A3102 at Mile Elm, in response to representation from a local resident.
- Horse and rider warning signs have been installed on the C50 north of Blackland Crossroads, again in response to representation from a local resident.
- The Council has pursued the establishment of a Community Speedwatch in Derry Hill. After extensive delays, this request has been turned down by Wiltshire Police, as the location is within a speed zone, rather than a speed limit.
- A cross-council Working Group has been established to identify and progress improvements to the Route 403 cycle route between Chippenham, Calne and Avebury. Progress includes arrangements to divert the official route onto a better alignment to the east of Yatesbury, improvements to signage along the route and the installation of two benches.

## Current and Planned Projects & Activities

### i. Road Safety Feasibility Study Stage 2

|                            |   |
|----------------------------|---|
| Objectives                 | Improvement in road safety through delivery of the solutions identified by the Council's Road Safety Feasibility Study.   |
| Activity                   | <p>"Quick Wins" – promotion and delivery through LHFIG of the following schemes:</p> <ul style="list-style-type: none"> <li>• Devizes Road - reinforcement of speed limit.</li> <li>• Ratford – horse and rider signage.</li> <li>• Sandy Lane – reinforcement of speed limit.</li> <li>• Old Derry Hill – signage.</li> <li>• Old Derry Hill – extension of safety barrier.</li> </ul> <p>A4 Speed Limit Reductions – seek agreement from Wiltshire Council for reductions in speed limit from 50mph to 40mph through Studley Crossroads, and from the national speed limit to 50mph for the sections between the A342 and Studley Crossroads, and between Studley Crossroads and Chilvester Hill. Mobilise public support for a campaign if agreement is not forthcoming.</p> <p>Implementation of the following two schemes through LHFIG:</p> <ul style="list-style-type: none"> <li>• Broads Green &amp; Stockley – extension of 30mph speed limit and introduction of new 40mph buffer speed limits. To include public consultation with residents including Heddington Parish Council.</li> <li>• Studley – introduction of 7.5T weight limit from Studley Lane and Norley Lane through to Stanley Lane and the Dumb Post In.</li> </ul> <p>Development of the following as a substantive scheme through LHFIG for funding and delivery by Wiltshire Council:</p> <ul style="list-style-type: none"> <li>• Derry Hill – traffic calming measures.</li> <li>• Studley – new 20mph zone and traffic calming measures.</li> </ul> |
| Target(s)                  | <p>Completion of the five Quick Win Schemes in 2023/24.</p> <p>Completion of the A4, Broads Green and Studley and Studley Weight Limit Schemes in 2024/25.</p> <p>Completion of the Derry Hill and Studley schemes by 2025/26.</p>  |
| Measures of success        | <ul style="list-style-type: none"> <li>• Acceptance of the solutions by Wiltshire Council.</li> <li>• Delivery of the solutions by Wiltshire Council.</li> </ul>  |
| Projected Costs (incl VAT) | Implementation - £10,750k 23/24, £22,250k £24/25, £21,750k 25/26, £0 26/27  |

### 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>• Ongoing rotational deployment of the Council's two Speed Indicator Devices (SIDs) at suitable locations throughout the parish for periods of 2-8 weeks.</li> <li>• Assess results of deployments through analysis of speed data collected and escalate to police for enforcement action where supported by the data.</li> </ul> |



|                     |  |
|---------------------|--|
|                     | <ul style="list-style-type: none"> <li>Liaise with Wiltshire Police's project for capturing data from Parish Council SIDs.</li> </ul>                                    |
| Target(s)           | <ul style="list-style-type: none"> <li>Completion of at least 5 deployments for each SID over the course of each year.</li> </ul>  |
| Measures of success | <ul style="list-style-type: none"> <li>Reduction of 85<sup>th</sup>ile speed through data measured over deployment period compared to baseline speed surveys.</li> </ul> |
| Projected Costs     | Negligible ongoing costs.  |

