

# MINUTES

**Meeting:** Trowbridge Area Board  
**Place:** Conference Suite - County Hall, Bythesea Road, Trowbridge,  
BA14 8JN  
**Date:** 6 July 2023  
**Start Time:** 6.30 pm  
**Finish Time:** 9.05 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Daniel Cave, Cllr Antonio Piazza (Chairman), Cllr Ernie Clark, Cllr Horace Prickett,  
Cllr Mel Jacob, Cllr Edward Kirk, Cllr Jo Trigg (Vice-Chairman) and Cllr David Vigar

### **Wiltshire Council Officers**

Liam Cripps – Strategic Engagement & Partnership Manager  
Kieran Elliott – Democracy Manager (Democratic Services)  
David Redfern – Director - Leisure, Culture and Communities

### **Partners**

Wiltshire Police – Inspector Andy Lemon  
Dorset and Wiltshire Fire and Rescue Service – Station Manager Robbie MacPherson

**Total in attendance: 17**

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<b><u>Minute No..</u></b>	<b><u>Summary of Issues Discussed and Decision</u></b>
25	<p><u>Election of the Chairman</u></p> <p>Nominations were sought for a Chairman for the forthcoming year.</p> <p>Councillor Antonio Piazza was nominated by Councillor Daniel Cave, seconded by Councillor Edward Kirk.</p> <p>Councillor Jo Trigg was nominated by Councillor Mel Jacob, seconded by Councillor David Vigar.</p> <p>In accordance with procedure following a tied vote, there was a coin toss to break the deadlock, and it was,</p> <p><b><u>Resolved:</u></b></p> <p><b>To appoint Councillor Antonio Piazza as Chairman for the forthcoming year.</b></p>
26	<p><u>Election of the Vice-Chairman</u></p> <p>On the nomination of Councillor Edward Kirk, seconded by Councillor Horace Prickett, it was,</p> <p><b><u>Resolved:</u></b></p> <p><b>To appoint Councillor Jo Trigg as Vice-Chair for the forthcoming year.</b></p>
27	<p><u>Apologies</u></p> <p>Apologies were received from Councillor Stewart Palmen.</p>
28	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 16 March 2023 were presented for consideration, and it was,</p> <p><b><u>Resolved:</u></b></p> <p><b>To approve and sign as a true and correct record the minutes of the meeting held on 16 March 2023.</b></p>
29	<p><u>Declarations of Interest</u></p> <p>In relation to Item 35 – Area Board Funding – Councillor Jo Trigg declared an Other Registerable Interest in relation to the grant relating to Trowbridge Future, for which she is Chair of Trustees, and in relation to the grant from Families Out Loud, for which she is an ambassador. In accordance with the constitution and</p>

	<p>the scheme of sub-delegation, a dispensation was provided by the Democracy Manager (Democratic Services) to enable Councillor Trigg to remain in the room for the entirety of the items, however she did not cast a vote.</p>
30	<p><u>Chairman's Updates</u></p> <p>Updates were provided through the Chair as detailed in the agenda papers. It was also noted that the Local Plan Review was to be considered by Cabinet on 11 July 2023, and then Council on 18 July 2023, with details affecting the Trowbridge Community Area.</p>
31	<p><u>Scottish &amp; Southern Electricity Priority Service</u></p> <p>The Board received a presentation from Melanie Grace, Scottish and Southern Electric, regarding their Priority Service.</p> <p>It was explained that regardless of the individual provider Scottish &amp; Southern Electric were responsible for the electricity infrastructure in the area. The Priority Service identified those most vulnerable during a power cut such as those with medical needs or older and vulnerable. Responses could then take place, such as visiting and providing hot water, putting in emergency generators, and also to prepare for planned outages of the network. The emergency number 105 was highlighted to report outages. The service also had a community fund to award grants once a year.</p> <p>The board discussed the presentation. It was confirmed that a small amount from electricity bills went toward paying for the service, with fines and incentives from the Ombudsman OfGem to encourage performance. As part of engagement with OfGem monies were given to charities to provide generators, advisors, and other matters. The resilience and vulnerability fund also dealt with other matters such contributing toward flood defences. Matched funding was not required, with grants up to £10k in usual circumstances, but could be higher.</p> <p>The Board thanked Melanie for the update on the service.</p>
32	<p><u>Partner and Community Updates</u></p> <p>Updates from partners were received as follows:</p> <p><b>i. Wiltshire Police</b></p> <p>The written update was noted. Inspector Andy Lemon was in attendance and provided further details on local policing, road safety and priorities of the Chief Constable. He stated he would see if the Chief Constable could attend the next meeting on 5 October 2023.</p> <p>The Board discussed the update. The Chairman thanked local officers for</p>

