



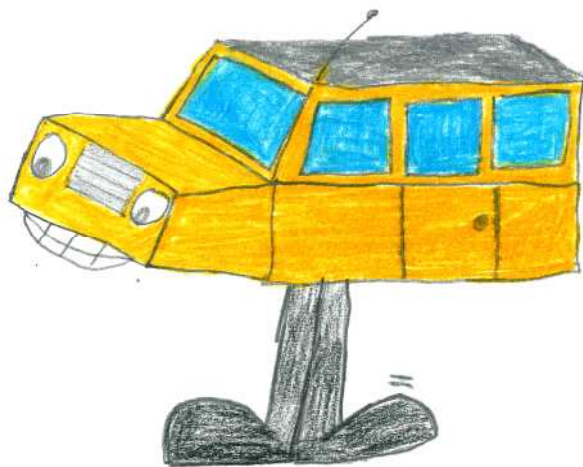
**Wiltshire**  
COUNTY COUNCIL



**BAYDON ST NICHOLAS C OF E SCHOOL**  
Voluntary Aided  
Ermin Street, Baydon, Marlborough SN8 2JJ

**DCSF Number: 865 / 3306**

# **SCHOOL TRAVEL PLAN**



***'The walking bus'***

*by Paddy Byfield*

Version 1.0

March / 2008

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# 1. FOREWORD

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## 1.1 Background to School Travel Plans

The Government through its 'Travelling to School Initiative' wants to see all schools with a Travel Plan by March 2010, by bringing a step change in home-to-school travel patterns to cut congestion and pollution and also allowing many more pupils to take regular exercise.

School Travel Plans show how a school community intends to play its part in reducing unnecessary car travel for the school journey and promote more sustainable and healthy travel.

The School Travel Plan can set out measures:

- To reduce the number of car trips made to and from school, minimising congestion associated with "the school run".
- To promote the use of healthier and more environmentally friendly forms of transport following concerns over student health and lack of exercise.
- To improve safety during the journey to school and give children an opportunity to gain important road sense and independence.

## 1.2 Why we want a School Travel Plan

The school wants a School Travel Plan (STP),

To support independent and safe travel – that's social, fun and educational

To continuously assess current ideas and investigate new options for sustainable transport; involving pupils, where possible, in the concept and promotions

To decrease the numbers of car journeys to school by encouraging car share schemes

To provide a healthier and safer environment for pupils on and off the school site: by improving road safety knowledge and teaching walk safe

To reduce congestion at drop off and pick up times by consulting with parents

To implement the School Travel Plan into the School Development Plan and School Profile

To encourage staff to get more involved in sustainable transport

## 2. INTRODUCTION

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### 2.1 School Background

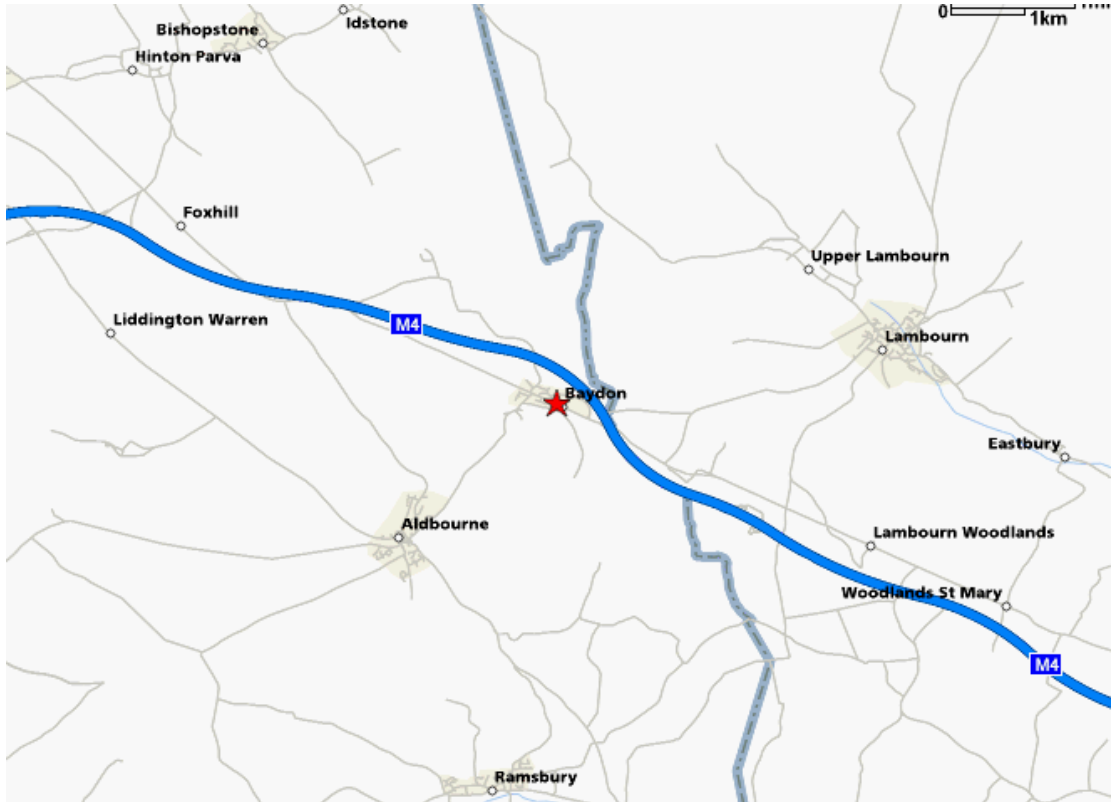
Baydon St Nicholas primary School is Church Aided serving the Ecclesiastical parish of Baydon and surrounding hamlets including Russley Park. Being a Church Aided school we have developed strong links with the church and community. The socio-economic background is predominantly middle-class. At present there are 105 children on roll. Over the past five years the school has seen an increase in numbers, from 95-in previous years. A new housing development completed in 2006 of 26 houses added to the village population and there is a further development site in the village, with planning permission for 24 houses (Application number /53477/F.) This is planned for land between Fortune Field & Baydon Cote, Aldbourne Road, Baydon. The planning application was granted on 19/7/2007. No building has as yet started. We would anticipate that the NOR may increase in the longer term, as part of the development includes affordable housing which would be ideal for families with young children.

The village of Baydon is situated in the north east of Wiltshire and situated west of Marlborough, 9 miles away. Swindon is 9 miles to the north and the M4 junction 14 (8 miles to the south). This proximity to the motorway means that many of the working population are commuters. The school is adjacent to Ermin Street (B4001) which has a 30 mph speed limit. It is the main road to Swindon. On occasions when the motorway is closed due to accidents there is a very noticeable increase in traffic as drivers use the B4001(Ermin Street). All other roads in Baydon have 30mph speed limits. The school admits children from a wide and varied catchment area.



Geographically the school lies very close (1 mile) to the border with Berkshire and has attracted children not only from the village of Baydon and Aldbourne, but also Lambourn, Upper Lambourn, Eastbury. Lambourn Woodlands, Woodland St Mary which are in the County of Berkshire.

The map overleaf shows the geographical location of the school and the surrounding villages



## 2.2 Our School



View of school hall and classroom



Old Victorian building -reception class



Mobile classroom and single classroom

- Age range (4 – 11 years) and number of pupils on roll (105)
- Class arrangements

Robins	reception	15
Goldfinches	Yr 1	14
	Yr 2	7
Swifts	Year 3	17
Kingfishers	Year 4	22
	Year 5	1
Eagles	Year 5	16
	Year 6	13

- Number of SEN pupils with a statement of need =0

## Our Staff



Mr Chambers Miss Darley Miss Rasberry Miss Uzzell Mrs Warner Mrs Christmas

- Number of staff (23 staff in **total**)
  - full-time teaching staff – 4
  - part-time teaching staff - 3
  - teaching assistants – 5
  - non-teaching – mdsa's-5
  - non-teaching-admin- 2
  - non-teaching-after school club- 2
  - non teaching-caretaking/ cleaning -2

**School hours:** Morning session 8.45am to 12.00pm  
Afternoon session 1.00pm to 3.15pm

Our Wrap Around Care Facility **Wagtails'** offers a **Breakfast Club** from 7.45am to 8.45am daily, together with an **After School Club** on Tuesday, Wednesday and Thursday evenings from 3.15pm until 6.00pm. There are approximately 12 children per day attending Wagtails and this staggers the school run. The parents have to park outside the school grounds on the main roads to deliver and collect their children. The staff involved have been consulted and made aware of travel issues? The school site is used by the public after school hours. All parking is off site. On Sundays the school playground is made available for church members to park in.

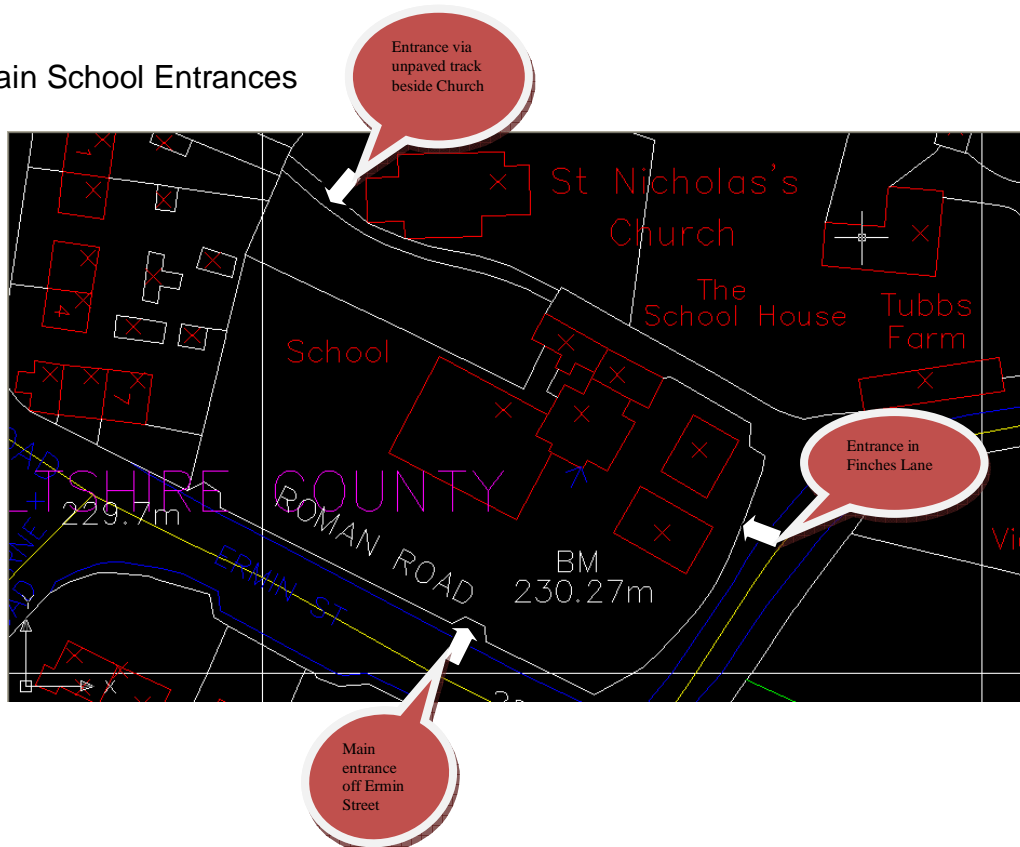
## Extra Curricular Activities

Details of after-school activities

We offer at the present the following activities:

- Netball
- Recorders
- German
- Chess
- Dance and Drama
- Choir

## Main School Entrances



This map shows the main entrances to the school. There are three pedestrian entrances which are used by the parents and staff. The main pedestrian entrance is off Ermin Street (B4001). Parents walking with their children from Baydon use this entrance and those parents who park in residential roads near the school also use this entrance (i.e. Ermin Close, Downsmead, the pub car park, Russley Road, Aldbourne Road)



The second pedestrian entrance is off Finches Lane which is a single track road to the east of the school site. Staff and parents park in this road. Parents with younger pre-school siblings are encouraged to park here. – this is not the most ideal parking area as there are no pavements and the verge in winter is muddy, but it avoids parents having to cross the main road. This is an area of congestion during pick up and drop off times as some parents park near to the junction with the B4001.



The third entrance is a footpath which runs from Russley Road past the church and into the school playground. It is used by parents who live in Fiveways, a housing development off Ermin Street, other parents who live on Ermin Street and car drivers who park on the Russley Road. It is un-surfaced and in the winter becomes very muddy. Parents are not allowed to drive into the school grounds.



Parents who drive to school generally park in safe areas, however there are a small group of them who do not park safely and can cause problems for other road users and pedestrians-see photos. This is a concern that the travel plan hopes to address.

