

# AGENDA

**Meeting:** Trowbridge Area Board  
**Place:** Microsoft Teams  
**Date:** Thursday 20 January 2022  
**Time:** 7.00 pm

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Including the parishes of Hilperton, North Bradley, Southwick, Trowbridge, West Ashton.

**The Area Board welcomes and invites contributions from members of the public for this online meeting.**

To join the meeting and be able to enter in the discussion, please use this [link](#)

[Guidance on how to access this meeting is available here](#)

**Alternatively, anyone who wishes to watch the meeting only, can do so [here](#)**

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Please direct any enquiries on this Agenda to Leo Penry, direct line 01225 718541 or email [Leonora.Penry@wiltshire.gov.uk](mailto:Leonora.Penry@wiltshire.gov.uk).

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

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## Wiltshire Councillors

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

## **Recording and Broadcasting Information**

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By submitting a statement or question for an online meeting you are consenting that you will be recorded presenting this, or this may be presented by an officer during the meeting, and will be available on the public record. The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request. Our privacy policy can be found [here](#).

## **Parking**

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

**County Hall, Trowbridge**  
**Bourne Hill, Salisbury**  
**Monkton Park, Chippenham**

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

## **Public Participation**

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

	<b>Items to be considered</b>	<b>Time</b>
1	<p><b>Apologies</b></p> <p>To receive any apologies for absence.</p>	7.00pm
2	<p><b>Minutes</b> (<i>Pages 5 - 10</i>)</p> <p>To approve the minutes of the meeting held on 7 October 2021.</p>	
3	<p><b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
4	<p><b>Chairman's Announcements</b> (<i>Pages 11 - 16</i>)</p> <p>To include the following:</p> <ul style="list-style-type: none"> <li>a) Ask for Angela Relaunch</li> <li>b) Queens Platinum Jubilee</li> <li>c) Changes to Highway Code</li> </ul>	7.05pm
5	<p><b>Partner Updates</b> (<i>Pages 17 - 68</i>)</p> <p>To note the written reports and receive any updates from the following:</p> <ul style="list-style-type: none"> <li>a) Wiltshire Police</li> <li>b) Dorset and Wiltshire Fire and Rescue Service</li> <li>c) Town and Parish Councils</li> <li>d) Local Youth Network</li> </ul> <p>Other updates.</p>	7.15pm
6	<p><b>Future High Street Fund</b></p> <p>To receive an update on the Future High Street Fund.</p>	7.30pm
7	<p><b>Leisure</b></p> <p>The Leader of the council will be in attendance regarding leisure provision in Trowbridge.</p>	7.45pm
8	<p><b>Selwood Housing</b> (<i>Pages 69 - 72</i>)</p> <p>Selwood housing will deliver a presentation on the work that they are doing at Studley Green.</p>	8.00pm
9	<p><b>Trowbridge Eco</b></p> <p>Matt Callaway will deliver a presentation on the work of Trowbridge Eco.</p>	8.15pm

10 **Funding** (Pages 73 - 94)

8.30pm

Community Grants

Hilperton Village Hall - Village Hall Outside Lighting - £855.00 requested

YMCA Brunel Group on behalf of YMCA Green Shoots – Nursery  
YMCA Green Shoots Nursery Outdoor Area Renovation - £5000.00 requested

Trowbridge Rugby Football Club - Trowbridge Rugby Club Play Park - £5000.00 requested

Stepping Stones - Garden project Phase 3 - £2000.00 requested

Trowbridge Debt Advice Service - Trowbridge Debt Advice Service expansion and upgrade - £2935.25 requested

Trowbridge Environmental Community - Trowbridge Environmental Community GROW Toolshed - £330.00 requested

Friends of Broadmead Pond - Repair and improve Broadmead Pond - £5000.00

Youth Grants

The Amber Foundation - Ambers Health and Wellbeing workshops - £3506.00 requested

Trowbridge Future - Trowbridge Future Apprentice - £5000.00 requested

Health and Wellbeing Grants

Alzheimers Support - New flooring for Mill St Trowbridge Day Club supporting local people with dementia - £1550.00 requested

Community Area Transport Group

Newtown Pedestrian Crossing - Additional CATG allocation £5083.50 subject to £1694.50 Trowbridge Town Council contribution

Southwick Speed Limit Assessment - CATG £1875, subject to £625 Southwick Parish Council contribution

11 **Urgent items**

9.15pm

Any other items of business which the Chairman agrees to consider as a matter of urgency.

# MINUTES

**Meeting:** Trowbridge Area Board  
**Place:** Online Meeting  
**Date:** 7 October 2021  
**Start Time:** 7.00 pm  
**Finish Time:** 8.55 pm

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Please direct any enquiries on these minutes to:

Kieran Elliott (Tel): 01225 718504 or (e-mail) [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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**In Attendance:**

Cllr Ernie Clark (Chairman), Cllr Daniel Cave, Cllr Mel Jacob, Cllr Edward Kirk,  
Cllr Stewart Palmen, Cllr Antonio Piazza, Cllr Jo Trigg and Cllr David Vigar

Cllr Jon Hubbard

**Total in attendance: 22**

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<b><u>Minute No.</u></b>	<b><u>Summary of Issues Discussed and Decision</u></b>
17	<p><u>Apologies</u></p> <p>An apology was received from Councillor Horace Prickett.</p>
18	<p><u>Minutes of the Previous Meeting</u></p> <p>The minutes of the meeting held on 8 July 2021 were presented for consideration, and it was,</p> <p><b><u>Resolved:</u></b></p> <p><b>To approve and sign the minutes as a true and correct record.</b></p>
19	<p><u>Declarations of Interest</u></p> <p>Councillors Jo Trigg and Stewart Palmen declared a non-pecuniary interest in the grant application from Trowbridge Future, by virtue of being trustees of the organisation. They declared they would not participate in the debate or vote on the item.</p>
20	<p><u>Chairman's Announcements</u></p> <p>Announcements were received as detailed in the agenda pack, relating to the councils Climate Strategy, Ash Dieback, Taxi Tariffs and Leisure Centres. It was stated that details had been requested from the Head of Service for Community Development on new leisure pricing.</p>
21	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <p><b>Wiltshire Police</b> The written update was noted. Inspector Gill Hughes provided an updated on the violent incident in Southwick, where a suspect had been charged with attempted murder. The police were also working with youth intervention teams in relation to some anti-social behaviour.</p> <p>The Board discussed the update and the reduction in crime that had been reported, and that some of it was likely in relation to the pandemic and unfortunately might not be sustained. The update from the Chief Constable on verification for serving officers was welcomed, and it was agreed local data could be reviewed to identify any areas of specific concern.</p> <p><b>Dorset and Wiltshire Fire and Rescue Service</b> The written update was noted.</p>

	<p><b>Town and Parish Councils</b> A verbal update was received from North Bradley.</p>
22	<p><u>Community Fridge Project</u></p> <p>Meg Aubrey from Trowbridge Future delivered a presentation on their Community Fridge project. Volunteers collected unsold supermarket food every night and stored with fridges in Shires and Studley Green, with an intention to expand to a site in Longfield. Trowbridge Future were working with foodbanks and other local partners, and had raised several thousand pounds to expand the project, which was helping several hundred people.</p> <p>The Board sought details of the expansion of the project, and any increase in demand, with it stated that the project was community led and aimed not to build dependency, and that it was a lot of work for the volunteers.</p> <p>Board Members congratulated Trowbridge Future on the project and looked forward to hearing its future progress.</p>
23	<p><u>Dementia Action Trowbridge</u></p> <p>The Board received a presentation from Tim Wright on Dementia Action Trowbridge, which was working to assist those living with dementia, coordinating with groups such as Alzheimer's support, local clinicians, district nurses and the Community Engagement Managers. The group conducted sessions on being a dementia friend, was seeking promotion in schools and developing sessions for retailers to encourage more dementia friendly spaces. He particularly thanked Liam Cripps, Community Engagement Manager, for his support with the group.</p> <p>The Board discussed how to support the work of the group, including encouraging the business community to be involved through the Chamber of Commerce, and helping to circulate any information which would be produced, and thanked Tim Wright for his update.</p>
24	<p><u>Five Years Highways Plan</u></p> <p>Diane Ware, Principal Tech Officer, Highway Asset Management and Commissioning, presented an update on the five-year highways plan. This was a draft of sites within the community area which would be subject to maintenance and improvement, with comments sought before the plan was approved in early 2022.</p> <p>It was stated that compared to some other areas roads in Trowbridge overall were in decent condition, meaning proportionally more money would be spent on other areas. Early intervention was key to prevent larger work later, which was why some minor works seemed to take place, as this prevented more significant work needing to be done.</p> <p>The Board discussed the presentation, and agreed that the report would be</p>

	considered by the Community Area Transport Group.
25	<p><u>Funding</u></p> <p>As the meeting was taking place online any decisions would need to be taken by the Leader of the Council under executive authority, taking account of the views of the Board.</p> <p><u>West Wiltshire University of the Third Age – West Wilts U3A Video Streaming Project</u>  £922.80 was requested for the project. The Board discussed the grant in detail, seeking information on the hardware and software requested and the available pricing options to achieve the same results.</p> <p>After discussion, it was</p> <p><b><u>Resolved:</u></b></p> <p><b>To defer the item to the next meeting.</b></p> <p><u>Independent Living Centre Semington – Bees and Oil Tank</u>  £4600.00 was requested toward the cost replacing the oil tank ahead of the winter, and to remove a bees nest, which was currently attracting wasps into the building posing a danger to staff and tenants. The Board discussed the project, seeking details of the number of those supported in Trowbridge as well as elsewhere and other funding that was provided for the centre. It was confirmed work was urgently needed to address heating issues. On the motion of Councillor Ernie Clark, seconded by Councillor Stewart Palmen, it was then,</p> <p><b><u>Resolved:</u></b></p> <p><b>To award £2300.00 to the Independent Living Centre, Semington</b></p> <p><b><u>Reason:</u></b></p> <p><b>The application met the grants criteria.</b></p> <p><u>Busy Bees Pre-School – Construction and Repair</u>  The application was withdrawn prior to the meeting.</p> <p><u>Trowbridge Future – Studley Green Drop in</u>  £4865.00 was requested toward the cost of two youth support workers. The Local Youth Network had reviewed the application and recommended the full amount be awarded. It was then,</p> <p><b><u>Resolved:</u></b></p>