iii. 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            | <p>Consider and respond to further issues as raised by members of the public or councillors. Recent examples include:</p> <ul style="list-style-type: none"> <li>Improvements to signage at the crossing point of bridleway CALW38 with the C50 highway south of Blackland Crossroads.</li> <li>Improvements to signage on the A3102 at Mile Elm.</li> <li>Removal of national speed limit signs at the entrance to Abberd Lane.</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     | £5,110 23/24, £2,500 24/25, £2,500 25/26, £2,500 26/27  |

iv. 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            | <p>Promote and part-fund through the Local Highways &amp; Footpaths Improvement Group (LHFIG), the following:</p> <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 2023).</li> <li>Completion of the scheme (by March 2025).</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-weighs negative feedback by ratio of 2:1.</li> </ul>  |
| Projected Costs     | £3,000 23/24, £12,000 24/25, £0 25/26, £0 26/27   |

v. 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, and other stakeholders, to identify and progress improvements to the Route 403 national cycle route between Chippenham and Avebury.<br><br>Identify and progress opportunities to further develop the active travel network within the parish. |
| Target(s)           | <ul style="list-style-type: none"> <li>Promotion and delivery of at least one improvement scheme each financial year.</li> </ul>  |
| Measures of success | <ul style="list-style-type: none"> <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     | £5,000 23/24, £5,000 24/25, £5,000 25/26, £5,000 26/27  |

vi. 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     | £1,000 23/24   |

vii. 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 6 planters in conjunction with road safety improvement schemes.</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     | £0 22/23, £0 23/24, £1,500 24/25, £1,500 25/26, £0 26/27   |

## 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 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.

### Achievements in 2022/23

Achievements in 2022/23 included:

- Running very well attended energy awareness event with several speakers on different topics and some stands with more in-depth information on certain topics.
- Purchase two thermal imaging cameras for members of the public to borrow to check how well insulated their houses are. During the winter months, when they are most effective, the two cameras were permanently on loan.
- River Marden restoration scheme taken place in Calstone with tree planting and in-stream habitat restoration to diversify water flow and habitat conditions by creating several woody berms.

### Current and Planned Projects & Activities

#### i. Energy Saving and Local Environment Events

|            |  |
|------------|--|
| Objectives | <ul style="list-style-type: none"> <li>• To provide local people with practical information and inspiration on how they can reduce their household energy bills and make their homes more comfortable, providing accessible, relevant and ideally locally based information that people can act on. The emphasis is on reducing costs rather than carbon emissions, to make it interesting and relevant to as many people as possible.</li> <li>• To provide local people with information about local environment initiatives and ways they can get involved through volunteering as well as ways they can provide wildlife friendly spaces in their own gardens, rewild verges and get involved in community orchards and allotments.</li> <li>• To promote CWPC Thermal Imaging Camera scheme.</li> </ul> |
| Activity   | <ul style="list-style-type: none"> <li>• To hold an annual event in September in the Lansdowne Village Hall and include refreshments, children's activities and entertainment to make it accessible to a broad range of residents including families with children across the parish. The format will be:</li> <li>• Stalls from contributors, including renewable equipment installers, with an emphasis on engagement and take away information (including video displays). Wherever possible, to include stalls from local, independent and objective organisations that have no commercial incentives.</li> </ul>  |

|                     |  |
|---------------------|--|
|                     | <ul style="list-style-type: none"> <li>Talks by contributors – short, focused on practical information and actions residents can take.</li> <li>Take-aways – focus on information and links for participants to follow-up later, alongside any 'promo' gifts that installers or local environment organisations might offer. Ideally small samples of simple home retrofit interventions like draught proofing. Ideally make very simple products available for participants to buy at the event (cost coverage only) – eg chimney balloons, radiator reflector panels, draught proofing strip, maybe LED bulbs. Ideally, free tree giveaway,</li> </ul> |
| Target(s)           | <ul style="list-style-type: none"> <li>To improve residents understanding and access to sustainable ways of saving energy in their homes and how they can increase biodiversity in their garden and in the community and volunteer on local environment projects.</li> </ul>   |
| Measures of success | <ul style="list-style-type: none"> <li>Number of attendees to event is greater than 100</li> <li>Positive feedback from residents on impact of the event</li> <li>FB and media coverage increases profile of CWPC and awareness of event for future years.</li> <li>The number of loans of the thermal imaging cameras exceeds 40 annually.</li> </ul>   |
| Budget 23-26        | <ul style="list-style-type: none"> <li>£1000 annually = £4000 total</li> </ul>   |

