

## MINUTES

**Meeting:** TROWBRIDGE AREA BOARD  
**Place:** The Cotswold Space - County Hall, Trowbridge BA14 8JN  
**Date:** 17 September 2015  
**Start Time:** 7.10 pm  
**Finish Time:** 9.35 pm

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### **In Attendance:**

#### **Wiltshire Councillors**

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

Cllr Dick Tonge (Cabinet Member for Finance, Performance, Risk, Systems Thinking, Procurement and Welfare Reform)

#### **Wiltshire Council Officers**

Mary Cullen (Community Engagement Manager)  
Kieran Elliott (Senior Democratic Services Officer)  
Blair Keltie (Service Manager Child Sexual Exploitation & Missing Children)  
Sarah Holland (Community Youth Officer)  
Tim Martiensen (Head of Service, Service Delivery)  
Lucy-Anne Bryant (Lead Commissioner, Joint Commissioning)  
Debbie Hiron (Project Manager Wiltshire Troubled Families /Childrens Centre Re-design)

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

Trowbridge Town Council - Bob Brice, Peter Fuller, Lance Allan

#### **Partners**

Office of the Police and Crime Commissioner - Pam Gough  
Trowbridge Community Area Future - Lindsey Millen

**Total in attendance: 30**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
16	<p><u>Chairman's Welcome and Introductions</u></p> <p>Prior to the start of the meeting presentations were received from previous grant recipients providing updates on the projects that had received monies from the Area Board.</p> <p>The Chairman, Councillor Stephen Oldrieve, then welcomed everyone to the meeting of the Trowbridge Area Board, in particular Councillor Richard Tonge, Cabinet Member for Finance.</p>
17	<p><u>Apologies</u></p> <p>There were no apologies.</p>
18	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 16 July 2015 were presented for consideration, and it was,</p> <p><b>Resolved:</b>  <b>To APPROVE and sign as a true and correct record.</b></p>
19	<p><u>Declarations of Interest</u></p> <p>Councillor Stephen Oldrieve declared a non-pecuniary interest in Minute Number 24 in relation to the grant application from the Trowbridge Fairtrade Town Group, by virtue of being a member of that group. As a result, Councillor Oldrieve stated he would not participate or vote on the item, and would vacate the Chair and leave the room when it was discussed.</p>
20	<p><u>Chairman's Announcements</u></p> <p>Attention was drawn to the written announcements as detailed in the agenda papers, particularly the School Place Planning Strategy, and further details provided on the petition from pupils at John of Gaunt School on Fair Trade in Trowbridge shops and the Spitfire flypast that had taken place on 15 September.</p> <p>The Chairman also noted the Fire Service were holding a Senior Wellbeing event on 7 October, the Apple Fair was to take place on 10 October in the Town Park, the Carnival was to take place on 24 October, the Remembrance Service on 8 November, and drew attention to flyers distributed at the meeting regarding the upcoming Arts Festival.</p>

## Partner Updates

Updates from partners were received as follows:

**i. Office of the Police and Crime Commissioner (OPCC)**

A presentation as attached to these minutes was provided by Pam Gough of the OPCC on behalf of Commissioner MacPherson, detailing his Annual Report for 2014/15 and Police and Crime Plan for 2015-17.

It was stated a government inspection had rated the service as Good, and Wiltshire remained one of the safest counties in the country, but that the Plan would seek to maintain and improve upon this in the face of continuing financial challenges. It was stated much of the previous Plan had been delivered, with new threats emerging, hence the need for a refresh of the Plan.

It was stated the Plan would make commitments to put neighbourhood teams at the centre of policing, shift resources toward the front line to protect policing, and that any increase in the police element of the council tax would be used to reduce the impact from funding reductions from central government.

The four priorities of the Plan would be to prevent crime and anti-social behaviour, protect the most vulnerable, put victims and witnesses at the heart of the service, and secure high quality, efficient and trusted service.

The Board discussed the update and sought details of custody suites that would be used by the Police and the overall Police estate. It was stated there would be one custody suite in Swindon and another in Wiltshire which would not be in Salisbury, and that Warminster was a location looked at in a feasibility study, with the Melksham site decommissioned. It was also stated the government was again consulting on the location of magistrate courts, in response to a question about possible reuse of the former court in Trowbridge.

In response to queries on the support of victims details were provided of the position of 'named person', wherein every victim and witness would be provided the name of an officer who would be contactable through the criminal justice process to offer advice and assistance. It was stated that all victims would be written to and told who to contact if they wished, while all vulnerable persons affected, and victims of serious crime, would be actively contacted more directly to keep them informed and assured.

The Board also expressed concern about the latest reorganisation of police support teams for the area, and requested this be raised with the relevant Inspector.

