

# MINUTES

**Meeting:** Trowbridge Area Board  
**Place:** Southwick Primary School, Hollis Way, Southwick, Trowbridge, BA14 9PH  
**Date:** 14 March 2024  
**Start Time:** 6.30 pm  
**Finish Time:** 9.00 pm

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Antonio Piazza, Drynham (Chairman)  
Cllr Jo Trigg, Lambrok (Vice-Chairman)  
Cllr Mel Jacob, Paxcroft  
Cllr Edward Kirk, Adcroft  
Cllr Stewart Palmen, Central  
Cllr Horace Prickett, Southwick  
Cllr David Vigar, Grove

### **Wiltshire Council Officers**

Liam Cripps, Strategic Engagement Partnerships Manager  
Caroline LeQuesne, Area Board Delivery Officer  
Dominic Argar, Assistant Multimedia Officer  
Ben Fielding, Senior Democratic Services Officer

### **Partners**

Inspector Andy Lemon, Wiltshire Police

**Total in attendance: 25**

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<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
13	<p><u>Apologies</u></p> <p>Apologies for absence were received from Cllr Ernie Clark and Cllr Daniel Cave.</p> <p>Cllr David Vigar left the meeting upon the conclusion of the Area Board Funding item and provided apologies.</p> <p>Cllr Jo Trigg joined the meeting at a later point in the meeting and therefore did not vote on the Area Board Funding item.</p>
14	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 18 January 2024 were presented for consideration. After which, it was;</p> <p><b><u>Resolved:</u></b></p> <p><b>To approve and sign as a true and correct record of the minutes of the meeting held on 18 January 2024.</b></p>
15	<p><u>Declarations of Interest</u></p> <p>The following declarations of disclosable interests were made during the meeting:</p> <ul style="list-style-type: none"> <li>• Cllr Mel Jacob declared that she was supporting and had been in consultation with representatives regarding the Biss Meadows Country Park grant application.</li> <li>• Cllr Horace Prickett declared that in relation to the North Bradley Peace Memorial Hall grant application, he was a Trustee and would therefore abstain from voting on the application.</li> <li>• The following Cllrs had dispensations previously granted in relation to their role as a Trowbridge Town Councillors, therefore meaning that they could speak and vote on the grant application provided by Trowbridge Town Council: <ul style="list-style-type: none"> <li>○ Cllr Jo Trigg</li> <li>○ Cllr Edward Kirk</li> <li>○ Cllr David Vigar</li> <li>○ Cllr Stewart Palmen</li> </ul> </li> </ul>
16	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to how the Area Board was taking place in an external venue to County Hall.</p>

### Area Board Funding

The Strategic Engagement Partnerships Manager informed the Area Board of the opening balances for grant funding as well as grants which had been withdrawn or deferred. The Area Board considered the following applications for funding:

#### **Community Area Grants:**

Wiltshire Youth for Christ – £5,000 towards Additional pop-up youth cafe van.

#### **Decision**

**Wiltshire Youth for Christ was awarded £3,704.67 towards Additional pop-up youth cafe van from the Community Area Grants fund and an additional £853.07 from the Youth Grants fund.**

**Moved – Cllr David Vigar**

**Seconded – Cllr Stewart Palmen**

***Reason – The application met the Community Area Grants Criteria 2023/24.***

Decisions were made on the following grant applications by means of a block motion and vote to award the respective amounts. This was proposed by Cllr Piazza and seconded by Cllr Jacob before being successfully voted in favour.

Wiltshire Rural Music - £495 towards Equipment for Wiltshire Rural Music's Trowbridge Older Peoples Wellness Club.

#### **Decision**

**Wiltshire Rural Music was awarded £495 towards Equipment for Wiltshire Rural Music's Trowbridge Older Peoples Wellness Club.**

***Reason – The application met the Community Area Grants Criteria 2023/24.***

Studley Green Community Association - £4,230 towards Studley Green Community Centre refurbishment.

#### **Decision**

**The Area Board agreed to defer making a decision on the application received from Studley Green Community Association as no representative was present at the meeting.**

North Bradley Peace Memorial Trust - £1,350 towards North Bradley Peace Memorial Hall urgent drainage.

**Decision**

**North Bradley Peace Memorial Trust was awarded £1,350 towards North Bradley Peace Memorial Hall urgent drainage.**

**Reason – *The application met the Community Area Grants Criteria 2023/24.***

Trowbridge Environmental Community organisation - £793 towards Trowbridge town park Wildlife garden and woodland glade project.