**To award £4865.00 to Trowbridge Future**

**Reason:**

**The application met the Youth Grants criteria.**

**4Youth South West**

£5000.00 was requested toward the cost of the TeenTalk Young People's Counselling project. Jon Hubbard provided an updated on the project. The Local Youth Network had reviewed the application and recommended the full amount be awarded. It was requested that if approved the applicant's report back on the outcome of their sessions next year. On the motion of Councillor Ernie Clark, seconded by Councillor Mel Jacob, it was then,

**Resolved:**

**To award £5000.00 to 4Youth South West.**

**Reason:**

**The application met the Youth Grants criteria.**

**Wiltshire Music Centre – Celebrating Age Wiltshire**

£1500.00 was requested toward the cost of the celebrating age project. The Health and Wellbeing Group had reviewed the application and recommended £500.00 be awarded. On the motion of Councillor Ernie Clark, seconded by Councillor Edward Kirk, it was,

**Resolved:**

**To award £1500.00 to Wiltshire Music Centre**

**Reason:**

**The application met the Health and Wellbeing Grants criteria.**

**Community Area Transport Group**

On the motion of Councillor Ernie Clark, seconded by Councillor Stewart Palmen, it was,

**Resolved:**

**Annual Dropped Kerb Funding - £12,000**

**Broadmead Estate 3 no Dropped Kerbs - £3015 CATG subject to £1485 Town Council contribution**

**Langford Road, Trowbridge Dropped Kerbs - £1005 CATG, subject to £495 Town Council contribution**

26	<p><u>Future High Street Funding Update</u></p> <p>A written update was received Future High Street Funding Project. It was noted a public update was expected in November 2021.</p> <p>The Board requested a full update from an officer at its next meeting.</p>
27	<p><u>Urgent items</u></p> <p>It was agreed that Councillor David Vigar would serve as Climate Lead for the Area Board.</p>

## Chair's Announcement – Ask for Angela

### Worried on a night out? Ask for Angela

Over the festive season and beyond, we'd like to remind you of the Ask for Angela scheme, which helps to keep people safe on a night out and protects anyone who is feeling vulnerable or unsafe while on a date or with someone they have met.

Anyone who feels unsafe in such a situation can get help from bar staff by simply asking to speak to "Angela". Staff will then assist the person in leaving the venue discreetly and getting home or to a place of safety. This could mean taking the person out of sight, calling for a taxi and making sure they get home okay, or even asking the person causing distress to leave the venue if appropriate.

Do you work in a venue that might want to participate? You can find posters and more information at our [Ask for Angela webpage](#).



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**The Queens Platinum Jubilee  
Briefing Note**

**Service:** Enforcement, Highways Operations

**Further Enquiries:** Kevin Oliver, Events Authorising Officer

**Date Prepared:** December 2021

**Direct Line:** 01380 826335

**The Queen's Platinum Jubilee celebrations**

**1. Purpose**

1.1 To update Area Boards on arrangements to support communities to celebrate the Queen's Platinum Jubilee.

**2. Background**

2.1 In 2022, Her Majesty the Queen will become the first British Monarch to celebrate a Platinum Jubilee (70 years of service) having acceded to the throne in February 1952.

2.2 An extended Bank Holiday, from Thursday 02 June - Sunday 05 June 2022 will provide an opportunity for communities and people throughout the United Kingdom to come together to celebrate the historic milestone by means of community street parties.

2.3 These four days of celebration will include public events and community activities, as well as national moments of reflection on the Queen's 70 years of service.

2.4 Similar events took place in 2012 for The Queen's Diamond Jubilee, with many communities holding street parties, barbeques and tea parties in honour of the milestone. Wiltshire Council have specified previous guidance and relevant officers will follow the same process as used in 2012.

### 3. Procedure and management of applications

3.1 Wiltshire Council has a robust and straightforward system in place to ensure that communities wishing to celebrate the Queen's Platinum Jubilee are signposted to the council's web page where they will find the appropriate tools, support and guidance to apply to hold a street party. See here – [Platinum Jubilee celebrations – useful information and guidance](#)

3.2 The application process will be a combined departmental effort, as with previous events of this nature.

3.3 The council's Traffic Orders, and Highways teams will need time to ensure that all road closure notices and provisions are in place to allow for a safe and enjoyable event for all guests, while maintaining and facilitating access for emergency services at all times. A minimum of eight weeks' notice is required to process applications if a road closure order is required.

3.4 The council is committed to managing this process utilising a cross departmental approach. Such departments will include the Community Engagement Managers, Traffic Orders, Communications, Highways, Streetscene, Wiltshire Police and Waste.

### 4. Conclusion

4.1 Relevant council departments are aware of the importance that street parties are to the residents of Wiltshire to celebrate the Platinum Jubilee.

4.2 Planning in preparation to support these activities is well underway to ensure communities will have what they need to celebrate this unique occasion.

**Briefing Note produced by Kevin Oliver (Events Authorising Officer)**

Email: [kevin.oliver@wiltshire.gov.uk](mailto:kevin.oliver@wiltshire.gov.uk)

Tel: 01380 826335 or 07825 400377

## Chairs Announcement – Changes to the Highway Code

Jane Deeley (Road Safety Manager – Education) has highlighted that there are to be changes to the Highway Code from 29 January 2022. However, there is not yet anything official yet from Department for Transport in terms of publicity assets around the changes to the Highway Code, although they have promised there will be a THINK publicity campaign 'soon'.

In the meantime there is further information on the outcomes of the Government's 2021 consultation on the proposed change here: [Government response to the review of The Highway Code - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/government-response-to-the-review-of-the-highway-code)

Attached is a summary table of the changes from the gov.uk website, which can be shared.

Major changes include:

- **The introduction of a hierarchy of responsibility of road users.** Drivers of vehicles that can cause the greatest harm in the event of a collision bear the greatest responsibility to take care and reduce danger for others. There is emphasis throughout on everyone sharing roads and other routes safely with other road users
- **Priority for pedestrians at junctions.** Drivers, motorcyclists and cyclists should give way to pedestrians crossing or waiting to cross a road into which or from which they are turning. You should give way to pedestrians who are waiting to cross at a zebra crossing and pedestrians or cyclists waiting at a parallel crossing (previously only when actually crossing)
- **Priority for cyclists, riders and horse-drawn vehicles at junctions.** Drivers and motorcyclists should not cut across the path of cyclists, riders and horse-drawn vehicles going ahead when you are turning at a junction, in the same way that you should not cut across any other road user.
- **Clarification on road positioning for cyclists**, who are advised to ride in the centre of the lane in some situations to make themselves as visible as possible, especially at the approach to junctions or road narrowings where it would be unsafe for drivers to overtake. *(This is taught in Bikeability training)*
- **More information on safely overtaking motorcyclists, cyclists, horse-riders and horse-drawn vehicles and filtering by cyclists.**
- **Adopting what is known as the 'Dutch Reach' technique when opening the doors of a parked vehicle.** Use the hand on the opposite side to the door you are opening (e.g. use your left hand to open a door on your right hand side) This will make you turn your head to look over your shoulder and avoid injury to cyclists or motorcyclists passing on the road or to people on the pavement. Video here: [The Dutch Reach #TeachTheReach! | Cycling UK - YouTube](https://www.youtube.com/watch?v=...)

**Jane Deeley**

**Road Safety Manager (Education)**

**Road Safety Team**

Sustainable Transport | Wiltshire Council / Trowbridge BA14 8JN

Tel: 01225 713965

Mob: 07423 567378

[jane.deeley@wiltshire.gov.uk](mailto:jane.deeley@wiltshire.gov.uk)

Road safety team: 01225 713700

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# Trowbridge CPT Area Board Update

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November 2021

**WILTSHIRE POLICE**

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Agenda Item 5

# Your CPT - Trowbridge

**Inspector:** Gill Hughes

**Neighbourhood Sergeants:**

Sgt James Twyford (Bradford on Avon, Melksham)

Sgt Charly Chilton (Trowbridge)

**Neighbourhood Officers:**

PC Louis Bowden (Bradford on Avon)

PC Jennifer Miller (Melksham)

PC Helen Daveridge, PC Simon Partington (Trowbridge)

**PCSOs:**

Laura Wallace, Maria Badder (Bradford on Avon)

David Rowley, Luke Hosken, Janet Gould (Melksham)

Liam Wilkins, Kerena Walters, Rhianna Annetts, Jack Thomas, Adam Smith, Sophie Piper, William Browne, Robyn Dentry, Tom Storm, Amy Clifford, Matt Till (Trowbridge)



# Performance – 12 months to October 2021

## Force

- Wiltshire Police has had a decrease in the volume of recorded crime by 4.0% in the 12 months to October 2021 and continues to have one of the lowest crime rates in the country.
- Wiltshire Police has seen a 18% reduction in vehicle crime and a reduction of 23% in residential burglaries in the 12 months to October 2021.
- Our service delivery remains consistently good.
- In October 2021, we received:
  - 9,335 '999' calls, (answered within 10 seconds on average);
  - 11,566 '101' calls, (answered within 14 seconds on average);
  - 12,285 'CRIB' calls, (answered within 2 minutes 45 seconds on average).
- In October 2021, we also attended 1,774 emergency incidents within 10 minutes and 34 seconds on average.

Crime Type	Crime Volume	% of Crime
<b>Totals</b>	<b>38,419</b>	<b>100.0</b>
Violence without injury	6,761	17.6
Violence with injury	5,564	14.5
Criminal damage	4,858	12.7
Stalking and harassment	3,970	10.3
Public order offences	3,604	9.4
Other crime type	13,662	35.5

## Trowbridge CPT

Crime Type	Crime Volume	% of Crime
<b>Totals</b>	<b>5,423</b>	<b>100.0</b>
Violence without injury	1,064	19.6
Violence with injury	861	15.9
Criminal damage	725	13.4
Stalking and harassment	544	10.0
Public order offences	497	9.2
Other crime type	1,732	31.9

### Stop and Search information for Trowbridge CPT

During the 12 months leading to September 2021, 298 stop and searches were conducted in the Trowbridge area of which 69.8% related to a search for controlled drugs.