This photo shows car parked on main road opposite main pedestrian entrance

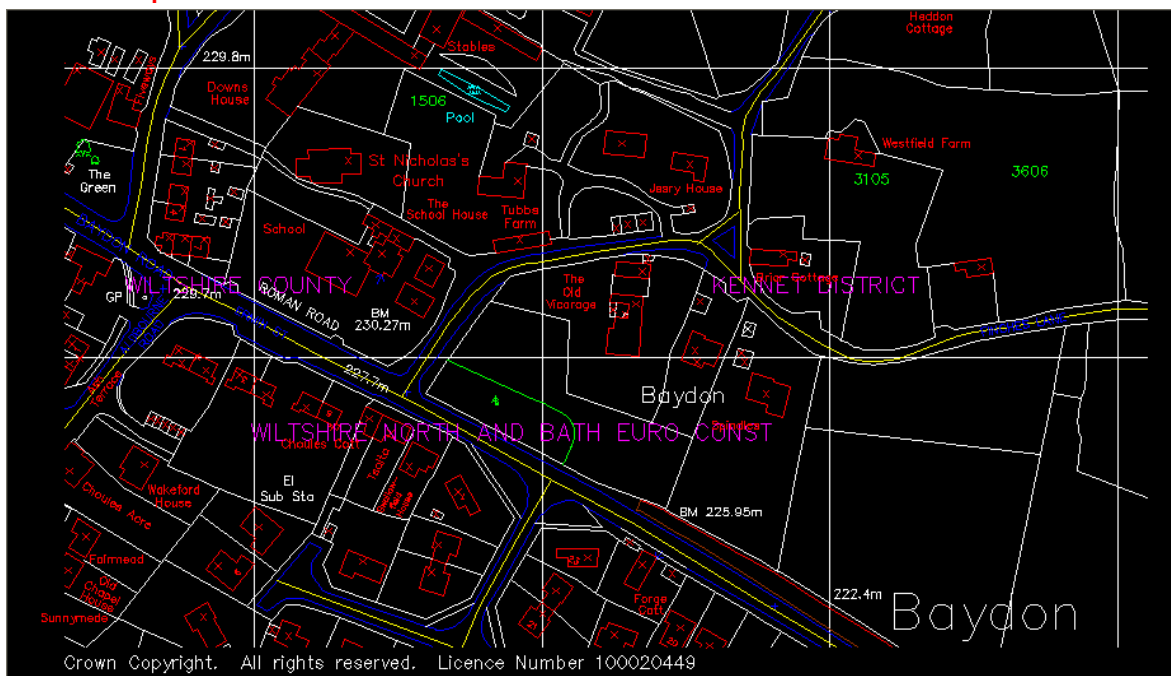
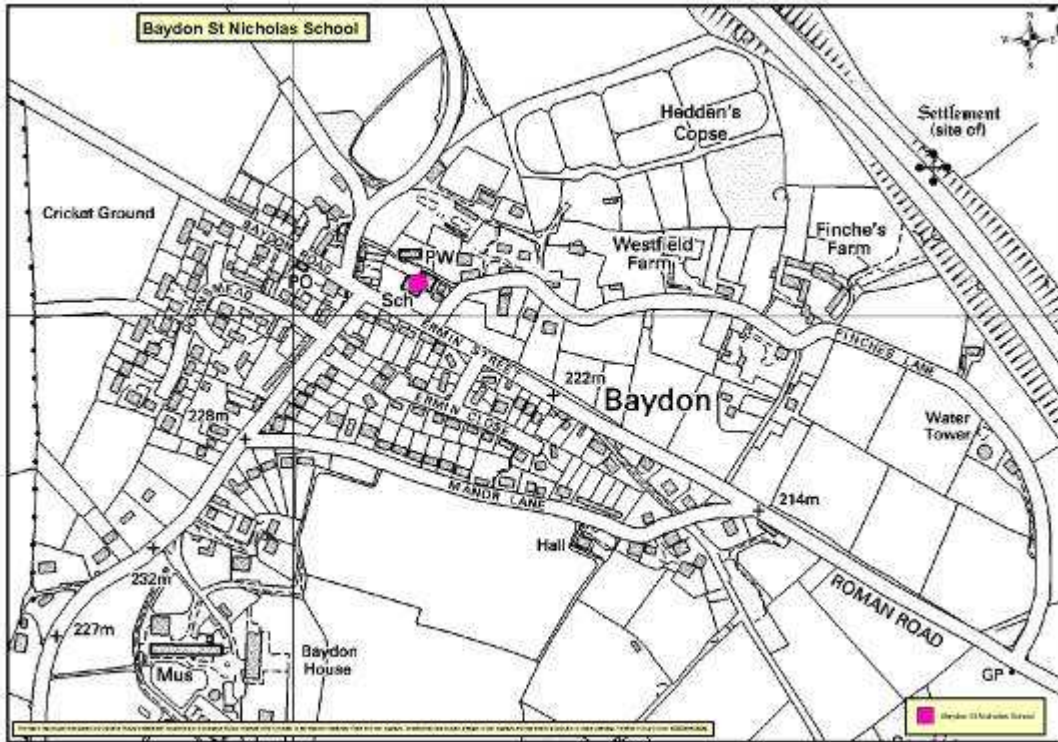


This is a delivery van parked during school drop off times

Car parked on corner of Aldbourne Road causing difficulties for other road users and pedestrians



Cars parked along Finches Lane and Russley Park Road-note muddy verges.



Due to its rural location there are no bus services between the areas in Berkshire where many of our children come from. There is a limited public bus service from the bus stop at the entrance to Aldbourn Road from Marlborough and Swindon. For information on bus times see appendix 3.

There is no parking on the school site. In earlier years parking was allowed on the school playground for staff and parents. However as the numbers of staff increased this greatly reduced the play space for the older children. This was noted by the OFSTED inspectors (2004)

*“Car parking is well managed by the school and temporary, alternative arrangements are made during games lessons, but playtime space is still restricted.”*

*“The governing body has been actively trying to rectify difficulties caused by parking in the playground, but without success.”*

With parents using this for pick up and drop off there were safety considerations. The decision was made by the Governing Body to stop all parking on the school site. The Governors made a planning application for parking area in the Paddock which is adjacent to Finches Lane but were advised to withdraw this as Planning would not be granted. The application was made in 2003. Staff now park near the school. Visitors generally arrive/deliver outside the school run hours. There are no cycle racks.

### **2.3 School Travel Plan working group**

The working group was set up after response from the parental questionnaire. The group involves (7 members in total) two school governors, Mrs Denise Mathewson and Mr Gordon Lundie, the head teacher, Mr Peter Chambers, and four parents, Mrs Marie Hogan, Mrs Anna Hutley, Mrs Esther Barker and Mr Mark Austen.

Working group meeting 30<sup>th</sup> January 2008 (view minutes in appendices) which discussed survey analysis, wider consultation proposals, parents newsletter, school council involvement and our strategic targets and objectives. A draft STP was drawn. Members of the group were allocated various tasks.

Working group meeting 12<sup>th</sup> March 2008 discussed tasks, research and further ideas before finalising plan.

The working group have arranged to meet in July 2008 to discuss progress. Meetings will then be 6 monthly. The STP co-ordinator will meet termly with the Head to update and monitor progression and assess any new ideas or needs. A report will be made to the Governing Body. Pupil consultation will be an important part of the STP with meetings with the school council and curriculum co-ordinators.

## **2.4 What we are doing already**

The school already engages its pupils in a variety of activities promoting sustainable travel and road safety as indicated below:

- Bikeability / cycle training ( undertaken by parent Mr Cooling)
- Curriculum activities
- The school is working to achieve the Healthy Schools award.

## **2.5 Associated projects**

The school is working to achieve the Healthy Schools award.

## **2.6 Existing policies**

## **2.7 Future developments**



### 3. SURVEY RESULTS

To determine school travel patterns, understand the reasons for current travel choices and identify travel preferences, the pupils, parents and staff have all been consulted through questionnaires and surveys.

#### 3.1 Historical data

Based on past hands-up tallies, parental surveys and school census data for each year, the following table provides historical mode of travel data for the school. Where there has been more than one survey in a year, an average has been taken.

Mode Of Travel	2001	2002	2003	2004	2005	2006	2007	2008
Walk	31%		52%					
Cycle								
School Bus								
School Taxi								
Public Bus								
Bus (type unknown)								
Train								
Car / Van	69%		48%					
Car Share								
Other								

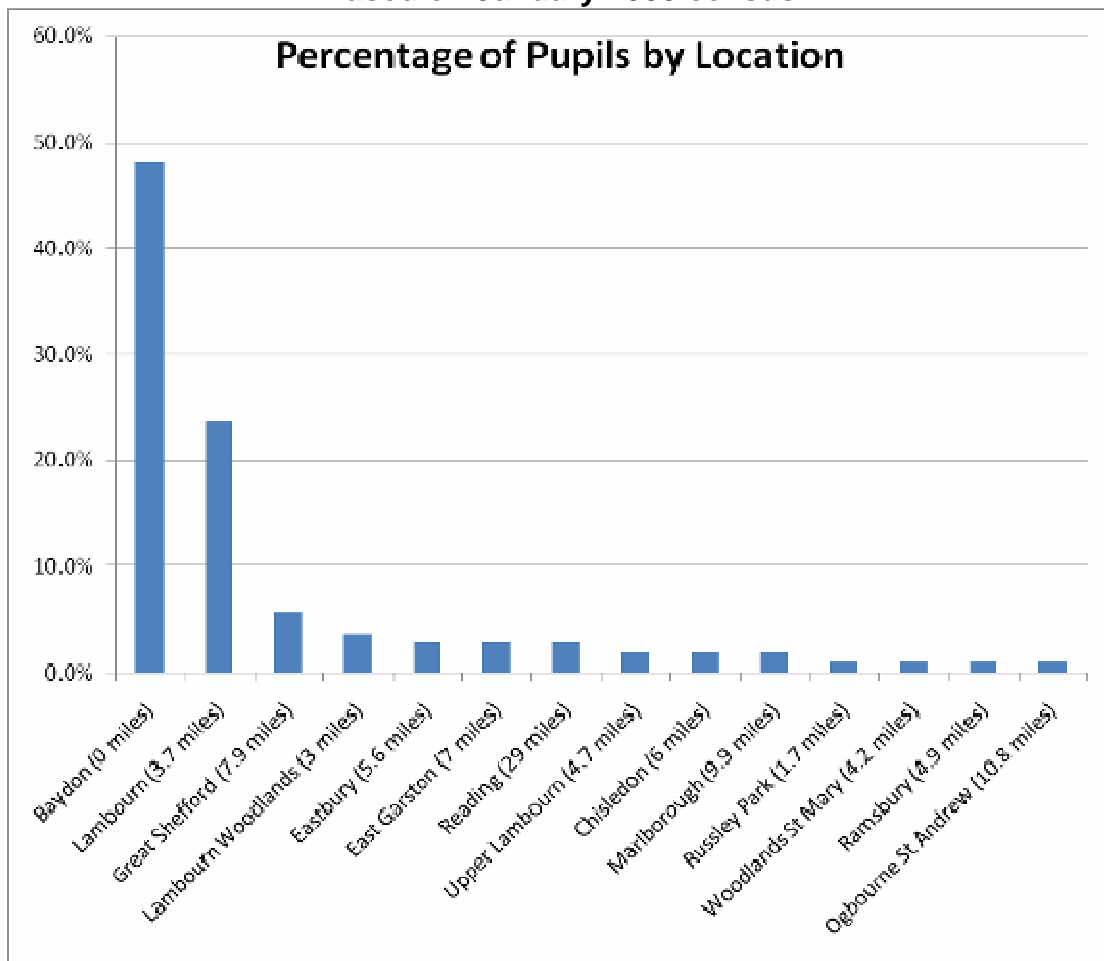
Using the data from the 2007 School Census, the following table provides a breakdown of pupil distances from school. This table will become useful when considering pupil's preferential travel choices and setting SMART targets in Section 5 of the travel plan.

Distance from School (miles)	Number of Children	% of School
Less than 0.5	52	51%
0.5 to 0.99	20	20%
1.0 to 1.49	2	2%
1.5 to 1.99	18	18%
2.0 to 2.99	2	2%
3.0 to 5.00	1	1%
Over 5.0	7	7%
Not Known	0	
<b>Total number of children</b>	<b>102</b>	<b>100%</b>

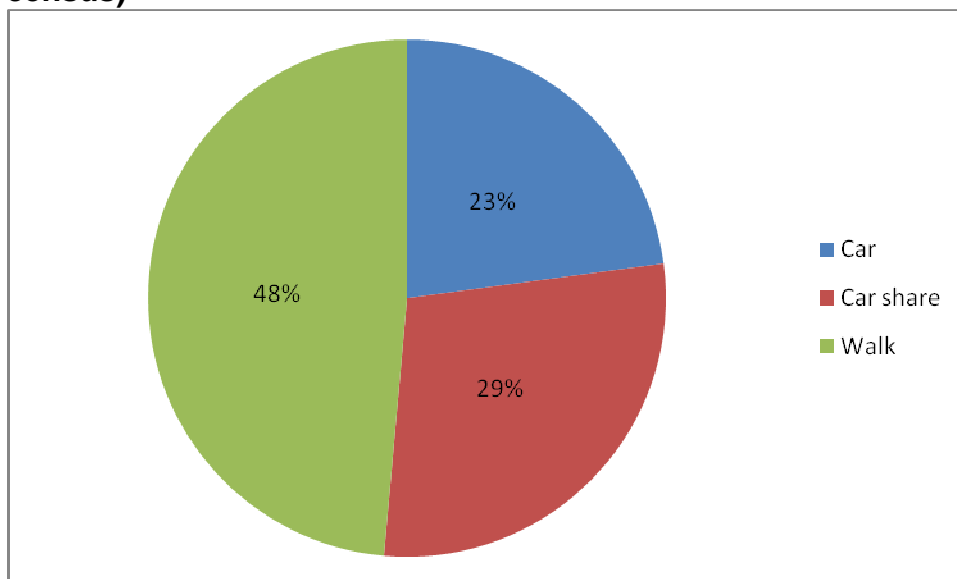
Over half of our children come from Baydon and are able to walk to school. Other children come from a distance of 3-10 miles - see breakdown by

location below. Historically the school has always attracted children from out of its catchment area.