## ii. 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 September 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 swop events organised</li> </ul>   |
| Budget 23-26        | <ul style="list-style-type: none"> <li>23/24 = £3000</li> <li>24/25 = £9000</li> <li>25/26 = £9000</li> </ul>  |



### iii. Green Corridors: Rewilding Verges & 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>Promote Calne Community Nature Reserve to all residents through parish magazines, Facebook, and gardening clubs. Inspire etc.</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 projects.</li> <li>Improved awareness of the gains to biodiversity and pollinators amongst residents</li> <li>Positive feedback from residents.</li> </ul>   |
| Budget 23 - 26      | <ul style="list-style-type: none"> <li>£1000</li> </ul>  |

### iv. 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 further restoration projects on River Marden as detailed in original BART report.</li> <li>Continue with Riverfly Monitoring to track water quality.</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></li> </ul>   |

|                     |  |
|---------------------|--|
| Target(s)           | <ul style="list-style-type: none"> <li>• Completion of further River Restoration projects on River Marden</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> |
| Budget 23-26        | <ul style="list-style-type: none"> <li>• 23/24 = £5740</li> <li>• 24/25 = £9000</li> <li>• 25/26 = £5000</li> </ul>  |

## 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.

### Achievements in 2022/23

Achievements in 2022/23 included:

- The Council implemented a new accounting system called "Scribe" to replace the previous practice of maintaining the accounts in Excel. This has improved the speed and accuracy of preparing the monthly Balance and Expenditure Reports and year-end accounts.
- The Budget for 2023/24 was formally approved at the Council's December meeting, and the Precept submitted to Wiltshire Council in good time. A zero increase to Precept was approved for the second year running.
- The year-end Accounts for 2021/22 were produced on time. The Internal Audit found no issues of concern requiring recommendations for improvement. The External Audit found no issues of concern.
- The Financial Regulations, Investment Strategy and Risk Register were all reviewed and updated during the year.
- The Council's IT Services were reviewed and tailored to provide better value for money.

### 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> </ul>                                     |

|                            |   |
|----------------------------|---|
|                            | <ul style="list-style-type: none"> <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> <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     | [From Revenue account.]   |

## 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> |



|                     |  |
|---------------------|--|
|                     | To maintain the Council's Asset Register and ensure that all assets are inspected each year and maintained in a state of reasonable condition.<br>To review internal and external audit reports and oversee the implementation of any improvements resulting from recommendations.   |
| 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 July 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

### 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.

### Achievements in 2022/23

Achievements in 2022/23 included:

- Roadshows have taken place at Cherhill View, Derry Hill, Stockley (Heddington and Stockley Steam Rally), Sandy Lane & Lower Compton.
- Navigation on the parish council website has been improved to make it easier to access important documents.
- The set-up of the website has been changed to make it more visible on search engines. It is now the number one site on Google and Bing when "Calne Without" is searched for.
- The Facebook presence has continued to see many views, particularly in reference to road safety issues.
- New noticeboards have been installed in Sandy Lane and Cherhill View.
- Additional Teams training was undertaken and following a short review it was decided that more advanced features within Teams would not be used at this time.

