

## MINUTES

**Meeting:** TROWBRIDGE AREA BOARD  
**Place:** The Arc Theatre, College Road, Trowbridge, BA14 0ES  
**Date:** 4 March 2010  
**Start Time:** 7:00pm  
**Finish Time:** 9:50pm

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Please direct any enquiries on these minutes to:

Kevin Fielding ,Tel: 01225 776655 ext: 115 or (e-mail) [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

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### **In Attendance:**

#### **Wiltshire Councillors**

Ernie Clark (Chairman), Peter Fuller, Tom James MBE, John Knight, Francis Morland, Stephen Oldrieve, Helen Osborn, Jeff Osborn and Graham Payne

Cabinet Representative – Toby Sturgis (Waste, Property and Environment)

#### **Wiltshire Council Officers**

Gill Hanlan – Early years & Childcare team  
Janet O'Brien – Head of new housing  
Kevin Sweeney – Senior Manager, Youth Development Service  
Peter Dunford -Team Leader, Trowbridge  
Martin Donovan - Service Director for Finance  
Rachel Efemey - Trowbridge Community Area Manager  
Kevin Fielding - Democratic Services Officer

#### **Town and Parish Councillors**

Trowbridge Town Council - Bob Brice, Rollie Cleere and Lance Allan (Clerk)  
Hilperton Parish Council – V.Bielecki  
North Bradley Parish Council – R.Evans  
Southwick Parish Council - Gaynor Polglase and Kath Noble

**Partners**

Wiltshire Police – Inspector David Cullop

Wiltshire Police Authority – Joy Hillyer

Trowbridge Community Area Futures – Doug Ross and Kate Oatley

Trowbridge Community Area Young Peoples Issues Group - Siobainn Chaplinn

**Total in attendance: 75**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
15.	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everyone to the fourth meeting of the Trowbridge Area Board and thanked all the town, parish and partner representatives who were in attendance.</p> <p>The Chairman then introduced the Wiltshire councillors who made up the board and also introduced Cllr Toby Sturgis, (Wiltshire Council cabinet member) who was in attendance for this meeting.</p> <p>As a mark of respect the Chairman asked everybody to stand in memory of PC Daniel Cooper.</p> <p>The Chairman advised that:</p> <ul style="list-style-type: none"> <li>• Flood Packs – proposed new flooding legislation had placed on Wiltshire Council the responsibility for putting in place local strategies for managing flood risk. Two flood working groups had been set up to cover the County, as part of this work Wiltshire Council was collating information on flooding and drainage issues and would like town and parish councils to gather information using the flood packs provided which could then be used to feed into the process. Completed packs should be returned at the next Trowbridge Area Board meeting on the 13 May.</li> <li>• Flood Fair – the first “Flood Fair” for town and parish councils would be held on the 14 April at the Olympiad Leisure Centre, Chippenham from 10am – 2pm. The purpose of the flood fair was to raise awareness of flooding and drainage issues.</li> <li>• Waste Consultation – a planned public consultation into possible changes to Wiltshire’s waste and recycling service will now not take place ahead of the General Election.</li> <li>• Consultation on the Review of Special Educational Needs Provision – over recent months Wiltshire Council officers had worked with schools, parent representatives and other people to review Special Educational Needs (SEN) provision in the county.</li> </ul> <p>The review relates to the whole of Wiltshire. It was not a cost</p>	