swift action with recent Traveller siting on Elizabeth Fields, and there were other comments supportive of the local PCSO team, reporting speeding, and that PCSOs were not currently contracted for night shift work.

There was discussion of response to anti-social behaviour in the town centre, with it being stated the team at Headquarters would be responsible for assessing whether an officer needed to attend without consultation with the community policing teams, and the lack of satisfaction from the Chamber of Commerce would be passed on to them.

**ii. Dorset and Wiltshire Fire and Rescue Service**

The written update was noted. Station Manager Robbie MacPherson was in attendance and provided details of recent incidents, concerns over e-scooter battery issues, ongoing safe and well visits, and that recruitment to the local team had been good. There was an open day being held on Saturday 5 August 2023.

**iii. BSW Together (Integrated Care System)**

The Area Board noted a written update attached to the agenda.

**iv. Community First**

The Area Board noted a written update attached to the agenda.

**v. Healthwatch Wiltshire**

The Area Board noted a written update attached to the agenda.

**vi. AgeUK Wiltshire**

The Area Board noted a written update attached to the agenda.

**vii. Child Friendly Trowbridge**

Councillor Trigg provided an update on behalf of Child Friendly Trowbridge, providing details of the most recent meeting.

**viii. Trowbridge Future**

Meg Aubrey provided an update from Trowbridge Future, stating there would be an annual report at the next meeting. It was stated that high numbers were interacting through the community hub in the Shires, that a Kindness Café would be opened soon in Longfield following ones in Seymour and Studley Green, and they continued to work in partnership with the council and local groups on several projects, such as community fridges, with a increase in concerns relating to mental health.

**ix. Town and Parish Council Updates**

No updates had been received. The Board discussed further attempts to encourage engagement from the parish councils, with the Chair to write to the councils involved.

33	<p><u>Area Board End of Year Report and Outside Bodies</u></p> <p>Liam Cripps, Strategic Engagement and Partnerships Manager, presented an end of year report as set out in the agenda. This included details of the work undertaken with partners, funds invested by the Board and the total amount spent on projects within the community as a result. It also included achievements relating to Area Board priorities, details on engagement activities, and information relating to future priorities.</p> <p>Members provided updates relating to the five priorities agreed last year with work from Members, Officers, partners, voluntary groups, and others, noting things such as more free events in the Town Park run by the Town Council, youth focused and mental health projects funded by the Board, growth in operations at the Chamber of Commerce, and work on tree planting and wild flowering.</p> <p>There was a discussion on whether to update the list of priorities to reference to support for ‘underrepresented groups’, which priority would be appropriate and if the term was appropriately defined. It was agreed to agree the priorities as currently listed, subject to any later agreement by Board members.</p> <p>It was agreed to circulate the list of priorities after the meeting and reach agreement on which Member would be assigned to each priority.</p> <p>It was confirmed there was no need for an appointment to Trowbridge Future as two Members were already Trustees.</p> <p>It was therefore,</p> <p><b><u>Resolved:</u></b></p> <p><b>To note the Terms of Reference for the LHFIG as set out in Appendix B, attached to the agenda.</b></p> <p><b>To appoint all councillors to the Local Highways and Footway Improvement Group.</b></p> <p><b>To confirm the local priorities as follows, subject to agreement by Board Members to any alterations.</b></p> <ul style="list-style-type: none"> <li><b>i) Supporting low-income individuals and families</b></li> <li><b>ii) Youth engagement, employment and positive activity opportunities</b></li> <li><b>iii) Supporting positive mental health and wellbeing</b></li> <li><b>iv) Supporting the local economy</b></li> <li><b>v) Addressing climate change &amp; Protecting Green Spaces</b></li> </ul>
34	<p><u>Questions on Trowbridge Leisure</u></p> <p>David Redfern, Director of Leisure, Culture, and Communities, was in</p>