### 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     | £370 23/24, £1000 24/25(*), £1000(* - additional funding in 24/25 and 25/26 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 2 new posts per week (by Oct 23)</li> </ul> |
| Measures of success | <ul style="list-style-type: none"> <li>• Post engagement to 50 in 2024.</li> </ul>          |
| Projected Costs     | £25 23/24, £30 24/25  |

### 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 key pages every year for accuracy. (By Dec 23)</li> <li>Review the site annually to ensure that it is accessible to all.</li> <li>Post main council and committee documents within one day of them becoming available. (Achieved)</li> <li>Create an online library of the key council policies and strategies to enable them to be referenced quickly and easily. (By Dec 23)</li> </ul> |
| Measures of success | <ul style="list-style-type: none"> <li>Council website home page is on first page of search engine when search for "Calne Without" - ACHIEVED</li> <li>Receive increase of 10% monthly visitors per year.</li> </ul>  |
| Projected Costs     | £250 23/24, £300 24/25  |

### iv. Noticeboards

|                     |   |
|---------------------|---|
| Objectives          | To improve accessibility to parish council information and news.  |
| Activity            | Install two 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 and Pewsham (Dec 23)</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     | £3,000 23/24 (2 new noticeboards plus maintenance on existing 6), £760 24/25  |

### 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.  |
| Target(s)           | <ul style="list-style-type: none"> <li>All committees and working groups use Teams for document sharing and collaboration. (Sept 23)</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> </ul> |
| Projected Costs     | £500 23/24, £500 24/25   |

## e. Strategic Planning Committee.

### 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.

### Achievements in 2022/23

Achievements in 2022/23 included:

- First version of Calne Without Parish Council produced and issued.
- A mid-year strategy financial update produced.
- Strategic Planning Committee reviewed six large grant application requests during the year. Five of them were approved.

### 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 6 months, summarise the overall status and report major issues to the council. (Complete – now ongoing)</li> <li>• Produce a quarterly project budget forecast showing the potential Community Infrastructure Levy spend over the next 4 years. (complete – now ongoing)</li> </ul> |



|                     |   |
|---------------------|---|
| Measures of success | <ul style="list-style-type: none"> <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 (Complete – now ongoing)</li> <li>Publish the list on the parish council website every 3 months (Sept 23).</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. (complete – now ongoing)</li> </ul>                             |
| Projected Costs     | £0 22/23, £0 23/24, £0 24/25, £0 25/26  |

## f. Human Resources Committee.

### 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

### Achievements in 2022/23

Achievements in 2022/23 included:

- Clerk's hours reviewed and an increase was recommended.
- Clerk's grading was reviewed and changed to reflect current skills and responsibilities.
- Formal Clerk appraisal completed.

### Current and Planned Projects & Activities

#### i. Training

|                     |   |
|---------------------|---|
| Objectives          | To ensure that the Clerk and Councillors receive the appropriate training.  |
| Activity            | 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.<br>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.<br>Ensure that the Councillors and Clerk have the appropriate training to utilise the computer productivity tools supplied (e.g., Microsoft Teams) |
| 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     | £2100 23/24, £2205 24/25, £3000 25/26   |

#### ii. Staff management

|            |  |
|------------|--|
| Objectives | Ensure that the Clerk is contracted to work the appropriate number of hours to enable him / her to undertake their tasks.<br>Ensure that the grading of the clerk is appropriate to match his / her skills and abilities.<br>Ensure that the Clerk's performance is in line with expectations with regular feedback given on his / her strengths and weaknesses. |
| 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> </ul>  |

|                     |  |
|---------------------|--|
|                     | <ul style="list-style-type: none"> <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> <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.
- Request feedback from the public on the state of the existing paths, cycleways, and bridle paths, and any barriers to its use.
- 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.

### Achievements in 2022/23

Achievements in 2022/23 included:

- Work in progress to repair CALW67 from Redhill estate to Old Derry Hill.
- Several improvements and repairs made to stiles and footpaths across the parish.
- Request has been sent out in the village magazines for people to advise the council of footpaths that need repair.