	<p>cutting exercise, the purpose is to more effectively use available resources.</p> <p>A document had been written that sets out what the review had shown and what the Council would like to do in the future.</p> <p>Any questions about the proposals or the consultation process can be sent in the first instance to Tracy Gates, SEN Project Officer either by phone, 01225 756170 or email, <a href="mailto:tracygates@wiltshire.gov.uk">tracygates@wiltshire.gov.uk</a>.</p>																					
16.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Mike Franklin – (Wiltshire Fire &amp; Rescue Service), Jo Howes – (NHS Wiltshire) and Angela Milroy – (Chair, Friends of Trowbridge Sensory Garden).</p>																					
17.	<p><u>Declarations of Interest</u></p> <table border="1" data-bbox="336 1025 1321 1989"> <thead> <tr> <th data-bbox="336 1025 512 1099">Name</th> <th data-bbox="512 1025 711 1099">Item</th> <th data-bbox="711 1025 938 1099">Type of Interest</th> <th data-bbox="938 1025 1129 1099">Nature of Interest</th> <th data-bbox="1129 1025 1321 1099">Action</th> </tr> </thead> <tbody> <tr> <td data-bbox="336 1099 512 1323">Councillor Ernie Clark</td> <td data-bbox="512 1099 711 1323">Agenda Item No.9b and 12e</td> <td data-bbox="711 1099 938 1323">Personal</td> <td data-bbox="938 1099 1129 1323">Council appointee to the board of Selwood Housing</td> <td data-bbox="1129 1099 1321 1323">Would view the items and with an open mind</td> </tr> <tr> <td data-bbox="336 1323 512 1615">Councillor Peter Fuller</td> <td data-bbox="512 1323 711 1615">Any Trowbridge-related item</td> <td data-bbox="711 1323 938 1615">Prejudicial – (Dispensation Granted from the Dispensation Sub-Committee)</td> <td data-bbox="938 1323 1129 1615">Trowbridge Town Councillor</td> <td data-bbox="1129 1323 1321 1615">Would view any Trowbridge related items and issues with an open mind</td> </tr> <tr> <td data-bbox="336 1615 512 1989">Councillor John Knight</td> <td data-bbox="512 1615 711 1989">Any Trowbridge-related item</td> <td data-bbox="711 1615 938 1989">Prejudicial</td> <td data-bbox="938 1615 1129 1989">Trowbridge Town Councillor</td> <td data-bbox="1129 1615 1321 1989">Would view any Trowbridge related items and issues with an open mind and would take no part in</td> </tr> </tbody> </table>	Name	Item	Type of Interest	Nature of Interest	Action	Councillor Ernie Clark	Agenda Item No.9b and 12e	Personal	Council appointee to the board of Selwood Housing	Would view the items and with an open mind	Councillor Peter Fuller	Any Trowbridge-related item	Prejudicial – (Dispensation Granted from the Dispensation Sub-Committee)	Trowbridge Town Councillor	Would view any Trowbridge related items and issues with an open mind	Councillor John Knight	Any Trowbridge-related item	Prejudicial	Trowbridge Town Councillor	Would view any Trowbridge related items and issues with an open mind and would take no part in	
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<p>18.</p>	<p><u>Minutes</u></p> <p><b><u>Decision</u></b></p> <p><b>The minutes of the meeting held on 28 January 2010 were agreed as a correct record of the meeting and signed by the Chairman with the following amendment.</b></p> <p><b>Cllr Steve Oldrieve had reported back to the meeting that he was concerned about the management changes taking place at the Arc Theatre and the effectiveness of the advisory committee.</b></p>					
<p>19.</p>	<p><u>Matters Arising</u></p> <p>The Chairman advised that:</p> <ul style="list-style-type: none"> <li>• Cllr Tom James would continue as the Area Board representative for the Trowbridge Community Area Young People's Issues Group (CAYPIG).</li> <li>• Smoking in council owned play areas/open spaces – the signs were currently being manufactured and should be erected at the end of March, beginning of April 2010.</li> </ul>					

