

AGENDA

Meeting: TROWBRIDGE AREA BOARD
Place: The Ridgway space, County Hall, Trowbridge BA14 8JN
Date: Thursday 11 July 2013
Time: 7.00 pm

Including the Parishes of Hilperton, North Bradley, Southwick, Trowbridge and West Ashton

The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Tea, coffee and the opportunity to talk informally from 6:30pm.

Please direct any enquiries on this agenda to Kieran Elliott (Senior Democratic Services Officer) on 01225 718504 / kieran.elliott@wiltshire.gov.uk or Rachel Efemey (Trowbridge Community Area Manager) on 01225 718608 / rachel.efemey@wiltshire.gov.uk.

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

Wiltshire Councillors

Nicholas Blakemore – Adcroft
Ernie Clark – Hilperton
Dennis Drewett – Park
John Knight – Central
Stephen Oldrieve – Paxcroft

Helen Osborn – Lambrok
Jeff Osborn – Grove
Graham Payne – Drynham
Horace Prickett – Southwick

Items to be considered	Time
<p>1 Chairman's Welcome and Introductions</p>	7:00pm
<p>2 Apologies</p>	
<p>3 Minutes (<i>Pages 1 - 8</i>)</p> <p>To approve the minutes of the meeting held on Thursday 23 May 2013.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements</p> <p>To include the following:</p> <ul style="list-style-type: none"> i. Trowbridge Community Area School Travel Plans 	
<p>6 Partner Updates (<i>Pages 9 - 24</i>)</p> <p>To note the written reports and receive any updates from the following:</p> <ul style="list-style-type: none"> i. Wiltshire Police ii. Wiltshire Fire and Rescue Service iii. Trowbridge Community Area Future (TCAF) iv. Town and Parish Councils v. Youth Advisory Group (YAG). 	7.05pm
<p>7 Outside Body Updates (<i>Pages 25 - 30</i>)</p> <p>Wiltshire Councillors appointed as representatives to Outside Bodies will report on any recent news, to include:</p> <ul style="list-style-type: none"> i. Transforming Trowbridge ii. Collaborative Schools iii. Trowbridge Shadow Community Operations Board. 	7.15pm
<p>8 Funding (<i>Pages 31 - 42</i>)</p> <ul style="list-style-type: none"> a. Community Area Grants To consider the following applications: 	7.25pm

- i. Wiltshire West District Scout Association - Jubilee Wood Scout Camp Site and Community Youth Activity Centre - £1500 requested.

9	Trowbridge Census Data	7.30pm
	To receive a presentation from Phil Morgan (Wiltshire Council: Research Manager and Census Liaison Manager) on the trends and implications for the Trowbridge Community Area arising from the 2011 National Census.	
10	Visiting Cabinet Representative - Leisure	8.00pm
	Councillor Jonathon Seed will talk about his responsibilities for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding, and respond to any questions on the topic of Leisure. <i>Questions may be submitted in advance. Please email any questions to kieran.elliott@wiltshire.gov.uk by 5pm on 04 July 2013</i>	
11	Museum and Cultural Development Update (Pages 43 - 46)	8.10pm
	To receive a presentation from Caroline Taylor (Museum Project Consultant).	
12	Streetscene and Highways Local Community Co-ordinators	8.20pm
	To be introduced to the Highways and Streetscene Local Community Co-ordinator for the Trowbridge Community Area, and receive an update on the scheme from Pat Whyte (Wiltshire Council: Engineer, Highways and Streetscene), Christopher Clark (Wiltshire Council: Client Area Manager West, Highways and Streetscene) and Mark Banks (Wiltshire Council: Communtiy Co-ordinator, Highways and Streetscene)	
13	Peter Black Site Update (Pages 47 - 50)	8.30pm
	To receive a written update from Stephen Hawkins (Wiltshire Council: Team Leader – Enforcement) on continued developments at the Peter Black site in Trowbridge.	
14	Trowbridge Transport Strategy (Pages 51 - 52)	8.40pm
	To receive an update on the progression of the Trowbridge Transport Strategy.	

- | | | |
|----|--|---------------|
| 15 | Community Area Transport Group (CATG) Recommendations
<i>(Pages 53 - 54)</i> | 8.50pm |
| | To consider the recommendations from the Community Area Transport Group. | |
| 16 | Any Urgent Business and Forward Plan <i>(Pages 55 - 56)</i> | 8.55pm |
| | The Chairman will take any items of urgent business. | |
| | The meeting is asked to note the future meeting dates below and the Forward Plan. | |
| 17 | Close | 9.00pm |

Future Meeting Dates

Thursday 12 September 2013 – 7.00pm
The Atrium ,County Hall, Trowbridge

Thursday 14 November 2013 – 7.00pm
The Atrium ,County Hall, Trowbridge

Thursday 16 January 2014 – 7.00pm
The Atrium ,County Hall, Trowbridge

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: Ridgeway space - County Hall, Trowbridge BA14 8JN
Date: 23 May 2013
Start Time: 7.00 pm
Finish Time: 8.40 pm

Please direct any enquiries on these minutes to:

Kieran Elliott (Democratic Services Officer) 01225 718504, Tel: 01225 718504 or (e-mail) kieran.elliott@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Graham Payne (Chairman), Cllr Stephen Oldrieve (Vice-Chairman),
Cllr Nick Blakemore, Cllr Ernie Clark, Cllr Dennis Drewett, Cllr John Knight,
Cllr Helen Osborn and Cllr Jeff Osborn

Cllr Russell Hawker (Westbury Area Board)

Wiltshire Council Officers

Rachel Efemey (Community Area Manager)
Kieran Elliott (Democratic Services Officer)
Tim Martienssen (Head of Service - Service Delivery)
Siobainn Chaplin (Youth Service Locality Team leader)

Town and Parish Councillors

Trowbridge Town Council - Bob Brice, David Halik
North Bradley Parish Council - Roger Evans

Partners

Wiltshire Police - Sgt James Brain, PC Andrew MacLachlan
Trowbridge Community Area Future - Tracy Sullivan, Colin Kay
Youth Advisory Group - Becky Bignold, Damian Meaden

Total in attendance: 34

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
35	<p><u>Welcome and Introductions</u></p> <p>The Democratic Services Officer welcomed everyone to the meeting of the Trowbridge Area Board, and the Members of the Area Board introduced themselves to those present.</p> <p>The procedure for the next item, election of a Chairman for the forthcoming year, was then detailed.</p>
36	<p><u>Election of Chairman</u></p> <p><u>Resolved:</u></p> <p>To elect Councillor Graham Payne as Chairman of the Trowbridge Area Board for the forthcoming year.</p>
37	<p><u>Election of Vice-Chairman</u></p> <p>Councillor Graham Payne presided over the election of a vice-chairman for the forthcoming year.</p> <p><u>Resolved:</u></p> <p>To elect Councillor Stephen Oldrieve as Vice-Chairman of the Trowbridge Area Board for the forthcoming year.</p>
38	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillor Horace Prickett, Michael Hudson (Service Director: Finance), Mike Franklin (Wiltshire Fire and Rescue Service) and Inspector Lisette Harvey (Wiltshire Police).</p>
39	<p><u>Declarations of Interest</u></p> <p>Councillors Graham Payne, Jeff Osborn, Nick Blakemore, Dennis Drewett, John Knight and Helen Osborn all declared general, non-pecuniary interests in Trowbridge Town Council issues due to being members of the Town Council.</p>
40	<p><u>Chairman's Announcements</u></p> <p>Through the Chair there were the following announcements:</p> <ol style="list-style-type: none"> 1) <u>Wiltshire Local Transport Plan 2011-2026: Further Consultation</u> The written update was noted, and the need to have a future agenda item on traffic and parking issues was agreed.

	<p>2) <u>Revised Multi-Agency Thresholds for Safeguarding Children 2013</u> The written update was noted.</p> <p>3) <u>Census Information for Wiltshire</u> There was also a discussion on a recent report from the Corporate Director with responsibility for Public Health interpreting the census results of 2011 for the county, and it was agreed this would be circulated to the Area Board Members.</p>
41	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 14 March 2013 were presented for consideration.</p> <p><u>Decision</u> The minutes of the meeting held on 14 March 2013 were agreed a correct record and signed by the Chairman.</p>
42	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> i. Wiltshire Police The written update was noted. Sgt James Brain reported on the launch of Operation Magpie to combat the recent rise in non-domestic burglary as well as other intelligence gathering operations and drug arrests. ii. Wiltshire Fire and Rescue Service The written update was noted. iii. NHS Wiltshire The written update was noted. Issues were raised regarding the stated amount savings that were required to be made by the Clinical Commissioning Group, the implementation of the 111 number service, and potential cut backs to services such as for hip replacements. It was decided to write a letter to the chief officer of the CCG, Dr Steve Rowland to invite him to future meetings and seek answers on the issues raised. iv. Trowbridge Community Area Future (TCAF) The written update was noted. v. Town and Parish Councils The written update from Trowbridge Town Council was noted. It was confirmed that Cllr David Halik had been appointed Mayor for the forthcoming year, and that there was one vacancy on the Town Council, to be filled by co-option in July 2013. Details of potential land purchases by the Town Council for sports pitches near to the developing Rugby Ground was also raised.

	<p>An apology from Hilperton Parish Council was reported.</p> <p>vi. Youth Advisory Group (YAG) A verbal update was received, reporting on the installation of skating park lights, the progress of the YAG's video on local democracy to encourage greater youth engagement, and the support of the YAG on the consultation regarding the proposed Trowbridge Campus.</p>
43	<p><u>Outside Body Appointments and update</u></p> <p>The Area Board made appointments to outside bodies as follows:</p> <ul style="list-style-type: none"> i) Transforming Trowbridge - Councillor Dennis Drewett ii) Trowbridge Community Area Future (TCAF) - Councillor John Knight iii) Collaborative Schools - Vacant iv) Youth Advisory Group (YAG) - Councillor Helen Osborn <p>The Area Board made appointments to working groups as follows:</p> <ul style="list-style-type: none"> i) Community Area Transport Group (CATG) - Membership to be open to all Area Board members. ii) Trowbridge Shadow Community Operations Board (COB) - Councillor Graham Payne <p><u>Resolved:</u></p> <ul style="list-style-type: none"> i) To appoint Outside bodies and working group representatives for the forthcoming year as stated above. ii) For TCAF to report updates from Collaborative Schools in their own update to the Area Board.
44	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2012/13:</p> <ul style="list-style-type: none"> i. <u>Trowbridge Community Area Future (TCAF) – Lights, Camera, Action</u> The sum of £2,680 was requested to purchase two high spec video cameras and accessories to be used by groups throughout the Trowbridge Community. <p><u>Decision</u> The Area Board awarded the sum of £2,680 to Trowbridge Community Area Future (TCAF).</p> <p><u>Reason:</u> <i>The application met the Community Area Grant Criteria 2012/13.</i></p>