During 65.8% of these searches, no object was found. In 33.2% of cases, an object was found. Of these cases 71.5% resulted in a no further action disposal; 28.5% resulted in police action being taken; 7.7% resulted in an arrest.

Of the stop and search subjects who defined their ethnicity:

- White – 261 stop and searches.
- Mixed Ethnicity – 6 stop and searches
- Black or Black British – 12 stop and searches
- Asian or Asian British – 1 stop and search



# Local Priorities & Updates

Priority	Update
Op Elf Shoplifting Op	Op Elf is now running in the run up to and throughout the Christmas Period. This is a proactive operation which is run to tackle shoplifters and purse thefts, which we tend to see an increase in throughout December.
Closure Order	Wiltshire Police were successful in obtaining a Partial Closure Order for an address in Clare Avenue, Trowbridge, following reports of Antisocial Behaviour in and around the location. This Partial Closure Order prohibits anybody other than the named tenant and named partner agencies from entering the address. On the 19 <sup>th</sup> November, two males were arrested from the address for breaching the order and have subsequently been charged and bailed to appear before Swindon Magistrates Court on the 22 <sup>nd</sup> December 2021.
Remand in Court	The Trowbridge Neighbourhood Policing Team previously reported that a male had been charged with a number of offences in the Broad Street area of Trowbridge (July) where the courts bailed him with conditions preventing him from going to the location, in order to protect the victim and witnesses. On the 29 <sup>th</sup> November, police were notified of a possible breach of these conditions. As a result, the offender was arrested and charged and has since been remanded into Custody until January 2022 where he will next appear at court.
Court Appearance	Simon PARKER, 37 year old male was arrested and charged with 8 x Theft by Shoplifting and Possession of a Controlled Substance. Bail was refused and he appeared before Salisbury Magistrates Court on the 25 <sup>th</sup> November where he was sentenced to 4 months imprisonment.
Community Speedwatch	Speed checks conducted throughout November in the Trowbridge area : Cock Hill – 1 x Words of Advice Woodmarsh – No offences Bradley Road – 2 x Words of Advice Canal Road – 3 x Traffic Offence Report 11 x Words of Advice 1 x Fixed Penalty Notice for Registration offences West Ashton Road – 1 x Words of Advice



# Useful links

For more information on Wiltshire Police's performance please visit:

- PCC's Website - <https://www.wiltshire-pcc.gov.uk/>
- HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>
- Police.uk - <https://www.police.uk/pu/your-area/wiltshire-police/>
- For information on what crimes and incidents have been reported in the Trowbridge Community Policing Team area, visit <https://www.wiltshire.police.uk/police-forces/wiltshire-police/areas/about-us/about-us/cpts/trowbridge-cpt/> to view a crime and incident map and find links to more detailed data



# Get Involved

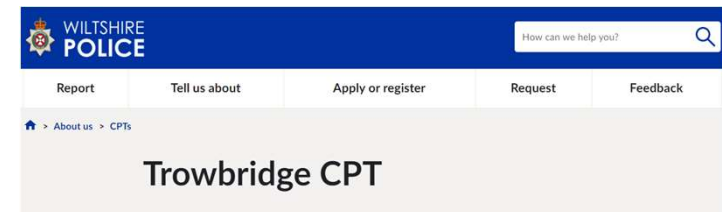
Keep up to date with the latest news and alerts in your area by signing up to our **Community Messaging service** – [www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)



## Follow your CPT on social media

- [Trowbridge Police Facebook](#)
- [Trowbridge Police Twitter](#)
- [Melksham Police Facebook](#)
- [Bradford on Avon Facebook](#)

Find out more information on your CPT area at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk) and here [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)



CPT Trowbridge covers the areas of Trowbridge, Melksham, Bradford-on-Avon and surrounding areas

To contact your CPT about a community-related matter, such as a school visit, then please email [TrowbridgeAreaCPT@wiltshire.pnn.police.uk](mailto:TrowbridgeAreaCPT@wiltshire.pnn.police.uk). Please note that this mailbox is not monitored 24/7.

You are unable to report crimes of any type via email and please do not report any situations that require an urgent response. In the case of an emergency please contact 999 and for non-urgent crimes and incidents, please call 101 or [Report a crime here](#)

You see a map of crimes in the Trowbridge area [by visiting www.police.uk](#)



# Trowbridge CPT Area Board Update

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December 2021

**WILTSHIRE POLICE**  
Proud to serve and protect our communities



@wiltshirepolice

# Your CPT - Trowbridge

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# Performance – 12 months to November 2021

## Force

- Wiltshire Police recorded crime has been stable with a slight increase by 0.1% in the 12 months to November 2021 and continues to have one of the lowest crime rates in the country.
- Wiltshire Police has seen a 13.3% reduction in vehicle crime and a reduction of 15.5% in residential burglaries in the 12 months to November 2021.
- Our service delivery remains consistently good.
- In November 2021, we received:
  - 7,181 '999' calls, (answered within 9 seconds on average);
  - 11,146 '101' calls, (answered within 10 seconds on average);
  - 11,390 'CRIB' calls, (answered within 2 minutes 20 seconds on average).
- In November 2021, we also attended 1,586 emergency incidents within 10 minutes and 11 seconds on average.

Crime Type	Crime Volume	% of Crime
<b>Totals</b>	<b>39,281</b>	<b>100.0</b>
Violence without injury	6,947	17.7
Violence with injury	5,696	14.5
Criminal damage	4,930	12.6
Stalking and harassment	4,064	10.3
Public order offences	3,687	9.4
Other crime type	13,958	35.5

## Trowbridge CPT

Crime Type	Crime Volume	% of Crime
<b>Totals</b>	<b>5,467</b>	<b>100.0</b>
Violence without injury	1,099	20.1
Violence with injury	870	15.9
Criminal damage	727	13.3
Stalking and harassment	549	10.0
Public order offences	518	9.5
Other crime type	1,704	31.2

### Stop and Search information for Trowbridge CPT

During the 12 months leading to October 2021, 272 stop and searches were conducted in the Trowbridge area of which 68.8% related to a search for controlled drugs.

During 67.6% of these searches, no object was found. In 31.3% of cases, an object was found. Of these cases 72.8% resulted in a no further action disposal; 27.2% resulted in police action being taken; 7.7% resulted in an arrest.

Of the stop and search subjects who defined their ethnicity:

- White – 237 stop and searches.
- Mixed Ethnicity – 4 stop and searches
- Black or Black British – 15 stop and searches
- Asian or Asian British – 1 stop and search



# Local Priorities & Updates

Priority	Update
Community Speedwatch	<p>Every two weeks at the Weekly Tasking Meeting, Community Speedwatch areas are identified for assistance from our Community Policing Response and Neighbourhoods Teams. Recent weeks has seen checks in :</p> <p>Bradley Road – 3 x Words of Advice            Canal Road – 2 x Traffic Offence Report, 8 x Words of Advice, 1 x Fixed Penalty Notice for Registration plate offence and one vehicle seized for no Driving License            West Ashton Road – 1 x Words of Advice            Woodmarsh, North Bradley – 1 x Traffic Offence Report            Hilperton Road – 5 x Words of Advice</p>
Winter Drink Drive Campaign	<p>The Winter Drink / Drug drive campaign draws to a close</p> <ul style="list-style-type: none"> <li>• Total 86 arrests across Swindon and Wiltshire.</li> <li>• Of these 45 arrested for drink driving, 31 for drug driving, 4 arrested for failing to provide a sample and 6 tested in hospital following collisions.</li> <li>• 15 of these arrests took place on New Years Eve.</li> </ul> <p>The campaign was led by the Wiltshire Police Roads Policing Unit, together with colleagues from Community Policing, and ran throughout December, combining enforcement and education to raise awareness of the risks and consequences of drink and drug driving.</p> <p>Throughout the month officers undertook heightened patrols and arranged additional check sites targeting drink and drug drive offences. The campaign was also supported by community intelligence where officers specifically targeted drivers who had been reported by members of the community.</p>



# Local Priorities & Updates Continued

Priority	Update
<p>Winter Drink Drive Campaign continued ...</p>	<p>Of those arrested the following were arrested in the Trowbridge area ;</p> <ul style="list-style-type: none"> <li>• 7 arrested for drink driving</li> <li>• 3 arrested for drug driving</li> <li>• 8 vehicles seized throughout the month of December for No Insurance</li> </ul> <p>A 37 year old male from Union Street, Trowbridge was stopped by officers during the evening of the 3<sup>rd</sup> December 2021. He blew 54 at the roadside and was subsequently arrested, charged and remanded in custody to appear before court on the 4<sup>th</sup> December.</p> <p>He was disqualified from driving for 36 months and jailed for a total of 13 weeks for a number of driving offences.</p>
<p>Drug Arrest</p>	<p>On 5<sup>th</sup> December 2021 officers were on patrol in Newtown when they were alerted to an address. Upon entering the address they noticed items believed to be drugs and a man was subsequently arrested on suspicion of Possession with Intent to Supply Class A drugs.</p> <p>Officers searched the property and seized items including drugs and associated items, weapons including a bolt gun, knives and axes.</p> <p>The male is currently under investigation pending further enquiries.</p>

# Useful links

For more information on Wiltshire Police's performance please visit:

- PCC's Website - <https://www.wiltshire-pcc.gov.uk/>
- HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>
- Police.uk - <https://www.police.uk/pu/your-area/wiltshire-police/>
- For information on what crimes and incidents have been reported in the Trowbridge Community Policing Team area, visit <https://www.wiltshire.police.uk/police-forces/wiltshire-police/areas/about-us/about-us/cpts/trowbridge-cpt/> to view a crime and incident map and find links to more detailed data



# Get Involved

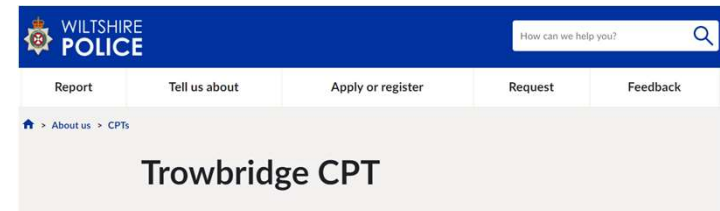
Keep up to date with the latest news and alerts in your area by signing up to our **Community Messaging service** – [www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)



## Follow your CPT on social media

- [Trowbridge Police Facebook](#)
- [Trowbridge Police Twitter](#)
- [Melksham Police Facebook](#)
- [Bradford on Avon Facebook](#)

Find out more information on your CPT area at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk) and here [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)



CPT Trowbridge covers the areas of Trowbridge, Melksham, Bradford-on-Avon and surrounding areas

To contact your CPT about a community-related matter, such as a school visit, then please email [TrowbridgeAreaCPT@wiltshire.pnn.police.uk](mailto:TrowbridgeAreaCPT@wiltshire.pnn.police.uk). Please note that this mailbox is not monitored 24/7.