<p>20.</p>	<p><u>Partner Updates</u></p> <p><u>Trowbridge Community Area Young People's Issues Group (CAYPIG)</u>  The CAYPIG representative advised that the group had recently attended a Transport conference, where the high costs of young people using public transport was discussed. It was agreed that this issue would be on the agenda at the next Trowbridge Area Board meeting in May.</p> <p><u>Wiltshire Police</u>  Inspector David Cullop briefly updated the meeting on current policing activities in the Trowbridge community area. The Inspector thanked the Chairman for the silence at the beginning of the meeting for PC Daniel Cooper.</p> <p>A report included in the agenda was noted.</p> <p>Inspector Cullop then introduced Joy Hillyer - (Independent Member of the Wiltshire Police Authority) who advised that she had received no direct feedback on Wiltshire Policing priorities so far.</p> <p>For more information, Joy Hillyer could be contacted via Wiltshire Police Authority 01380 734022 or <a href="http://www.wiltshire-pa.gov.uk/feedback.asp">http://www.wiltshire-pa.gov.uk/feedback.asp</a></p> <p><u>Wiltshire Fire and Rescue Service</u>  The Wiltshire Fire and Rescue Service representative was unable to attend the meeting, a report included in the agenda pack was noted.</p> <p><u>Trowbridge Community Area Future (TCAF) Partnership</u>  Doug Ross (Project Officer) briefly updated the meeting.</p> <p>Points included:</p> <ul style="list-style-type: none"> <li>• TCAF felt that the recent Health Fair and Workshop had been a worthwhile event.</li> </ul> <p>A report included in the agenda was noted.</p> <p>It was noted that representatives from the NHS Wiltshire were unable to attend the meeting.</p>	<p><b>Rachel Efemey</b></p>
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	<p><u>Trowbridge Town Council</u> A report included in the agenda was noted.</p> <p><u>Parish Council Updates</u> Hilperton - a 1.5 acre plot had now been allocated for allotments and that sixteen trees had been planted along the Trowbridge Road.</p> <p><u>Trowbridge Library</u> Peter Waterman (Trowbridge Library) briefly updated the meeting on the Trowbridge library consultation that was planned as part of the workplace transformation of County Hall.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• The consultation document had been drafted and would be circulated during March 2010.</li> <li>• The consultation will end in April 2010, focus groups will then be set up to evaluate the consultation findings.</li> <li>• There is no formal moving date set for the relocation of Trowbridge library into the County Hall building.</li> </ul> <p>The Chairman thanked all representatives for their respective updates.</p>	
21.	<p><u>Outside Body Updates</u></p> <p>Councillor Jeff Osborn updated the board on the Transforming Trowbridge executive board.</p> <p>Points included:</p> <ul style="list-style-type: none"> <li>• A tender exercise had been initiated for the scoping exercise.</li> <li>• It was hoped that Adam Nardell (Trowbridge Vision Director) would attend a future meeting to give an update.</li> <li>• Work on the Sainsbury's site is progressing well, work is expected to be completed by the end of summer 2010.</li> </ul> <p>The Chairman thanked Councillor Osborn for his update.</p>	<p><b>Rachel Efemey</b></p>



22.	<p><u>Questions for the Wiltshire Council Waste, Property &amp; Environmental Portfolio Holder</u></p> <p>Question for Cllr Toby Sturgis, (Wiltshire Council cabinet member for Waste, Property and Environment) from Cllr Jeff Osborn.</p> <p><i>“How much has Wiltshire Council spent on climate change and when will the residents of Wiltshire see the results of this spend”</i></p> <p>Points made by Cllr Sturgis in his response included:</p> <ul style="list-style-type: none"> <li>• It was difficult to say at present how much Wiltshire Council had saved, so much is happening on this issue, but that savings of £800,000 were anticipated during the first year.</li> <li>• With land fill taxes continuing to rise, it was essential that Wiltshire recycled as much of its waste as possible.</li> <li>• Wiltshire Council has a commitment to reduce all waste going into land fill.</li> <li>• We need to find a balance that gives a good waste/recycling service without raising Council taxes to our customers.</li> <li>• Households still needed to be educated as to the importance of recycling.</li> </ul> <p>The Chairman thanked Cllr Sturgis for his responses and attending the meeting.</p>	
23.	<p><u>Issues Updates</u></p> <p><u>a) Update on Children’s Centres in Trowbridge Community Area - Gill Hanlan (Early years &amp; Childcare Team, Wiltshire Council).</u></p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• Sure Start Children's Centres provided a ‘one-stop shop’ of integrated services for children under five and their families. There would be 30 Sure Start Children’s Centres in Wiltshire by March 2010. To date twenty nine children’s centres were providing the basic framework of services and they have been designated. Building work will continue until December 2010.</li> </ul> <p>The Sure Start Children's Centre programme was based on the view that providing high-quality integrated services</p>	

(health, education, family support and care) leads to positive effects for children, families and their communities.