**Based on January 2008 census**

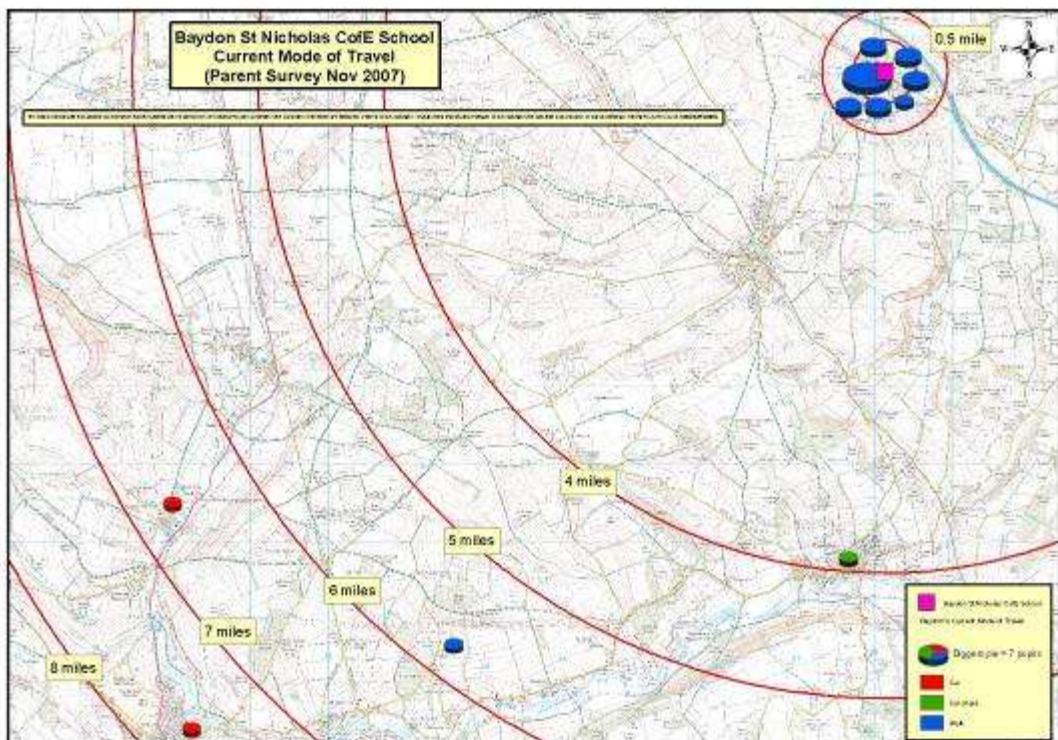
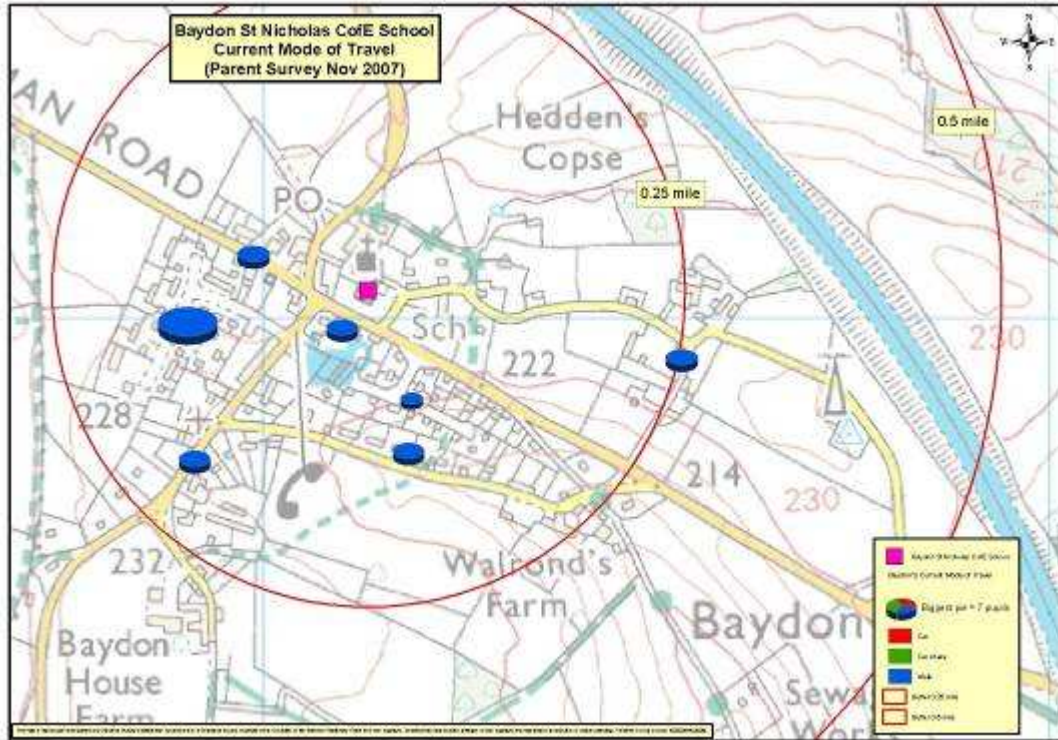


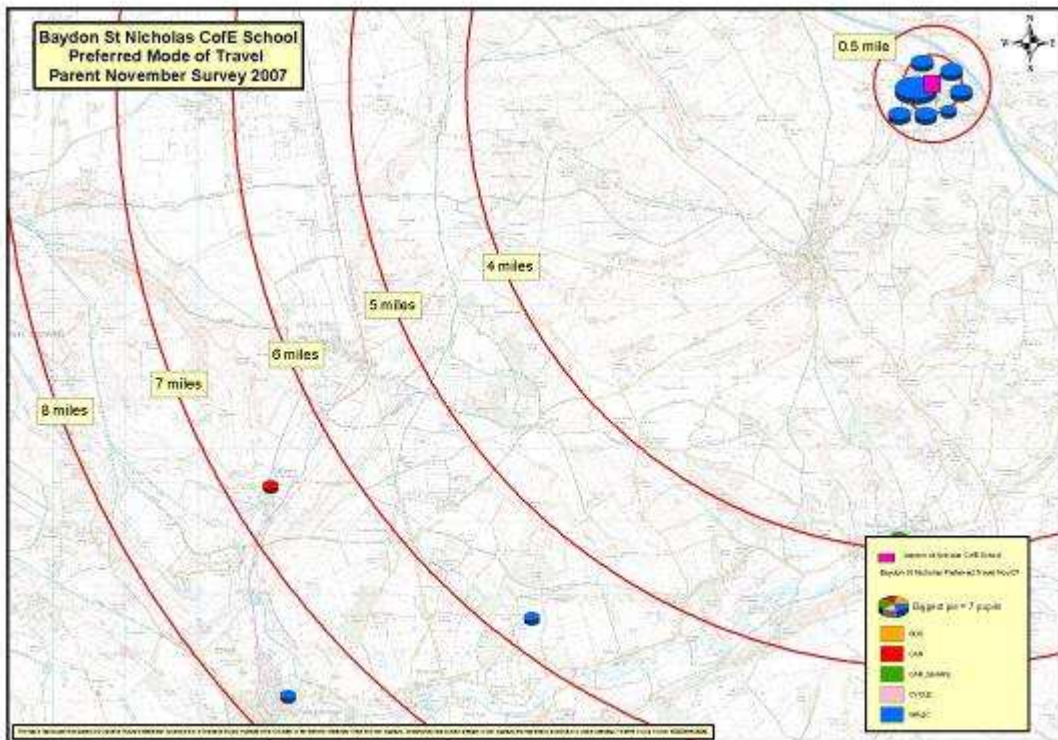
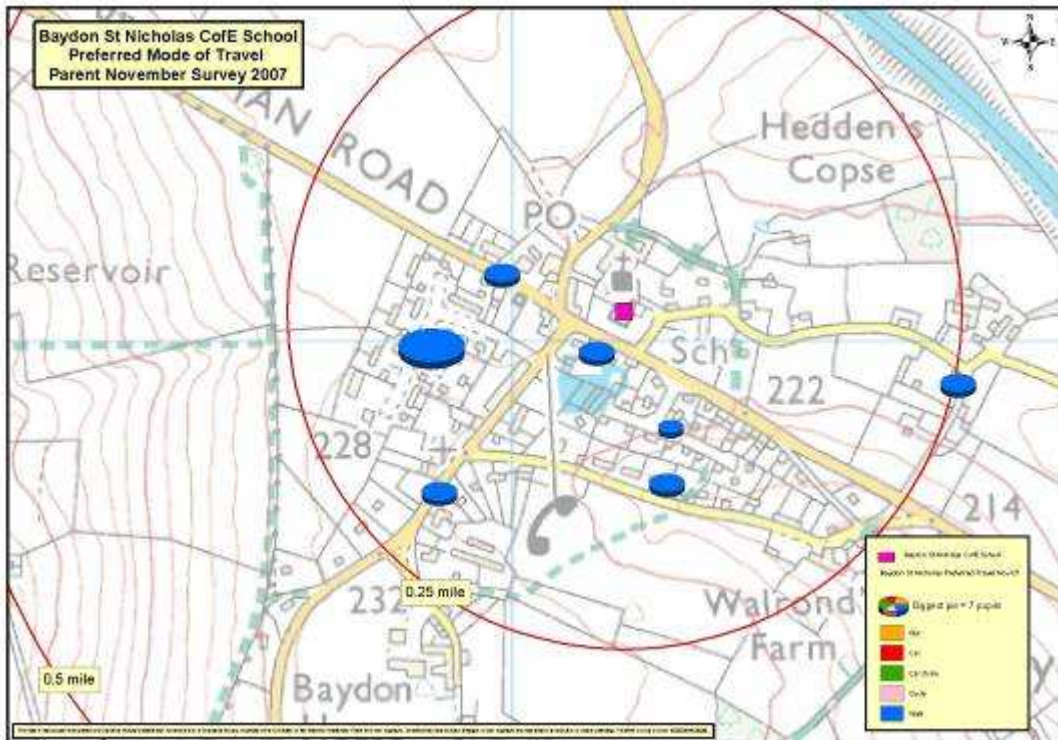
**Current modes of transport to and from school (based on January 2008 census)**

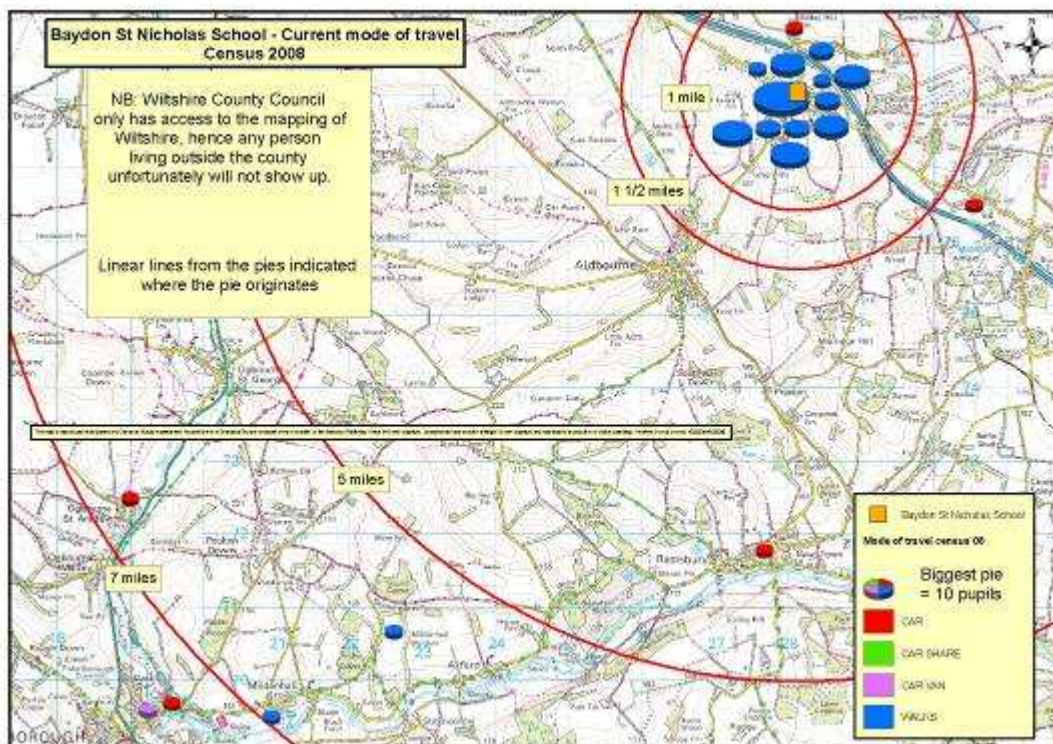
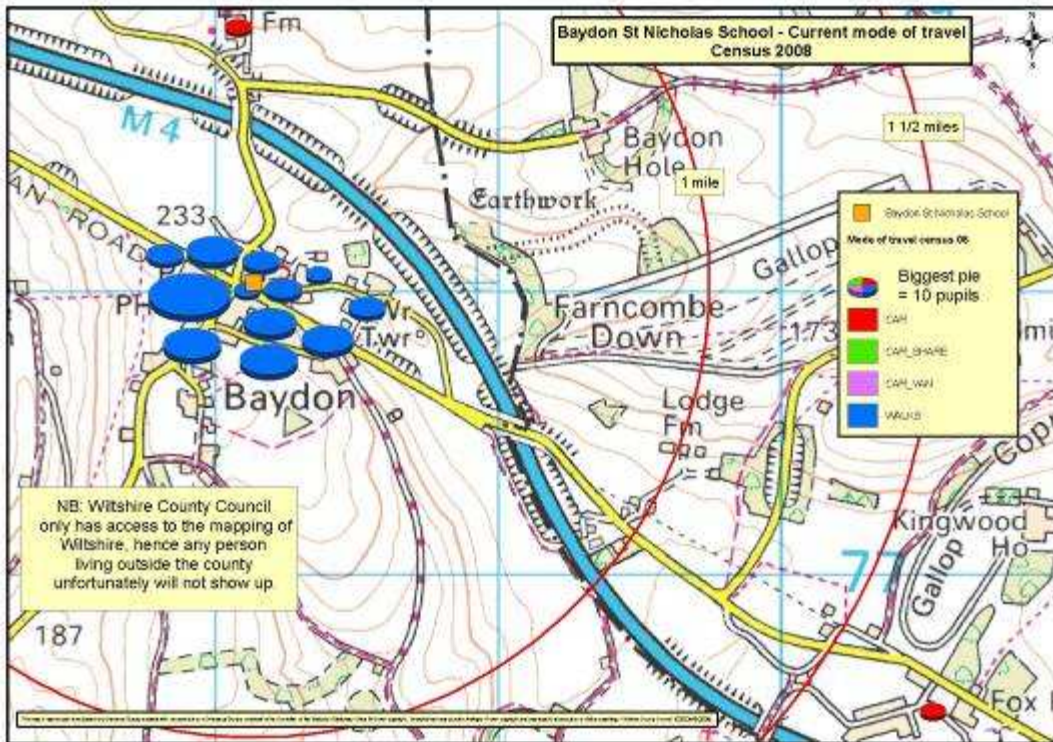


### 3.2 Pupil postcode map

Using the postcode and mode of travel information from the (parental questionnaire – Nov 2007) a map has been created. This shows the distribution of the pupils in relation to the school and how they travel. The larger the pie chart, the more pupils live at that postcode.