### 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. Feedback will be requested from the public on the state of rights of way 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>• 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>• Obtain feedback from the public to focus improvement works (ongoing)</li> <li>• Prioritise work to be done Dec 23.</li> <li>• Start maintenance work - ongoing.</li> </ul>  |
| Measures of success | <ul style="list-style-type: none"> <li>• All prioritised rights of way passible (Dec 23)</li> </ul>  |



|                             |   |
|-----------------------------|---|
| Projected Costs (incl. VAT) | Maintenance work - £2,000 23/24, £2,000 24/25, £2,000 25/26 |
|-----------------------------|---|

## **h. Derry Hill Play Area Working Group.**

### **Aims & Objectives**

- To investigate the feasibility of creating a play area within Derry Hill.
- This activity is new and the terms of reference have not yet been established.

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

#### **i. Feasibility Plan**

|                     |   |
|---------------------|---|
| Objectives          | <ul style="list-style-type: none"> <li>• To investigate the feasibility of creating a play area within Derry Hill.</li> </ul> |
| Activity            | To be confirmed   |
| Target(s)           | <ul style="list-style-type: none"> <li>• To be confirmed.</li> </ul>  |
| Measures of success | <ul style="list-style-type: none"> <li>• To be confirmed.</li> </ul>  |
| Projected Costs     | £0 23/24  |

## **i. Community Governance Review Implementation Working Group.**

### **Aims & Objectives**

- To produce a plan identifying what has to be done to enable Calne Without Parish Council to transform into Derry Hill and Studley Parish Council.
- To produce plans detailing the tasks to be carried out to allow for the smooth transition of those areas which will move to other parishes from Calne Without.
- This activity is new, and the terms of reference have not yet been established.

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

#### **i. Set-up**

|                     |  |
|---------------------|--|
| Objectives          | <ul style="list-style-type: none"> <li>• Produce the terms of reference (Sept 23)</li> </ul> |
| Activity            | To be confirmed  |
| Target(s)           | <ul style="list-style-type: none"> <li>• To be confirmed.</li> </ul>                         |
| Measures of success | <ul style="list-style-type: none"> <li>• To be confirmed.</li> </ul>                         |
| Projected Costs     | £0 23/24 – costs are included in the Engagement and Participation initiative.                |