- Building work had begun on the new children's centre, based on the Longmeadow Primary School site. It would include space for children's centre services and a full day-care nursery with the existing staff from the nursery already on the school site. Stepping Stones Opportunity Group, the district specialist centre for children with difficulties and disabilities would be moving from its present home in Polebarn Road, into the new building. The children's centre will open in September 2010.
- A new building for Studley Green would be handed over on 5 January 2010. This would provide much needed additional accommodation for the children's centre on the Studley Green Primary School site.
- From April 2011 the management of all 30 children's centres would be required to go out for competitive tendering. This process had already begun with present providers being consulted about possible ways to cluster children's centres, enabling best value for money and better access to services for their customers.

Board Members made the point that they felt that the Sure Start Centres were doing excellent work within the local community, but that the tendering process was disruptive and counter-productive.

b) Proposal for the development of a site in the Trowbridge area for affordable housing

Janet O'Brien (Head of New Housing, Wiltshire Council) updated the Board on a proposal regarding the possible use of the Innox Hall site for the development of affordable housing.

The Innox Hall site is owned by Wiltshire Council, Innox Hall had now been demolished and the site was currently not in use.

Points made by Members included:

- There is a serious short fall of community land in and around Trowbridge.
- This site was not good enough to be developed under the private finance initiative scheme so why now.
- This site must be kept for community use, Wiltshire Council

and Trowbridge Town Council should work together to achieve this aim.

**Decision**

**The Trowbridge Area Board does not to support the use of this land as a site for affordable housing and agrees that this land should be set aside for future community use.**

**Note: Cllr Peter Fuller abstained from this vote.**

**c) Update on One Love Campaign for Community Centre – Rachel Efemey (Community Area Manger).**

Following the presentation by the One Love Campaign Group at the last Trowbridge area board meeting regarding their desire to set up a community centre in the Navigator Close/Towpath Road area of Hilperton, a meeting was held on 19<sup>th</sup> February.

Whilst the issue of the change of use for Towpath House was discussed the focus of the meeting was on how the group could get themselves set up on a proper footing and also start running some community activities.

The group are pursuing the temporary use of buildings including having a meeting with the vicar at St Mary's Church (the Tin Church) to discuss availability of space that they could use to start running activities.

Council officers were charged with finding out information regarding any Section 106 funds that could be available to help with building a new community centre and also whether there was any mileage in being able to have a temporary or permanent building on land off Towpath Road which is currently recreational land. These are being followed up.

The Group will be working to set themselves up as a constituted group, possibly a TARA.

A meeting will be held on the 12<sup>th</sup> March between groups and Wiltshire Council's Service Director for Children & Families to look at the plans for the Independent Living Centre which Towpath House is being converted to. The meeting will be attended by the local member.

Trowbridge Area Board members will be invited to the groups first steering meeting.

**Rachel Efemey**

**Rachel Efemey**

	<p>The Chairman thanked all the speakers for their respective updates.</p>	
<p>24.</p>	<p><u>Consultation on the Community Area Plan</u></p> <p>Doug Ross and Kate Oatley (Trowbridge Community Area Future) lead a brief consultation session to help identify priorities for the Trowbridge Community Area Plan, participants were invited to indicate on a display board where their local interests lay.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• TCAF were keen to consult with residents from all community areas.</li> <li>• The original Trowbridge community area plan dated back to 2004.</li> <li>• TCAF are still looking for people to get involved in their various theme groups.</li> <li>• TCAF were keen to identify local key issues.</li> <li>• The results of the night's consultation exercise would be discussed at a future Trowbridge Area Board meeting.</li> </ul>	
<p>25.</p>	<p><u>Any Other Urgent Business</u></p> <p><u>Friends of Trowbridge Community Sensory Garden</u></p> <p>The Area Board were asked to support the Friends of Trowbridge Community Sensory Garden who had concerns that in the event of the Trowbridge Town Hall being sold off the sensory garden could be lost.</p> <p><b><u>Decision</u></b></p> <p><b>The Trowbridge Area Board requests that Wiltshire Council ensure that the Trowbridge Community Sensory Garden is preserved as an amenity for the community with access for all, in the event of the sale of Trowbridge Town Hall.</b></p>	