You are unable to report crimes of any type via email and please do not report any situations that require an urgent response. In the case of an emergency please contact 999 and for non-urgent crimes and incidents, please call 101 or [Report a crime here](#)

You see a map of crimes in the Trowbridge area [by visiting www.police.uk](#)



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**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## **DORSET & WILTSHIRE FIRE & RESCUE SERVICE**

### **WILTSHIRE AREA BOARD REPORT**

## **Community Safety Plan**

DWFRS Community Safety Plan can be found on the DWFRS website;  
<http://www.dwfire.org.uk/community-safety-plan/>

## **Prevention**

We are committed to making a real difference to the lives of people in Dorset and Wiltshire. Our aim is to reduce the level of risk and harm to our communities from fire, targeting those most at risk. We do this primarily through our Safe and Well visits.

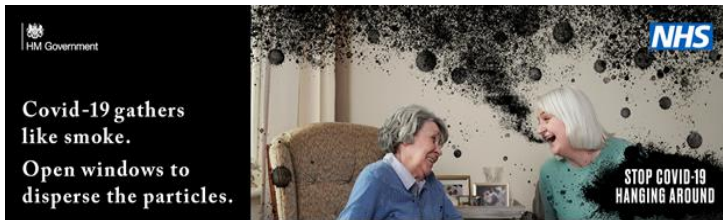
A Safe and Well visit is **FREE** and normally lasts about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support the occupier may need

Are you or anyone you know:-

- Over the age of 65?
- Need a smoke detector?
- Have a long-term health condition?
- Suffer from poor hearing or sight loss?
- Would you struggle to escape in the event of a fire?

If you can answer yes to more than one of these questions, then please call us on 0800 038 2323 or visit <https://www.dwfire.org.uk/safety/safe-and-well-visits/>



**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## Protection

On-going interaction by Protection Team members with Local Authorities, Private landlords and tenants regarding fire safety-related matters: external cladding systems; fire detection and warning systems; fire resisting doors (& self-closers); combustibility/fire resistance of construction materials; commercial and residential sprinklers systems and water-mist suppression systems

### **General Enquiries**

If you have a general fire safety enquiry regarding commercial property, please email [fire.safety@dwfire.org.uk](mailto:fire.safety@dwfire.org.uk) and the Fire Safety Team will respond in office hours.

### **Fire Safety Complaint**

If you wish to tell us about fire safety risks in commercial premises, such as locked or blocked fire exits, you have three options:

- You can email the fire safety department at [enforcement@dwfire.org.uk](mailto:enforcement@dwfire.org.uk)
- Call 01722 69 1717 during office hours (9am-5pm).
- Call our Service Control Centre on 0306 799 0019 out of office hours (5pm-9am)

## On Call Recruitment

Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter is for you.

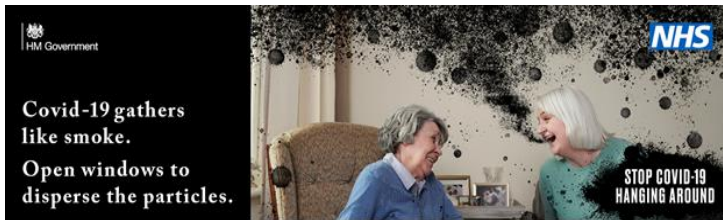
As a paid position, on-call firefighters commit anywhere between 40 to 120 hours per week, during which time they must be able to respond to the station immediately.

Many have 'normal' jobs during the day, then upon their return home make themselves available overnight or during the weekends. Some of our crew respond from their workplaces during the day, and we are very grateful to their employers for releasing them to perform their vital duties.

Anyone over 18 years old can apply (although you can also apply once you are 17½) you must be able to respond and attend the fire station within 5-8 minutes, you have a good standard of physical fitness (i.e. you are generally active), and you must have the right to work in the UK.

Further information on becoming an On Call Firefighter can be found at [www.dwfire.org.uk/working-for-us/on-call-firefighters/](http://www.dwfire.org.uk/working-for-us/on-call-firefighters/) or should you have any questions, you can call **01722 691444**.





## **Recent News & Events**

### **Fire services to continue vital role in supporting ambulance crews to save lives**



Since the early stages of the pandemic, firefighters have been working with ambulance crews from South Western Ambulance Service to assist during medical emergencies. The partnership has led to countless lives being saved and received praise from government and royalty.

With the current winter pressures on the NHS and surge in Omicron cases, this arrangement has been extended and will now continue until April 2022.

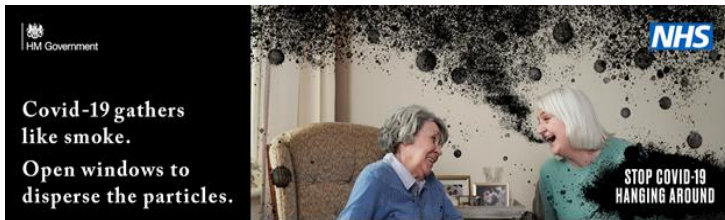
For more information please visit:-

<https://www.dwfire.org.uk/news/frs-continue-supporting-ambulance-crews/>

## **Electric blanket safety**

With colder weather now kicking in, we've been reminding people about the best ways to stay safe and warm. The recent cold snap will have led people to get heaters and electric blankets out of storage. However, there has already been at least one fire involving an electric blanket this winter, so please follow this advice if you're intending to warm your bed this way:

- Folding up electric blankets damages the internal wiring, so store them flat or rolled up instead.
- Check the wiring and plug on your blanket before using it, to make sure there is no fraying or damage.
- Unplug blankets before you get into bed, unless they have a thermostat control for safe all-night use.
- Never use hot water bottles in the same bed as an electric blanket, even if the blanket is switched off.
- Make sure you have smoke alarms fitted on every level of your home, and test them regularly.



More home safety advice is on our website, [www.dwfire.org.uk](http://www.dwfire.org.uk)



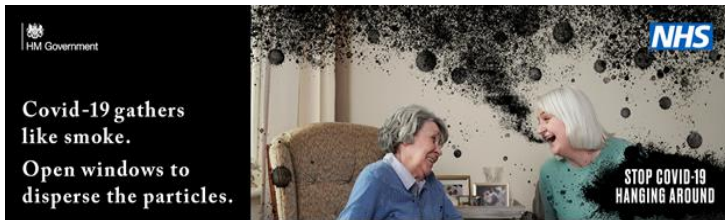
## **Waste site fire near Devizes**

It took more than two and a half days to extinguish a fire involving some 300 tonnes of residual waste at a recycling centre on the outskirts of Devizes, which started on 17 November.

Firefighters worked through the night to contain the fire, supported by on-site staff who used loading shovel machinery to create fire breaks in the pile of waste.

Because of the size of the waste heap affected, the cause of the fire remains unknown.





**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## **Motorcycle safety focus of fire station display**

Firefighters at Stratton fire station are again supporting the Christmas road safety campaign with a dramatic visual display.

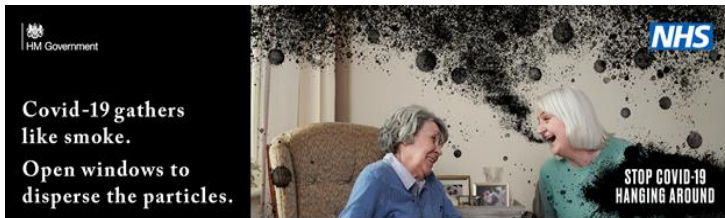
This year's road traffic collision reconstruction, at the fire station in Highworth Road, involves a car and a motorbike, kindly provided by Grist Environmental. There is also a banner that says: "Don't get smashed – don't drink and drive".



Dorset & Wiltshire Fire and Rescue Service runs Biker Down Wiltshire, which is a free course available to motorcyclists and motorcycle clubs in Wiltshire and Swindon. A similar programme is available in the Dorset area, organised by the DocBike project.

Whether you ride your motorbike with a group of friends or on your own, there may be a time when you are the first person at the scene of a fallen biker. Injured motorcyclists need to be dealt with in a specific manner as it can be easy to cause them further injury, particularly by removing a crash helmet unnecessarily, or in the wrong way.

For further information, visit [www.dwfire.org.uk/biker-down](http://www.dwfire.org.uk/biker-down)



## Demand

Total Fire Calls for Trowbridge Fire Station for period 1<sup>st</sup> October 2021 - 5<sup>th</sup> January 2022:-

Category	Total Incidents
No. of False Alarms	34
No. of Fires	<p><b>Primary –</b> Persons reported 2 Domestic 1 Industrial 1</p> <p><b>Secondary –</b> Small fire (open) 11</p>
No. of Road Traffic Collisions and other Emergencies	<p>Bariatric 1 Body retrieval 1 Co-responder 3 Lock in/out 3 RTC Scene safety 2 RTC persons trapped 4 Gain entry/access 6 Lift shut in 1 Minor release 4 Gas leak 1 Small animal rescue 1</p>
<b>Total</b>	<b>76</b>

### Local Incidents of Note

There have been no significant incidents of note within the reporting period, no trends have been identified within the false alarms attended.