45	<p><u>TCAF Funding Agreement</u></p> <p>A report was presented on the proposed funding agreement for the Trowbridge Community Area Future (TCAF). In an addition, it was stated that the proposed 'Spice Times Credits' volunteering scheme would not be ready to be rolled out for the forthcoming year, and the proposed funding agreement's inclusion of £2,141 for that purpose was no longer appropriate.</p> <p>The Board discussed the proposed funding agreement and the work of TCAF, as well as the need to publicise the work taking place and promote the town. It was also recommended TCAF include a focus on Environmental issues in their workplan.</p> <p><u>Decision</u></p> <p>To approve the funding agreement for TCAF of £15,556.</p>
46	<p><u>Policy for small non-strategic areas of green space</u></p> <p>A written update from Neil Ward (Wiltshire Council: Head of Strategic Property Services) on the progression in development of a County-wide policy for small non-strategic areas of green space was presented for consideration and comment.</p> <p>The report was welcomed, and it was note the policy, having been raised by the Area Board, was a county-wide policy and as such was being consulted upon, and a future update on its completion was supported.</p> <p><u>Decision</u></p> <p>To receive a further update on the policy for small non-strategic areas of green space when the item is ready for presentation to the Cabinet.</p>
47	<p><u>Collaborative Schools Update</u></p> <p>Jayne Bullock from Collaborative Schools delivered a presentation explaining the structure and aims of Collaborative Schools, bound by legislation, explaining that the group now encompassed 21 schools in the Trowbridge area to promote and advance education.</p> <p>It was explained that Collaborative Schools had a large focus on partnership working, and undertook multiple measures to promote sustainable development in schools as the role of Local Authorities was reduced, including but not limited to training and development, educational research, school to school support, counselling, consultancy work and advice centres.</p> <p>It was stated that engagement with the Area Board was welcomed, and it was noted that the aim of the work was to prevent schools from competing against each other, but instead to support each other.</p>

	<p>The Board gave thanks for the presentation and looked forward to future updates on Collaborative Schools work.</p>
48	<p><u>Peter Black Site Update</u></p> <p>The written reports from Stephen Hawkins (Team Leader: Enforcement) and Alistair Cunningham (Service Director: Economy and Regeneration) were presented for consideration and comment.</p> <p>The Board noted the contents of the updates and the notice served on the owners of the site to clean up the site, and expressed continued interest in receiving updates and briefings on developments, including commercially sensitive and therefore confidential briefings from the Service Director (Economy and Regeneration) which had been offered, and noted that the enforcement notice deadline would have expired by the next Area Board meeting.</p> <p>Resolved:</p> <ol style="list-style-type: none"> 1) That the Area Board Members receive a confidential briefing from the Service Director (Economy and Regeneration) on further commercially sensitive details regarding the Peter Black site; and 2) That the Area Board receive a further update on progress at the Peter Black site at its next meeting on 11 July 2013.
49	<p><u>Trowbridge Master Plan</u></p> <p>Tim Martiensen (Head of Service - Service Delivery, Wiltshire Council) gave a presentation on the development of the Trowbridge Masterplan.</p> <p>An update from sessions with stakeholders was provided, detailing how the East Wing complex of County Hall had been suggested strongly as a sensible location for a future Trowbridge Campus site, although concerns regarding the drainage had also been expressed and would need resolving.</p> <p>The need of the Masterplan to improve the culture and leisure provision of the town, as well as opening up the river and take advantage of riverside heritage sites currently unexploited, was also discussed at the meetings, in addition to the need to link up any development on the old Bowyers site and the town centre, housing developments on the outskirts with the town centre, and to create a long term strategy to combat significant retail vacancies.</p> <p>It was explained that the original plan had been to begin the public consultation phase on the Masterplan from approximately June 2013, but that it had been decided to delay that stage until the final consultation on the Wiltshire Core Strategy had been completed, and which would also enable parking research to be commissioned.</p>

	<p>The Area Board considered the update, highlighting the need for the marketing of the town to have more time to improve, meaning a delay may not be a negative, although it was stressed that there would be concerns if the delays lasted into the autumn, which the officer assured the Area Board it would not.</p>
50	<p><u>Any Urgent Business and Forward Plan</u></p> <p>Queries were raised about the provision of grit bins as agreed at previous Area Board meetings, and it was stated that the bins had been purchased and would be in place by September 2013.</p> <p>Owing to the availability of the Cabinet Member, it was agreed to move the On-street parking item on the forward plan to September 2013, and it was agreed to add an item on the county wide policy on green space at a future date.</p>
51	<p><u>Close</u></p>

This page is intentionally left blank



Trowbridge Area Board July 2013

Neighbourhood Policing

Current NPT Priorities:

Up-to-date information about Neighbourhood Policing Teams (NPTs) including profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police website www.wiltshire.police.uk

Team News:

PS James Brain and PS Jim Suter continue to manage the NPT & engage with the community as well as our partners.

The NPT is now as follows:

PC Alison Davies, PCSO Laura Humphreys, PCSO Jo Matthews & PCSO Debbie Robbins – Trowbridge Town

PC Jamie Darvill, PCSO James Bates & PCSO Gemma Bloomfield – Adcroft & Paxcroft

PC Sonya Stockhill & PCSO Matt Till – Trowbridge Park

PC Helen Daveridge, PCSO Vicky Huntley & PCSO Phil Greenaway – Drynham & Grove

PC Jade Coupland & PCSO Ben Brown – Lambrok

PC Mark Hough & PCSO Maria Badder – Trowbridge Rural

PC Jodie Price providing a support function within NPT.

Overview

- 1 Trowbridge is having burglaries where sheds & garages are being broken into. In the main bikes and tools are stolen overnight. There are no specific locations. The main issue though is that in the main the offenders are taking advantage of unlocked windows and doors.

NPT is preventing more offences by disruption likely offenders under the operational name of Operation Magpie. This operation includes high visibility and plain clothes patrols in the early hours as well as during daylight hours. Whenever intelligence is gained allowing us to obtain warrants, these are executed promptly to focus on specific addresses.

Marked successes so far however there is always more to do to prevent these crimes.

Key messages:

Secure your property
Mark your property
Report suspicions to the police

- 2 Sergeant Brain, Sergeant Suter & I are all now using Twitter to communicate our daily activity. This is a very effective and virtually immediate way to spread messages and share our experiences. The Twitter addresses are:

@LisetteHarvey
@SgtJimSuter
@Sgt2517Brain

.....please follow us!

- 3 One Twitter message has been about school parking.

I would urge the schools to keep their School Travel Plans updated. This will allow the police to support the plans and help ease traffic issues. The aim must be in the interests of preventing a child getting injured or killed.

- 4 As the summer is here..... Operation Exit continues in the town on Friday & Saturday evenings. One drive will be alcohol management from the police perspective.

A Designated Public Place Order (DPPO) has been in force in Trowbridge Town Centre since 31st March 2008.

Section 12 of the Criminal Justice and Police Act 2001 is intended to reduce the incidence of disorder and public nuisance arising from alcohol consumption in designated public places.

A police officer can require a person to cease drinking alcohol (or anything he reasonably believes to be alcohol) within the designated public place and can confiscate and dispose of the alcohol and its container.

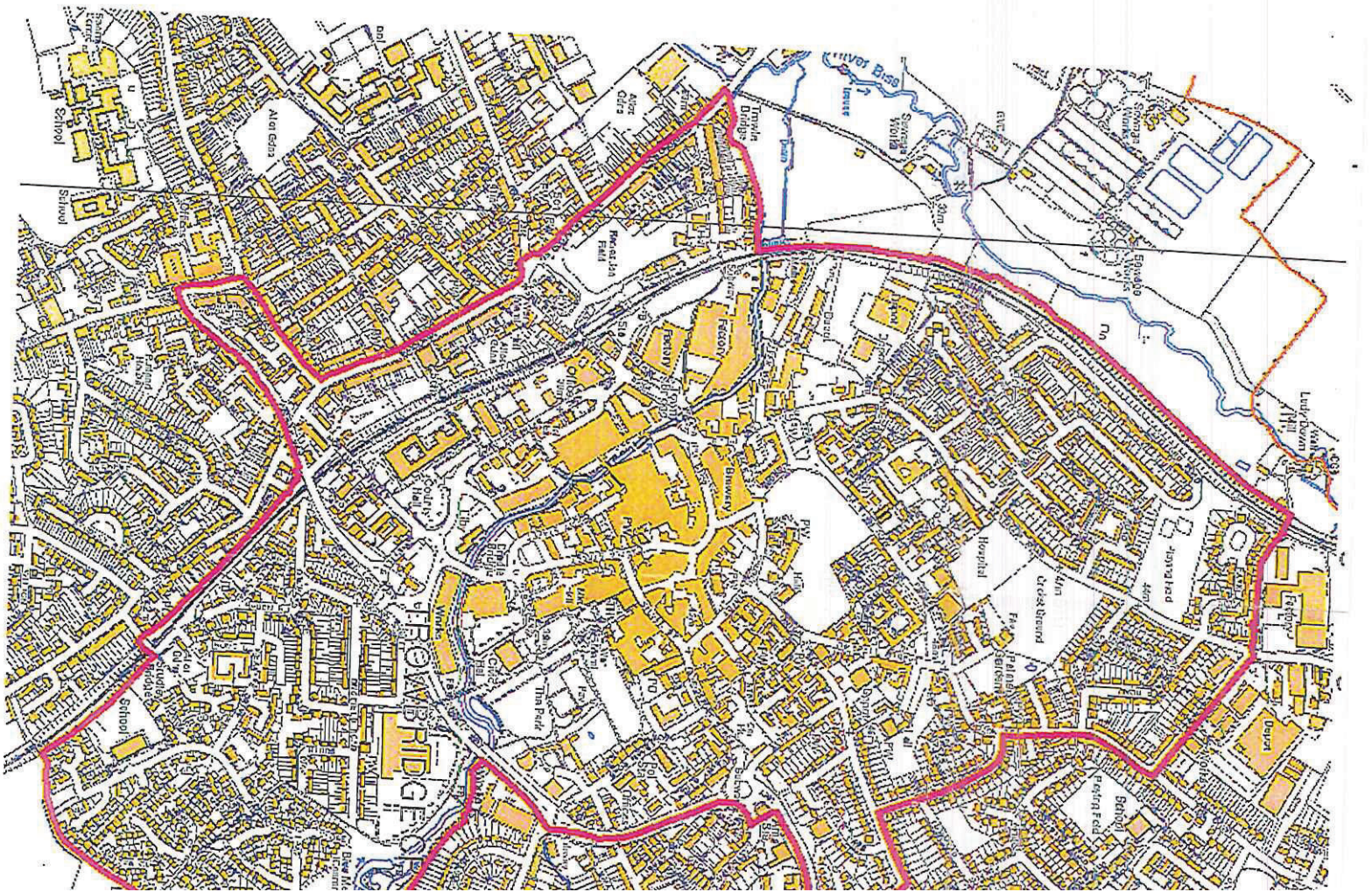
The person must be informed that failure to comply with the police officer's request, without reasonable excuse, is an offence. Those failing to comply can be arrested or issued with a £50 penalty notice.

A map is included to show the area covered by the DPPO.

Violence in the public areas has reduced; the police want to keep it that way by using proactive methods for deterrents.