	<p><u>Youth Development Service</u></p> <p>Kevin Sweeney (Senior Manager, Youth Development Service) introduced himself to the Trowbridge Area Board and gave a brief outline of the aims of the Youth Development Service and advised that he would be willing to come back to future meetings to give youth Development Service updates.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• The Youth Development Service aims to enable young people to make a successful transition from child into dependent adult.</li> <li>• To develop and understanding and enthusiasm for learning and to use this to realise their full potential.</li> <li>• The service provides personal and social development learning opportunities through quality youth work.</li> </ul> <p>The Chairman thanked Kevin Sweeney for attending the meeting.</p>	
26.	<p><u>Allocation of Grant Funding</u></p> <p>Councillors were asked to consider four new applications and two deferred application seeking 2009/10 Community Area Grant Funding:</p> <p><b>a) Bradley Gardens Residents Association - Installation of Rubbish/Dog Mess bins – requested £924. Deferred from 28<sup>th</sup> January meeting for assessment by Wiltshire Council’s waste management service</b></p> <p><b><u>Decision</u></b></p> <p><b>Application was refused as the grant could be met from other Wiltshire Council funds.</b></p> <p><b>b) Friends of Biss Meadows Country Park - Purchase Tools, Equipment &amp; Safety Wear - requested £439 for litter bins and fittings. Deferred from 28<sup>th</sup> January meeting for assessment by Wiltshire Council’s waste management service.</b></p>	

	<p><b><u>Decision</u></b></p> <p>Application was refused as the Grounds &amp; Cleansing officers advised that they did not feel that additional rubbish bins would be beneficial to the site.</p> <p>c) North Bradley Peace Memorial Hall – Energy saving and security equipment - requested £993.</p> <p><b><u>Decision</u></b></p> <p>Application was deferred until the 13 May meeting.</p> <p>d) Friends of Trowbridge in Bloom – Participatory programme of events – requested £5,000.</p> <p><b><u>Decision</u></b></p> <p>Application was deferred for further information to be obtained.</p> <p>e) Studley Green TARA – Installing play equipment in Regents Place play area - requested £2,508 was awarded £2,508.</p> <p><b><i>Reason</i></b> <b><i>The application met the Community Area Grant Criteria for 2009/10.</i></b></p> <p>f) Wiltshire British Armed Forces &amp; Veterans Celebration – Contribution towards show costs – requested £1,250 was awarded £1,250.</p> <p><b><i>Reason</i></b> <b><i>The application met the Community Area Grant Criteria for 2009/10.</i></b></p>	
27.	<p><b><u>Performance Reward Grant Applications</u></b></p> <p>It was agreed that as the venue needed to be closed at 10pm, the four Performance Reward Grant Applications would be deferred until the 13 May Trowbridge Area Board meeting.</p>	<b>Rachel Efemey</b>

28.	<p><u>Future Meeting Dates</u></p> <p>Cllr Peter Fuller raised the issue as to why future Trowbridge Area Board meetings were not being held in the Council chamber at Bradley Road.</p> <p>Members voted to hold future Trowbridge Area Board meetings in the Council chamber at Bradley Road.</p> <p>For: 2                      Against: 2                      Abstentions: 0</p> <p>The Chairman using his casting vote, voted against this motion.</p> <p>Thursday 13 May – The Atrium, Wiltshire Council Offices, Bradley Road, Trowbridge.</p> <p>Thursday 1 July – The Atrium, Wiltshire Council Offices, Bradley Road, Trowbridge.</p>	
29.	<p><u>Evaluation &amp; Close</u></p> <p>The Chairman thanked all those who had attended, and reminded those present to complete the new pink evaluation form.</p>	