## **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.

### **National Cycle Route 403 Cross Council Working Group**

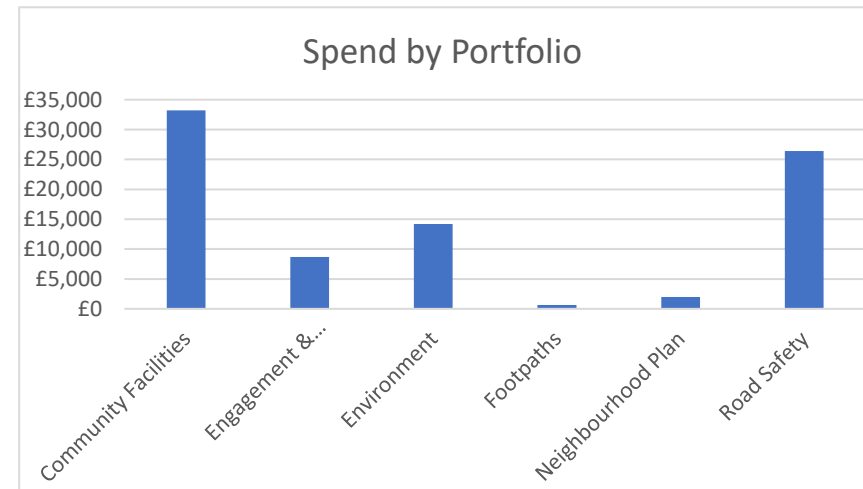
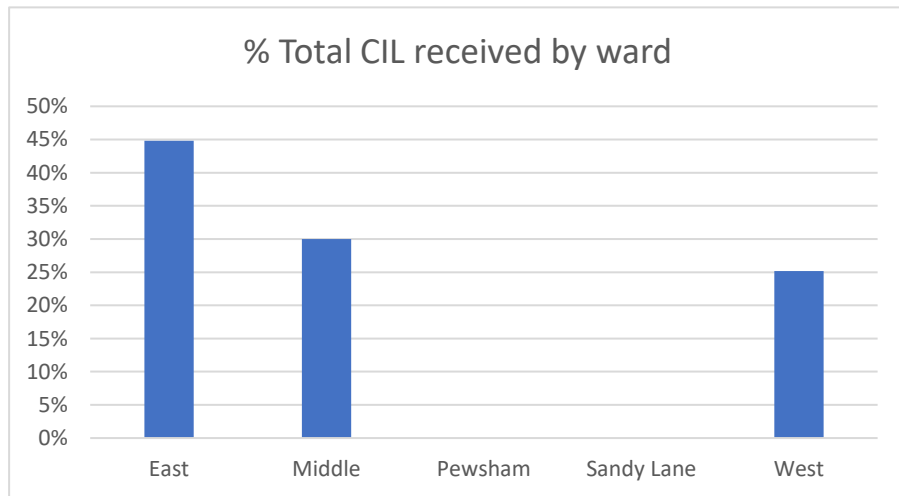
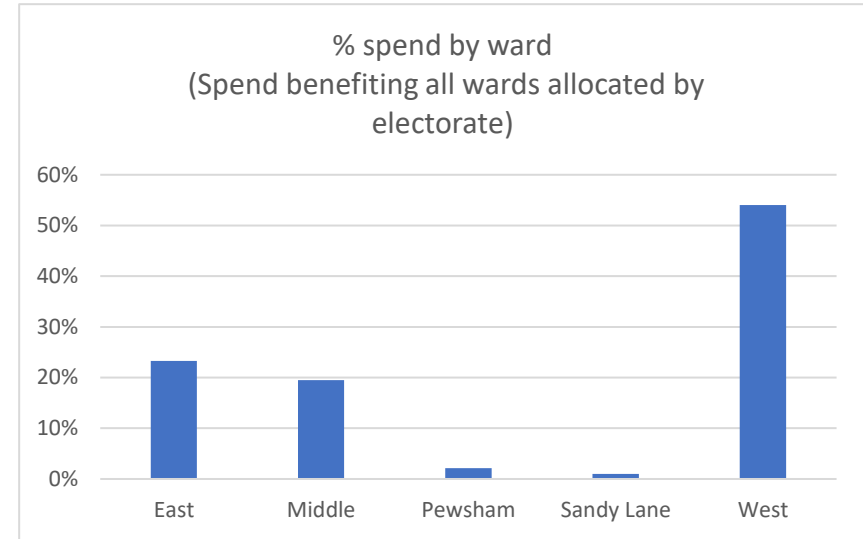
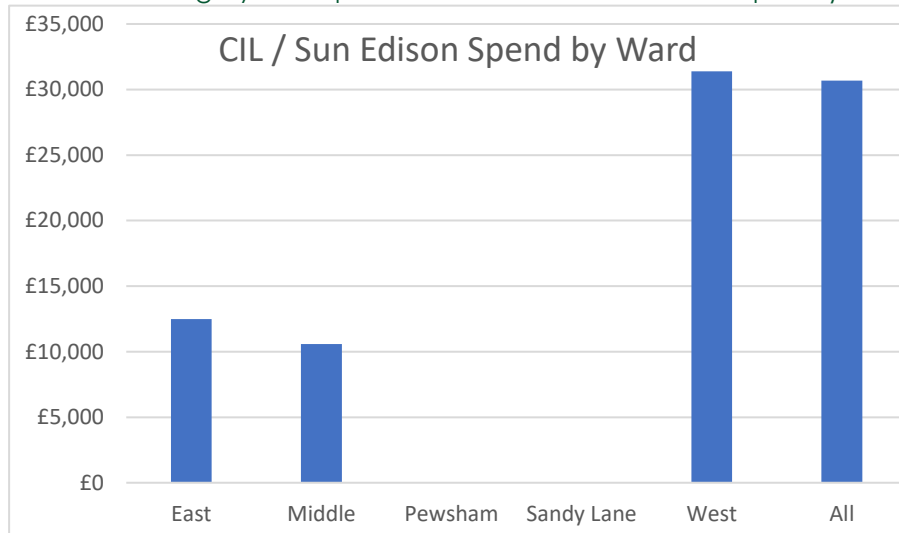
The Parish Council has led the establishment of a Working Group with other town and parish councils along the National Cycle Route 403 between Chippenham, Calne and Avebury. The Group is working on improving and promoting the route. So far, the Group has made progress with additional signage, accessibility improvements and mud-scraping on the old railway line near Black Dog Halt. The diversion of a section onto a better alignment to the east of Yatesbury has been agreed with Sustrans and is being implemented. Further work to improve the surface and promote the route is being planned.