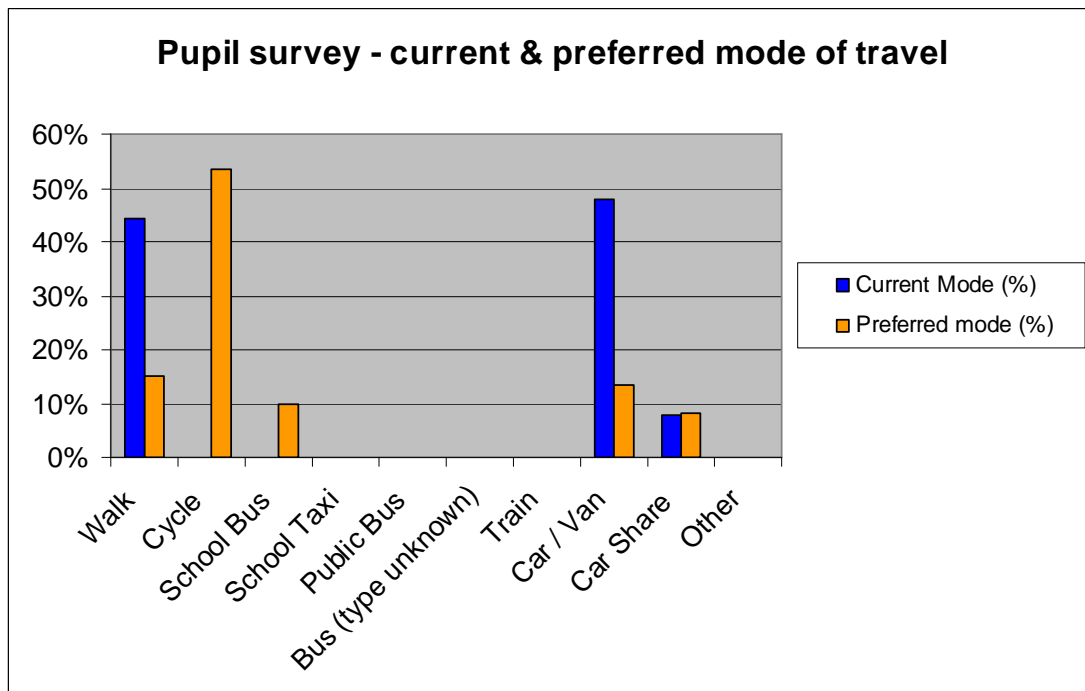


### 3.3 Pupil survey

The pupil surveys took place in class with teachers leading a discussion regarding travel and the children then responding to questions - collated information was then placed on a pupil questionnaire form. The following table and chart summarises the findings from the pupil survey. Full results and a sample of the in-class survey can be found in Appendix A.

**Baydon St Nicholas CE - Pupil survey dated 5 Nov 2007**

<b>Mode of travel</b>	<b>No.</b>	<b>Current Mode (%)</b>	<b>No.</b>	<b>Preferred mode (%)</b>
Walk	39	<b>44%</b>	9	<b>15%</b>
Cycle	0		32	<b>53%</b>
School Bus	0		6	<b>10%</b>
School Taxi	0		0	
Public Bus	0		0	
Bus (type unknown)	0		0	
Train	0		0	
Car / Van	42	<b>48%</b>	8	<b>13%</b>
Car Share	7	<b>8%</b>	5	<b>8%</b>
Other	0		0	
<b>TOTAL</b>	<b>88</b>	<b>100%</b>	<b>60</b>	<b>100%</b>



<b><u>Breakdown of survey</u></b>		<b>Number of classes surveyed</b>	
Number of pupils surveyed:	88	Reception	
Number on Roll:	103	Year 1/2	1
Percentage of school surveyed:	85%	Year 3	1
		Year 4	1
		Year 5/6	1

As part of the in-class discussions, the pupils discussed the following questions and the key findings are summarised below. A full list of responses can be found in Appendix A.

### **What prevents you from walking, cycling and using the bus to get to school?**

- Some pupils considered cycling too dangerous i.e busy roads and steep hills; and often the distance to cycle was too far. NB: YR4 not allowed to cycle to school
- Some children are unable to walk because the distance is too far; while others who lived closer felt crossing the busy road(s) too dangerous (some parents allowed children to walk alone if no roads to cross)
- Some areas did not have buses while others did but pupils were reluctant to pay the fares

### **What changes would help solve these problems to encourage you to walk, cycle or use the bus to come to school?**

- Walking: for some pupils to live nearer; safer routes and crossings area i.e bridge over road, lollipop person or zebra crossing
- Cycling off-school site: cycle lanes and signs; Cycling on-school site: safe place to store bikes and cycling proficiency for YR4/5
- School buses and free public buses that go to Baydon
- Road Safety: traffic calming i.e speed bumps,

### **Why would you like to walk, cycle or travel by bus to school?**

- Most requested cycling. Reasons given: quick, makes use of the gears, good fun exercise, get fresh air and environmentally friendly
- Some requested walking and using the bus. Reasons for walking: healthy good exercise. Reasons for bus: more social, can chat with friends

It was interesting that many of the children who travelled by car would like to travel by bus in a more social group. This is something that we are going to look at in relation to our objectives. There are identifiable problems with children cycling to school - mainly parental worries about perceived dangers. We do offer cycling proficiency for children in years 5 and 6, but there are no children at present that cycle to school on a regular basis.

### 3.4 Parental Questionnaire

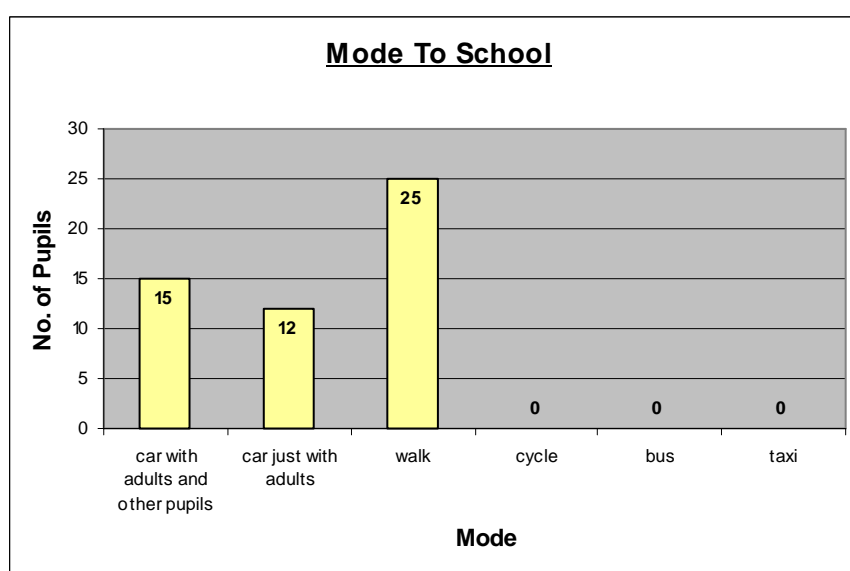
The parent body were sent a copy of the questionnaire in November 2007. Response rate was very good, with 52 responses - a response rate of 51% of the parent group.

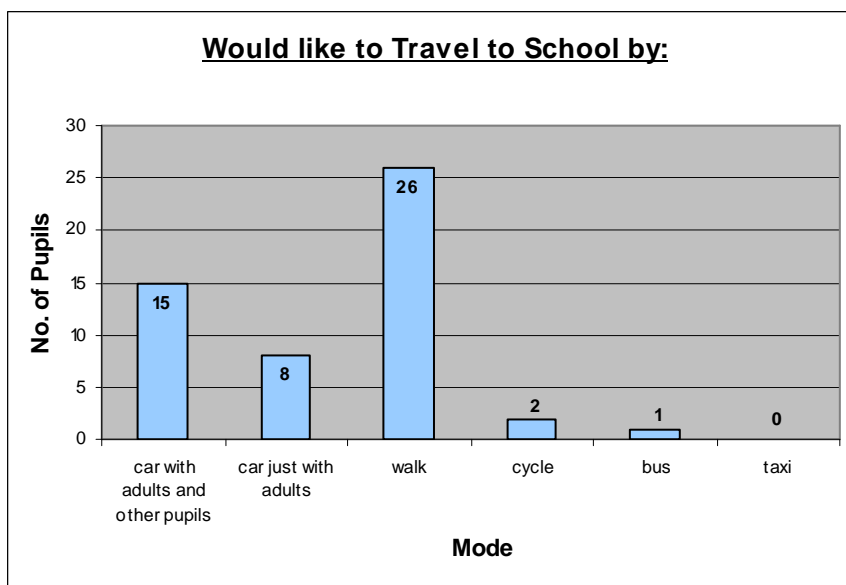
Parents were asked how their children currently travel to and from school as well as how they would prefer to; the results are as follows:

#### Baydon St Nicholas Parent questionnaire dated 2 Nov 2007

Code	6. Mode To	Number	%
1	car with adults and other pupils (car share)	15	29%
2	car just with adults	12	23%
3	walk	25	48%
4	cycle	0	0%
5	bus	0	0%
6	taxi	0	0%
	<b>Total</b>	<b>52</b>	<b>100%</b>

Code	7. Would Like - Mode To	Number	%
1	car with adults and other pupils (car share)	15	29%
2	car just with adults	8	15%
3	walk	26	50%
4	cycle	2	4%
5	bus	1	2%
6	taxi	0	0%
	<b>Total</b>	<b>52</b>	<b>100%</b>





A very small percentage, 2% wanted their children to cycle whereas 53% of children wished to cycle - part of the reason for lack of parental support revolves around safety issues.

The top 4 reasons for people using their current mode of transport to get to school are:

Code	8. Reason for Current Mode	Number	%
1	It is the most appropriate for the distance	45	35%
5	You are confident that your child has got to school safely	20	15%
4	There is no reasonable alternative	15	12%
9	It is a healthy means of travel	14	11%

From the current car users, the top 4 answers that would encourage them to send their child to school by their preferred mode of travel were:

Code	10. What would encourage you to use preferred mode?	Number	%
3	Sharing the journey with other parents (car share, walking bus)	11	34%
4	More/better road crossings for pedestrians on school routes	7	22%
2	Less/slower traffic near the school/on the journey	6	19%
11	Better/more convenient public transport provision	5	16%

There was an [average](#) level of support indicated by the parents in helping with the travel plan.

Code	13. Help with Travel Plan	Number
1	Be a member of the working group	3
2	Help with survey analysis	0
3	Volunteer time for the implementation of the plan (e.g. walking bus)	1
4	Other (please specify)	1
<b>Total</b>		<b>5</b>

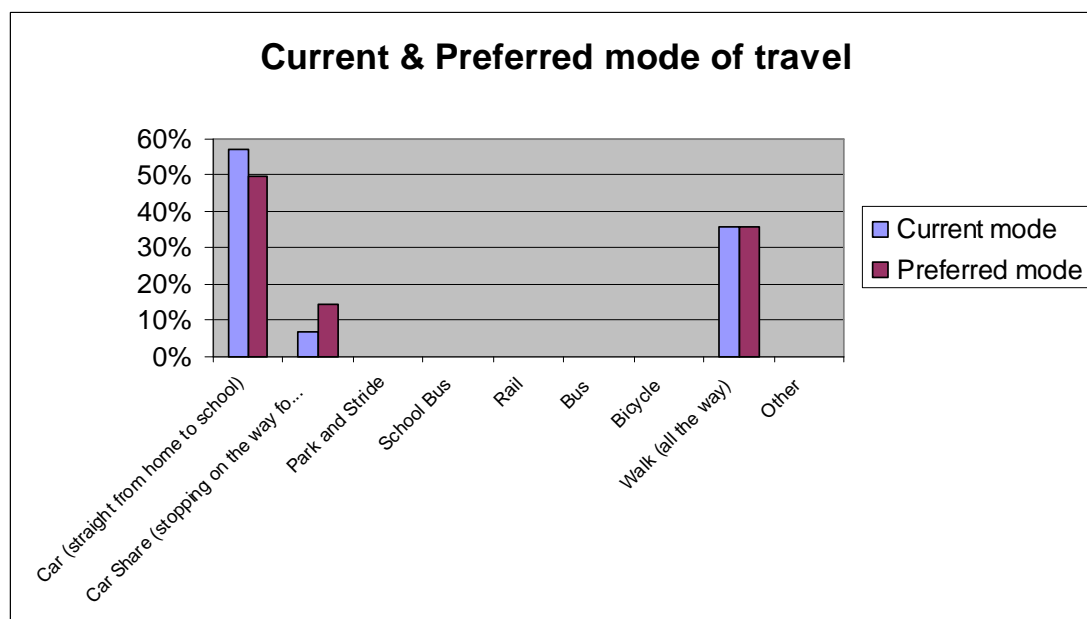
Five parents volunteered to get involved with school travel plans. Four of the parents made the commitment to get involved with the working group.