**Decision**

**Trowbridge Environmental Community organisation was awarded £793 towards Trowbridge town park Wildlife garden and woodland glade project.**

**Reason – *The application met the Community Area Grants Criteria 2023/24.***

Lions Club of Trowbridge – £880 towards Defibrillators within Trowbridge Town Centre.

**Decision**

**Lions Club of Trowbridge was awarded £880 towards Defibrillators within Trowbridge Town Centre.**

**Reason – *The application met the Community Area Grants Criteria 2023/24.***

Biss Meadows Country Park – £2,819.54 towards Biss Meadows South Field enhancement.

**Decision**

**Biss Meadows Country Park was awarded £2,819.54 towards Biss Meadows South Field enhancement.**

**Reason – *The application met the Community Area Grants Criteria 2023/24.***

British Moroccan Community Association - £500 towards Correct Moroccan Community Town Council Festivals.

**Decision**

**British Moroccan Community Association was awarded £500 towards Correct Moroccan Community Town Council Festivals.**

**Reason – *The application met the Community Area Grants Criteria 2023/24.***

YMCA Little Shoots Nursery – £1,593.55 towards YMCA Little Shoots Nursery Outdoor Learning Area.

**Decision**

**YMCA Little Shoots Nursery was awarded £1,593.55 towards YMCA Little Shoots Nursery Outdoor Learning Area.**

***Reason – The application met the Community Area Grants Criteria 2023/24.***

**Youth Grants:**

The Amber Foundation – £2,876.10 towards Ambers programme of support.

**Decision**

**The Amber Foundation was awarded £2,876.10 towards Ambers programme of support.**

**Moved – Cllr Antonio Piazza  
Seconded – Cllr David Vigar**

***Reason – The application met the Community Area Grants Criteria 2023/24.***

Trowbridge Town Council - £1,369.62 towards Youth and Transition Event.

**Decision**

**Trowbridge Town Council was awarded £1,369.62 towards Youth and Transition Event.**

**Moved – Cllr Stewart Palmen  
Seconded – Cllr Mel Jacob**

***Reason – The application met the Community Area Grants Criteria 2023/24.***

Mighty Girls CIC - £2,850 towards Trowbridge Girls PILOT.

**Decision**

**Mighty Girls CIC was awarded £2,850 towards Trowbridge Girls PILOT on the provision of up-to-date records.**

**Moved – Cllr Mel Jacob  
Seconded – Cllr David Vigar**

***Reason – The application met the Community Area Grants Criteria 2023/24.***

	<p>Saxon Group Riding for the Disabled Association - £500 towards Saxon RDA Summer Outing.</p> <p><b><u>Decision</u></b></p> <p><b>Saxon Group Riding for the Disabled Association was awarded £500 towards Saxon RDA Summer Outing.</b></p> <p><b>Moved – Cllr Mel Jacob</b>  <b>Seconded – Cllr Stewart Palmen</b></p> <p><b><u>Reason</u> – The application met the Community Area Grants Criteria 2023/24.</b></p> <p>British Moroccan Community Association - £1,500 towards Youth events and other activities.</p> <p><b><u>Decision</u></b></p> <p><b>British Moroccan Community Association was awarded £1,500 towards Youth events and other activities.</b></p> <p><b>Moved – Cllr David Vigar</b>  <b>Seconded – Cllr Antonio Piazza</b></p> <p><b><u>Reason</u> – The application met the Community Area Grants Criteria 2023/24.</b></p>
18	<p><u>Community Joint Strategic Needs Assessment (JSNA)</u></p> <p><i>This item was heard after the Partner and Community updates item due to Inspector Lemon’s availability.</i></p> <p>The Area Board received a presentation from Caroline LeQuesne (Area Board Delivery Officer). The presentation covered the following matters:</p> <ul style="list-style-type: none"> <li>• Once a year the Area Board renews its local priorities, with this next set to be done in June. One of the ways in which this is done is to consider local data available, to assess what areas are doing well and not so well.</li> <li>• A significant part of this data is the Joint Strategic Needs Assessment (JSNA) and Community Area Joint Strategic Needs Assessment (CAJSNA), which is a collection of data captured from Wiltshire Council services and partner organisations. This data is then formatted so that residents can understand it.</li> <li>• The last JSNA was completed in 2020 and is completed every 4 years. In 2020 Covid heavily affected the data.</li> <li>• An interim health and wellbeing recovery JSNA was completed in 2022 to recognise the affect which Covid had had on people and the economy.</li> <li>• It was outlined that the data could be accessed via the following website:</li> </ul>