	<p><b>ii. Wiltshire Fire and Rescue Service</b> It was stated the transfer to the new Dorset and Wiltshire Fire Authority was proceeding well, with a number of events planned for further informal local neighbourhoods, with roadshows at the civic centre on 6 October.</p> <p><b>iii. Trowbridge Community Area Future (TCAF)</b> The written update was noted. Lindsay Millen, TCAF Coordinator, reported that TCAF was currently attempting to focus on local neighbourhood specific issues not just town wide initiatives, and a report was presented, as attached to the minutes, on recent consultations. BA14 Culture was also holding a launch event for the Arts Festival in the Museum on 16 October.</p> <p>There were some concerns raised about raising expectations of residents too high, but it was stated the report was principally to determine what people in each neighbourhood think and then to support specific projects to attempt to assist residents to achieve the things they suggest they wanted, rather than the report being a commitment to achieve everything people might like.</p> <p><b>iv. Town and Parish Councils</b> The written update from Trowbridge Town Council was noted. It was further stated there was great concern and disappointment within the Town Council on the position of Wiltshire Council regarding the Community Governance Review which would amend the boundaries of Towns and Villages in the community area, and representatives of the Town Council urged everyone present to ask Wiltshire Council's Community Governance Working Group to reconsider its current position.</p> <p>An update was also provided by the Community Engagement Management on reports of problems with Seagulls, noting that a significant issue with them had been seen in Devizes recently, and required costly efforts to resolve. Further investigation would need to take place to determine the extent of the problem.</p>
22	<p><u>Outside Body Updates</u></p> <p>i) Transforming Trowbridge - Councillor Dennis Drewett explained that the group was in the process of being reformed, and was working to build up relationships between commercial bodies in the town and wide district. Further updates would follow as progress was made.</p> <p>ii) Collaborative Schools - Some concern was raised that no update had been provided in some time from the body, and it was noted that the Board had never appointed a representative from among its own members to the body, and that if it did so it might encourage them to</p>

	<p>be more engaged.</p> <p>iii) Shadow Community Operations Board - Colin Kay, Chairman of the SCOB reported on recent meetings with Councillor John Thomson, Deputy Leader of Wiltshire Council and Cabinet Member for Area Boards. He stated he had found it reassuring in some ways, and was pleased that apart from the Resource Centre, the County Hall East Wing site would be cleared by Christmas 2015.</p> <p>He stated that contrary to past indications Councillor Thomson had confirmed some monies raised from the sale of the Bradley Road site might be used to support the Campus development. He had however urge the Area Board to decide how it wished to progress. The Community Engagement Manager would be the conduit for communications moving forward.</p> <p>The Board discussed the update, and some disappointment was expressed the use of the Town Hall as part of a cultural element in a Campus offer had not been taken up by consultants, and there were discussions on how any funding gap would need to be filled.</p> <p>At the end of discussion, it was,</p> <p><b><u>Resolved:</u></b></p> <p><b>To establish a working group of the Area Board to develop a focused approach on Trowbridge Campus proposals.</b></p>
23	<p><u>Local Youth Network</u></p> <p>The Community Youth Officer presented reports and recommendations made by the Local Youth Network(LYN).</p> <p>There were also updates on networking and engagement events for young people that had taken place, as noted in the reports, though it was noted that meetings arranged at County Hall were not in some ways the most approachable for young people, and approaches had been made by the CYO to engage with young people directly at school fresher fairs and other events.</p> <p>Details were also provided on potential future projects such as youth shelters, temporary ice rinks and others.</p> <p>It was emphasised Trowbridge had had limited engagement with young people for an extended period, and as a result a large pot of money available for future projects, and the Board encouraged all work to do so to better provide for the young people of the community area.</p>

	<p><b><u>Resolved:</u></b></p> <p><b>To approve the recommendations for the award of £310 and £490 as detailed in the reports</b></p>
24	<p><u>Community Area Grants</u></p> <p>The Area Board considered the following applications e:</p> <p><u>Councillor Led Grant Applications</u></p> <p>Councillor Jeff Osborn - Artificial Grass for Upper Studley Play Group - £10,000 requested.</p> <p>Following discussion of the quotes prepared for the proposed work and quality of materials, it was</p> <p><b>Resolved:</b> <b>To award £10,000 as requested.</b></p> <p>Councillor John Knight – Improve Security and Parking at Studley Green Community Centre and Lambrok Sports Pitches - £8646 requested.</p> <p>Following discussion of historical security issues at the site and problems with parking arrangements, it was</p> <p><b>Resolved:</b> <b>To award £8,646 as requested.</b></p> <p><u>Community Grants</u></p> <p>1) West Wilts Espirt Gymnastics Club – Fitness Event Seating Project - £3,000 requested</p> <p>Following discussion of the purpose and need for the proposed seating, as well as the level of previous assistance granted by the Board, it was,</p> <p><b>Resolved:</b> <b>To defer determination on the application at the current time.</b></p> <p>2) Trustees of North Bradley Progressive Hall - New Chairs and Tables - £858 requested</p> <p>Following discussion of the current state of the furnishings at the Progressive Hall and the level of matched funding, it was,</p> <p><b>Resolved:</b> <b>To award £858 to the Trustees of North Bradley Progressive Hall.</b></p>