### 3.5 Staff Questionnaire

In November 2007 a school travel questionnaire was issued to all members of staff. The questionnaire looked specifically at how staff currently travel to school and how they would prefer to travel. The questionnaire also tried to identify barriers to using sustainable transport and some possible solutions.

**Baydon St Nicholas staff survey dated 5 Nov 2007**

Mode of travel	No.	Current mode (%)	No.	Preferred mode (%)
Car (straight from home to school)	8	57%	7	50%
Car Share (stopping on the way for others)	1	7%	2	14%
Park and Stride	0		0	
School Bus	0		0	
Rail	0		0	
Bus	0		0	
Bicycle	0		0	
Walk (all the way)	5	36%	5	36%
Other	0		0	
<b>TOTAL</b>	<b>14</b>	<b>100%</b>	<b>14</b>	<b>100%</b>



The most popular reasons for staff not using sustainable modes of travel to get to school were (full list in Appendix A):

- Insufficient public transport, particularly from Lambourn direction. This makes car usage unavoidable in many cases
- Cars and parking are a major problem. Only solution for those travelling outside Baydon is car share
- It's quite isolated!
- Need safe pathways to and from school
- Too many books etc to carry to work
- Difficult with current work pattern and commitments after school

The most popular changes / incentives to encourage staff to travel to school by sustainable transport were (full list in Appendix A):

- Some would consider car share
- Park and stride or designated car parking near school i.e. paddock arrangement with pub

## 4. CURRENT PROBLEMS

Through consultation with key stakeholders, we have identified several current transport issues/problems.

Current travel and transport issues/problems	How & when was this identified?	Possible/suggested solutions
Many pupils and staff live outside parish boundaries and there is no public transport or sensible alternative - cycling or walking are not practical.	Parent survey nov07  Pupil survey Nov07        Staff survey Nov07	Lift share/ other shared transport Promote the idea of car share as this is the only real alternative (as all local pupils already walk) and there is a limited or no opportunity for using the bus.        Limited scope for staff to car share because many live in different locations
There is no footpath for part of the way along Aldbourne Road – and traffic through the village on Ermin Street is travelling too fast.	Parent survey nov07 Staff survey Nov07	New development for Aldbourne Rd has additional footpaths as part of its scheme –planning achieved 2007 Survey/ advice from the Road Safety Unit
Ermin Street is a busy road - no lollipop person or traffic calming measures There are no footpaths on part of Aldbourne Rd	Parent survey nov07	Working in conjunction with parish council re speeding - advertising for school crossing patrol person on school website, village website and parish newsletter
an alternative entrance into the school. Church path which needs re-paving – not suitable to walk on in winter (refer to map supplied).	Funding for path via TAOSJC	
Junction 14 of the M4 is situated just 9 miles from the school. This creates a lot of through traffic from	Discussion with parish council	Seek advice from Road Safety Unit and WCC. Own survey – indicated in WG

commuters and when M4 closed many drivers use this route. WCC are also considering making this the designated route when motorway closed		meeting minutes in appendix.
Traffic calming – speeding traffic through the village	Discussion with parish council	Road assessment by Road Safety Unit. Liaise with Parish and County Councils. Apply for the TAOSJC Grant.
Identify safe park & stride/ walking bus locations  Travels options that promote more exercise – healthy choices.	Pupil survey Nov07 – bus requests/ socialising/ healthy travel issues/ options	Road Safety Unit/ identify walking bus working group.  Promote walking bus – aimed at children outside the 1 mile area (although some current walkers can join in)
Cycling considered too dangerous	Pupil survey Nov07	Re-evaluate once traffic calming initiated and crossing patrol

## 5. OBJECTIVES, TARGETS & ACTION PLAN

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The following objectives, targets and actions have been set using the findings from the surveys and consultation that has been undertaken to date. Any SMART targets have taken into account the preference data established by the surveys.

Each action within the plan is set out under 7 headings:

### **Action**

This describes the action point that has been agreed by the working group.

### **How will it be achieved?**

Indicates the tasks required to complete the action point.

### **Person responsible**

This provides a named person who is responsible for completing the action point. Where possible, a variety of people should be given responsibilities for different action points within the plan, including members of the schools council; this helps ensure the longevity of the Travel Plan.

### **Parties involved**

This lists the people that will be involved / affected by the action point – further consultation with these people may be required to achieve a satisfactory outcome.

**Timescale / completion date**

This gives a proposed date for the completion of the action. It also helps establish whether an action has been completed when monitoring the plan.

**Funding**

This identifies if there is a cost element to the action. It may also identify where the money comes from, if currently available, or whether external funding needs to be sourced.

**Evaluation / Review**

This column is to help with the monitoring of each action. The progress can be updated throughout the year – not only does this help keep the travel plan current but it also reduces the work required when the travel plan needs updating.

**Objective 1: Reduce numbers of car journeys made with a single child to and from school and establish car sharing**  
**Target: Reduce the percentage of pupils travelling by car from 23% to 20% by October 2008 and to 18% by October 2009 and to 16% by October 2010** (SMART targets based on the parent survey data dated Nov 2007 and the school census 2008)

**Person responsible for monitoring the objective to make sure actions are carried out:**

<b>No.</b>	<b>Action</b>	<b>How will it be achieved?</b>	<b>Person responsible</b>	<b>Parties involved</b>	<b>Timescale / completion date</b>	<b>Funding</b>	<b>Evaluation / Review</b>
1	Invite parents to Postcode coffee morning/afternoon or evening meeting to discuss and explain  Organising database of car sharers	Invite to parent for an informal postcode coffee meeting.  Form (designed by School Council) and Discuss need for sustainable transport  Set up database	Marie Hogan/	Working group School council  Parents	Beginning April 2008   End of April 2008		
2	Newsletter re car sharing continued promotion and update.	Car sharing promotion continues and update given	Anna Hutley	parents	End of May 2008		Update car share database every 12 months
3	Informal weekly staff meeting/ chat briefly discussing opportunities for car sharing that week	Introductory meeting explaining the need to encourage sustainable transport. Then weekly meeting. Aim to get	Head teacher	Staff	May 2008		Evaluate June 08 and aim to maintain to March 2009. Re-evaluate options for March 2010.

		one member of staff sharing with another member at least once a week by June 2008					
4	Alternative means of transport	Research and explore the costing of alternative means of transport for children out of area	Marie Hogan	Working group	June 2008		

**Objective 2: To include road safety, popular travel choices that are sustainability in the school curriculum**

**Target:**

**Person responsible for monitoring the objective to make sure actions are carried out:**

<b>No.</b>	<b>Action</b>	<b>How will it be achieved?</b>	<b>Person responsible</b>	<b>Parties involved</b>	<b>Timescale / completion date</b>	<b>Funding</b>	<b>Evaluation / Review</b>
1	Road safety	Walk safe	Teacher- Mrs C.Rasberry Road Safety Unit	Years 1,2 and 3	March 2008		
2	Cycle safe	Cycling Proficiency	parent Mr Cooling	Years 5 and 6	July 2008 July 2010		
3	Park and stride/ Walking Bus (pupils requested more social travel and using the bus). Pupils who live outside the 1 mile school buffer have priority	Publicity involving parent body Newsletter Recruitment letter in Walking bus pack Invite to parent for an informal Walking Bus tea and cake meeting to discuss and explain	Anna Hutley  Road Safety Unit (assess routes and give advice)	School council and working group Invite all parents (but try and recruit parents that already walk)	June 2008  Meeting July 2008		
4	Walking bus	Walking Bus working group	Anna H Parents WG	Working group. Road Safety Unit	September 2008		

5	Walking bus trial	Working bus working group meeting  Walking bus manual and info pack	Anna H	Volunteers Pupils	September 2009  Trial - One day per month October 2008 to Feb 2009	Source FREE hire of tabards from WCC	
6	School crossing patrol officer	Adverts on webpage Flyers Shops Baydon village website Parish magazine NB: Offer post as a fulltime or job share opportunity	Denise Mathewson	Yet to fill	March 2008	School	Evaluate June 08 and aim to maintain to March 2009. Re-evaluate options for March 2010.

**Objective 3: to improve safety for pedestrians by reducing congestion during the school run and improving parental parking around the school**

**Target:**

**Person responsible for monitoring the objective to make sure actions are carried out:**

<b>No.</b>	<b>Action</b>	<b>How will it be achieved?</b>	<b>Person responsible</b>	<b>Parties involved</b>	<b>Timescale / completion date</b>	<b>Funding</b>	<b>Evaluation / Review</b>
1	Improve the parking safety In and around the school. By offering parents a guide to places to park safely	Newsletter School prospectus	Esther Barker	Parents travelling by car	April 2008		
2	Adding a guard rail to the footpath outside the main entrance	Bid for grant. Investigation by WCC road engineers		WCC	November 08	TAOSCJ grant (off school site)	
3	Working in conjunction with parish council and WCC to promote safe speeds in the village	Recommend traffic calming outside school especially during drop off and pick up times SURVEY (re WG meeting minutes in appendix)	Gordon Lundie	Baydon Pc in conjunction with WCC	Parish Council April 2008  Apply November 2008 for grant	TAOSCJ	
4	Visit by community safety officer to advise on parking safety issues		Gordon Lundie	parents	June 2008		Evaluate June 08 and aim to maintain to March 2009. Re-evaluate options for March 2010.

## **6. EVIDENCE OF CONSULTATION**

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Throughout the Travel Plan, a variety of people have been consulted to make sure that the views from all key parties have been elicited.

- findings of detailed questionnaires
- minutes from meetings
- newsletter/letters sent home to parents
- samples of questionnaires
- parish council (minutes in appendices)

The children have been involved with studying the existing walking and cycling route map in December 2007.

### **6.1 Pupils**

**Walking and Cycling Map exercise** (September 2007) – Each class was given an A3 map of the local area and were asked to identify which routes they took to school. The results from each class were transferred onto one map including pedestrian access points and bus stops, providing a local map of the existing sustainable transport network.-(Appendix A)

Other examples include:

- pupil in-class surveys
- traffic count –undertaken by year 3 pupils as part of geography. Survey undertaken at out-of peak time (2.15pm) for 15 minutes (Appendix H)
- curriculum work/class sessions. Walking bus work by years 5 and 6 involving considering pros and cons, promoting the idea with bus signs information posters and a design a tabard competition. The children designed booklets after class discussion- Appendix I

### **6.2 Parents and carers**

- parental questionnaire
- newsletters –Appendix B
- website
- school prospectus

### **6.3 Staff**

- staff survey
- staff meetings

### **6.4 Governors**

- governors meetings
- involvement in the travel plan

## **6.5 Wider consultation**

- parish meeting- 18<sup>th</sup> January 2008-minutes Appendix E
- resident's groups- representative of Baydon Village Action Plan  
(See results of their survey in appendix F
- School Travel Advisor – Maria Wood , Wiltshire CC
- Village website-appendix G

## **7. PROPOSALS FOR MONITORING AND REVIEW**

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The next survey(s) will be done in May 2009. This must include an update of baseline travel survey information (via the January School Census)

The evaluation/review column of the action table will be used to help monitor progress throughout the year against the set objectives, targets and actions.

The STP. Will be reviewed in March 2009

Mrs Denise Mathewson will be responsible for overseeing both the survey and STP review and report to the Head teacher.

Working group to meet every 6 months. Members to keep termly contact with the School Council, the school and the wider consultation and are a point of contact for any requests, ideas and complaints.

The review will consider pupil travel needs arising from new developments in education and transport provision and that the STP will be revised as necessary to take account of these.

## **8. OWNERSHIP AND SUSTAINABILITY**

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The School Travel Plan will be included in the following

- included in the School Development Plan
- included in the school prospectus
- making it available to external parties by keeping a copy in the school reception and publishing it on the school website)
- include it in the curriculum,
- forming walking buses
- car sharing schemes

## 9. SIGNATURES OF ENDORSEMENT

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This agreement will be signed by, or on behalf of, representatives from the teaching staff, pupils, parents, governors and the Local Authority.

The following signatures confirm that the school management have read the contents of this document. By signing this document the school is committing itself to make every effort to resolve the problems identified within the Travel Plan and to implement the actions identified. The school further acknowledges that it will strive to achieve all targets highlighted in this document and commits to the annual review and monitoring of the plan.

Wiltshire County Council has reviewed this document against the DfT/DCSF quality assurance guidance and confirms that it meets all the necessary requirements for approval (subject to quality assurance by the Regional School Travel Advisor).

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Headteacher: .....

Print name: ..... Date: .....

Chair of Governors: .....

Print name: ..... Date: .....

Member of School Council: .....

Print name: ..... Date: .....

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Principal Officer, Travel Plans & Road Safety: .....

Print name: **Rev. Patrick J McEune** Date: .....

Assistant Director, Environmental Services: .....

Print name: **Parvis Khansari** Date: .....

Assistant Director, Children & Education: .....

Print name: **Stephanie Denovan** Date: .....

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## APPENDIX B

### Extracts from parental newsletters

#### **BAYDON ST NICHOLAS CE PRIMARY SCHOOL. 6th September 2007**

Dear Parents,  
Welcome back to school – I hope you all enjoyed a good summer holiday.