	<p><a href="#"><u>Wiltshire Intelligence - Bringing Evidence Together</u></a></p> <ul style="list-style-type: none"> <li>• It was stressed that data is not always entirely accurate, can go out of date and can be affected by significant events such as Covid.</li> <li>• Statistics specific to Trowbridge were provided from the following areas including: <ul style="list-style-type: none"> <li>○ Cost of Living</li> <li>○ Crime and Safety</li> <li>○ Health</li> <li>○ Older People</li> </ul> </li> <li>• Reference was drawn to a QR code included within the presentation, which was for a survey, in which the results would be brought back to the next Area Board meeting to help decide the priorities.</li> <li>• It was noted that the survey would close in April.</li> </ul> <p>After the presentation, there was time for the following questions and points to be made:</p> <ul style="list-style-type: none"> <li>• It was clarified that data for other areas was available on the website for comparison against Trowbridge.</li> <li>• Clarity was sought as to whether the data for falling could be further expanded for detail, to which it was noted that this data had been taken from hospital admissions for people over 65. It was also noted that there was work taking place in Bradford on Avon and Melksham relating to a falls prevention project, which if successful could be replicated in Trowbridge.</li> <li>• The area of child wellbeing was discussed, including the potential impact of social media and the environment in which they live in.</li> <li>• Hospital admissions resulting from self-harm in young people was raised as a cause for concern.</li> <li>• Gender identity was also discussed as well as what work was taking place to support young people.</li> </ul>
19	<p><u>Partner Updates</u></p> <p>Updates were received from the following partners:</p> <ul style="list-style-type: none"> <li>• <b>Wiltshire Police</b></li> </ul> <p>The Area Board noted written updates attached to the agenda. In addition, Inspector Andy Lemon provided a verbal update which covered the following points:</p> <ul style="list-style-type: none"> <li>• It was noted that when the Chief Constable previously attended an Area Board meeting, she had drawn reference to a change of target operating model for response policing, which had now come into effect in January. This included new shift patterns and response teams being under different line managers.</li> <li>• It was stated that the Community Commitment document produced by the Chief Constable would be shared with Members and explained at a future</li> </ul>

Town Council meeting.

- An overview of Crime Exceptions in the Trowbridge Area was provided as per the report within the agenda pack.
- Neighbourhood policing team stats were provided for February.
- Local priorities for Trowbridge were outlined including reference to a Facebook Live event, arrests which had taken place and anti-social behaviour on College Road and Castle Place Multi-storey car park.

After the verbal update, there was time for the following questions and points to be made:

- Clarity was provided that the smashed window which had occurred in Trowbridge was committed by a different individual to those who had committed offences in Melksham.
- Feedback was provided that there was appreciation for the brand which Inspector Lemon was building through community visits, with residents feeling as though they could approach the police.
- Reference was made to a PCC Safer Streets Scheme update, which had outlined that Trowbridge was labelled as a project to have street wardens funded for a year. There had been surprise regarding this and that it was suggested that it would have been preferred that the funding have been spent on enhancing CCTV like in Chippenham.
- Gratitude was placed towards the police who had assisted Cllr Kirk with a break in relating to his shop in Melksham.
- Reference was made to drug dealing in St James Church Yard, to which Inspector Lemon noted that this was a problem that the police are working to resolve through orientated policing with someone brought in centrally to help scan and analyse the information before devising a response as well as how partners might be able to help. The best way of dealing with this would be covertly rather than in an overt fashion as those involved would see the police team coming. It was stated that it would be important to resolve this with local residents reporting that they had not felt safe to walk home from work.
- Inspector Lemon made reference to how hotel checks had recently taken place locally in order to test booking in procedures focused on youth criminal exploitation, sexual exploitation and county lines. It was noted that last summer hotels had signed up for this initiative, however the checks had not produced a positive response using an adult male police officer and 16-year-old cadet. Comms would therefore be produced to reinforce the procedures.

**Action:** It was agreed that Trowbridge Area Board would write to the PCC regarding the Safer Streets Scheme update and the street wardens project.

