

# MINUTES

**Meeting:** TROWBRIDGE AREA BOARD  
**Place:** Civic Centre, St Stephens Place, Trowbridge, BA14 8AH  
**Date:** 15 November 2012  
**Start Time:** 5.30 pm  
**Finish Time:** 8.45 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Rachel Efemey, Trowbridge Community Area Manager  
Michael Hudson, Service Director of Finance  
Kirsty Butcher, Democratic Services Officer  
Stephen Hawkins, Lead Principal Enforcement Team Leader  
Neil Ward, Head of Strategic Property Services

### **Town and Parish Councillors**

Trowbridge Town Council – Bob Brice

### **Partners**

Wiltshire Police – Inspector Lisette Harvey  
Wiltshire Fire and Rescue Service – Mike Franklin  
Trowbridge Community Area Future – Tracy Sullivan and Colin Kay  
Community Area Young Peoples' Issues Group – Becky Bignold, Josh Brackstone and Joseph Stephenson

**Total in attendance: 61**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Graham Payne, welcomed everyone to the meeting of the Trowbridge Area Board.</p>
2	<p><u>Grant Recipient Feedback</u></p> <p>Grant feedback was received from the following:</p> <ul style="list-style-type: none"> <li>• Trowbridge Academy of Boxing</li> <li>• Trowbridge Wanderers Youth Football Club</li> <li>• Alzheimer's Support</li> <li>• Splash</li> <li>• The Amber Foundation</li> <li>• Seymour TARA Hub</li> <li>• Trowbridge Town Hall</li> <li>• West Ashton Village Hall</li> <li>• Wiltshire Marching Youth Band</li> <li>• Trowbridge Town Council Olympic celebrations</li> <li>• Trowbridge Town Council Jubilee celebrations</li> <li>• War Memorial upgrade</li> <li>• Wiltshire Islamic Cultural Centre</li> <li>• Trowbridge Amateur Swimming Club</li> <li>• Trowbridge Arts Festival</li> <li>• Monday – Wednesday Club</li> </ul> <p>The Chairman thanked everyone for their feedback and wished them every success with their projects.</p>
3	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillor Jeff Osborn, Councillor John Brady, North Bradley Parish Council and Gaynor Polglase – Southwick Parish Council / PCLG.</p>
4	<p><u>Minutes</u></p> <p>In the minutes from the 13 September 2012 meeting David Baker had been incorrectly listed as a Trowbridge Town Councillor, and it was agreed that this be amended.</p> <p>In the minutes from 18 October 2012 meeting, a correction was made to item 9 "Ask the Panel". In the second set of bullet points at the end of the minute one point read:</p>

	<ul style="list-style-type: none"> <li>In response to the comment above, Councillor Thomson announced that Wiltshire Council had taken the bold step to provide the first 6 weeks post-hospital care free of charge.</li> </ul> <p>It was agreed that this be corrected to read:</p> <ul style="list-style-type: none"> <li>In response to the comment above, Councillor Thomson announced that Wiltshire Council had taken the bold step to fund up to 6 weeks post-hospital care free of charge, for those who meet the council's eligibility criteria. This was also available to people not in hospital, where it could prevent an admission.</li> </ul> <p>The themed 'Senior Citizen' meeting on 18 October 2012 was highlighted as very informative and it was felt that this type of meeting should be held regularly.</p> <p><b><u>Decision</u></b>  <b>The minutes of the meetings held on 13 September 2012 and 18 October 2012, subject to the amendments above, were agreed a correct record and signed by the Chairman.</b></p>
5	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
6	<p><u>Chairman's Announcements</u></p> <p>The Chairman advised that Item 11, Youth Services and Youth Advisory Group update and the Understanding Autism film would be deferred to the next meeting being held on 17 January 2013. Councillor John Brady, Cabinet Member – Finance, Performance and Risk would also be invited to attend.</p> <p>The Chairman drew attention to the announcements that were contained within the agenda for information.</p> <p>Congratulations were given to Trowbridge Town Council and Hilperton Parish Council for work on the "Best Kept Large Wiltshire Village 2012" campaign.</p> <p>It was noted that the Community Infrastructure Levy consultation deadline had passed, however it was confirmed that the deadline had been extended for Town and Parish Councils.</p> <p>The Chairman advised that a petition had been received from the Moroccan Community Centre and confirmed that a meeting would be arranged to discuss their expectations.</p>
7	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p>

**i. Wiltshire Police**

The written update was noted. Inspector Lisette Harvey reported that work on the new team structure was now complete, ensuring the team had the right skills to support the community. Concern was raised over the size of the Adxcroft / Paxford area, however it was confirmed that recent changes had only been to personnel and any boundary changes had been made prior to her taking office at the end of May 2012. Inspector Harvey welcomed feedback on any issues and confirmed she would provide an up to date list of staff members and roles / responsibilities.