**Parking:** It is appreciated that there is difficulty in parking near to school and I ask that consideration please be given to parents with pre-school children and spaces nearest the school be left for them to use. There is ample parking within a few yards of the school – in Ermin Close, Aldbourne Road, and around the Green. **Please do not park in the driveway of The Vicarage in Finches Lane, or use it for turning around. This is private property and the entrance must be left clear.**

#### **BAYDON ST NICHOLAS CE PRIMARY SCHOOL 8th November 2007**

Dear Parents,

**Travel questionnaire:** We had a tremendous response to our survey. Thank you very much to those who returned their forms which will now be studied by the Governors.

#### **Baydon St. Nicholas School School Newsletter 6th February 2008**

Dear Parents,

#### **The School Travel Plan**

A while ago the School Travel Plan Questionnaire went out to all parents –

surveying methods of travel to school, and interest in exploring alternatives.

The first meeting to discuss this took place last week.

If you would like to get involved with this group of parents and Governors,

looking at safer, greener ways of travelling to school – come along to the next

meeting: **Monday 10th March 7pm, Mathewson Waters Architects, Lambourn.**

Please see Anna in the school office if you would like more info

## **APPENDIX C**

### **Minutes of working group meeting 30<sup>th</sup> January 2008-02-19**

Those present: Denise Mathewson, Gordon Lundie, Esther Barker, Anna Hutley, Marie Hogan

Apologies: Mark Austen

Main travel issues identified from parental, pupil and staff questionnaires were discussed. These included, lack of parking facilities, the need to increase car share by identifying those who already do and encouraging other who at present do not. It was decided to investigate alternative means of transport- bus transport/minibus

#### **Action MH**

Wider consultations were suggested including using the website, visting the parish council (February 18<sup>th</sup> 2008) - a letter drop to villagers, information in the parish newsletter 'The Baydon Scene' and parents newsletter.

#### **Action DM and AH**

Speeding traffic through the village has been identified as a problem-using a mobile Speed Indicator Device was suggested.- and speaking to the District Council re speed survey.

#### **Action GL**

Getting a walking bus scheme was discussed to encourage more pupils to walk to school. It was felt that more publicity for parents on what was a walking bus was needed.

#### **Action AH**

Dangerous parking in and around the school was highlighted as a hazard for pedestrians. It was decided that this would be helped by information to parents.

#### **Action EB**

**Next meeting: 12<sup>th</sup> March 2008**

## APPENDIX D

Thamesdown Transport

SWINDON - ALDBOURNE - HUNGERFORD via Wanborough, Liddington, Ramsbury	46
SWINDON - ALDBOURNE - MARLBOROUGH via Liddington, Ramsbury	48
SWINDON - ALDBOURNE - MARLBOROUGH via Wanborough, Liddington, Ramsbury	48A

ROUTE DETAILS: 46 From SWINDON via Milford Street, Fleming Way, Queens Drive, Marlborough Road, Great Western Hospital, Pack Hill, The Marsh, Burycroft, Wanborough (High Street), Kite Hill, Liddington, Foxhill, Baydon, Aldbourne and Ramsbury to HUNGERFORD

ROUTE DETAILS: 48 From SWINDON via Milford Street, Fleming Way, Queens Drive, Marlborough Road, Great Western Hospital, Liddington, Foxhill, Baydon, Aldbourne, Ramsbury, Axford and Mildenhall to MARLBOROUGH

ROUTE DETAILS: 48A From SWINDON via Milford Street, Fleming Way, Queens Drive, Marlborough Road, Great Western Hospital, Pack Hill, The Marsh, Burycroft, Wanborough (High Street), Kite Hill, Liddington, Foxhill, Baydon, Aldbourne, Ramsbury, Axford and Mildenhall to MARLBOROUGH

**Mondays to Fridays (except Public Holidays)**

Schedule commences 08 May 2007

Service No	46	46	46	48	48	46	48	46	48	46	48	46	48A	48	46
SWINDON (Bus Station) [9]	0620	....	....	0735	0835	0935	1035	1135	1235	1335	1435	1535	1635	1715	1745
Great Western Hospital [D]	0632	....	....	0747	0847	0947	1047	1147	1247	1347	1447	1547	1647	1727	1757
Wanborough (Calley Arms)	....	....	....	....	....	0957	....	1157	....	1357	....	1557	1657	....	1807
Liddington (Village Inn)	....	....	....	....	....	1000	....	1200	....	1400	....	1600	1700	....	1810
Liddington (Spinney Close)	0637	....	....	0752	0852	....	1052	....	1252	....	1452	....	....	1732	....
Foxhill (Shepherd's Rest)	....	....	....	0756	0856	....	1056	....	1256	1404	1456	1604	1704	1736	1814
Baydon (Downmead)	....	....	0754	0802	0902	....	1102	....	1302	....	1502	1610	1710	1742	1820
Aldboune (Kandahar)	....	....	....	....	....	....	....	....	....	1410	....	....	....	....	....
Aldboune (Pond)	0646	....	0800	0806	0906	1009	1106	1209	1306	1412	1506	1614	1714	1746	1824
Ramsbury (Bell)	0654	....	0808	0814	0914	1017	1114	1217	1314	1420	1514	1622	1722	1754	1832
Chilton Foliat (Wheatsheaf)	0701	....	0815	....	....	1024	....	1224	....	1427	....	1629	....	....	1839
Froxfield (Bus Shelter)	....	0719	....	....	....	....	....	....	....	....	....	....	....	....	1844
Hungerford (Town Hall)	0706	0724	0820G	....	....	1029	....	1229	....	1432	....	1634	....	....	1849
HUNGERFORD (Priority Estate)	0709	0727	0823	....	....	1032	....	1232	....	1435	....	1637	....	....	1852
Axford (Red Lion)	....	....	....	0824	0922	....	1122	....	1322	....	1522	....	1730	1802	....
Mildenhall (Village Hall)	....	....	....	0828	0926	....	1126	....	1326	....	1526	....	1734	1806	....
MARLBOROUGH (High Street)	....	....	....	0850J	0931	....	1131	....	1331	....	1531	....	1739	1811	....

G Via John O Gaunt School on schooldays.

J Via St Johns School on schooldays.

Operated under contract to Wiltshire County Council.

HUNGERFORD - ALDBOURNE - SWINDON via Ramsbury, Liddington, Wanborough	46
MARLBOROUGH - ALDBOURNE - SWINDON via Ramsbury, Liddington	48
MARLBOROUGH - ALDBOURNE - SWINDON via Ramsbury, Liddington, Wanborough	48A

ROUTE DETAILS: 46 From HUNGERFORD via Ramsbury, Aldbourne, Baydon, Foxhill, Liddington, Kite Hill, Wanborough (High Street), Burycroft, The Marsh, Pack Hill, Great Western Hospital, Marlborough Road, Queens Drive, Fleming Way, Corporation Street and Manchester Road to SWINDON

ROUTE DETAILS: 48 From MARLBOROUGH via Mildenhall, Axford, Ramsbury, Aldbourne, Baydon, Foxhill, Liddington, Great Western Hospital, Marlborough Road, Queens Drive, Fleming Way, Corporation Street and Manchester Road to SWINDON

ROUTE DETAILS: 48A From MARLBOROUGH via Mildenhall, Axford, Ramsbury, Aldbourne, Baydon, Foxhill, Liddington, Kite Hill, Wanborough (High Street), Burycroft, The Marsh, Pack Hill, Great Western Hospital, Marlborough Road, Queens Drive, Fleming Way, Corporation Street and Manchester Road to SWINDON

**Mondays to Fridays (except Public Holidays)**

Schedule commences 08 May 2007

Service No	46	46	46	48	46	48	48	46	48	46	48	46	48A	46	48
MARLBOROUGH (High Street)	....	....	....	0725	....	0903	0933	....	1133	....	1333	....	1548K	....	1743
Mildenhall (Village Hall)	....	....	....	0730	....	0908	0938	....	1138	....	1338	....	1553	....	1748

Axford (Red Lion)	....	....	....	0734	....	0912	0942	....	1142	....	1342	....	1557	....	1752
HUNGERFORD (Priory Estate)	....	0709	0729	....	0828	....	....	1033	....	1233	....	1519Z	....	1640	....
Hungerford (Town Hall)	....	0712	0732	....	0831	....	....	1036	....	1236	....	1522	....	1643	....
Froxfield (Bus Shelter)	....	0717	....	....	....	....	....	....	....	....	....	....	....	....	....
Chilton Foliat (Wheatsheaf)	....	....	0738	....	0837	....	....	1042	....	1242	....	1528	....	1649	....
Ramsbury (Bell)	....	....	....	0741	0843	0919	0949	1048	1149	1248	1349	1535	1605	1655	1759
Aldbourne (Pond)	....	....	0748	0749	0851	0927	0957	1056	1157	1256	1357	1543	1613	1703	1807
Aldbourne (Kandahar)	....	....	....	....	....	0928	....	....	....	....	....	....	....	....	....
Baydon (Downmead)	....	....	....	0756	0855	....	1001	....	1201	....	1401	1549	1619	1707	1811
Foxhill (Shepherd's Rest)	....	....	....	0803	0902	0935	1008	....	1208	....	1408	1556	1626	1714	1818
Liddington (Spinney Close)	....	....	....	0807	....	0939	1012	....	1212	....	1412	1600	....	1718	1822
Liddington (Village Inn)	0700	....	....	....	0906	....	....	1106	....	1306	....	....	1630	....	....
Wanborough (Calley Arms)	0704	....	....	....	0909	....	....	1109	....	1309	....	....	1634	....	....
Great Western Hospital [D]	0711	....	....	0815	0918	0945	1018	1118	1218	1318	1418	1606	1641	1724	1828
SWINDON (Bus Station)	0723	....	....	0830	0930	0957	1030	1130	1230	1330	1430	1618	1653	1736	1840

Service No	46
HUNGERFORD (Priory Estate)	1855
Hungerford (Town Hall)	1858
Chilton Foliat (Wheatsheaf)	1904
Ramsbury (Bell)	1910
Aldbourne (Pond)	1918
Liddington (Spinney Close)	1928
Great Western Hospital [D]	1934
SWINDON (Bus Station)	1946

K From St John s School dep 1545 on schooldays.

Z From John O Gaunt School dep 1518 on Schooldays.

Operated under contract to Wiltshire County Council.

via Liddington, Ramsbury

ROUTE DETAILS: 46 From SWINDON via Milford Street, Fleming Way, Queens Drive, Marlborough Road, Great Western Hospital, Pack Hill, The Marsh, Burycroft, Wanborough (High Street), Kite Hill, Liddington, Foxhill, Baydon, Aldbourne and Ramsbury to HUNGERFORD

ROUTE DETAILS: 48 From SWINDON via Milford Street, Fleming Way, Queens Drive, Marlborough Road, Great Western Hospital, Liddington, Foxhill, Baydon, Aldbourne, Ramsbury, Axford and Mildenhall to MARLBOROUGH

#### Saturdays

Schedule commences 21 April 2007

Service No	48	48	46	46	48	46	48	46	48	46	48	46
SWINDON (Bus Station) [9]	0735	0835	....	....	1035	1135	1235	1335	1435	1535	1635	1735
Great Western Hospital [D]	0747	0847	....	....	1047	1147	1247	1347	1447	1547	1647	1747
Wanborough (Calley Arms)	....	....	....	....	....	1157	....	....	....	....	....	1757
Liddington (Village Inn)	....	....	....	....	....	1200	....	....	....	....	....	1800
Liddington (Spinney Close)	0752	0852	....	....	1052	....	1252	1352	1452	1552	1652	....
Foxhill (Shepherd's Rest)	0756	0856	....	....	1056	....	1256	1356	1456	1556	1656	1804
Baydon (Downmead)	0802	0902	....	....	1102	....	1302	....	1502	....	1702	1810
Aldbourne (Kandahar)	....	....	....	....	....	....	....	1402	....	....	1602	....
Aldbourne (Pond)	0806	0906	0907	0957	1106	1209	1306	1404	1506	1604	1706	1814
Ramsbury (Bell)	0814	0914	0915	1005	1114	1217	1314	1412	1514	1612	1714	1822
Chilton Foliat (Wheatsheaf)	....	....	0922	1012	....	1224	....	1419	....	1619	....	1829
Froxfield (Bus Shelter)	....	....	....	....	....	....	....	....	....	1624	....	....
Hungerford (Town Hall)	....	....	0927	1017	....	1229	....	1424	....	1629	....	1834
HUNGERFORD (Priory Estate)	....	....	0930	1020	....	1232	....	1427	....	1632	....	1837
Axford (Red Lion)	0822	0922	....	....	1122	....	1322	....	1522	....	1722	....
Mildenhall (Village Hall)	0826	0926	....	....	1126	....	1326	....	1526	....	1726	....
MARLBOROUGH (High Street)	0831	0931	....	....	1131	....	1331	....	1531	....	1731	....

Operated under contract to Wiltshire County Council.

HUNGERFORD - ALDBOURNE - SWINDON 46

via Ramsbury, Liddington, Wanborough

MARLBOROUGH - ALDBOURNE - SWINDON 48

via Ramsbury, Liddington

## APPENDIX E

Minutes from Baydon Parish Council

### BAYDON PARISH COUNCIL

#### MINUTES OF MEETING HELD AT THE BYPA HALL ON 18th February 2008 (Subject to approval at the meeting on 10th March 2008)

**PRESENT:** Kevin Barnes (Chair), Don Carmichael, Tony Prior, Alison Tomkins

**Also in attendance:** Elizabeth Carmichael (Clerk), Cllr Humphries & 21 members of the public.

1. **APOLOGIES**

Apologies received from Heather White & Cllr Susan Findlay.