- **Child Friendly Trowbridge**

The Area Board received the following verbal update from Cllr Jo Trigg, which covered the following points:

- The group had its regular meeting on Monday, which was attended by



	<p>Liam Cripps and representatives from Youth for Christ, Mighty Girls CIC and Selwood Housing.</p> <ul style="list-style-type: none"> <li>• The group is continuing to look at more work can be done to involve the voices of young people in the town.</li> <li>• Comms are going out to local schools and the college to pull together strands of work from their youth councils.</li> <li>• Scrutiny work is taking place with the Youth Partnership Trust.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Trowbridge Future</b></li> </ul> <p>The Area Board received the following verbal update from Cllr Jo Trigg, which covered the following points:</p> <ul style="list-style-type: none"> <li>• The group’s new Mill Street premises have now opened, and Child Friendly Trowbridge had a meeting there, with other connected groups able to use the facility.</li> <li>• The group is continuing to look at ways to include large numbers of young people compared to what they were previously able to do in their smaller premises.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Town and Parish Council Nominated Representative</b></li> </ul> <p>The Area Board received the following verbal update from Cllr Roger Evans on behalf of North Bradley Parish Council. The update covered the following matters:</p> <ul style="list-style-type: none"> <li>• Things are progressing with the Parish Council as normal with 12 meetings per year.</li> <li>• There have been three changes with new Councillors due to a death and two Councillors experiencing sickness.</li> <li>• The main items currently being investigated are the flooding in Yarnbrook and emergency hubs.</li> <li>• The Parish Council is currently dealing with the neighbourhood plan review with a consultation having taken place over the last month with the results now being analysed ahead of a meeting next week to make further progress.</li> <li>• The Parish Council has a good relationship with the two village halls in its area with these halls being private enterprises, though the Parish Council does support them as and when required.</li> <li>• Clarity was provided on the way that the Parish Council distributes its money, with each approach being decided on merits and that there had been a surplus of money last year which was used as donations.</li> <li>• Regarding the flooding in Yarnbook, a plea was made for Wiltshire Council to chase up farmers and landowners who had not done much to clean out their gullies.</li> </ul> <p><b>Action:</b> For Councillor Nic Puntis, Portfolio Holder for Flooding, to be contacted and invited to a future Area Board meeting.</p>
20	<p><u>Information Items</u></p> <p>The Chairman of the Area Board drew attention to the following information</p>

	<p>items, which were contained in the agenda pack:</p> <ul style="list-style-type: none"> <li>• BSW Together Update</li> <li>• Community First Update</li> <li>• Healthwatch Wiltshire Update</li> <li>• Local Nature Recovery Strategy Public Engagement</li> <li>• Wiltshire Best Kept Village Competition</li> <li>• Wiltshire Council's Cultural Strategy 2023-2030</li> </ul>
21	<p><u>Area Board Priorities Update</u></p> <p>The Area Board received updates from Lead Councillors in relation to the following local Area Board Priorities:</p> <p><b>Supporting low-income individuals and families – Cllr Antonio Piazza</b></p> <ul style="list-style-type: none"> <li>• Before the last Area Board, Cllr Piazza visited Trowbridge Future and found it very hard hitting to see people queuing up for the community fridge. Appreciation was shown for Trowbridge Future, however Cllr Piazza also noted it was negative as this shouldn't need to happen.</li> <li>• Cllr Piazza would be meeting the Debt Advice Centre Manager for Trowbridge soon.</li> <li>• Cllr Trigg stated that a positive aspect had been created from the community fridge, with people often forming friendships and a community feel. Often these people would also attend cookery classes and kindness cafes, which were creating resilience.</li> </ul> <p><b>Youth engagement, employment and positive activity opportunities – Cllr Jo Trigg</b></p> <ul style="list-style-type: none"> <li>• Better relationships were looking to be built with local schools and colleges, with the hope that a Youth Forum event could take place in 2025 as part of a national initiative, which would involve young ambassadors taking forward youth action and activity.</li> <li>• Reference was made to careers fairs which had taken place.</li> <li>• Cllr Trigg had chaired a Children's Select Committee task group which had looked at how funding and youth provision takes place through Area Boards. A report had been produced before Christmas, with a Cabinet report in response provided after Christmas which had accepted some of the recommendations. Key points of this included that currently Area Board funding came under community services, however it should really come under Children's Services. Work was also being completed to look at the Education Act for youth provisions and what this means for the Council. Previously there had been push back on the use of funding for repeat projects, however this had been taken away for consideration of how Area Boards could support such projects without them having to attend multiple separate Area Boards.</li> </ul>

- Work had also started with the Wiltshire Youth Partnership regarding how issues could be resolved, how better practice and sustainable provision could be achieved.