	<p>3) Neighbourhoods Group – Community Noticeboards for Central Trowbridge Neighbourhoods - £936 requested</p> <p>Following discussion of the need to keep any noticeboards up to date, and for local members to be consulted on their location to ensure they are in the best place, it was,</p> <p><b>Resolved:</b> <b>To award £936 to the Neighbourhoods Group</b></p> <p>4) Trowbridge Girl Guiding Hall – Hall upgrade - £3605 requested</p> <p>Following discussion of the wider community use of the hall, it was,</p> <p><b>Resolved:</b> <b>To award £3605 to the Trowbridge Girl Guiding Hall.</b></p> <p>5) Trowbridge Fairtrade Town Group – Group marketing capital materials purchase - £955 requested</p> <p>Councillor Oldrieve vacated the Chair and left the room for this item, with Councillor Horace Prickett in the Chair.</p> <p>Following discussion of the resources of the group and use of the materials, it was,</p> <p><b>Resolved:</b> <b>To award £955 to the Trowbridge Fairtrade Town Group</b></p>
25	<p><u>Community Area Transport Group (CATG)</u></p> <p>The Area Board received the report from the Community Area Transport Group, with recommendations to award £500 toward a crossing survey at Leap Gate, Paxcroft Mead, and £5000 toward a cycle scheme bid in Lambrook road, subject to construction work actually commencing.</p> <p><b><u>Resolved</u></b></p> <p><b>To award a total of £5500 to the 2 schemes as detailed in the report.</b></p>
26	<p><u>Trowbridge Open Space Survey</u></p> <p>Lance Allan, Trowbridge Town Council Clerk, updated the Board on the draft report sent to the Town Council as detailed in the agenda papers. Some concerns had been raised about the draft report, but it was stated after receiving further information the Town Council were reasonably satisfied and felt progress was being made in the right direction. Further updates would be provided as</p>

	<p>events progressed.</p> <p><b><u>Resolved:</u></b></p> <p><b>To note the update.</b></p>
27	<p><u>Child Sexual Exploitation Awareness</u></p> <p>A presentation was provided, as attached to these minutes, by Blair Keltie, Service Manager Child Sexual Exploitation &amp; Missing Children&lt; Wiltshire Council.</p> <p>It was stated that following the designation of Child Sexual Exploitation (CSE) as a national threat by the Prime Minister, it was now considered a required priority for all police services, and joint funding from the council, Home Office and police had been provided to ensure close working to tackle the threat.</p> <p>It was emphasised that CSE does happen in Wiltshire and must be a priority when protecting the most vulnerable, and training was being offered to all councillors or other groups to increase awareness of CSE as a local issue and what monitoring and actions could and should be taken.</p> <p>The Board discussed the presentation in detail, and several councillors who had already attended the workshop training urged as many people and groups as possible contact the council to arrange similar training and awareness sessions.</p> <p><b><u>Resolved:</u></b></p> <p><b>To thank the officer for the update and encourage every effort to increase awareness of the issue among partners and communities.</b></p>
28	<p><u>Children's Centres</u></p> <p>Lucy-Ann Bryant (Wiltshire Council, Lead Commissioner, Joint Commissioning) and Debbie Hiron (Wiltshire Council, Project Manager Wiltshire Troubled Families /Childrens Centre Re-design) provided an update, as attached to these minutes, on a consultation to be concluded in November on focusing support for vulnerable families and how this will impact existing and future children's centres management and provision.</p> <p>The proposed delivery model would be that from July 2016 Children's Centre Services would be delivered from 15 key buildings in four geographic clusters, with the Studley Green centre being the proposed hub for the services in Trowbridge and the surrounding area. The Bellefield and Longfield centres would no longer be designated children's centres, but services would still be offered at a variety of community buildings in the town and villages of the community area despite this.</p> <p>The Board discussed the proposals and the consultation, with some concern at</p>



	<p>the reduction in dedicated buildings for the services. In response to queries about delivery of the relevant services, it was stated that once the consultation is concluded a specification would be drawn up to go out to tender for who would deliver the services.</p> <p><b><u>Resolved:</u></b></p> <p><b>To thank the officers and note the update.</b></p>
29	<p><u>Visiting Cabinet Representative</u></p> <p>A presentation had been prepared by the Cabinet Member, as attached to these minutes, explaining his role within the Council, but owing the meeting overrunning and attendees having left, some questions were raised and answered and the Board thanked the Cabinet Member for his attendance and patience.</p>
30	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
31	<p><u>Close</u></p> <p>The meeting was concluded at 2135.</p>