Lisette Harvey
Sector Commander
21 June 2013

This page is intentionally left blank



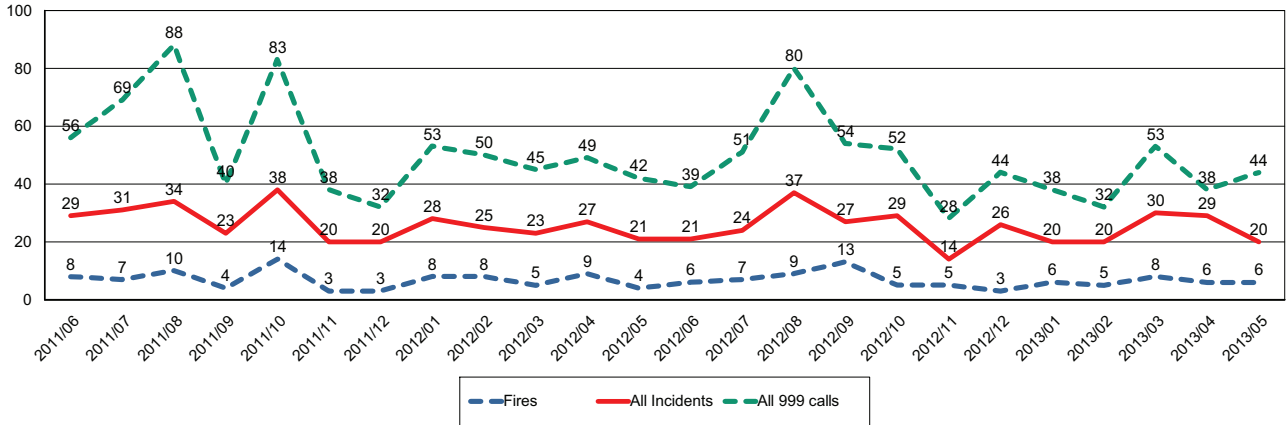
This page is intentionally left blank



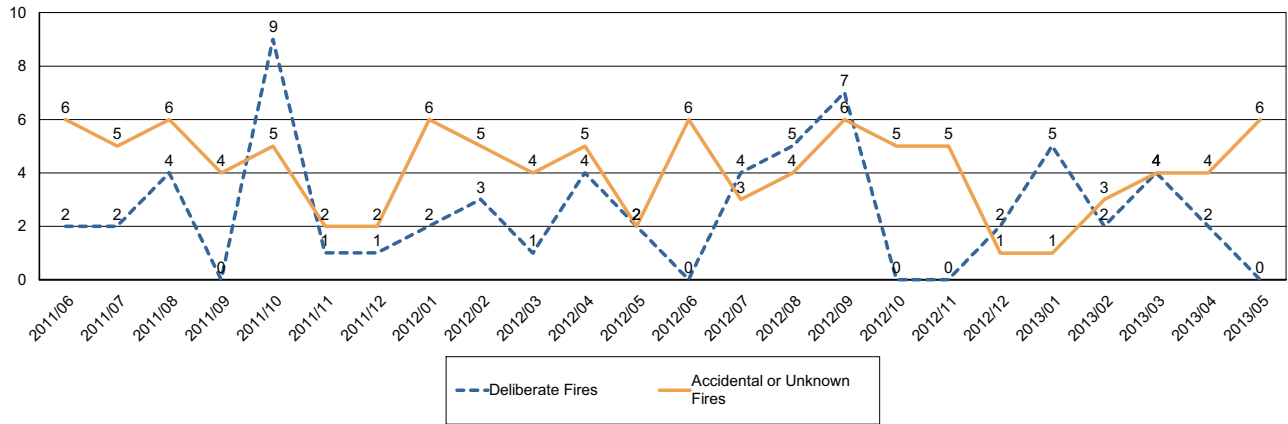
Report for Trowbridge Area Board

The following is an update of Fire and Rescue Service activity up to and including May. It has been prepared using the latest information and is subject to change.

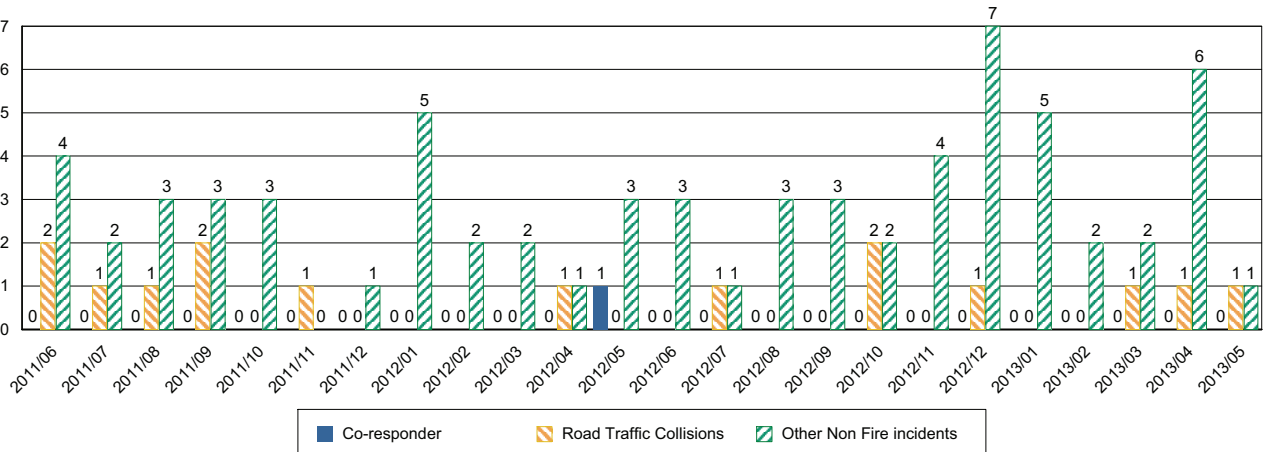
Incidents and Calls



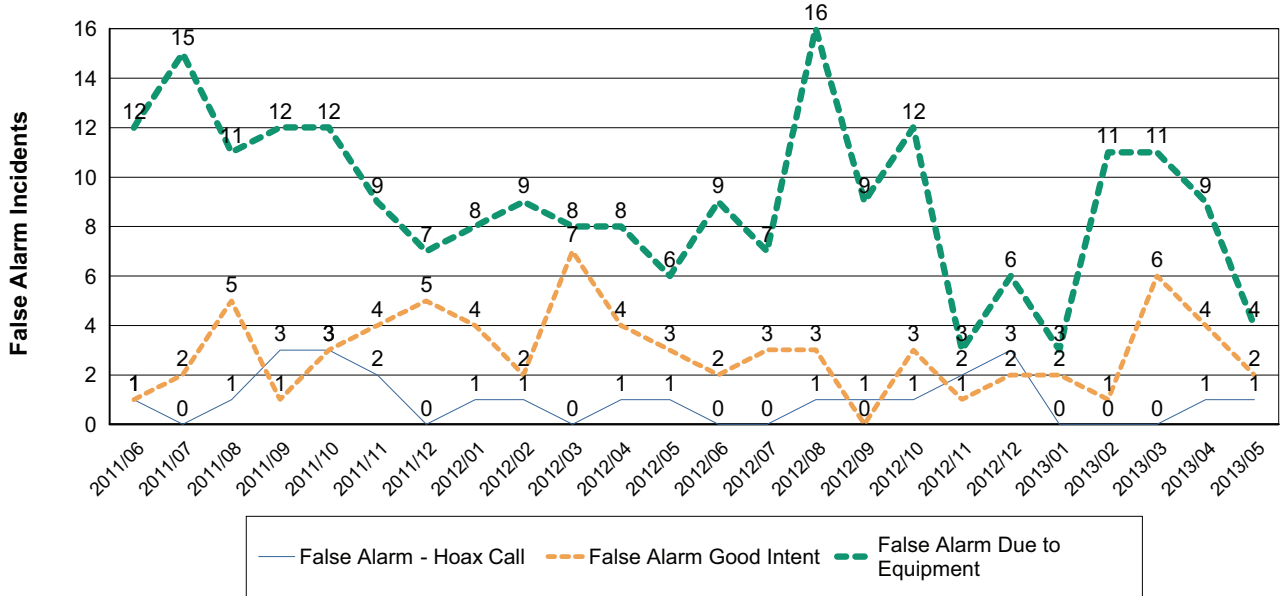
Fires by Cause



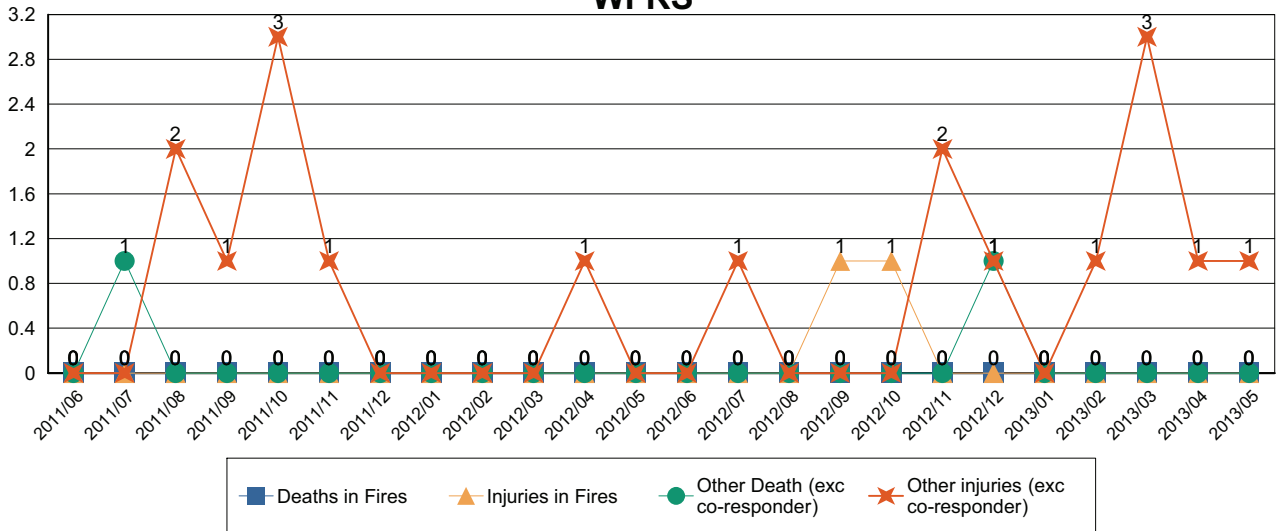
Non-Fire incidents attended by WFRS



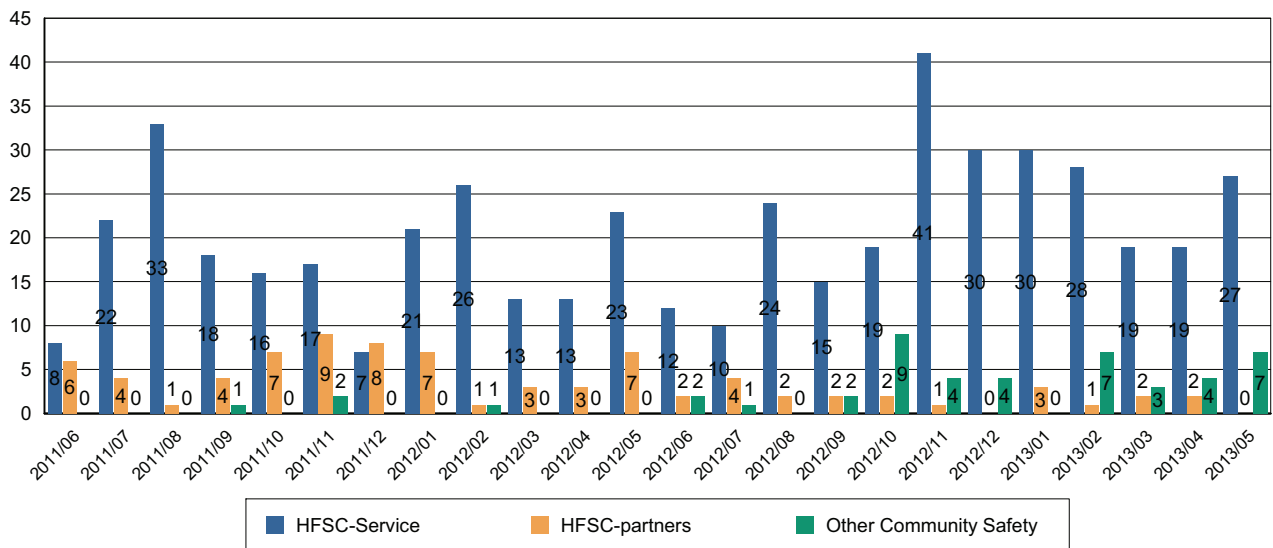
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

**Trowbridge Community Area Future
Trowbridge Civic Centre
St Stephens Place, Trowbridge, Wiltshire.
BA14 8HA
Tel: 01225 765072
tcaf@trowbridge.gov.uk**



We're making a difference

Report to Trowbridge Area Board 11th July 2013.