**ii. Wiltshire Fire and Rescue Service**

The written update was noted. Mike Franklin highlighted that the drop seen in the total number of fires was reassuring. He confirmed that home fire safety checks are being carried out and encouraged people to contact the service to make a booking. In response to a query on smoke alarm batteries he confirmed that the smoke alarms they supplied had a sealed battery unit.

With reference to item 12 – Peter Black site he explained that they were aware that squatters were back on the site and expressed concern as it was a dangerous building. He understood that Wiltshire Council was taking action and had written to the receivers.

The statutory need to have an Integrated Risk Management plan was highlighted and, if signed off by the fire authority on 14 December 2012, this plan would go out for consultation. He invited organisations to register to be consultees by visiting the website [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk) and clicking on the icon.

**iii. NHS Wiltshire**

The written updates were noted. There were no further updates.

**iv. Trowbridge Community Area Future (TCAF)**

The written update circulated at the meeting and attached to these minutes was noted. There were no further updates.

**v. Town and Parish Councils**

The written update from Trowbridge Town Council was noted. Lance Allan confirmed that there would be free parking in Wiltshire Council car parks on 24 November 2012 and 15 December 2012 for Christmas events, and a 1 hour voucher would be available from week commencing 17 December 2012. He confirmed that the figure they had received for Band D Council Tax was queried with Wiltshire Council as there had been no change despite there being 400 more houses in the Town. Michael Hudson, Service Director – Finance confirmed that he would take any queries back.

	<p><b>vi. Community Area Young Peoples' Issues Group (CAYPIG)</b> The Board heard that the CAYPIG had now ceased to operate and would become a part of the newly formed Youth Action Group (YAG). Councillor Helen Osborn was appointed as the Area Board representative to the YAG). An information and recruitment event held last week was well attended and resulted in 3 new members and more expressions of interest. The Board encouraged them to become more involved in shaping the Area Board work and an invitation was given to the YAG for a representative to attend future Area Board Coordinating meetings.</p> <p><b>vii. Wiltshire Involvement Network</b> The written update was noted. There were no further updates.</p>
8	<p><u>Outside Body Updates</u></p> <p>Updates from the Outside Bodies were received as follows:</p> <p><b>i. Transforming Trowbridge</b> Concerns were raised over the idea of changing Trowbridge from a county town to a family town. It was agreed to add this to the January agenda for discussion.</p> <p><b>ii. Collaborative Schools</b> An update on the Parish's and Collaborative schools can be found in the TCAF written update circulated at the meeting and attached to these minutes. Tracey Sullivan confirmed that the next meeting would be held in the Town Hall on 23 November 2012 and she would report back to the next Area Board meeting.</p> <p><b>iii. Trowbridge Shadow Community Operations Board</b> The update report from the Shadow COB was received and noted. Thanks were given to all who completed the survey and to Rachel Goff for her hard work. The Shadow COB will use the results to bring a specific proposal to the Area Board in the New Year.</p>
9	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2012/13:</p> <p><b>i. <u>Trowbridge Rugby Football Club</u></b> The sum of £5000 was requested towards additional sports pitches</p> <p><b><u>Decision</u></b> The Area Board awarded the sum of £5000 to Trowbridge Rugby Football Club to create two additional sports pitches on the condition that the additional facilities are not strictly reserved for rugby.</p> <p><b><u>Reason:</u> The application met the Community Area Grant Criteria</b></p>

**2012/13 and demonstrates links to the Trowbridge Community Area Plan Theme 5 Sport and Active Leisure.**

**Councillor Morland left the room.**

ii. Gloucester Road Allotment Association

The sum of £800 was requested for improvements to the drainage of the allotments.

During the debate concern was raised over the requirement to pay for work completed by people on the community pay-back scheme. It was explained that this had been raised as a question to the Leader at the last council meeting and that it can be waived on a case by case basis by the Wiltshire Probation Trust. The question and response was circulated at the meeting and is attached to these minutes.