**David Geddes**  
Station Manager

Email: [david.geddes@dwfire.org.uk](mailto:david.geddes@dwfire.org.uk)

Mobile: 07826 532607

## Town Clerk's Report to Policy & Resources Committee, Tuesday 11<sup>th</sup> January 2022 (Updated)

Members of the public are welcome to attend meetings of the Committee, unless specifically excluded due to the confidential nature of business. As a result of the restrictions imposed to control the pandemic, public access will be limited. Please contact [info@trowbridge.gov.uk](mailto:info@trowbridge.gov.uk) by 16:00 Monday; the day before the meeting if you wish to attend this meeting in person. If you prefer, or where it is not possible for you to attend due to reaching the capacity limit, access will be available online via Microsoft TEAMS: please go to the Town Council Website – Your Council – [Meetings](#) to find the link. Only those attending in person will be able to ask questions and make statements at the meeting during the public period. Questions and statements can otherwise be submitted in advance by 16:00 on the Monday.

The Town Clerk reports every two months to the Committee with an edited version presented to the Area Board. Agenda items are highlighted and normally include an officer's recommendation. Other matters are provided as report items only but may still be the subject of a resolution.

**Chair of the committee: Cllr Stewart Palmen (Leader of the Council)**

**Deputy Chair: Cllr Andrew Bryant (Chair Town Development Committee)**

**Other Members:**

**Cllr David Cavill (Chair Neighbourhood Services Committee),**

**Cllr Glyn Bridges (Chair Museum Committee),**

**Cllr Denise Bates (Mayor and Chair Leisure & Information Services Committee),**

**Cllr Jo Trigg,**

**Cllr Chris Hoar,**

**Cllr Graham Hill (Deputy Mayor),**

**Cllr Antonio Piazza,**

**Cllr Daniel Cave.**

*If you receive this report electronically the links in each section will take you to the relevant web page for more information about that organisation or project. If you want to be added to the e-mail circulation list, please contact the Town Clerk. The report is published six times per year prior to meetings of the Policy & Resources committee held in January, March, May, July, September and November.*

**Lance Allan, Town Clerk**

Trowbridge Town Council,

The Civic Centre,

St Stephen's Place,

TROWBRIDGE,

Wilts,

BA14 8AH

01225 765072

[info@trowbridge.gov.uk](mailto:info@trowbridge.gov.uk)

@Trowbridgegov

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[www.trowbridge.gov.uk](http://www.trowbridge.gov.uk)

<https://thecivictrowbridge.co.uk/>

[www.trowbridgemuseum.co.uk](http://www.trowbridgemuseum.co.uk)

## **I. POLICY**

### **I.1 TROWBRIDGE TOWN COUNCIL STRATEGY 2021-2025**

Following the election, the Council has developed a new four-year strategy within each of four themes:

- **A Greener Trowbridge**
- **A More Active Trowbridge**
- **A More Vibrant Town**
- **A Better Trowbridge**

The Strategy was approved by Full Council on 21<sup>st</sup> September 2021.

**I.2 ANTI SOCIAL BEHAVIOUR AND CCTV WORKING GROUP**\_- Established by the Neighbourhood Services Committee on 6<sup>th</sup> October 2020. The working group now incorporates consideration of the future development of the town centre CCTV system as well as liaison with the Police and Wiltshire Council regarding these aspects.

**I.3 ECO WORKING GROUP** - This has been established to work with partners and the public on improving the ecology and environment of the town and reports to the Neighbourhood Services Committee.

**I.4 PUBLIC TOILETS WORKING GROUP** - Is established to consider the best way of providing better public toilet facilities in the vicinity of the town park. They are considering a number of options including the potential for the former TIC unit under the multi-storey car-park.

## 2. RESOURCES

**2.1 BUDGET (AGENDA ITEM 9)** – The Council commences its annual budgeting in the Autumn and needs to approve the budget in January for the 1st April 2022 – 31st March 2023 financial year. The recommended budget covering all departments is attached as **Appendix A**. Each committee has considered its draft budget for presentation to the committee in January, for the committee to make a recommendation to full Council on 18<sup>th</sup> January 2022. The committee draft budget requests have been adjusted based on the latest known information.

**2.1.1 Council Tax Base** - *The number of properties in the parish against which council tax is charged, usually expressed as ‘Band D’ equivalents, determined by the Billing Authority – Wiltshire Council.*

The Council Tax base for Trowbridge 2022 was provided by Wiltshire Council on 4<sup>th</sup> November and is 11743.08 Band D equivalent households. This is 150.26 higher than 2021, resulting from a mix of new homes, boundary changes, single person discounts and changes in the number of Council Tax Benefit claimants due to the economic effect of the pandemic.

**2.1.2 Inflation** - On 20<sup>th</sup> October the Consumer Price Index (CPI) for the 12 months September 2020 - September 2021 was published and is 3.1%. This is used by the Government and the Town Council as the base for considering increases in the Council Tax Charge for 2022/23. This has been factored into the recommended budget.

**2.1.3 Excessive Council Tax Increases, Referendum Principles** – The government’s limits applicable in 2022 are; District Councils the higher of £5.00 or 2% on the Band-D Charge and; Wiltshire Council is 5%, (2% general; and up to 3% Social Care). The government has confirmed that it will NOT extend referendums to Parish & Town Councils in 2022. The government has also indicated that increases which are justified because services have transferred from an upper tier council would not trigger the limit.

**2.1.4 Localisation of Council Tax Benefit (LCTB) Support Grant** – WC does not pass this on to town and parish councils, local councils are financially independent and do not receive annual government grants. When LCTB was introduced in 2013/14 Trowbridge Town Council lost over £200,000 of annual Council Tax. (Believed to be the largest for any town council in the UK.) Without this change the TTC Council Tax Base would be around 13400 Band-D equivalents, meaning the impact in 2022 is over £300,000. If the Town Council had not made savings to recover this reduction in full then the Council Tax Charge would be over £225 for a Band D household.

**2.1.5 Community Infrastructure Levy (CIL)** – Whilst North Bradley Neighbourhood Plan is in place, TTC receives 25% of WC CIL from developments in areas which transferred from North Bradley Civil Parish on 1<sup>st</sup> April 2021 (incl. Elm Grove/Drynam Lane, White Horse Business Park/Little Common and most of Ashton Park) and 15% of WC CIL for developments in the rest of the town. Details for previous years are available on the website: [Finance](#). So far this year (Q1, Q2, Q3 & Q4) TTC has received £16,903.67 (budget £22,000 for the full year). As Ashton Park and other sites commence development, this should increase significantly to over £100,000/ann. and should be sustained for around ten years. CIL will be allocated to projects and activities undertaken by TTC during the year in line with the original budget. These may include: Doric Park 3GATP, Play Area improvements, Street Cleaning and maintenance. Developments in Trowbridge are chargeable at the following rates:

Development type	CIL Charge (£/m <sup>2</sup> )	25%	15%
Residential	£55	£13.75	£8.25
Residential Ashton Park	£30	£7.50	£4.50
Student Accom’ /Hotel/Town Centre Retail	£70	£17.50	£10.50
Retail warehouse/ superstore	£175	£43.75	£26.25

With few large developments having progressed to permission it would be prudent to include a similar amount in the **2022/23 budget** of around £20,000.

**2.1.6 Election Costs** - WC has not charged for parish elections but is expected to consider arrangements for re-charging town and parish councils for the cost of conducting elections from 2025. TTC will need to include election costs in the budget from 2022/23 based upon this being approved by WC before 2025. The likely cost of a full election in 2025 is around £35,000 and in addition the council will need to make provision for by-elections, which would require contributions as follows:

2022/23	£10,000 Contribution to Earmarked Reserve
2023/24	£10,000 Contribution to Earmarked Reserve
2024/25	£10,000 Contribution to Earmarked Reserve
2025/26	£10,000 Expenditure in year with £30,000 in Reserve.

**2.1.7 Salary Award** – Town council salaries are in accordance with the national local government Green-Book scales and the agreement between NALC and SLCC. Employers and unions have been in discussion all year with regard to the 2021 increase, recently the unions rejected the offer of 2.75% on point 1 and 1.75% on all other points. It is likely that a two-year deal will be agreed in 2022 and therefore the 2020 salaries have been used as the base for the budget with an increase of 6% for point 1 and 5% for all other points.

**2.1.8 Pension Evaluation** – The Wiltshire Pension Fund of the Local Government Pension Scheme (LGPS) employer’s contribution rate reduces from 19.7% (2021/22) to 18.7% (2022/23). This has been incorporated into the staff costs which feed into the budget.

**2.1.9 National Insurance** – The Employers National Insurance Contribution rate has increased from 13.8% to 15.05%. This has been incorporated into the staff costs which feed into the budget. It is understood that principle authorities will receive additional grant to compensate for this.

**2.1.10 Reserves** – The council holds Earmarked Reserves and a General Reserve.

**a. Earmarked Reserves** – the council held the following Earmarked Reserves as at 1<sup>st</sup> April 2021.

<b>Woodmarsh (S106)</b>	<b>£10,553</b>	<b>For ground improvements</b>
<b>Events</b>	<b>£10,000</b>	<b>For 2022 events</b>
<b>Play Area (S106 Elmhurst)</b>	<b>£29,168</b>	<b>For Hulbert Close &amp; Painters Mead)</b>
<b>Civic Centre M&amp;E</b>	<b>£64,645</b>	<b>For replacement Air Source Heat Pump</b>
<b>Doric Park (S106)</b>	<b>£401,136</b>	
<b>MUGA (Grants)</b>	<b>£30,220</b>	<b>Spent 2021</b>
<b>WC Asset Transfers</b>	<b>£40,000</b>	<b>For litter bins, recreation grounds, etc</b>

**b. General Reserves** – At the 31<sup>st</sup> March 2021 end of year, TTC’s reserves were £197,233 and therefore were significantly below the expected levels of a minimum of 3-month’s revenue expenditure. 3-month’s revenue expenditure (excluding loan repayments) is estimated to be around £520,000 by 2025/26. A contribution to reserves of £18,900 is included in the 2021/22 budget. The Q2 Summary shows that the council was able to make the budget contribution of £9,450 and an additional contribution of £12,965 due to an overall saving against budget. For the **2022/23 budget** the council will need to consider the General Reserves requirement based on a short to medium term plan.