Steering Group Update:

TCAF have received approval from the Area Board for funding for this financial year.

The Core Strategy is available for public consultation again until 27th June.

Our next Steering Group meeting is to be held on Monday 1st July 2013, 4-6pm in the Pitman room, Civic Centre.

Neighbourhood Partnership

1. The next Neighbourhood Partnership Meeting is on Monday 8th July, 7pm at the Civic Centre.
2. The Tasking Group which meet directly before the Neighbourhood partnership group at 6pm will identify and key areas of work that will be taken on as the need arises in place of the Safer Trowbridge group.
3. Notes for both of these meetings are available on request via email or by post

Environment

1. TCAF are now members of Trowbridge in Bloom and were recently involved in the Young Bloomers Public Speaking competition in which 6 local schools participated in a superb event at the Town Hall.
2. TCAF will be participating in the Trowbridge in Bloom Awards Evening on 24th September 2013 as a support officer.

BA14 Culture

1. Trowbridge Arts are busy scheduling professional arts events across the town and are heavily involved in the organisation of the Arts Festival.
2. TCAF are represented on the Trowbridge Arts Festival group and plans for this year's festival are well underway, this years' festival will take place between October 18 and November 2nd.
3. The group's next meeting will be in September, date tbc, where we will appoint a new chair to lead the group for the next 12 months.
4. Notes for this meeting are available on request via email or by post

Economy and Transport

1. Trowbridge County Town Initiative meetings are attended and the group are looking at developing a Trowbridge Communication Strategy taking into consideration the recent Hidden Britain Report as well as the Action for Market Towns (AMT) survey.
2. TCAF have committed to carrying out research on Action for Market Towns and will conduct surveys again this year following training on this at the end of June. Findings will be shared with relevant groups across the town.

Health & Social Care

TCAF is due to meet with Rachel Efemey to plan the JSA event and to discuss holding another older persons area board after the success of last years.

Collaborative Schools

1. The next meeting for Collaborative Schools is on Friday 28th June and any updates will be shared following this meeting.
2. Trowbridge Schools Art project continues and will link in with the Trowbridge Arts Festival.
3. TCAF will be attending the Forces Forum set up by Collaborative Schools to ensure inclusion for Trowbridge Forces Families. The number of Forces families in Trowbridge is set to rise over the next few years and we want to ensure that they feel a part of the community, accessing all the services available to them.
4. TCAF are leading to secure funding to support families who have English as a second language access translators so that they can fully engage with their children's education.

TCAF continues to attend the CoB and has been involved in consultations across the town to consult about the working proposal of the CoB.

TCAF are running a project with the museum, schools and other community groups to make pom poms which will decorate the park and link in with the Arts Festival as well as the opening of the new cinema.

TCAF continues to attend Trowbridge Town Team meetings and supports the development of the town's weekly market.

TCAF is planning some First Aid Training to ensure that there are trained volunteers at community events. If anyone is interested in taking a place on this day course please get in touch.

Kind regards
Colin Kay
Chair Of TCAF

Sports and Play Festival – one of the most successful events of recent years in the Park, supported with a grant from Wiltshire Council's Area Board, saw thousands enjoying free activities in the sunshine on Saturday 8th June.

Active Trowbridge Fun Days – will be held during the main summer holidays at Walwayne Court, John of Gaunt and Newtown Schools.

Community Sports Roadshow – FREE in various locations around the town during the Summer Holidays. www.trowbridge.gov.uk/?categoryId=90

6 Direct Services –

Trowbridge In Bloom – Awarded Gold in 2011 and 2012 we will enter the main competition again in 2014 when we host the main SW awards event in September. A range of activities continue throughout 2013.

7. MARKETING, PROMOTION & EVENTS

7.1 Newsletter – The July newsletter is incorporated into the Trowbridge Magazine; further editions will be published this way in September and November.

7.2 Calendar of Events (please see attached)

7.3 Website – The Town Council web-site www.trowbridge.gov.uk provides information about all council activities and services as well as links to other Trowbridge web-sites. We are undertaking some changes to the site which will make it easier to update and give it a fresher look. Our other web-sites are: www.trowbridgecivic.co.uk for information about the Civic Centre, events and activities & www.trowbridgemuseum.co.uk for the Museum.

7.4 Whole Town Approach to Marketing - Some proposals as to how the whole town could be marketed in an inclusive way to cover both commercial development potential and culture and heritage are being considered by the Council. The Council will be seeking the support of other partner organisations to agree the branding and promotion of the town.

8. TOWN DEVELOPMENT –

8.1 Business Improvement District - Consideration is being given to the establishment of a Town Centre BID. Wiltshire Council will fund the promotional phase for Salisbury, Chippenham and Trowbridge and are seeking partnership funding for a feasibility study. A BID enables a levy to be charged to Business Rates if approved in a referendum, funding improvements, which could include Christmas Lights, floral displays, events, street furniture, signage and traffic improvements, with a BID board to oversee the expenditure. This could also potentially be linked to the transfer of car-parks from Wiltshire Council.

8.2 Town Centre Developments

St Stephens Place – work is progressing to schedule on site, to provide a 7-screen ODEON cinema due to open 25 October, 80-bed Premier Inn, Prezzo, Nando's and 4 other restaurant units. Premier Inns have been undertaking interviews at the Civic Centre.

Cradle Bridge – Former Peter Black site is for sale. Wiltshire Council is working towards securing demolition of the buildings prior to the opening of the cinema.

Bowyers – Alternative application for Morrisons supermarket, petrol station etc. has received permission and sign off from the Secretary of State.

County Hall Remodelling. The refurbishment of Old County Hall continues.

Court Street – the proposal for a mixed use office and residential scheme on the former Tremans Factory site has received permission.

8.3 Housing – The following major sites are under development, total over 1,200 houses.

H9 Southview Farm, Wain Homes, 300 houses for sale.

H11 Castle Mead off Green Lane, Persimmon and Charles Church 650 houses for sale.

H8d Brook Meadow, Barratt and Taylor Wimpey 150 houses for sale, including a foot /cyclepath to Ashton Street, giving access to the town centre for Paxcroft Mead.

H8c The Pastures off Parsonage Way, Abbey New Homes 180 starting soon.

St James' Gardens off Union Street, Newland Homes 75 houses for sale.

Broad Street and York Buildings PFI sites for social housing now commenced.

Centenary Court, Yeoman Way, Selwood Housing social housing site now commenced.

Rugby Club, Green Lane – 90 houses. Application to revise affordable homes was submitted recently.

Ashton Park – Mainly in West Ashton and North Bradley Parishes, proposes up to 3000 houses. An application is scheduled following the Core Strategy Enquiry – in the Autumn. Pre-meetings with the local councils and the Area Board are expected in August/September.

8.4 Wiltshire Core Strategy – The Trowbridge issues day was scheduled for Weds 10th July.

8.5 Infrastructure Delivery Plan (IDP) - Items included in the IDP will be funded by the Community Infrastructure Levy. The Council will need to consider the IDP as part of a revised Council Strategy to ensure that items required by the community are included. Such items would include; allotments, cemetery, play areas, highways, cycle routes and sports pitches, for which some money from developers through Section 106 contributions is already available. The IDP should be reviewed by Wiltshire Council on an annual basis.

9. PROJECTS - The Town Council undertakes a number of projects, often involving capital expenditure, aimed to improve our services and community facilities.

9.1 SPORTS PITCHES – We are progressing with the purchase of 5 acres adjacent to the new Rugby Club Ground at Devizes Road, which will be funded from developer contributions (£106) via Wiltshire Council.

9.2 MUSEUM RELOCATION – Caroline Taylor, our consultant, will be presenting at the next Area Board meeting. Securing the alternative property at Courtfield House is progressing. A meeting with the HLF was held in Exeter recently and our Arts Council

Grant has been confirmed. English Heritage and the Architectural Heritage Fund have also visited and are supporting the project. The buildings at Courtfield House are expected to be added to the *at risk* register, enabling grant funding for remedial works.

9.3 TOWN PARK – We took a license to manage the Park from 1st June with Wiltshire Council pending completion of the land transfer, this allows us to appoint English Landscapes to continue their maintenance services until the end of March. We anticipate completing the transfer in June/July.