**Decision**

**The Area Board awarded the sum of £800 to Gloucester Road Allotment Association to improve the drainage of the allotments on the condition that the applicant does not apply for any other maintenance related grants from the Area Board.**

**Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates links to the Trowbridge Community Area Plan Theme 6 Environment.**

**Small Grants**

The Area Board considered the following applications to the Small Grants Scheme 2012/13:

i. Hilperton School & Community Recorder Consort

The sum of £350 was requested for development of a recorder music library

**Decision**

**The Area Board awarded the sum of £350 to Hilperton School & Community Recorder Consort to develop a recorder music library.**

**Reason: The application met the Community Small Grant Criteria 2012/13.**

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**Margaret Stancomb School Affordable Housing Proposal**

Neil Ward, Head of Strategic Property Services gave an update on the current position of the former Margaret Stancomb School House. He explained that another party had expressed an interest in the site, that he was happy to work with any group under the Community Asset Transfer policy however he expected any interested party to demonstrate engagement with The Trowbridge Town Hall Trust.

	<p>Interest in the school house as a separate issue was noted however it was felt there was a need to provide adequate parking facilities with the building.</p> <p>The Board noted the report.</p>
11	<p><u>Youth Services and Youth Advisory Group Update</u></p> <p>This item has been deferred and will now be heard at the 17 January 2013 meeting.</p>
12	<p><u>Update on Peter Black Site</u></p> <p><i>Councillor James left the room.</i></p> <p>Stephen Hawkins, Lead Principal Enforcement Team Leader introduced the report which provided an update on the progress on investigations regarding remedying the poor condition of the site. He explained that there had been attempts to start improvement works and he was aware of the concerns of the WFRS. The deadline of 30 November 2012 was to review, see if the works completed were sufficient or whether formal action was needed.</p> <p>The Board noted the report.</p>
13	<p><u>Dog Warden Service</u></p> <p><i>Councillor James returned to the room.</i></p> <p>The Board considered the report from Yvonne Bennett, Public Protection Manager. It noted that this was a real problem and expressed disappointment at there being only 2 full time wardens for the county after 31 December 2012. Although powers had been extended to Town and Parish Councils and individuals identified it was very difficult to prove and prosecute anyone.</p> <p>Seymour Park was highlighted as a problem area for dog fouling and the Board agreed to feedback to Yvonne their disappointment over the number of wardens for the county and ask her to look at Seymour Park.</p>
14	<p><u>Community Area Transport Group</u></p> <p><i>Councillor Morland returned to the room.</i></p> <p>Councillor Graham Payne introduced the report and drew attention to the amendment tabled in the agenda for paragraph 2.1 and shown below:</p> <p>2.1 It was agreed to recommend that: Trowbridge Area Board asks Wiltshire Council; that in considering the relief of communities between Semington and the A36 from HGV and other through traffic, only those options which provide significant relief to</p>

	<p>West Ashton, North Bradley, Southwick and the town of Trowbridge should be adopted.</p> <p>The Board heard that the recommendation in paragraph 2.2 for the funding of dropped kerbs would aid wheelchair users.</p> <p><b><u>Decision</u></b>  <b>The Board agreed to replace paragraph 2.1 of the CATG report with the amendment shown above.</b>  <b>Councillor Graham Payne abstained from voting.</b></p> <p><b><u>Decision</u></b>  <b>The Board agreed to the recommendations in paragraph 2.1 as amended above and paragraph 2.2 of the report.</b></p> <p>Ken McCall from Campaign for a better Trowbridge addressed the Board and raised concerns over a potential Westbury Bypass. He provided details from a planning enquiry held in 2009 during the existence of Wiltshire County Council and at which the benefits for a far western route were seen through modelling of HGV's. He urged that the Trowbridge Community Area be consulted as a key stakeholder when Wiltshire Council consult the public regarding their saved policy review, particularly policy T1A.</p> <p>Councillor Morland stated that it was clear that the volume of traffic does not justify a bypass. He urged the Board to concentrate on Trowbridge highways issues and drew attention to the Trowbridge Transport Strategy which was currently open for consultation.</p> <p>The Board noted that all villages were concerned and recognised the need for a sensible strategy.</p>
15	<p><b><u>Any Urgent Business and Forward Plan</u></b></p> <p>There was no urgent business.</p> <p>The Board noted the forward plan.</p>
16	<p><b><u>Close</u></b></p> <p>The Chairman thanked everyone for attending the meeting. The meeting finished at 8.45 pm.</p> <p>The next meeting of the Trowbridge Area Board would take place on Thursday 17 January 2013, 7.00 pm at County Hall, Trowbridge.</p>