**Option A:** Some councillors have argued that the council should seek as soon as possible to achieve the 25% of annual revenue expenditure guidance level which would be up to £470,000 based upon the likelihood of Wiltshire Council transferring additional responsibilities during the year. This would require a contribution to General Reserves of around £200,000 in the **2022/23 budget**.

**Option B:** The council’s strategy has been to seek to bring General Reserves to the guidance level within the medium term of three to four years and this could be achieved with a contribution of around £46,000 in the **2022/23 budget**.

**Option C:** The council could take a median position between Option A and Option B and include a figure of around £120,000 in the **2022/23 budget** but this would be likely to result in an increase in the precept above the medium term level required.



**2.1.11 Service Delegation & Asset Transfer From Wiltshire Council (SDAT)** (see 3.2.2) WC has not confirmed when discussion will commence with the Town Council on the remaining local amenity services, including; Recreation Grounds (Stallards, Seymour, Elm Grove), Paxcroft Brook Open Space, Biss Meadows, amenity grass, litter bins and the Down Cemetery but has indicated that it wishes to see progress in 2022. A rough estimate of the cost of these services was around £500,000 per annum (2020/21), although current indications are that the Town Council will have a good case not to take over the Down Cemetery and therefore it was considered reasonable to reduce the estimate of costs to around £400,000 per annum (2020/21). In 2020 the council was presented with a budget forecast including a three-year plan which showed that it would need to add £152,500 in 2021/22 and £307,500 in 2022/23 to account for those additional services, allowing them to be transferred in 2022/23. Last year the council was told;

*“This can be achieved without an additional contribution in the 2021/2022 budget but with significant contributions in the following years.”*

2022/23 is one of those following years and WC has given notice that its current green space contract will end in November 2022 and that it is willing to discuss item by item transfers, subject to approval of a new policy on transfers. With £40,000 in Earmarked Reserves, a contribution based on staff and machinery costs of just over £322,000 in 2022/23 and increases above inflation of £31,000 per annum each year 2023/24 to 2025/26 achieves an annual budget to cover the costs of transfers of £450,000 which is close to the original estimate of £400,000 plus inflation (excluding the Down Cemetery).

SUPPLEMENT: Following a meeting between the Town Clerk and the Director Highways & Transport at Wiltshire Council a meeting has been arranged to discuss the transfer of services from Wiltshire Council to Trowbridge Town Council later this week. The meeting will consider the list included in the original report at section 3.2.2 as follows:

The following potential transfers are factored into the long-term financial plan based on an estimate of around £400,000 - £500,000 per annum revenue costs commencing 2022.

- Litter bins and emptying service
- Barrow operative street cleaning service
- Recreation grounds
  - Stallards (asset transfer would include Judo Club, old Innox Hall site and Bradford Road car-park);
  - Seymour; and
  - Elm Grove (expected following improvement as part of housing development to include new sports pitches and changing rooms, car park and allotments).
- Paxcroft Brook open space, (incl. Cricket Ground.)
- Biss Meadows.
- Grass cutting, tree maintenance and hedge trimming.
- Trowbridge Cemetery at The Down.
- Fly-tipping and Roadkill.
- Wednesday Market.

## **2.1.12 Wiltshire Council Area, Town & City Council ‘Band-D’ Council Tax Charges 2021/2022.**

I am aware that some councillors consider that it is only appropriate to compare Trowbridge with those councils which are a similar size to Trowbridge such as Chippenham and Salisbury. The average when only including those three is £237.13 for 2022/23.

SUPPLEMENT: The figures below have been updated with the latest information from other towns. Cricklade, Mere and Durrington have not yet provided any indication of likely precept for 2022/23 on their web-sites.

Council	2021/22	2022/23	Change	Band D 2021	Total '21	Total '22
Chippenham*	£270.44	£278.28	2.90%	12349.77	£ 3,339,872	£ 3,436,694
Bradford on Avon	£216.90	£236.42	9.00%	4082.94	£ 885,590	£ 965,289
Salisbury*	£208.00	£233.00	12.02%	14731.41	£ 3,064,133	£ 3,432,419
Marlborough	£214.11	£224.11	4.67%	3504.70	£ 750,391	£ 785,438
Corsham	£210.15	£220.30	4.83%	4947.67	£ 1,039,753	£ 1,089,972
Malmesbury	£214.84	£219.14	2.00%	2172.47	£ 466,733	£ 476,075
Royal Wootton Bassett	£211.62	£216.62	2.36%	4737.94	£ 1,002,643	£ 1,026,333
Calne	£215.57	£215.57	0.00%	6075.77	£ 1,309,754	£ 1,309,754
Warminster	£208.09	£215.21	3.42%	6157.26	£ 1,281,264	£ 1,325,104
Cricklade	£207.72	£211.67	1.90%	1547.13	£ 321,370	£ 327,481
Westbury	£178.20	£208.92	17.24%	5112.62	£ 911,069	£ 1,068,129
Trowbridge	£167.46	£200.10	19.49%	11740.34	£ 1,966,037	£ 2,349,242
Melksham	£164.08	£193.62	18.00%	5510.24	£ 904,120	£ 1,066,893
Devizes*	£179.74	£186.92	3.99%	5889.47	£ 1,058,573	£ 1,100,860
Tidworth	£170.00	£176.07	3.57%	2872.54	£ 488,332	£ 505,768
Wilton	£153.98	£157.71	2.42%	1615.51	£ 248,756	£ 254,782
Mere	£136.49	£140.72	3.10%	1190.64	£ 162,510	£ 167,548
Ludgershall	£132.02	£134.10	1.58%	1733.81	£ 228,898	£ 232,504
Amesbury	£123.24	£128.25	4.07%	4383.82	£ 540,262	£ 562,225
Durrington	£ 81.90	£ 84.44	3.10%	2414.45	£ 197,743	£ 203,874
* Agreed transfers from Wiltshire Council						
<b>Averages</b>						
Weighted Mean <sup>1</sup>	£ 196.24	£ 211.02	7.53%	£ 102,771	£ 20,167,804	£ 21,686,381
Mean	£ 183.23	£ 194.06	5.91%			
Median	£ 193.73	£ 210.30	8.55%			
<i>1. The Weighted Mean uses 2021 Band D figures and could vary slightly based on changes to the 2022 Band D</i>						
TROWBRIDGE TOWN COUNCIL STRATEGY SAYS:						
Keep the town council's share of the council tax below the average for town and city councils in Wiltshire.						

In 2021 a number of Wiltshire Parish Councils also charged more than £100 Band D: Chippenham Without, Kington St Michael, Maiden Bradley, Purton, Seagry, Tisbury, West Dean, Wingfield and Winterbourne Stoke. The average Wiltshire parish & town council Band D Council Tax was £131.31.

### Ten Year change.

The following page shows the change in Council Tax over the past ten years for town and city councils in Wiltshire as well as those for the other elements of Council Tax.