9.4 ALLOTMENTS – We anticipate completing the transfer in June/July.

10. CIVIC & DEMOCRATIC ACTIVITIES

Council Meeting Dates. Council and committee meetings for the next few months are:

Tuesday 16 th July	Full Council
Tuesday 23 rd July	Leisure Services (6:30pm) followed by Town Development
Tuesday 30 th July	NO MEETING
Tuesday 6 th August	NO MEETING
Tuesday 13 th August	NO MEETING
Tuesday 20 th August	Town Development
Tuesday 27 th August	Direct Services
Tuesday 3 rd September	Policy & Resources
Tuesday 10 th September	Museum & Tourism (6:30pm) followed by Town Development
Tuesday 17 th September	Full Council

Lance Allan

Town Clerk

Trowbridge Town Council,
The Civic Centre,
St Stephen's Place,
TROWBRIDGE,
Wilts, BA14 8AH

E: info@trowbridge.gov.uk

T: 01225 765072

W: www.trowbridge.gov.uk

www.trowbridgecivic.co.uk

www.trowbridgemuseum.co.uk

CALENDAR OF EVENTS

JULY		
Sunday 14 th	TIB Summer Open Gardens	1 – 5pm
July	TIB competition and SW in Bloom Judging Day	
Sat 13 & Sun 14	CREATIVITY Craft Fair	Civic Centre
Sat 13	BIG GIG	
Sunday 21	Civic Service 6.30pm	St James' Church
Thu25–Fri 9Aug	Active Trowbridge Fun Days	Walwayne Court Sc'l
AUGUST		
Mon 12 – Fri 16	Active Trowbridge Fun Days	John of Gaunt School
Mon 19 – Fri 30	Active Trowbridge Fun Days	Newtown School
Saturday 17 th	5 th Textile and Weaving Festival opens	to 16 Nov
Sunday 18 th	Carnival Soap Box Derby	Castle Street
Saturday 31 st	TOWN TEAM Food Fest	Fore St & Town Park
SEPTEMBER		
Saturday 7 th	Carnival Country Fayre	Trowbridge Park
Saturday 7 th	TIB Home Produce Fayre	Fore Street 10 – 2pm
Tuesday 24 th	Trowbridge in Bloom Awards Evening	Civic Centre
OCTOBER		
Fri 18 to Sat 2 November	Trowbridge Arts Festival	
Saturday 19 th	Trowbridge Carnival Procession	
Friday 25 th	New ODEON CINEMA due to open	St Stephen's Place
29 -1 November	October Half-term holiday activities	Trowbridge Museum
Mon 28 to Tues 5 November	Active Trowbridge Fun Days	Walwayne Court School
NOVEMBER		
Saturday 9 th	Jethro Live at the Civic	Civic Centre
Saturday 30 th	Christmas Craft & Community Fayre	Civic Centre
Saturday 30 th	TOWN TEAM Victorian market	Fore Street
Saturday 30 th	Christmas Lights Switch On followed by Shoppers Carol Service at St James' Church. Late night shopping to 7pm	Fore Street
Saturday 30 th	FREE PARKING in Wiltshire Council Car-parks	
DECEMBER		
Sat 7 th	Dickensian Christmas Experience opens	Trowbridge Museum
12 th 13 th & 14 th	Winter Wonderland party nights at the	Civic Centre
Sunday15/22/29	Sunday shopping in Trowbridge	Town Centre
Wednesday 18 th	Late night shopping to 7pm.	Town Centre
FEBRUARY 2014		
Mon 17 – Fri 21	Active Trowbridge Fun Days	Walwayne Court Sch'l

Sat 15th Feb	EXHIBITION – Popular Pitman & Convivial Crabbe (to April 19th)	Trowbridge Museum
Tues 18 – Fri 21	Half-term holiday activities	Trowbridge Museum
MARCH		
Tues 4th March	Shrove Tuesday Pancake Races	Fore Street



Since the last Area Board at the end of May 2013 we have been consulting with local people about our working proposal for the Trowbridge community campus.

Thank you to everyone who has fed in their views so far

So far during the consultation;

- We talked to lots of people at the Sports and Play event in the Town Park at the start of June
- Local primary and secondary schools have been keen to be involved in the consultation and have worked with their students to feed in their views.
- Parents and carers at many schools will also receive copies of the consultation form either online, in the school newsletters or send home with children in book bags.
- We have worked with the Town Team to consult with people at the successful Trowbridge markets on Wednesdays
- We will be at the new library in County Hall on Wednesday mornings during July talking to people to get their views about the campus
- We will have a stall at the Vintage Market in the town centre on the 29th of June when lots of people will be in town for veterans weekend
- Local groups and clubs have been keen to invite us to speak for short slots at their meetings including the Town Council and the Womens Institute

How can I help or get involved?

If your local group or club would like to know more about the campus, or would like paper copies of the consultation form, please get in touch.

The questionnaire can be completed online at
www.wiltshire.gov.uk/TrowbridgeCommunityCampus

Please come along on Wednesday's, either to the market in the town centre or to County Hall in the mornings and talk to us about the campus.

You can contact us via email CampusConsultation@wiltshire.gov.uk or telephone 01225 718350



SCOB membership

Since its creation by the Area Board in January 2012, the Trowbridge Shadow COB have worked hard to develop proposals for the campus for our community area.

Farzana Saker currently represents West Wiltshire Multi Faith Forum on the Shadow COB. Farzana is unfortunately unable to continue in her role on the SCOB.

In January 2012 the Area Board also appointed a number of deputies to the User and Community Group sector; Rose Young, Shazuli Iqbal, Robert Greenwood, Hayley Bell.

Recommendation

I would like to propose to that Area Board that firstly,

If the any of the deputies would like to express an interest in becoming a full member of the Shadow COB, that the Area Board consider this.

If none of the deputies are selected to become a full member of the Shadow COB, I would ask that the Area Board open an expression of interest window to invite local user or community groups or representatives to express an interest in being a member of the Shadow Community Operations Board.

The terms of reference for Shadow COBs have also been updated slightly for all Shadow COBs to extend user and community representation on the COBs to a maximum of 4. The Area Board may wish to select a replacement for Farzana as well as another user and community group representative.

Colin Kay,

Trowbridge Shadow Community Operations Board

CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

Campus & Operational Estate Management Workstream

Draft Terms of Reference for Shadow Community Operations Board

1 Background

On 15 February 2011 Wiltshire Council's Cabinet approved the implementation of the Campus and Operational Delivery Programme. The Programme will:

- Work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which seek to co-locate existing Council and partners services in one accessible location (or possibly more if appropriate) in a community area.
- Carry out the development of campus facilities in line with the Campus and Operational Management workstream principles (noted in section 2 of this document).
- Implement the Preliminary Management Project which will test the potential to develop some form of community driven strategic non -profit distributing organisation to deliver and support public services across Wiltshire.

Some of the benefits that the Council is seeking to achieve from a campus are:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Reducing the Council's estate producing an estimated 40% reduction in operational costs across all estate (this is an estimation based upon an initial assessment of the impact of the Workplace Transformation Programme which preceded the Campus and Operational Delivery Programme).
- Combining point of contact arrangements and improving accessibility to services.
- Developing and providing sustainable and energy efficient buildings.
- Ensuring long term flexibility in terms of the use of space is fundamental to the design.
- Developing the synergies between the management of individual services at a community level.
- Working with communities to develop a coherent and effective volunteering policy relevant to the local campus.
- Reducing the current overall risk to the Council from aging, disparate and inefficient buildings.
- Increased, beneficial and sustainable partnership working.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities.

In order to facilitate the above the area boards will establish Shadow Community Operations Boards, reporting into the Area Board, who will make final recommendations to Cabinet for their consideration. The Shadow Community Operations Boards, will, subject to the agreement of the Area Board, take on a key role in coordinating and leading communications, influencing, and local engagement. This will cover areas such as the consultation processes, commenting on facility design and development and the ongoing indirect management and strategic planning of the resulting campus facility.

The Shadow Community Operations Boards will be in place from April 2011 until the Council determines otherwise.

2 Campus Management Principles

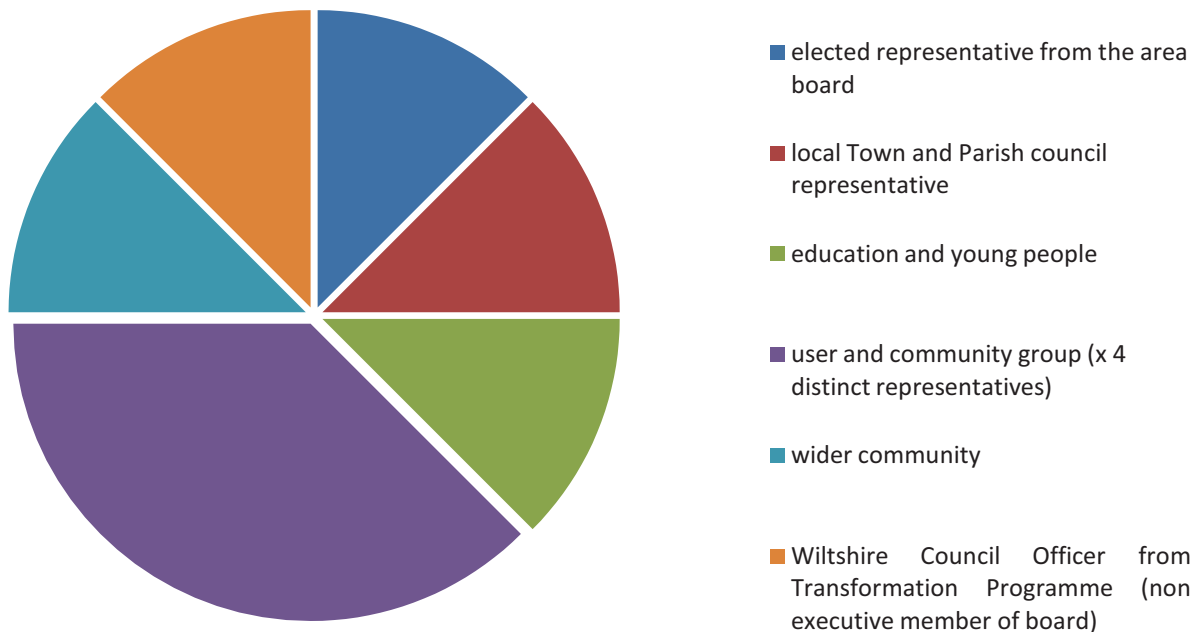
The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

3 Membership

The shadow community operations board membership will be determined by the Area Board and should consist of an appropriate, mutually agreeable representative from the following broad sectors of the local community area:



- (i) There will be one representative for each party identified.
- (ii) The board will need to nominate a chairperson at its inaugural meeting.
- (iii) The board will need to determine if the suggested representation appropriately reflects the description of the party.
- (iv) There will be up to four representatives identified by the user and community group sector and approved by the Area Board. Such representatives should be selected so as to ensure proper representation from distinct interest groups within that sector.
- (v) The Wiltshire Council liaison representative will be an officer from the Transformation Programme and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavour to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.
- (viii) The chairperson may, in consultation with the area board representative on the COB, co-opt on non-executive representatives of the community as appropriate.

4 Roles and responsibility

4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications

plan complements the wider strategic communications plan.

- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

4.2 Responsibility for outcomes

- (i) To define community need and make recommendations to the Area Board over facility specification and operations.
- (ii) Support the Area Board in the delivery of the campus building.
- (iii) On behalf of the Area Board develop, and subject to future cabinet approval, implement a local volunteering strategy (specific framework for the engagement and management of volunteers) to support the campus.
- (iv) Influence the campus design and specification where appropriate by recommendation to the Area Board
- (v) Positive engagement in the ongoing strategic planning, programming and operation of the campus

4.3 Project coordination and reporting

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider management options and governance appraisal

4.4 The role of Wiltshire Council

- (i) The ultimate responsibility for all service delivery and responsibility for the delivery of the Campus will remain with the Council for the duration of the campus delivery project.
- (ii) There may be elements or decisions required that will need to be determined by elected members of the Area Board or Cabinet following recommendation to them by the Area Board
- (iii) The Council will endeavor to support the approach the Shadow Community Operations Board takes where that approach supports the principles set out in section two of this document and has been supported by the Area Board

5 Outcomes

- (i) The local community and partners in the widest sense are informed and proactively engaged with the process of delivering and the future operation of a community campus.
- (ii) The community campus is delivered within the timescales set, with full proactive engagement from the local community and the service delivery meets local needs.
- (iii) The community-led aspect of campus delivery is clearly defined, managed and continually assessed to ensure maximum use of the facility by the local community and continued engagement in concept of local people directly influencing the delivery of local services.