2. **DECLARATIONS OF INTEREST**

Mr Prior declared an interest in minute 7.3, 7.4 & 7.6 as he is an allotment holder and a member of the Allotment Association. Mr Prior declared an interest in minute 7.10 as he is a member of the Parish Plan Committee. Mr Carmichael declared an interest in minute 10.1 as he is married to the clerk.

3. **MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING**

It was agreed that the statement "it was private road" be removed from item 4 Clerk's Report and that the final sentence of item 5.6 be changed to read "Funding from the Parish Council is conditional on grants being received and the ceiling of £1900 will be reduced proportionally subject to any grants received". Subject to these amendments the minutes of the meeting on 7<sup>th</sup> January were agreed to be a correct record and were signed at the end of the meeting.

4. **REPORT FROM DENISE MATHEWSON (SCHOOL GOVERNOR) ON SCHOOL TRAVEL PLAN**

This agenda item was brought forward. Denise Mathewson gave an interesting and informative report on the school travel plan. The purpose of the plan is to support independent and safe travel, provide a healthier and safer environment for the children, and to help resolve parking issues during pick up and drop off times. It was noted that there are currently 105 pupils at the school, about half of which are from the village, 25 from Lambourn and the others come from Aldbourne, Eastbury, the Woodlands, Woodlands St. Mary and Russley Park. The committee will be considering various ways of achieving their aims including a walking bus, car sharing or using a mini bus, and having drop off points. Mrs Mathewson advised the Council that a SID (Speed Indicator Device) could be used to help reduce the speed of traffic at School times. The school is also looking to obtain a guard rail for outside the school and to employ a School Crossing Officer. The School Travel Officer will be coming and reviewing what's happening in Baydon.

5. **SUSPENSION OF THE MEETING FOR PUBLIC QUESTION TIME**

Public question time was brought forward and, due to the busy agenda, was restricted to 15 minutes. The meeting was suspended whilst members of the public spoke to the Council. After this period the meeting was resumed.

6. **CLERK'S REPORT**

The clerk advised the meeting that a letter of thanks, for the money towards churchyard maintenance for the years 2005 & 2006, had been received from the Parochial Church Council. The dates for the skips are 6<sup>th</sup> May, 1<sup>st</sup> July, 26<sup>th</sup> Aug, 21<sup>st</sup> Oct, 16<sup>th</sup> Dec & 24<sup>th</sup> Feb. The skips will be located in the usual place by the garages on Downsmead between 8am – 10.30am. A letter had been received, over the weekend, from a local resident. Unfortunately it had arrived too late to be added to the agenda and will be discussed at the next meeting.

7. **ITEMS FOR CONSIDERATION**

7.1 To consider purchasing 2 additional sets of outdoor Christmas tree lights

It was agreed that this agenda item be deferred until the next meeting

Page 2008-04

7.2 To discuss the ongoing maintenance of Willow lane and to consider if it should be adopted

It was noted that if Willow Lane was adopted by the Highway Authority it would appear on maps as a public right of way and this could be to the detriment of the people living on the lane and

the village as a whole. The clerk advised the meeting that Barbara Burke (WCC) had stated that if no-one could prove ownership of the lane, the properties along the lane were considered to own the section from their boundary to the middle of the lane. The clerk read out the following sentence from the transfer of ownership for the Parish field: "Together with such rights of way as have hitherto been enjoyed by the Seller over and along the track way running along the South East side of the Property". It was noted that a legal agreement covering the maintenance of the lane could be drawn up between the Parish Council and the other owners of the lane.

Write to owners of lane and consult on how the lane should be maintained                      Action: Clerk

- 7.3 To discuss the relationship between the Parish Council & the Allotment Association and to agree who will be responsible for any maintenance and upkeep of the fencing and water supply  
The Parish Council discussed the relationship between the Parish Council & the Allotment Association and the responsibility for the maintenance of the fencing and water supply. No decision was reached. To be carried forward to the next meeting.

- 7.4 To discuss and agree the tenancy agreement & the rent for the allotments  
It was noted that the draft agreement produced by the clerk was very comprehensive and that certain clauses were very wordy and could be simplified. The rent for the allotments was discussed and it was noted that the Parish Council could charge the Allotment Association a fixed sum for the land and that the Association would then, based on this charge, decide what rent the tenants should pay. No decision was reached regarding a fixed sum or individual allotment rents. The setting of the charge and the agreement of the tenancy agreement will be carried forward to the next meeting.

Amend draft tenancy agreement    Action: Clerk

- 7.5 To discuss the replacement of the millennium trees  
It was noted that the Allotment Association had carried out a site inspection and found that a total of 23 trees were missing. According to Parish Council records 8 of these were logged as died, removed or not allocated. The proposal from the Allotment Association was to replace 15 trees with 15 mixed broad leaf whips. Guy Watson has agreed to plant and maintain the whips. The Parish Council agreed that Jonathan Smith be asked if any of the replacement trees could be planted on the cricket field. The children whose trees are missing will be asked if they would like to get involved in the replanting of their tree once it's known how many trees are being planted this year and where the whips will be planted.

Request permission from Jonathan Smith to plant whips on cricket field    Action: Clerk

- 7.6 To receive an update on the status of applications for grant funding and to consider whether the orders for the installation of the water supply and the rabbit proof fencing on the allotments should be placed in the name of Baydon Parish Council  
The clerk advised the meeting of the update received from Heather White on the status of the Awards for All application. Heather White had stated that she couldn't see any reason why a bid could not be put in and have at least a 50:50 chance of it being successful. It would however need all parties, Allotment Assoc; Playgroup; School; to sign up to it. Heather White volunteered to write a bid and then run it past the Allotment Association for their approval, changes etc. She believed that it isn't something that should take much time from already busy people as it will involve things that they will be doing as a matter of course. Failing this, the Parish Council could put a bid in themselves to save the £1,900 payment for other things which can't achieve funding.

The installation of the water supply and rabbit proof fencing was discussed. It was agreed that, as the land owner, the Parish Council should be the customer of Thames Water and should be responsible for ordering and managing the installation of the water supply. It was noted that the fencing would most likely be the responsibility of the Allotment Association but no decision was made. To be carried forward to the next meeting.

Page 2008-05

Organise installation of water supply    Action: Clerk

- 7.7 To consider changing the start time of Parish Council meetings  
It was agreed that this item be deferred until the next meeting

- 7.8 To consider changing the date of the next meeting from 31st March to 7th April  
The Parish Council resolved to change the meeting date from 31<sup>st</sup> March to 7<sup>th</sup> April.

- 7.9 To consider what further action to take regarding the trees in the embankment on Manor Lane  
It was noted that the County Council should be advised of any trees that are considered a danger to the public. The Parish Council resolved that a letter be sent to Mr Lloyd and that it should be copied to Wiltshire County Council.

Write letter to Mr Lloyd and copy WCC    Action: Clerk

- 7.10 To consider the management of the funding for the Parish Plan and to determine who should complete the proof of expenditure forms for the grant  
It was agreed that this item be deferred until the next meeting.
- 7.11 To consider entering the Best Kept Village competition 2008  
It was agreed that Baydon should enter the Best Kept Village competition.  
Complete and submit entry form Action: Clerk
- 7.12 To consider whether to re-appoint BR Consulting Ltd as the internal auditor for 2007/08  
The Parish Council resolved to re-appoint BR Consulting as the internal auditor for 2007/08.
- 7.13 To consider writing letters in support of the Ramblers' Association's campaign for more funding for paths in 2008/09  
It was agreed that this item be deferred until the next meeting
- 7.14 To consider undertaking a Parish Path Survey  
The clerk advised the meeting that Heather White had volunteered to help with a Parish Path Survey. The Parish Council agreed that this item should be deferred until the next meeting
- 7.15 To discuss the training day for new Councillors and approve attendance and payment  
The Parish Council approved the attendance and payment of the training day for Tony Prior.
- 7.16 To consider what can be done about dog fouling & dogs wandering loose in the village  
It was agreed that this item be deferred until the next meeting
- 7.17 To discuss issues with parking around the village green  
It was agreed that this item be deferred until the next meeting
- 7.18 To discuss issues with sewerage flowing down Manor Lane  
Mr Barnes thanked Mr McGowran and Mrs Furber for the action they had taken to get the sewerage pipe in Manor Lane unblocked.

**7.19 To discuss the speed of traffic going through the village and to consider what action to take**  
**It was agreed that this item be deferred until the next meeting**

- 7.20 To consider electing a Vice-Chairman  
It was agreed that this item be deferred until the next meeting

## **8. CORRESPONDENCE**

- 8.1 Audit Commission, Letter regarding the Appointment of the External Auditor – The Parish Council had no issue with the proposal put forward by the Audit Commission that Mazars LLP be appointed auditor for a 5 year period commencing with the 2007/08 accounts

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- 8.2 Wiltshire County Council, 'Parish Meet & Greet' evenings – Tony Prior stated that he needed to check the dates but he thought he would be able to attend one of the 'Meet & Greet' evenings.
- 8.3 Kennet District Council, letter regarding preparation for future flooding – The advice given by the District Council was that people susceptible to flooding should
- Monitor the Environment Agency flood warnings, local news and weather forecasts
  - Be aware of water levels near you
  - Be prepared to act on your flood plan
  - Check on the safety of pets and livestock
  - Charge your mobile phone

It was noted that in accordance with the District Council's policy, sandbags are not routinely provided as a preventative measure. Anyone requiring sandbags can purchase them from Marlborough Building Supplies, Devizes Building Supplies and Builder Centre in Devizes.

## **9. PLANNING**

- 9.1 It was noted that full planning permission has been granted for a new rear conservatory at Sunnymede, Aldboune road.

## **10. FINANCE**

10.1 The Parish Council approved payment of the following:

Red Lion (Baydon), £50 for mulled wine & mince pies  
Mazars (external auditor), invoice 446400-1434 for £164.50  
BR Rollerston (internal auditor), invoice PC0335 for £106  
E Carmichael, petty cash, £120  
E Carmichael, Clerk's remuneration to 17<sup>th</sup> February 2008 £2302.45  
K Barnes, expenses

10.2 To consider applying for a Community Cleansing Grant

The Parish Council resolved to apply for a Community Cleansing Grant and to request funding for items such as litter pickers and reflective jackets.

Complete and submit grant form

Action: Clerk

**11. ITEMS TO NOTE / ITEMS FOR NEXT MEETING**

It was noted the items of correspondence that arrived to late to be included in this meeting will be carried forward to the next meeting.

It was agreed that, as a number of matters had been deferred, an additional Parish Council meeting will be held before 7<sup>th</sup> April. Subject to the availability of the BYPA Hall, the next meeting will be held on 10<sup>th</sup> March and the deadline for agenda items will be 3<sup>rd</sup> March.

The meeting ended at 10.10 pm

Signed : \_\_\_\_\_

Date : \_\_\_\_\_

**BAYDON PARISH COUNCIL**

**MINUTES OF MEETING HELD AT THE BYPA HALL ON  
7th January 2008 (Subject to approval at the meeting on 18th February 2008)**

**PRESENT:** Kevin Barnes (Chair), Don Carmichael, Susan Grove, Tony Prior, Alison Tomkins, Heather White

**Also in attendance:** Elizabeth Carmichael (Clerk), Cllr Humphries and Cllr Findlay and 12 members of the public.

**1. APOLOGIES**

It was noted that no apologies had been received from Mr Haythornthwaite.

**2. DECLARATIONS OF INTEREST**

Sue Grove declared an interest in agenda item 7.1. Tony Prior, Don Carmichael and Alison Tomkins declared an interest in agenda item 9.1 as they are members of the Village Plan Steering Group.

**3. MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING**

It was noted that Tony Prior and Alison Tomkins were not included in the list of people present at the meeting. Subject to this amendment the minutes of the meeting on 27<sup>th</sup> November were agreed to be a correct record and were signed at the end of the meeting.

**4. CLERKS REPORT**

The Clerk advised the meeting that Councillor Humphries had made enquiries regarding the status of Willow Lane and that it is not adopted and hence is not the responsibility of Highways. It was noted that an application for the lane to be adopted by Highways could be submitted. Councillor Humphries advised the Parish Council that Willow Lane was not a right of way. A grant cheque for the development of the Parish Plan has been received.

**5. ITEMS FOR CONSIDERATION**

5.1 To consider tenders for the grass cutting contract

The Parish Council consider the tenders submitted by Sodexo Land Technology, P&J Bracey Garden Services, Scofell Landscapes Limited, Valley Garden Services and Cutting Hedge Gardens. The Parish

Council resolved to award the contract to Sodexho Land Technology. It was noted that Sodexho may offer a discount on the cost of the tender as grass cuttings could be placed on the compost heap on the allotments.

Write to Sodexho Land Technology

Action: Clerk

5.2 To discuss the allotments

The Parish Council resolved to discuss the rent, tenancy agreement, millennium trees, relationship with the Allotments Association and any other matters pertaining to the allotments at the next meeting.

Draft tenancy agreement to be circulated prior to next meeting.

Action: Clerk

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5.3 To discuss the proposed changes to the M4 diversion

The Parish Council was not in support of the proposed changes to the M4 diversion. It was noted that Councillor Humphries had already objected to the proposal to divert motorway traffic along Ermin Street.

5.4 To consider the timing of the release of the meeting minutes to the public

The Parish Council discussed whether the draft minutes or the approved minutes should be published on the notice board and website. It was agreed that as there is 8 weeks between meetings the draft minutes should continue to be published.

5.5 To consider making a donation to the Citizens Advice Bureau

The Parish Council resolved not to make a donation to the Citizens Advice Bureau.