	<p>attendance and provided a brief update relating to the recent announcement of a preferred location for the planned Trowbridge Leisure Centre. He stated that responses had been generally supportive, though some had been disappointed around omission of certain elements in the plans. He drew attention to the youth specific survey which had been undertaken as part of the planning process, as a result of queries from the Board to identify youth focused provision.</p> <p>It was confirmed the council was in talks regarding how the space currently at Clarendon might be used in future. Details were provided on the extent of sports hall provision in Trowbridge, which was higher than most areas.</p> <p>The Board discussed the update, and it was confirmed youth provision was catered for in the new facility plans, and a business case was being prepared for presentation to Cabinet. There was discussion of the ongoing use of the Castle Place facilities.</p> <p>The Board thanked David Redfern for his update.</p>
35	<p><u>Area Board Funding</u></p> <p><b>Community Grants</b>  An application from the Friends of the Down Cemetery was considered for £500 towards a new strimmer.</p> <p>On the motion of Councillor Edward Kirk, seconded by Councillor Mel Jacob, it was,</p> <p><b><u>Resolved:</u></b>  <b>To award £500.00 to the Friends of the Down Cemetery.</b></p> <p><b><u>Reason:</u></b>  <b>The application met the grants criteria.</b></p> <p>An application from Trowbridge Future was considered for £5000 towards the 1 Mill Street Project. It was stated the funding was for equipment identified as necessary through consultation.</p> <p>On the motion of Councillor Mel Jacob, seconded by Councillor David Vigar, it was,</p> <p><b><u>Resolved:</u></b>  <b>To award £5000.00 to Trowbridge Future.</b></p> <p><b><u>Reason:</u></b>  <b>The application met the grants criteria.</b></p> <p><b>Older and Vulnerable Adults Grants</b>  An application from Families Out Loud was considered for £4993 towards client</p>

	<p>support in Trowbridge. Details were provided of plans to increase funding, a 600% increase in clients, and of the 121 family counselling and face to face support provided by the volunteers. There was discussion of plans develop some youth specific support.</p> <p>On the motion of Councillor Antonio Piazza, seconded by Councillor Daniel Cave, and following acceptance of suggestion to split the funding source, it was,</p> <p><b><u>Resolved:</u></b>  <b>To award £4993.00 to Families Out Loud, with 70% to be provided from the Older and Vulnerable Adults funding, and 30% from the Youth Grants funding.</b></p> <p><b><u>Reason:</u></b>  <b>The application met the grants criteria.</b></p>
36	<p><u>Local Highways and Footway Improvement Group (LHFIG)</u></p> <p>The notes of the meeting held on 27 April 2023 were received.</p> <p>After discussion, it was,</p> <p><b><u>Resolved:</u></b>  <b>To approve the notes and recommendations of the meeting held on 27 April 2023.</b></p> <p>There was also a discussion relating to the recommendations of the LHFIG meeting held on 29 June 2023, which had not been included within the agenda or supplementary papers.</p> <p>At the conclusion of discussion, it was agreed to hold a short extraordinary meeting on the rising of Full Council on 18 July 2023, to enable all the recommendations to be publicised in the event any representations were to be made regarding them.</p>
37	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>