Town/City Council	Band D Charge											Latest	10 year change	
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2011-21	2012-22
Warminster	£ 72.06	£ 72.05	£ 73.70	£ 81.07	£ 82.39	£ 87.17	£ 93.80	£ 124.13	£ 127.96	£ 191.75	£ 208.09	£ 215.21	198.65%	198.70%
Westbury	£ 67.07	£ 70.11	£ 71.74	£ 78.60	£ 87.75	£ 101.38	£ 113.58	£ 129.58	£ 132.94	£ 172.46	£ 178.20	£ 208.92	165.69%	197.99%
Amesbury	£ 47.14	£ 54.90	£ 57.95	£ 57.95	£ 60.95	£ 71.77	£ 87.20	£ 88.21	£ 98.07	£ 116.27	£ 123.24	£ 128.25	161.43%	133.61%
Tidworth	£ 66.89	£ 78.93	£ 100.84	£ 103.68	£ 118.58	£ 121.33	£ 124.95	£ 135.29	£ 148.70	£ 155.96	£ 170.00	£ 176.07	154.15%	123.07%
Salisbury	£ 85.00	£ 90.00	£ 90.00	£ 105.00	£ 105.00	£ 105.00	£ 123.00	£ 208.00	£ 208.00	£ 208.00	£ 208.00	£ 233.00	144.71%	158.89%
Bradford on Avon	£ 89.02	£ 88.95	£ 91.12	£ 102.10	£ 110.90	£ 118.89	£ 140.37	£ 174.42	£ 185.39	£ 216.90	£ 216.90	£ 236.42	143.65%	165.79%
Melksham	£ 68.42	£ 68.42	£ 69.79	£ 86.87	£ 87.82	£ 95.09	£ 115.49	£ 140.78	£ 153.12	£ 160.45	£ 164.08	£ 193.62	139.81%	182.99%
Chippenham	£ 131.56	£ 134.29	£ 136.55	£ 150.92	£ 152.41	£ 156.60	£ 169.13	£ 174.20	£ 239.61	£ 262.05	£ 270.44	£ 278.28	105.56%	107.22%
Wilton	£ 76.62	£ 81.71	£ 91.65	£ 96.39	£ 103.71	£ 114.84	£ 123.48	£ 128.28	£ 137.43	£ 150.53	£ 153.98	£ 157.71	100.97%	93.01%
Ludgershall	£ 66.49	£ 70.12	£ 71.68	£ 76.86	£ 85.74	£ 94.08	£ 99.49	£ 100.97	£ 104.65	£ 116.39	£ 132.02	£ 134.10	98.56%	91.24%
Mere	£ 72.32	£ 74.56	£ 76.72	£ 91.19	£ 93.77	£ 102.87	£ 107.23	£ 117.99	£ 124.97	£ 132.68	£ 136.49	£ 140.72	88.73%	88.74%
Corsham	£ 116.68	£ 116.68	£ 122.84	£ 136.76	£ 136.76	£ 144.47	£ 149.46	£ 153.52	£ 168.74	£ 199.09	£ 210.15	£ 220.30	80.11%	88.81%
Marlborough	£ 119.41	£ 121.71	£ 126.26	£ 145.82	£ 149.33	£ 156.73	£ 182.67	£ 187.97	£ 195.13	£ 206.37	£ 214.11	£ 224.11	79.31%	84.13%
Devizes	£ 104.80	£ 105.50	£ 107.82	£ 122.85	£ 125.11	£ 143.04	£ 148.04	£ 153.77	£ 159.71	£ 176.11	£ 179.74	£ 186.92	71.51%	77.18%
Durrington	£ 47.86	£ 47.86	£ 59.76	£ 50.35	£ 51.14	£ 52.31	£ 52.63	£ 54.21	£ 58.75	£ 70.41	£ 81.90	£ 84.44	71.12%	76.43%
<b>Trowbridge</b>	<b>£ 114.71</b>	<b>£ 119.93</b>	<b>£ 122.63</b>	<b>£ 137.92</b>	<b>£ 139.64</b>	<b>£ 139.64</b>	<b>£ 144.64</b>	<b>£ 148.99</b>	<b>£ 153.98</b>	<b>£ 164.98</b>	<b>£ 167.46</b>	<b>£ 200.10</b>	<b>45.99%</b>	<b>66.85%</b>
Cricklade	£ 146.48	£ 150.15	£ 153.31	£ 161.61	£ 166.31	£ 174.10	£ 178.73	£ 185.47	£ 196.72	£ 203.79	£ 207.72	£ 211.67	41.81%	40.97%
Malmesbury	£ 169.11	£ 169.11	£ 172.32	£ 172.32	£ 177.49	£ 189.59	£ 194.59	£ 199.51	£ 205.49	£ 210.63	£ 214.84	£ 219.14	27.04%	29.58%
Royal Wootton Bassett	£ 186.78	£ 184.28	£ 184.28	£ 189.91	£ 189.81	£ 189.81	£ 194.81	£ 199.81	£ 204.81	£ 209.81	£ 211.62	£ 216.62	13.30%	17.55%
Calne	£ 201.94	£ 199.94	£ 199.94	£ 199.94	£ 210.33	£ 210.31	£ 210.31	£ 210.31	£ 210.31	£ 215.57	£ 215.57	£ 215.57	6.75%	7.82%
Wiltshire Council	£ 1,222.43	£ 1,222.43	£ 1,222.43	£ 1,222.43	£ 1,222.43	£ 1,271.20	£ 1,334.63	£ 1,414.57	£ 1,456.87	£ 1,515.00	£ 1,590.60	£ 1,670.13	30.12%	36.62%
Wiltshire Police	£ 157.77	£ 157.77	£ 157.77	£ 160.92	£ 163.98	£ 167.10	£ 170.27	£ 182.27	£ 206.27	£ 216.27	£ 231.27	£ 238.44	46.59%	51.13%
Fire & Rescue	£ 62.38	£ 62.38	£ 62.38	£ 63.62	£ 64.88	£ 69.21	£ 70.59	£ 72.70	£ 74.87	£ 76.36	£ 77.88	£ 80.29	24.85%	28.72%
<b>Total in Trowbridge</b>	<b>£ 1,557.29</b>	<b>£ 1,562.51</b>	<b>£ 1,565.21</b>	<b>£ 1,584.89</b>	<b>£ 1,590.93</b>	<b>£ 1,647.15</b>	<b>£ 1,720.13</b>	<b>£ 1,818.53</b>	<b>£ 1,891.99</b>	<b>£ 1,972.61</b>	<b>£ 2,067.21</b>	<b>£ 2,188.96</b>	<b>32.74%</b>	<b>40.09%</b>
CPI	3.10%	5.20%	2.20%	2.70%	1.20%	-0.10%	1.00%	3.00%	2.40%	1.70%	0.50%	3.10%	24.69%	21.54%
£ 100.00	£ 103.10	£ 108.46	£ 110.85	£ 113.84	£ 115.21	£ 115.09	£ 116.24	£ 119.73	£ 122.60	£ 124.69	£ 125.31	£ 129.20	21.54%	19.12%

## RECOMMENDATION:

That in order to meet; the budget expenditure requested by the committees; the adopted Council Strategy 2021-2025; the requirement to fund an increase in General Reserves over the medium term and in anticipation of additional services being transferred from Wiltshire Council, with an expectation from the community that the town council will take full responsibility for those additional services and deliver a quality of service better than that experienced in recent years (whilst they have been the responsibility of Wiltshire Council), the Committee approves the following RECOMMENDATION to Council;

That the Council approves the department Budgets for ongoing activities as detailed on the budget spreadsheets, totalling	£1,558,132
That the council approves the WC transfer activities Budgets as detailed on the budget spreadsheets, totalling	£322,313
That the council approves the loan finance Budgets as detailed on the budget spreadsheets, totalling	£442,918
That the Council approves a contribution to General Reserves of	£46,480
That the Council therefore approves a total budget requirement of	£2,369,843
That this is funded in part through estimated income from Community Infrastructure Levy of	(£20,000)
Resulting in a net precept requirement of	£2,349,843

Which results in an increase of £5.20 or 3.1% for ongoing activities and an additional increase of £27.45 or 16.4% for WC transfer activities, giving a TOTAL INCREASE of £32.65 or 19.5% on the Trowbridge Town Council 'Band D' Council Tax Charge, to £200.10  
Which is less than £3.85 per week.

This would result in the following Trowbridge Town element for each level of Council Tax:

Band A	6/9ths	£133.40
Band B	7/9ths	£155.63
Band C	8/9ths	£177.87
Band D	9/9ths	£200.10
Band E	11/9ths	£244.57
Band F	13/9ths	£289.04
Band G	15/9ths	£333.50
Band H	18/9ths	£400.20

**2.1.1 Management Accounts 2021-2022** - For information: Q1 April-June, Q2 July-September, Q3 October-December and Q4 January-March. The Q2 half year spend has been included in the draft **2022/23 budget** for comparison, although year on year comparisons for the past two years do not necessarily give an indication of the likely requirements in 2022/23 due to the impact of pandemic restrictions and financial support. Q3 results will be considered at the next meeting in March.

**2.1.2 RISK & AUDIT** – The Risk & Audit Panel considers financial matters, risk, insurance etc. and meets quarterly. It met on 23<sup>rd</sup> November.

## **2.2 HUMAN RESOURCES**

### **2.2.1 Civic:**

- Civic Supervisor, Imogen La Trobe resigned on 3<sup>rd</sup> December 2021. Recruitment for a replacement along with the Deputy Civic Manager role was put on hold due to further restrictions, but both will be reviewed in the New Year,

### **2.2.2 Museum:**

- The HLF funded roles of Museum Marketing Officer (MMO) and Retail & Income Generation Officer (R&IGO) were due to end on 31<sup>st</sup> December 2021. Tessa Kerslake (MMO) had gradually reduced her hours since June 2021 and resigned from her role on 20<sup>th</sup> December 2021. Andrea Bartlett (R&IGO) has been offered a permanent position and continues in this role.

### **2.2.3 Neighbourhoods:**

- Mark Longstaff was appointed as the new Street Sweeper Driver on 1<sup>st</sup> November 2021.

### **2.2.4 Leisure:**

- Recruitment for a Sports coach (37 hours) and an Apprentice Sports Coach (30) has commenced with an anticipated start date of 1<sup>st</sup> February 2022.

### **2.2.5 Leisure:**

- Mike Holden is retiring from his role as Customer Services Advisor on 14<sup>th</sup> January 2022. Recruitment for a replacement will be reviewed in the New Year.

## 3. TOWN COUNCIL SERVICES

Heads of Service and Department Managers make detailed reports to their respective committees, published the week before the meeting. The Council Secretary (Amanda Quick) is responsible for administering these committees.

### 3.1 CULTURAL SERVICES

Museum Manager (Hannah Lyddy) is responsible for the Museum and our relationship with other cultural service providers in the town. The committee next meets on 22<sup>nd</sup> March.

**3.1.1 MUSEUM** – The Museum reopened in May 2021 following refurbishment and expansion and is continuing to provide a range of learning opportunities for all. Final payments towards the project from the National Lottery Heritage Fund are due this year.

### 3.2 NEIGHBOURHOOD SERVICES

Facilities Manager (Karl Buckingham) has been managing the department temporarily in the absence of the Head of Service.

**3.2.1 NEIGHBOURHOODS** – Our Neighbourhoods Team look after play areas, recreation grounds, bus shelters, grit bins and support the activities of WC in looking after our streets, including providing our own street sweeping and weed clearance services. Litter Bins and the majority of grass cutting currently remain with WC. The committee has considered options for taking responsibility for these other services from Wiltshire Council, has incorporated its favoured option into the budget request for consideration and awaits decisions by Wiltshire Council to commence discussions prior to the end of their contract in November 2022. The ways other councils have tackled such services have been considered in reaching a preferred option.

**3.2.2 Service Delegation & Asset Transfer (SDAT)** – There have been previous suggestions that TTC had not yet commenced the process of transferring assets and services from the higher tier authority. So to clarify the situation: The following assets transferred from West Wiltshire District Council prior to the establishment of WC (in 2009):

- The Civic Hall (2001)
- Longfield Community Centre (2004)
- The Trowbridge Information Centre (2005)
- 

The following have been transferred from WC since 2009:

- Town Park (2012),
- Allotments, 3 sites; Home Close, Gloucester Rd and Mornington Gardens including garages (2013)
- Closed churchyards, 3 sites; St James', Holy Trinity & St John's Upper Studley (2015)
- Grit bins (2017)
- Play areas (2019)
- Bus shelters (2019).

And TTC also commenced in 2019 street care using its own sweeper and weed-ripper.

The following potential transfers are factored into the long-term financial plan based on an estimate of around £400,000 - £500,000 per annum revenue costs commencing 2022.

- Litter bins and emptying service
- Barrow operative street cleaning service
- Recreation grounds; Stallards including Judo Club, old Innox Hall site and Bradford Road car-park, Seymour and Elm Grove (expected following improvement as part of housing development).
- Paxcroft Brook open space, incl. Cricket Ground.
- Biss Meadows.
- Grass cutting, tree maintenance and hedge trimming.
- Trowbridge Cemetery at The Down.
- Fly-tipping and Roadkill.
- Wednesday Market.