6 Confidentiality

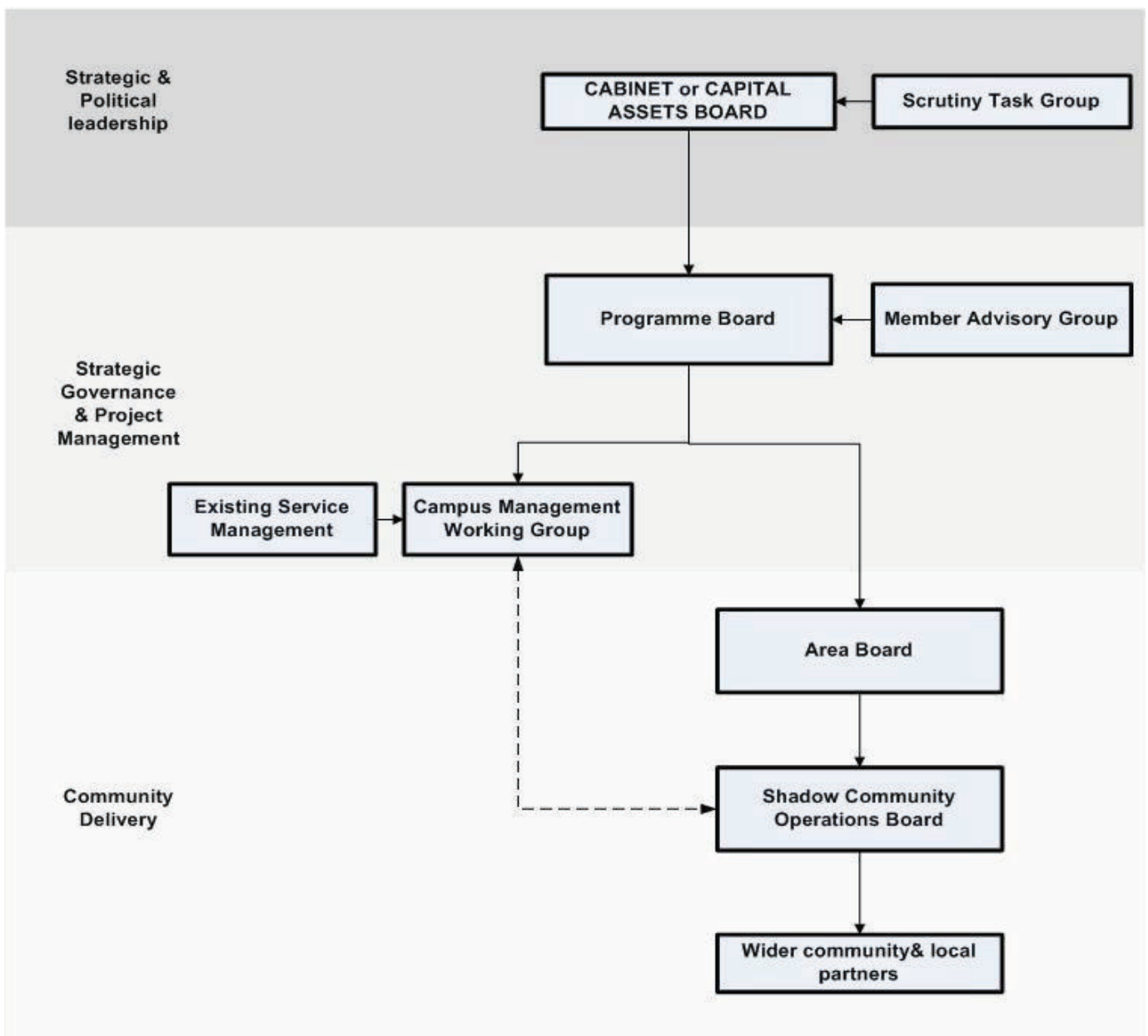
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential and as such the Council requires all members of the Shadow Community Operations Board to sign non-disclosure agreements. Should any participant be unable to respect this request they must absent themselves from the meeting prior to discussion and consideration of the relevant item.

7 Governance Arrangements

There is a need to implement an interim governance structure that provides an appropriate framework to operate. It should be noted that managerial responsibility for operations, health and safety, staff etc remains with the Council for the duration of the project however there is scope for the Shadow Community Operations Board to influence, plan and programme services, subject to Cabinet approval following a recommendation from the Area Board. A chart showing the relationships between the various parties is noted below.

- (i) The Shadow Community Operations Board will meet as necessary and as determined by the Board.
- (ii) The Shadow Community Operations Board will be chaired by a representative elected by the Board.
- (iii) The Shadow Community Operations Board will report to the Area Board, but where request to do so by the Area Board, may provide advice directly to the Campus Management Working group, which is a cross departmental officer team coordinated by the Campus and Operational Delivery Programme.
- (iv) The administration of the Shadow Community operations Board will be the responsibility of the Board itself.
- (v) There may be occasions whereby sub-groups of the Shadow Community Operations Board will be necessary. In this instance any sub-group will report directly to the Shadow Community Operations Board in governance terms.

Preliminary Management Project Governance Arrangements



Report to	Trowbridge Area Board
Date of Meeting	11 July 2013
Title of Report	Community Area Board Funding

Purpose of Report

To ask Councillors to consider one funding application to the community area grants fund:

1. One application seeking Community Area Grant Funding (appendix 1)
 - Wiltshire West District Scout Association - to purchase maintenance equipment & a secure store to keep it in and to improve accessibility at Jubilee Wood Scout Camp site and community youth activity centre - £1,500 requested

Total Amount requested = £1,500

1. Background

- 1.1 Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2013/2014. The emphasis in 2013/14 will be that the Area Board funding will support volunteering, community involvement and addressing community priorities.
- 1.1 In 2013/14 the Area Boards grant scheme will be restricted to capital projects that deliver enduring community infrastructure improvements – such as new equipment, facilities or environmental improvements. Guidance will be provided to applicants on eligibility.
- 1.3 Trowbridge Area Board has an increased budget for 2013/2014 budget of £111,127 for community area grants (CAGS), community area partnership (CAP) core funding and area board/councillor led initiatives. Pursuant to the budget approved by the Council, the Area Board has been provided with a capital and revenue budget allocation - £88,486 capital funding for CAGS/Councillor led projects; £21,141 allocated funding for CAP funding & revenue/operational budget; £1,500 capital for Digital Literacy Fund grants. £18,236 has been allocated to date:
 - £15,556 - TCAF CAP funding
 - £2,680 – TCAF – Lights Camera Action CAGThis leaves a remaining budget total of **£92,891** to allocate in 2013/14.
- 1.4 Area Boards will be encouraged to develop ways of linking grant funding to locally agreed priorities emerging from the Joint Strategic Assessment, the local community plan or other relevant local evidence
- 1.5 An on-line funding application process has been introduced for all applicants.
- 1.6 In 2013/14 up to £500 unmatched funding will be available to support small local projects. All applications for projects exceeding £500 will be expected to provide match funding (either in cash or in kind) to the value of a minimum of 50% of the total requested
- 1.7 In 2013/14 applications specifically for Wiltshire Online, Digital Literacy will be considered, with £1,500 being allocated to each area board and distributed through the community area grants process.
- 1.8 In support of the Olympic and Paralympic legacy, in 2013/14 the Area Boards will particularly welcome applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.9 Area Boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new

opportunities for local people or those functions that are not the sole responsibility of the town/parish council.

- 1.10 In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.11 In addition to CAGs, Councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.12 Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.
- 1.13 Funding applications will be considered at every ordinary Area Board meeting.
- 1.14 Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available to view on the Wiltshire Council web http://portal.wiltshire.gov.uk/areaboard_grants/grants_list.php
- 1.15 All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Area Board Grant Guidance 2013/14 as presented for delegated decision
--	---

2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2013/14 year are made to projects that can realistically proceed within a year of the award being made.

3. Environmental Impact of the Proposals

- 3.1. Community Area Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

4.1. Awards must fall within the budget allocated to the Trowbridge Area Board. If the funding is allocated according to the recommendation in this report there will be a remaining budget for 2013/134 of £91,391.

5. Legal Implications

5.1. There are no specific Legal implications related to this report.

6. HR Implications

6.1. There are no specific HR implications related to this report.

7. Equality and Diversity Implications

7.1. Community Area Grants give local community and voluntary groups, an equal opportunity to receive funding towards community based projects and schemes.

7.2. Implications relating to individual grant applications are outlined within section 8 where appropriate.

8. Community Grant Applications

Applicant 8.1	Project summary	Funding requested
Wiltshire West District Scout Association	To purchase maintenance equipment & a secure store to keep it in and to improve accessibility at Jubilee Wood Scout Camp Site and Community Youth Activity Centre	£1,500

8.1.1 The applicant meets the grant criteria.

8.1.2 This is a joint application to Trowbridge, Bradford & Melksham Area Boards with a split in funding requested based on the location of users of the project. Melksham and Bradford Area Boards have each allocated the amounts applied for on the basis that all three Area Boards provide the funding applied for.

8.1.3 The applicant will be contributing over 50% funding towards the project.

8.1.4 **It is recommended that a grant of £1,500 is approved**

9. Recommendations

9.1 **It is recommended that the Area Board agrees to the recommendation for the Community Area Grant application contained within paragraphs 8.1.4 of this report.**

Appendices:	Appendix 1 - Community Area grant application
-------------	---

Report Author

Rachel Efemey - Community Area Manager
Tel. 01225 718608
Email: rachel.efemey@wiltshire.gov.uk

This page is intentionally left blank

APPENDIX 1

Grant Applications for Trowbridge on 11/07/2013

ID	Grant Type	Project Title	Applicant	Amount Required
89	Community Area Grant	Jubilee Wood Scout Camp Site and Community Youth Activity Centre	Wiltshire West District Scout Association	£1500

ID	Grant Type	Project Title	Applicant	Amount Required
89	Community Area Grant	Jubilee Wood Scout Camp Site and Community Youth Activity Centre	Wiltshire West District Scout Association	£1500

Submitted: 12/05/2013 15:26:28

ID: 89

Current Status: Application Appraisal

To be considered at this meeting:

11/07/2013 Trowbridge

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Jubilee Wood Scout Camp Site and Community Youth Activity Centre

6. Project summary:

Having purchased a field at West Ashton we are making good progress in developing this into a Scout Camp Site and Youth Activity Centre open to Scouts, Guides and organised youth groups nationwide and to local community groups. Having planted over 6200 trees to form a new Jubilee Wood and installed essential infrastructure, we now need items of maintenance equipment and a secure store to keep them in and also need to improve accessibility, particularly for the disabled.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

Southwick

8. What is the Post Code of where the project is taking place?

BA14 6DF

9. Please tell us which theme(s) your project supports:

Children & Young People
Countryside, environment and nature
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2012

Total Income:

£42342

Total Expenditure:

£17252

Surplus/Deficit for the year:

£41951

Free reserves currently held:

(money not committed to other projects/operating costs)

£1618

Why can't you fund this project from your reserves:

Our existing project commitments leave us with only about £1800 to complete all the necessary work to allow us to open the facility in October 2013. We are conducting fund raising and making grant applications for this. In addition to this basic project, we have new requirements associated with the need to maintain these facilities, the woodland and the open areas and to improve accessibility.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost	£5000		
Total required from Area Board	£1500		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed £

Secure Store	2500	Trowbridge Town Council	2000
Disabled Access	1000	Bradford Area Board	500
Mower	1500	Melksham Area Board	500
		Project Funds	yes 500
Total	£5000		£3500

11. Have you or do you intend to apply for a grant from another area board within this financial year?

Yes

12. If so, which Area Boards?

Bradford on Avon
Melksham

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Our 800 young members in West Wilts, of whom 285 plus 75 adult volunteer leaders are from the Trowbridge Area Board area, plus Guides, local youth groups and the local community will benefit. WE do not have numbers for these but do know that the 105 pupils at West Ashton School intend to use the facility. We are already enjoying a high level of engagement as young people and the local community have helped with tree planting etc. This project is about encouraging young people to get the best out of life and to enjoy their childhood in the great outdoors. Links to local priorities are: Economy: Increasing skill levels: We believe that young people develop most when they are 'learning by doing,' are given responsibility, work in teams, take acceptable risks and think for themselves. The leadership and team working skills that young members acquire, together with the self confidence that the training engenders helps to provide them with the skills that future generations of leaders and of our national workforce will need in order to make planned economic growth become a reality. Addressing Anti-social behaviour: We encourage our members to understand the consequences of their actions, and aim to help build the strength of character necessary to resist pressures to join anti-social behaviour. Sport and Active Leisure: Our project is all about getting away from the TV and computer and enjoying an active, fulfilling life-style Environment and the Countryside: we foster understanding of how communities and individuals need to integrate with the countryside and how the actions and behaviours of young and old alike impact on the environment. The aim is to create a safe, self-sustaining environment in which the trees, the flora and the wildlife can flourish alongside and integrated with citizenship training. Education & Lifelong Learning; Improving chances for children. To improve young people's outcomes and outlook on life, it is vital that the cycle of dependency on benefits is broken and young people aspire to a career or work life. Scouting promotes the development of young people in achieving their full potential. Health & Social Care; Improving Life Styles: Increasing levels of obesity and low fitness in young people is a matter of national concern. We encourage and foster a healthy life style based upon healthy eating, hygiene, exercise and outdoor pursuit. The camp site will enable these

important life-skills to be reinforced by means of day visits and over-night camping where young members will, for example, plan their menus, buy their provisions and cook for themselves. Crime & Community Safety: our training helps young people to find the strength of character to make the right choices and helps give them the maturity to resist pressures to take a part in activities such as drug dealing and gang cultures. Many church leaders, members of the police force and social workers value the contribution that scouting makes towards achieving better, safer communities. Community: As well as being used by Scouts and Guides from outside the District, we are committed to making the site available for use by other groups, who need not necessarily be youth groups, and to schools etc. We envisage making the facility available for use by schools and youth and other groups for a variety of social, educational and sports activities. Our long-term aim is that the site will become some form of hub for youth outdoor activity, helping young people to appreciate the importance of conservation and how to enjoy the countryside in a responsible manner. We try to foster understanding of why individuals should contribute to the well-being of the community of which they are part and the benefits that they and the community at large will derive from this. We hope that by adulthood our young members will have a keen understanding of the needs of their community and be willing and able to contribute to the life of the community and to strengthen the voluntary sector in years to come.

14. How will you monitor this?

In this project success is about people. It is the delivery of the benefits described above “better quality of life, encouraging young people to get the best out of life and to enjoy their childhood in the great outdoors. We are confident that the facilities and the environment that we will create will deliver success. We will measure it through: - The numbers that use the site - Customer satisfaction surveys with users and leaders - Routine monitoring and reporting by the Management Committee to the District Executive Committee

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

We will charge modest fees from groups using the site and have been awarded a Forestry Commission woodland maintenance grant of Â£680 per annum to help towards maintenance and replacement of the 6200 trees that we have planted

16. Is there anything else you think we should know about the project?

Excluding items listed in this application and volunteer labour, our latest estimate for completion of the site is Â£193,500. We have so far raised Â£188,500 (This is made up of Grants from Charitable bodies and Local Authorities - Â£152,600, Donations from individual well-wishers and local fund raising - Â£4,900, Contribution from own reserves - Â£10,000, Forestry Commission woodland creation grant - Â£21,000) We have spent Â£175,800 and are contractually committed to a further Â£11,000. This leaves us with a cash balance of Â£1700 and so need to raise a further Â£5000, which we will do by applying for further grants and local fundraising

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes

for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:

yes I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

This page is intentionally left blank

Trowbridge Area Board

11 July 2013

Report to Trowbridge Area Board on proposed relocation of Museum to Courtfield House

Trowbridge Museum & Art Gallery attracts 21,000 visitors per annum, including 16,000 adults and 5,000 children, including 2,000 school children who undertake much-respected educational visits to meet Key Stages 1, 2 and 3. The town's heritage is also valued by non educational visitors. Comments taken from the Museum's visitor book show the appreciation: '*Simply fascinating displays - just what a local museum should be*'.

Background

For over 12 months, discussions have been ongoing between Trowbridge Town Council, Trowbridge Museum & Art Gallery and Mrs Mary Pearce, owner of Courtfield House. The intention is to transfer the building's ownership to the Friends of Trowbridge Museum who will then lease the site to Trowbridge Town Council enabling the Museum to relocate.

In June 2013 Courtfield House was placed on the 2014 Heritage at Risk Register. This is significant because it recognises the uniqueness of the building as a regionally important building of enormous heritage value. It also means that once an application to Heritage Lottery Fund is made, the level of grant support may well need to exceed the regional level of £2million. It is accepted, in principle, that the restoration of this building for a beneficial, community purpose will require a substantial injection of public and private funds.

The proposed Museum development

The new Museum development will enhance the town's Museum enabling it to deliver a bigger, bolder offering. However, it also has an international, national, regional and local significance which needs to be understood and exploited to the full. The new Museum will enable:

- **an internationally significant object to be displayed:**

One of only five left in the world, this machine is the best preserved spinning jenny in Britain and is itself a symbol of the nation's 19th century pre-eminence. The spinning jenny, a multi-spool spinning frame invented in 1764 by James Hargreaves, reduced the amount of work needed to produce yarn, enabling a worker to manage eight or more spools at any one time, will help explore the impact of mechanisation on the development of factory production which is a historical story still relevant to today's textile industry worldwide.

- **nationally significant heritage asset to be saved:**

Trowbridge's new museum is going to be located in and around Courtfield House which contains the Clothier's House, a Grade II* Listed Building. Only 5.5% of all Listed Buildings are Grade II* and a building must be of *more than* special interest, usually nationally significant, to achieve this level of listing.

- **nationally significant hidden histories to be revealed:**

Built in the 1750's by adding to an earlier farmhouse, the Clothier's House reveals the hidden story of cloth merchants - clothiers - who operated as the middle men between weavers and manufacturers whose place in the history of English trade is little known. The site also allows the Museum to reveal further little known history through Dyehouses attached to the Clothier's House in which domestic cloth production as a craft skill took place. A cottage industry undermined by the arrival of mechanisation prompted the move into factory production. The 19th century Wool Store, added in 1861, symbolises the arrival of industrial production methods, destroying home based craft skills, and was used to store bales of cloth and raw materials for industrial production.

- **a regionally significant museum dedicated to the history of west of England cloth to be created:**

Trowbridge Museum is the only museum in the West Country with comprehensive displays telling the story of the once dominant, but now vanished West Country woollen cloth industry. With improved displays, interactives using new technologies, demonstrations and 'hands-on' experiences, visitors will find new ways to be inspired by the town's significant contribution to the history of trade in England.

- **a regionally significant art gallery to be developed:**

A county-wide study commissioned by Swindon and Wiltshire Arts Alliance (S&WAA) in 2008 highlighted the gaps in cultural capital when it noted the absence of arts and creative centres in Trowbridge. By creating a new art gallery, capable of displaying works from both national and regional collections, Trowbridge's residents will have opportunities to engage with art in a new venue once the building opens.

- **'local history; big world themes' to be told in new ways:**

Trowbridge's role in the Magna Carta and its place at the very heart of democracy will be explored through displays on liberty, freedom and justice signalling the big world stories that originate here on the very local stage.

- **'local history; national stories' will also be explored:**

The radicalism of the Trowbridge Chartists' and the town's role as a seat of radical politics is little known, whilst Isaac Pitman's shorthand still survives with text speak its modern equivalents, Trowbridge's role in shaping the world around us will be explored.

- **diverse audiences to be educated, inspired and engaged:**

With grounds and gardens extending to approx. 2 acres which contain both a rare apple orchard and an Italian sunken garden, this offers the Museum the chance to develop Tudor and Victorian period gardens giving it new ways of engaging with different, diverse audiences. With outdoor space, the chance to develop and deliver a programme of outdoor events such as the popular Fleece to Fabric Day and the Apple Day with new partners allowing for collaborations is clearly something to be explored.

Strategic importance

Strategically, the heritage of the town has always been recognised as important. The development of the Museum and Art Gallery in 1989 was led by the Council, and Trowbridge became the first, third tier local authority in England to run a professional museum aimed largely at the town and its residents.

With the proposed redevelopment, the focus is being extended outside the town to the wider sub-regional role that the Museum can play, especially in relation to tourism. With a wealth of Georgian buildings, described by Nicholas Pevsner "to be so stately as to recall Genoa" and Fore Street being described as "a stretch of palaces", the Museum expects to be able to capitalise on this heritage by targeting sub-regional visitors, especially those visiting nearby Bath and Bristol. Architecture will be explored through interactives designed to allow access to them in situ and in period.

The role of culture in regeneration has also been recognised. The *Scoping and Vision study for Transforming Trowbridge* highlights the need to:

- create a day and evening economy
- celebrate assets including Trowbridge park and the historic town centre through the reuse of vacant historic buildings
- promote the town centre through public space improvements and events to improve perception
- create a family friendly town with Trowbridge Park at its heart, with shops and services facing onto the park
- improve public spaces capable of holding street performance, cultural and arts events regularly.

The Museum will play a role in meeting all of the above either directly or through strategic partnerships with organisations such as Trowbridge Arts and the bi-annual Textile and Weaving Festival.

The Cultural Quarter

The Wiltshire Core Strategy document identifies: *'Trowbridge ...does however suffer from a lack of infrastructure, particularly leisure, entertainment and cultural facilities...The regeneration of the central area of Trowbridge is a priority for the council, the Town Council and local businesses.*

It also identifies that: *'Trowbridge has a strong industrial heritage and features a number of key landmark buildings, including the Town Hall, mill buildings and a hierarchy of buildings associated with the cloth industry. Future development should have regard to this important heritage and ensure proposals enhance, rather than negatively impact on the existing townscape.'*

The Museum is relocating into an area being described as 'the Cultural Quarter'. Led by Trowbridge Town Council, and centring on the developments that have taken place already: Phase One, the new Civic Centre, and Phase Two, the new leisure complex hinged around the cinema development, this Quarter is slowly developing into a thriving area that will offer much to the residents of Trowbridge.