## 8. Grants approved within the last year (April 22 to March 23).

| Grant Request by Ward                 | Grant Amount   |
|---------------------------------------|----------------|
| ⊙ <b>All</b>                          | <b>£1,250</b>  |
| Calne Community Nature Reserve        | £300           |
| Calne Tennis Club                     | £650           |
| Calnes Men Shed                       | £300           |
| ⊙ <b>East</b>                         | <b>£2,632</b>  |
| Calstone Jubilee Bench                | £472           |
| Cherhill Scouts                       | £960           |
| Coronation Celebration - Cherhill     | £950           |
| Coronation Celebration - Calstone     | £250           |
| ⊙ <b>Middle</b>                       | <b>£950</b>    |
| Coronation Celebration - Stockley     | £950           |
| ⊙ <b>West</b>                         | <b>£19,143</b> |
| Bowood Carving Club                   | £250           |
| Coronation Celebration - Derry Hill   | £950           |
| Derry Hill and Stockley Jubilee Stone | £1,264         |
| Derry Hill and Studley heartbeat      | £750           |
| Derry Hill Primary School Library     | £4,000         |
| Friends of Marden Valley              | £681           |
| Lansdowne Hall Basketball Net         | £2,000         |
| Lansdowne Hall CCTV contribution      | £750           |
| Rub a Dub Grant                       | £1,000         |
| Rub a Dub Pre School                  | £5,000         |
| Studley Methodist Church              | £2,030         |
| Studley Villagers Wooden Boards       | £468           |
| <b>Grand Total</b>                    | <b>£23,975</b> |