5.6 To consider providing funding towards a water supply and rabbit fencing on the allotments

The Allotment Association provided the Parish Council with costings for the water supply (£1919) and rabbit proof fencing (£1973). It was noted that the Allotment Association are intending to apply for a grant from Kennet District Council but this is likely to only cover 40%-60% of the project costs. Heather White advised the meeting that an Awards for All grant could also be applied for and volunteered to help the Allotment Association put together an application. It was agreed that the Allotment Association apply for more than one grant and should seek as much grant funding as possible. The Parish Council resolved to provide funding of up to £1900 in support of grant applications from Kennet District Council and Awards for All. Funding from the Parish Council is conditional on grants being received.

Help Allotment Association submit Awards for All application

Action: HW

Write letter of support for project to be submitted with KDC grant application

Action: Clerk

6. **CORRESPONDENCE**

6.1 Wiltshire Fire & Rescue Service, Consultation for Annual plan 2008/2009 - noted

6.2 Wiltshire County Council's Corporate Plan 2007 - noted

6.3 Wiltshire Wildlife Trust, letter on public authorities' duties regarding biodiversity and questionnaire – noted.

6.4 Postwatch, Post Office closure programme, consultation – It was noted that Baydon Post Office was not going to be closed.

7. **PLANNING**

Sue Grove left the meeting

7.1 To consider what response to make to the appeal against the refusal of permission for the wall & gateway alterations at Baydon House and the associated diversion of bridleway 11

The Parish Council had no additional comments on the application.

Advise Planning Inspectorate that Baydon PC has no further comments

Action: Clerk

Sue Grove rejoined the meeting

7.2 To note any planning decisions

No planning decisions have been received since the last meeting.

**8. SUSPENSION OF THE MEETING FOR PUBLIC QUESTION TIME**

*The meeting was suspended to allow members of the public to speak to the Council. After this period the meeting was resumed.*

**9. FINANCE**

9.1 *The Parish Council approved payment of the following:*

*Sodexo Land Technology, invoice 9050480203 for £350.31*

*Alison Tomkins, £12 expenses incurred in connection with the Baydon Village Plan*

*Mike Collis, £150 Petty Cash for the Baydon Village Plan Committee*

9.2 *To agree the budget and precept for 2008/2009*

*The Parish Council considered the budget prepared by the Clerk. The amount for grass cutting was lower to £1950 to reflect the Sodexo tender and the insurance value was increased by £100 to £276 in expectation of the Parish Council covering the November 5th fireworks display on its own insurance policy. It was agreed to increase the projects budget by £1900 to cover funding for the allotments. A total budget of £10335 was agreed. The Parish Council resolved to set the precept for 2008/2009 at £8335. The shortfall of £2000 will come from reserves.*

**10. ITEMS TO NOTE / ITEMS FOR NEXT MEETING**

*It was noted that a letter of thanks should go Debbie and Alan who provided the Christmas tree for the village green.*

*Thanks go Jim & Sue Grove, Trevor Dominy, Alison Tomkins & Rob and Mark Austen & his sons Harry & Sam for their help putting up and taking down the Christmas tree.*

*It was noted that there is a hole in the pavement outside 44 Downsmead.*

*Agenda items for next meeting:*

- i) to consider purchasing 2 additional sets of Christmas tree lights*
- ii) to discuss Willow Lane & to consider whether it should be adopted*
- iii) to discuss the rent, tenancy agreement, millennium trees, relationship with the Allotments Association and any other matters pertaining to the allotments*

## APPENDIX F

### Baydon Village Plan

If you would like to know more about the Village Plan or how you can help in any way, please contact one of the Steering Group members who are listed below. Regular updates and information about the preparation of the Baydon Village Plan can be found here on the village website, plus articles will be included within subsequent editions of the Scene In Baydon.

The Steering Group currently consists of seven members, and meet regularly to undertake various work to take this important local project forward. The members are :-

Ben Potter – Chair	Tel. 556104 / e-mail <a href="mailto:benpotter@dsl.pipex.com">benpotter@dsl.pipex.com</a>
Tony Prior – Secretary	Tel. 541446 / e-mail <a href="mailto:anthony.prior2@btinternet.com">anthony.prior2@btinternet.com</a>
Mario Appello	Tel. 01793 573851 / e-mail <a href="mailto:m.appello@tiscali.co.uk">m.appello@tiscali.co.uk</a>
Mark Austen	Tel. 541342 / e-mail <a href="mailto:theaustens@hotmail.com">theaustens@hotmail.com</a>
Mike Collis	Tel. 540786 / e-mail <a href="mailto:wmike.collis@btinternet.com">wmike.collis@btinternet.com</a>
Alison Tomkins	Tel. 541290 / e-mail <a href="mailto:alison_mary999@hotmail.com">alison_mary999@hotmail.com</a>

\*\*\*Details of two new Steering Group members to appear here shortly\*\*\*

[Click here](#) for further details as to what a Village Plan is (also known as a Parish Plan)

Mark Austen  
On behalf of the Baydon Village Plan Steering Group

### Results of local plan questionnaire ( sent to all residents of Baydon )

#### Like it / Dislike it Survey (Summary of the results) January 2008 Suggestions for Baydon's improvement (all listed, shown as % of responses, most popular first)

%

Play areas for children/recreation areas	17	Local/organic produce in shop	1
<b>Speeding controls</b>	12	Weed control in adjacent fields	1
No more housing/same size village	6	Post box in Manor Lane	1
M4 screening near village	5	Evening classes	1
Litter/dog mess/bins	4	BYPA facilities/usage	1
<b>Cleaning of verges/kerb edges</b>	3	Village show	1
M4 quiet tarmac surface	3	Reduce bin size to encourage Recycling	1
<b>Better local transport</b>	3	More power for Parish Council	1
Recycling – plastic/cardboard fixed skip	3	Community oriented pub	1
Recycling improved frequency	3	More social activities	1
<b>Footpaths in Aldbourne Rd</b>	2	More church activity	1
Footpath to cricket ground	2	Means of retaining shop	1
<b>Rail outside school</b>	2	More family housing	1
<b>Zebra crossing</b>	2	No wind turbines	1
<b>No parking at main road junction</b>	2		
Remove flat roof on school	2		
Road sweeping for effective drainage	2		
Ensure all existing amenities retained	2		
Speed bumps in Downsmead	1		
<b>20mph limit in Finches Lane</b>	1		
Gritting during winter	1		
Condition of Aldbourne Road	1		
Hedge cutting at junctions	1		
50mph limit on M4	1		
<b>Lollipop lady</b>	1		
Additional street lighting	1		
Village hall	1		
Return of Scouts	1		
Café in shop	1		

## **APPENDIX G**

### **EXTRACT FROM BAYDON VILLAGE WEBSITE**

#### Vacancy for a School Crossing Officer

Baydon Primary School is currently undertaking a School Travel Plan project (see separate news item) and related to this are the issues of the speed of traffic through the village and children needing to safely cross Ermin Street. A position of School Crossing Officer is currently available. The rate of pay is £ 6.77 per hour, with both training and the uniform being provided. More information with regards to the post can be obtained from Mr. Peter Chambers at the [School](#)

**APPENDIX H- Traffic Survey work year 3**

Name: Imogen

Date: 19.10.07

LO: to record the traffic using Ermin Street (main road) in Baydon.

	Vehicle	Tally
43	car III	<del>    </del> <del>    </del> <del>    </del> <del>    </del> <del>    </del> <del>    </del> <del>    </del> <del>    </del>
0	bus	
0	bicycle	
0	motorbike	
6	van	<del>    </del>
3	lorry	
0	emergency vehicle	
4	other	

people

Total

60

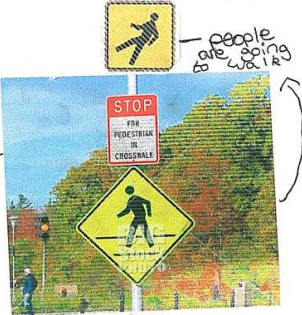
Log to record the traffic using Ermin Street (main road) in Bordon

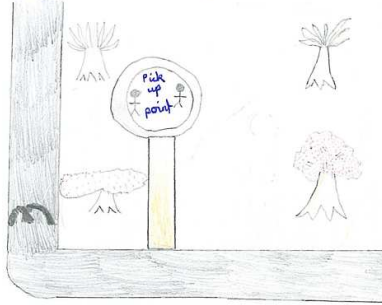
44	⊙						
42	⊙						
40	⊙						
38	⊙						
36	☺						
34	⊙						
32	☺						
30	⊙						
28	☺						
26	☺						
26	☺						
24	⊙						
22	☺						
20	☺						
18	⊙						
16	☺						
14	⊙						
12	⊙						
10	☺						
8	☺						
6	☺			☺			
4	☺			☺	☺	☺	
2	⊙			☺	☺	☺	
0	☺			☺	☺	☺	
	van	bus	motor bike	van	lorry	e.v	other

⊙ = 2 vehicles

LO: 1  
Name:

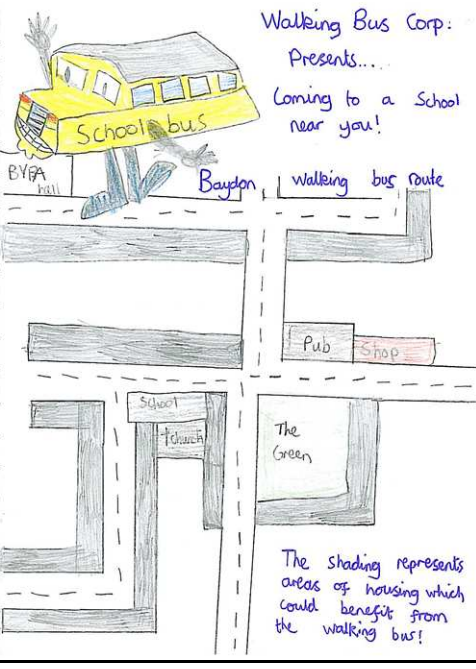
## APPENDIX I Walking bus work years 5 and 6

Safety signs	Positive
<p>people are going to work</p>  <p>Stop</p> <p>There is a pedestrian crossing.</p> <p>5</p>	<p>Positive</p> <ul style="list-style-type: none"> <li>There will be less congestion around the school.</li> <li>It will be helping to save the environment.</li> <li>gives children exercise and teaches them road safety.</li> <li>Parents who live in the village, who have to drive to work, won't have to bring their children to school.</li> <li>Children learn that you should walk more, rather than going everywhere in a car.</li> <li>People on the walking bus can chat to their friends on the way.</li> <li>Cars can see the coloured tabards and not drive into you.</li> </ul> <p>6</p>

The walking bus, yes or no?	Lambourn and other villages
<p>The walking bus is an adult walking through the village picking up children and walking them to school. It would be a good idea in Baydon because it would... cut down congestion and make the roads safer in the mornings. It would shrink pollution slightly and surely make the roads safer. One small difficulty would be finding people to do it every day.</p> <p>The walking bus, yes or no?</p>	<p>Lambourn and other villages</p> <p>There will be a pick up point by the village green at 8:30 approx. The children would have to wear either a yellow, pink or orange tabard for safety when crossing the roads.</p> 

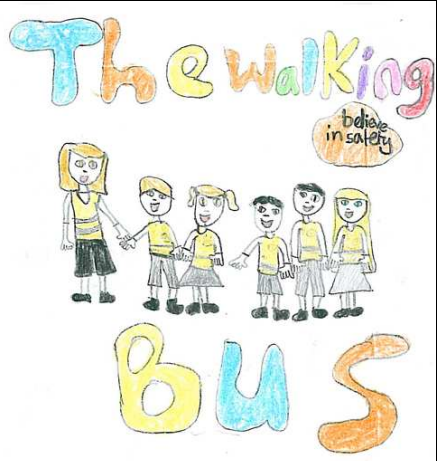
Walking Buses are a brilliant idea, not only do they save time, they can save the planet too! If everyone who lives near the school uses the walking bus, we could reduce pollution and traffic around the school. It can help prevent obesity in children too. The children need to wear high visibility, fluorescent, yellow jackets and they need to wrap up warm on cold, rainy or snowy days. If you would like to volunteer to be a walking bus helper, and you have a CRB check, call 0800-00-1066. We have a wide range of the gear for walking buses at bargain prices in our uniform shop.

- Jacket 5-7 £10  
7-9 £12  
9-11 £14
- Gap with neck protector one size fits all £6
- Hi-vis chav Combo buy a Hi-vis hoodie and get a pair of Hi-vis trackies for half price.
- Hi-vis Hoodie chav size £12
- Hi-vis trackies chav size £8
- chav cap one size fits all £8



Walking Bus Corp:  
Presents...  
Coming to a School near you!

- Negative
- Other villages or towns away from Baydon, will have to have a drop off place where the walking bus will collect their children.
  - If they are close to the school, children may walk on their own.
  - There are not very many pavements in Baydon and we need a crossing.
  - Who will take the job in all weathers?
  - Children have to be comfortable in the tabards.  
unfold to release new tabard and old.



P page 1, 2, 3, 4, 5 = pictures and safety signs  
P page 6 = positive  
P page 7 = negative  
By Nooki Cunningham  
Eleanor Chelton

## Tabard Competition

One lucky designer will have their design made.

Design your own tabard for the walking bus, which must be made with fluorescent cloth. Put your designs in the "Tabard Competition" box at the main entrance.



Made by Kai and Anthony!

## Baydon's Walking Bus

Our positive comments and ideas:

The children of Baydon would enjoy bringing a walking bus to Baydon because it would be a healthy, safe and fun way of getting to school. It also would be environmentally-friendly because it would be reducing all of the traffic.

our negative comments:

If you worked for the walking bus you would have to be committed to doing it every day all hours... But people would still come from the villages around the area.



You can have fun  
You can win awards



Enter our competition of designing a new item of clothing for the walking bus in Baydon go to

[www.baydonwalkingbus.com.uk](http://www.baydonwalkingbus.com.uk)