The Quarter has the potential to substantially expand the town's offer. With Phase Three, the transfer of The People's Park imminent, and Phase Four, the relocation of the Museum, underway, this leaves the final piece - the future of Trowbridge Town Hall - to be concluded.

Arts Council England and the Heritage Lottery Fund has recognised this Quarter as an area with great potential, and one which could attract substantial public funding into Trowbridge. However, given the pressure on these funds, the organisations involved in this area have recognised the need for a Cultural Strategy to ensure the planned development and delivery of a range of cultural and heritage offers. A working group has been established to deliver this, supported by Trowbridge Town Council, and feeding into the development of a county wide arts and cultural strategy co-ordinated by Wiltshire Council.

Costs

Indicative capital costs are in the region of £2.6million. Surveys, reports and accurate costings will be sought once funding, hopefully from the Architectural Heritage Fund has been secured.

Income

It is intended that funding will be secured from English Heritage for remedial works and repairs supported by Heritage Lottery Fund for the main capital works with additional support from Arts Council England for the gallery element. The remainder will be sought from trusts and foundations, companies and business and the community.

Sustainability

A sustainability plan is currently being developed and it is anticipated that income will be generated from a diverse range of sources including a café and retail facility, an enhanced programme of events, the hiring out of the house and grounds, especially for weddings and special events is being investigated. Textile artists' studios for small scale craft production may also provide an income stream and could lead to partnerships with educational providers both locally and nationally.

Timeline

It is anticipated that the Round One application will be submitted in November 2013 with a decision to proceed being secured in early 2014. Building works are estimated to take nine months to complete with the new Museum development opening in early 2015.

Recommendation

This paper is seeking support from the Area Board for the development of this strategy and a commitment to consider the recommendations once this exercise has been completed. Additionally this report is seeking support for the proposed Museum relocation.

Caroline Taylor
Museum Project Consultant

WILTSHIRE COUNCIL

TROWBRIDGE AREA BOARD

11 July 2013

Subject: Land at former Peter Black site, Mortimer Street, Trowbridge.

Purpose of Report

1. To update Members regarding the progress of enforcement action to remedy the poor condition of the above site.

Background

2. Members will recall that reports on this matter have been brought to previous Area Board meetings. Following the failure of negotiations to effectively remedy the situation, the Council served an Untidy Site Notice under Section 215 of the Town and Country Planning Act 1990 on the owners of the site on 4th March 2013.

The Notice took effect on 4th April 2013 and requires the following actions to be carried out within three months:

- 1) *Cut back all soft landscaping on all boundaries of the Land (excluding formal trees) so that the soft landscaping is no greater than 2 metres in height when measured from natural ground level and is not overhanging the boundaries of the Land.*
- 2) *Cut back all soft landscape areas within the Land (excluding formal trees and formal grassed areas) so that the soft landscaping is no greater than 2 metres in height when measured from natural ground level.*
- 3) *Cut back all formal grassed areas within the Land.*
- 4) *Remove all weeds (including buddleia, brambles, creepers and self seeding trees) on all boundaries of the Land.*
- 5) *Remove all weeds (including buddleia, brambles, creepers and self seeding trees) within the Land and on all buildings within the Land.*

- 6) *Permanently remove to an authorised place of disposal all material resulting from steps 1, 2, 3, 4 & 5 above from the Land.*
- 7) *Permanently remove to an authorised place of disposal all rubbish, rubble and detritus from the Land.*
- 8) *Repair and secure all gates and fencing on the boundaries of the Land.*
- 9) *Remove all graffiti from the buildings within the Land or paint-out all graffiti from the buildings within the Land with a colour that matches the existing building colours.*
- 10) *Board up and paint all the windows of the office building on the western end of the Land with a colour that matches the existing building colour.*
- 11) *In addition to requirement 10 above, board up and paint all broken windows and all ground floor windows of all other buildings within the Land with a colour that matches the existing building colours.*

An appeal to the Magistrates Court, which would have delayed the Notice coming into effect, was not made, so the works required by the Notice should be completed by no later than 4th July 2013.

The current situation

3. At the time of writing the above works (with exception of a large pile of rubble close to the pedestrian bridge over County Way) have not been undertaken. However, the deadline for compliance has not expired. Officers are monitoring the site to ensure compliance with the Notice within the required timescale and have reminded the owner's representatives of their responsibilities.
4. Officers will have reviewed whether further action is necessary following the end of the period for compliance on or immediately after 4th July and members will receive an update at the meeting.
5. In the event of non-compliance further action further action could include prosecution and/or the Council undertaking works in default (Members need to be aware that Planning Committee authorisation would be required for the latter course of action as there as significant costs implications and the Council does not have a budget for direct action).

Recommendation

A: That Members note the report.

B: The Area Board receives a further update in respect of this matter at its next meeting.

Report Author:

Stephen Hawkins, Team Leader (Enforcement).

Date of report: 24 June 2013.

Background Papers

The following unpublished documents have been relied on in the preparation of this report:

None.

This page is intentionally left blank

Wiltshire Council

Trowbridge Area Board

11 July 2013

Emerging Transport Strategy Trowbridge

1. Wiltshire Council has a responsibility to plan for the future housing and employment needs of the county. Part of that responsibility is expressed in the emerging Wiltshire Core Strategy which includes proposals for the future development of Trowbridge including:
 - 6,000 new homes within the Trowbridge Community Area
 - 25 hectares of employment land of which:
2,600 homes and 15 hectares of employment land are proposed at the Ashton Park Urban Extension

2. Wiltshire Council commissioned an independent transport study of the current situation in Trowbridge. This has provided the basis for developing a transport strategy that can be used as evidence to support the Core Strategy element of the Local Development Framework.

3. The Transport Strategy comprises a suite of balanced transport measures that when implemented will be able to accommodate the proposed level of development. The strategy includes the following transport elements and measures:

Theme	Scheme or Measure
Walking and cycling	<ul style="list-style-type: none"> • Pedestrian and cycling improvements on key corridors, including between the rail station and town centre • New “at-grade” crossing facilities on County Way and at key junctions
Public Transport	<ul style="list-style-type: none"> • A high frequency bus service between Ashton Park and the town centre • Bus priority measures at new developments • Rail station - redesigned station forecourt and interchange area
Smarter Choices	<ul style="list-style-type: none"> • Work Place and Residential Travel Plans for new developments • Measures and targets actively reviewed by a Travel Plan co-ordinator • Continued use of and support for School Travel Plans

Demand Management	<ul style="list-style-type: none"> • Maximise availability of short stay parking in town centre • Maintain adequate long stay parking at the edge of the town centre • Parking restrictions and charges consistent with council run car parks for new town centre developments • A delivery strategy to restrict the movement of heavy goods vehicles at certain times in the town centre
Road Improvement	<ul style="list-style-type: none"> • A350 Yarnbrook Relief Road • A350 West Ashton Relief Road • Traffic capacity enhancements at critical junctions in the town

4. The Emerging Transport Strategy has been tested using a transport model. Results show that the emerging strategy ensures delays on the strategically significant A350 are minimised and that overall, average journey times in 2026 are reduced to around 2009 levels. The Strategy will also reduce carbon emissions and improve air quality compared to doing nothing. Crucially, the Strategy is considered to be deliverable and affordable and will form part of the evidence base for the council at the Core Strategy's Examination in Public, which is currently ongoing.

Next Steps

5. Since the transport strategy is intrinsically linked to land use, the next step is to await the outcome of the Core Strategy's Examination in Public and the inspectors report.

Recommendation

6. To note the update

Report Author: Martin Aldam
Senior Transport Planner, Sustainable Transport, Wiltshire Council

Appendices: None

Wiltshire Council

Trowbridge Area Board

11 July 2013

COMMUNITY AREA TRANSPORT GROUP SMALL-SCALE TRANSPORT AND HIGHWAY IMPROVEMENT SCHEME RECOMMENDATIONS

Purpose of the Report

To put forward for approval recommendations from the Community Area Transport Group meeting of the 10 June 2013

1. Background

- 1.1 Due to the complexity of assessing and selecting schemes from the many requests, and the potential time that such an agenda item would take, each Area Board was requested to set up a Community Area Transport Group (CATG) to make recommendations to the Area Board
- 1.2 In 2013/14 Trowbridge Area Board has a budget of £21,864 discretionary budget to involve them in the assessment and selection of small-scale transport schemes and other Highways matters to be progressed in their community area.
- 1.3 It should be noted that this allocation is for capital funding and can only be used to provide new and improved infrastructure. It is to be used for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport, and improve traffic management. It cannot be used to fund maintenance schemes; these are selected using technical surveys and inspections.

2. Main Considerations

- 2.1 It was agreed to recommend to the Area Board that £1,346 is allocated for a topographical survey and £12,000 is allocated for carrying out the works related to a crossing point on Bradley Road, Trowbridge.
- 2.2 It was agreed to recommend to the Area Board that £3,000 is allocated for a road traffic order for restricted access on West Street, Trowbridge
- 2.3 It was agreed to recommend to the Area Board to allocate £560 for 2 x grit bins in both Southwick & Trowbridge Paxcroft Divisions. The refilling of these bins will not be carried out by Wiltshire Council.

2.4 It was agreed to recommend to the Area Board to allocate £950 for the provision of 2 x dropped kerbs in Hazel Grove area on condition that this sum would be matched by £950 from Trowbridge Town Council.

3. Environmental Impact of the Proposals

3.1 There is no environmental impact

4. Financial Implications

4.1 In 2013/14 Trowbridge Area Board has a discretionary budget of £21,864 for small scale highway improvement schemes. The proposals above can be funded from this budget; if all are approved it will leave a remaining budget for the year of £4,008

5. Legal Implications

None

6. HR Implications

None

7. Equality and Diversity Implications

7.1 Dropped kerbs will increase access for disabled people and other people with mobility issues

8. Recommendations

8.1 It is recommended that the Area Board agrees to the recommendations of the Community Area Transport Group set out in paragraphs 2.1, 2.2, 2.3 & 2.4 of this report

Report Author: Rachel Efemey -Trowbridge Community Area Manager

Tel No: 01225 718608

E-Mail: rachel.efemey@wiltshire.gov.uk

TROWBRIDGE AREA BOARD FORWARD PLAN

Please note that this is a working document which is subject to change due to availability of the relevant officers/partners and time scales.

Date	Location	Area Board Agenda Items	Cabinet Member Attending
Upcoming future items		<ul style="list-style-type: none"> • Review of Local Bus Services • Clinical Commissioning Group (CCG) Presentation • Campus Item • Asset Management Strategy • Safeguarding Thresholds • Local Authority responsibilities for Public Health • Fire authority integrated risk management plan (business plan) • Police and Crime plan and budget • Traffic and Parking Issues • Resident's parking in Yerbury Street? • Update on non-strategic green space • Wiltshire Fire and Rescue Service draft public safety plan 2013-16 'Have your say' • Update on Joint Strategic needs Assessment Community profiles 	

Officer Contacts:

Community Area Manager:
Senior Democratic Services Officer:
Service Director:

Rachel Efemey (rachel.efemey@wiltshire.gov.uk)
Kieran Elliott (kieran.elliott@wiltshire.gov.uk)
Michael Hudson (michael.hudson@wiltshire.gov.uk)

This page is intentionally left blank