**Supporting positive mental health and wellbeing – Cllr Stewart Palmen**

- A Wiltshire Parent Carers Council meeting recently took place at the Civic Centre.
- It was positive to hear from the grant recipients as in their own forms they were providing mental health support for residents in Trowbridge; particularly the Rural Music Group on Gloucester Road who were helping isolated people.
- During a recent Corporate Parenting Panel meeting, reference was made to a phone application which enables children to journal how their day had been, with the app able to detect warning signs of decreasing mental health and possible need for intervention.

**Supporting the local economy – Cllr Daniel Cave (Cllr Palmen provided an update in Cllr Cave's absence)**

- A lot of positive things are happening in the town with new businesses and empty units being filled as well as a lot of building works.
- Castle Place now has a new owner who has discussed options other than retail for the facility.
- The Weaver's Market is starting again, a month earlier in April. An external company who runs markets for other towns is going to come in and run the April market under the Weavers brand, with the potential for them to continue to run it if successful. This would be a positive step to have the market ran by someone with a good system in place. There is also the intention that the market won't take a grant from the Town Council this year.
- Wetherspoons has been undergoing a £2million upgrade with BeeTeas recently having reopened and the owners also taking over the Courthouse public house.
- The Town Hall is looking fantastic with the ballroom reopened and old lifts taken out.

**Addressing climate change & Protecting Green Spaces – Cllr Mel Jacob**

- Cllr Jacob recently attended an Area Board Environment Leads event, which had been good and interesting.
- It was positive to have seen grants awarded to groups protecting green spaces in Trowbridge as one of the areas mentioned in the Leads event was that other Area Boards had targeted grants through their priorities. This had therefore prompted the question as to whether grants and priorities can be balanced more.
- There has been success in getting a grant from Great Western

	<p>Community Forests, with over £140K funding secured for tree planting in Trowbridge.</p> <ul style="list-style-type: none"> <li>• There is a desire to identify more areas to plant trees however it is difficult to plant trees without the correct permissions.</li> <li>• The importance of planting trees for wellbeing and the investment of the town was stated.</li> <li>• A tree warden and parish training event was set to take place in April 2024.</li> <li>• Officers Caroline Rea and Emma Glover were thanked for their efforts and support in the grant application process.</li> </ul>
22	<p><u>Local Highways and Footpath Improvement Group (LHFIG)</u></p> <p>The Chairman introduced the minutes and recommendations from the LHFIG meeting held on 8 February 2024.</p> <p>Cllr Prickett drew attention to the ongoing schemes included on Page 128 of the agenda and LHFIG report, with reference to the decision to request alternative schemes in Woodmarsh and North Bradley. Reference was made to how the ULEZ zone in Bath and the rebuilding of Cleveland Bridge had caused traffic in the area. Cllr Prickett stated that the included statement regarding Woodmarsh was out of date and would need thorough examination, with reference to revisiting the previously proposed West Wilts Bypass.</p> <p>Cllr Kirk stated that as mentioned by the Cabinet Member at the last Highways Matters themed Area Board meeting, a neighbouring county was not supposed to complete work which would cause an impact to Wiltshire. It was noted that the scale of the problem was so great that it would likely go beyond what the Area Board and LHFIG could do. It was therefore suggested that the Area Board write to the Cabinet Member regarding what action could be taken.</p> <p><b>Action:</b> The Area Board agreed to write to the Cabinet Member for Transport, Street Scene, and Flooding regarding what the effect of the ULEZ zone in Bath has been as well as what the Council plans on doing about it.</p> <p>After which, it was;</p> <p><b><u>Resolved:</u></b></p> <p><b>The minutes of the Local Highways and Footway Improvement Group meeting held on 8 February 2024 were agreed as a correct record as well as approving the spending recommendations within.</b></p>
23	<p><u>Urgent items</u></p> <p>Officers were thanked for arranging an external venue to host the Area Board.</p>
24	<p><u>Close</u></p>

	The date of the next meeting was 20 June 2024.
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