## Summary of project / grant spend to end March 2023 by ward.

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



## Summary of aspirational (not yet approved) spend for next 4 years by project & ward

| Strategic Plan Area                      | Activity   | Ward | Strategic Plan 2023 |                |                |               | Total           |
|--|--|------|---------------------|----------------|----------------|---------------|-----------------|
|  |  |      | 23/24               | 24/25          | 25/26          | 26/27         |                 |
| Highways, Transport and Road Safety      | Road Safety Feasibility Study                                      | All  | £10,750             | £22,250        | £21,750        |               | £54,750         |
|  | Speed Indicator Devices  | All  |                     |                |                |               | £0              |
|  | Community Speedwatch   | West |                     |                |                |               | £0              |
|  | Planters   | West |                     | £1,500         | £1,500         |               | £3,000          |
|  | Lansdowne Arms Bus Stop  | West | £1,000              |                |                |               | £1,000          |
|  | CALW65 Derry Hill to Studley                                       | West | £3,000              | £12,000        |                |               | £15,000         |
|  | Footpath/Cycleway  |      |                     |                |                |               |                 |
|  | Further develop or improve the cycle network within the parish     | All  | £5,000              | £5,000         | £5,000         | £5,000        | £20,000         |
|  | Consider & respond to further issues as appropriate                | All  | £5,110              | £2,500         | £2,500         | £2,500        | £12,610         |
| Sub-total                                |  |      | £24,860             | £43,250        | £30,750        | £7,500        | £106,360        |
| Climate Emergency and Environment        | Green Energy Event & Thermal Imaging                               | All  | £1,000              | £1,000         | £1,000         | £1,000        | £4,000          |
|  | Transport  | All  |                     |                |                |               | £0              |
|  | Biodiversity / Local Environment – Community Orchards & Allotments | West | £3,000              | £9,000         | £9,000         |               | £21,000         |
|  | Green Corridors: Rewilding Verges & Calne Community Nature Reserve | All  | £1,000              |                |                |               | £1,000          |
|  | Blue Corridor: Marden Valley                                       | All  | £5,740              | £9,000         | £5,000         |               | £19,740         |
|  | Catchment Restoration Project                                      |      |                     |                |                |               |                 |
|  | Waste / Recycling  | All  |                     |                |                |               | £0              |
| Sub-total                                |  |      | £10,740             | £19,000        | £15,000        | £1,000        | £45,740         |
| Engagement and participation             | Roadshows  | All  | £370                | £1,000         | £800           |               | £2,170          |
|  | Social media presence  | All  | £25                 | £30            |                |               | £55             |
|  | Parish Council Website   | All  | £250                | £300           |                |               | £550            |
|  | Noticeboards   | All  | £3,000              | £760           |                |               | £3,760          |
| Sub-total                                |  |      | £3,645              | £2,090         | £800           | £0            | £6,535          |
| Footpaths                                | Footpath improvements  | All  | £2,250              | £2,250         |                |               | £4,500          |
| Sub-total                                |  |      | £2,250              | £2,250         | TBD            | TBD           | £4,500          |
| Community Initiated Projects             |  | All  | £15,000             | £10,000        | TBD            | TBD           | £25,000         |
| Neighbourhood Plan                       |  | All  | £2,000              | £2,000         |                |               | £4,000          |
| <b>Total CIL Spend in Strategic Plan</b> |  |      | <b>£58,495</b>      | <b>£78,590</b> | <b>£46,550</b> | <b>£8,500</b> | <b>£192,135</b> |



## Summary of total strategic initiative spend, both actual and aspirational (not yet approved), for the next 4 years

|   | Strategic Plan 2023                          |                |         |         |        |                                    |   | Overview                  |
|---|--|----------------|---------|---------|--------|------------------------------------|---|---------------------------|
|   | Actual Spend                                 | Forecast Spend |         |         |        |                                    |   |                           |
|   | Spend +<br>Committed<br>spend to<br>April 23 | 23/24          | 24/25   | 25/26   | 26/27  | Total spend<br>Apr 23 to<br>Mar 27 | % total spent or<br>committed / total<br>forecast initiative<br>spend | Total spent +<br>forecast |
| Highways,<br>Transport and<br>Road Safety | £24,922                                      | £24,860        | £43,250 | £30,750 | £7,500 | £106,360                           | 19%   | £131,282                  |
| Climate Emergency<br>and Environment      | £10,863                                      | £10,740        | £19,000 | £15,000 | £1,000 | £45,740                            | 19%   | £56,603                   |
| Engagement and<br>participation           | £3,520                                       | £3,645         | £2,090  | £800    | £0     | £6,535                             | 35%   | £10,055                   |
| Footpaths                                 | £194   | £2,250         | £2,250  | TBD     | TBD    | £4,500                             | 4%  | £4,694                    |
| Community<br>Initiated Projects           | £32,981                                      | £15,000        | £10,000 | TBD     | TBD    | £25,000                            | 57%   | £57,981                   |
| Neighbourhood<br>Plan                     | £1,143                                       | £2,000         | £2,000  | £0      | £0     | £4,000                             | 22%   | £5,143                    |
| CIL Remaining                             |  | £142,442       | £63,852 | £17,302 | £8,802 |                                    |   | £8,802                    |
| Total                                     | £73,623                                      | £58,495        | £78,590 | £46,550 | £8,500 | £192,135                           | 38%   | £274,560                  |

## 9. 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)

Community Governance Review - <https://www.wiltshire.gov.uk/council-democracy-cgr>

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/)