TTC would also be interested in delegation of street trading licensing and has indicated that it would not wish to take over the Down Cemetery. No cemeteries have as yet been transferred from WC to town and parish councils. Car-parks are classed as strategic assets by WC and therefore not up for transfer. The following towns have completed a full transfer: Salisbury, Devizes and Chippenham. Bradford on Avon's package has been approved by WC but has not yet been completed. The majority of town councils have not taken responsibility for a full range of assets and services from WC, including some of those that have had significant increases in Council Tax in recent years.

**3.2.3 FACILITIES** – The Facilities Manager supports all of our other departments with building, technical and project matters including insurance, risk, Non-Domestic Rates and utilities.

### 3.3 VENUE SERVICES

Delegated to Head of Service: Resources & Venues (Juliet Weimar) including The Civic and Longfield Community Centre. The Civic Board is responsible for overseeing these and it met on 23<sup>rd</sup> November, minutes of which are presented to this committee. The next meeting is 1<sup>st</sup> February.

**3.3.1 LONGFIELD COMMUNITY CENTRE** – The DVSA lease the small hall. Bookings in the main hall are now recommencing, subject to regulations. Maranatha Church have made a proposal to invest in the building so that they can use it each Sunday.

**3.3.2 CIVIC CENTRE** - Avon & Wiltshire Mental Health partnership (AWP) lease some office spaces. Bookings have recommenced in our conferencing facilities as regulations allow. We have accounted for a reduced income level in the 2021/22 budget.

### 3.4 LEISURE & INFORMATION SERVICES

Delegated to Head of Service: Leisure & Information (Hayley Bell) including Active Trowbridge, Information Services and Events. The committee next meets on 22<sup>nd</sup> February.

**3.4.1 ACTIVE TROWBRIDGE** – Providing a range of services in schools and the community.

**3.4.2 INFORMATION SERVICES** – With housing developments planned for over 3000 houses in the town in the next few years, the department will be key to delivering against the strategic aim of a more vibrant town, distributing information to people thinking of moving to Trowbridge or buying a new property.

**3.4.3 EVENTS** – The team are supporting community groups during the year and looking at arrangements for larger events over the next 18 months.

## 4. TOWN COUNCIL PROJECTS

### 4.1 SPORTS PITCHES PROJECTS

**4.1.1 Woodmarsh** – TTC owns Woodmarsh Football Ground between Boundary Walk and Axe & Cleaver Lane, North Bradley. It is leased to Trowbridge Town Football Club (TTFC). TTC received £18,644 S106 sports pitch contribution from Newland Homes. This is being managed by TTC to fund TTFC's improvement and development programme £10,553 remains in an earmarked reserve. Further contributions are anticipated from other housing developments in the vicinity, allowing the club to improve drainage on site.

**4.1.2 Doric Park 3GATP** – TTC owns 5 acres alongside Trowbridge Rugby Football Club (TRFC) at Doric Park, Devizes Road, Hilperton. We are progressing development of the land to provide a 3G Artificial Turf Pitch (3GATP), parking, changing rooms, education facilities and gym. The cost was anticipated to be around £3.4m, although responses to the initial tender returns suggest that building inflation is having significant upward pressure on these estimates. A requirement to secure borrowing of £2.4m approved by the Council in July and has now been submitted to the Ministry (DLUHC), to be funded from lettings income, with other funding from S106 (£555,000) and grants (£500,000) including the Football Foundation (£488,908). The planning application, has been approved: [19/10805/FUL](#). Access and a strip of land is being secured from TRFC and the membership voted overwhelmingly to approve the proposals in December 2020. The agreement with TRFC includes the provision of additional car parking alongside the access road, additional pitch lighting and access to the new facilities. Officers and agents are currently looking at alternative build methods to achieve a better tender price but it may be necessary to increase the loan and also extend the period of the loan to bring repayments in line with the budgeted income and running costs. DLUHC has acknowledged receipt of the borrowing application and requested final tenders to allow the approval to proceed. The Council will need to reconsider the project and borrowing amount when appropriate tenders have been received.

#### SUPPLEMENT:

Since the budget and committee report were issued it has become apparent that the draft budget papers issued for the Leisure & Information Services Committee on 7<sup>th</sup> December and the final detailed budget papers issued to councillors for this meeting did not match the Budget Summary issued with the main meeting papers in respect of the Doric Park budget estimates.

The current estimate of the annual loan repayments (including interest) for Doric Park is £110,000 as indicated on the Budget Summary which was included at the end of the original report.

The draft budget issued to Leisure & Information Services and also circulated to councillors for this meeting had included one of a number of scenarios, which had been prepared for the budgeting process. This was the worst case scenario, based upon the original tender returns received for the project. All of the scenarios tested resulted in a net zero impact or net positive financial contribution to the council over the life of the project. In addition, all of the scenarios tested resulted in a net zero impact on the 2022/23 budget requirement.

Building cost inflation in 2021 has been resulting in costs which are 9.1% higher than those expected for projects estimated in 2020 and the estimate for 2022 is 5.3%

The most likely scenario based upon the expectation of re-tendering using traditional construction methods is that the amount that the project will require as loan finance will increase significantly but until such time as tenders are received we will not know the overall impact and requirement. The Budget has to be completed prior to conclusion of tenders and is therefore based upon a known-unknowns' basis and is therefore an estimate. If the council needs to borrow more than the £2.4million that it has already approved there will need to be further consideration by the council and approval of the revised borrowing application amount.

It is not possible to present a budget which is based only on confirmed, known and certain elements. There will always need to be estimates and expectations.



The fair scenario for the Doric Park project based upon our estimates and expectations is included below and has been incorporated into the budget and has no overall impact on the budget and precept requirement for 2022/23 and the future years included in the medium term plan.

This assumes a borrowing requirement of £3.2million which accounts for the levels of building inflation being experienced in recent years and estimated by our consultants for the current year as well as the additional pressure from planning conditions with respect to bat mitigation, drainage surveys and archaeology assessments.

Whilst this is a significant increase from the £2.4 million borrowing already approved by the council, the business plan scenarios which have been tested result in a net positive contribution for the council over the life of the loan and no impact on the council tax, based upon the loan being spread over a longer period.

		Actual To Sept 20 (half year)	Actual To Sept 21 (half year)	Actuals Last year 2020/2021	Budget approved 2021/2022	Budget proposed 2022/2023	Difference
<b>270</b>	<b>Doric Park was 526</b>						
	<b>EXPENDITURE</b>						
4001	Staff Salaries,			£0	£9,781	£10,139	-£358
4002	Staff Nat. Insurance			£0	£159	£195	-£37
4003	Staff Pension			£0	£1,927	£1,896	£31
4008	Staff Training/Conference Fees			£0	£185	£185	£0
	Travel					£93	
	Clothing					£71	
4011	Rates	£766	£793	£1,531	£2,300	£2,500	-£200
4012	Water	£0	£13	£17	£350	£350	£0
4014	Electricity			£0	£4,000	£3,275	£725
4021	Telephone			£0	£600	£500	£100
4023	Stationary			£0	£140	£0	£140
4025	Insurance			£0	£3,000	£650	£2,350
4191	Equipment			£0	£10,300	£10,000	£300
4036	Capital Purchases (Sport Pitches) CAPITAL	£0		£0	£2,909,091	£3,668,875	-£759,784
4056	Legal & Professional Fees CAPITAL	£44,243	£5,150	£0	£290,909	£366,888	-£75,978
4019	Service Charges			£0	£4,327	£4,025	£302
4038	Maintenance			£0	£2,500	£4,400	-£1,900
2032	Publicity etc			£0	£800	£2,000	-£1,200
4053	Loan Repay Interest loan number ?			£0	£56,500	£59,000	-£2,500
4054	Loan Repay Capital loan number ?			£0	£50,000	£51,000	-£1,000
4145	Catering Expenditure			£0	£750	£1,000	-£250
4147	Equipment Replacement			£0	£1,500	£250	£1,250
4148	3G Sinking Fund			£0	£7,109	£0	£7,109
4149	Club House Sinking Fund			£0	£0	£0	£0
4912	TRF From Earmarked reserves CAPITAL	(£43,856)		(£51,093)	(£542,110)	£(401,136)	-£140,974
4917	TRF From CIL reserves CAPITAL			£0	(£40,000)	(£20,000)	-£20,000
	<b>Sub- Total Expenditure</b>	<b>£1,153</b>	<b>£5,956</b>	<b>(£49,545)</b>	<b>£2,774,117</b>	<b>£3,766,155</b>	<b>-£992,038</b>
	<b>INCOME</b>						
1243	Fees				(£59,400)	(£63,747)	£4,347
1003	Sponsorship				(£2,500)	(£2,500)	£0
1001	Grant Income CAPITAL			£0	(£488,908)	(£488,908)	£0
1096	Loan CAPITAL				(£2,200,000)	(£3,200,000)	£1,000,000
1067	Room hire				(£9,000)	(£9,000)	£0
1127	Catering income				(£1,500)	(£2,000)	£500
	<b>Sub- Total Income</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>(£2,761,308)</b>	<b>(£3,766,155)</b>	<b>£1,004,847</b>
<b>270</b>	<b>Net budgeted cost (Doric Park)</b>	<b>£1,153</b>	<b>£5,956</b>	<b>(£49,545)</b>	<b>£12,809</b>	<b>£0</b>	<b>£12,809</b>

			ACTUAL	ESTIMATE	BUDGET
			2020/2021	2021/2022	2022/2023
<b>Reserves Brought Forward</b>					
Earmarked Reserves - DORIC PARK			£452,229	£401,136	£401,136
Earmarked Reserves - TENNIS COURTS					£3,000
Earmarked Reserves - WOODMARSH			£11,853	£10,553	£10,553
<b>RESERVES EXPENDITURE</b>					
Contribution from Reserves - DORIC PARK			(£51,093)	£0	(£401,136)
Contribution from Reserves - TENNIS COURTS					(£3,000)
Contribution from Reserves - WOODMARSH			(£1,300)	£0	(£10,553)
<b>RESERVES INCOME</b>					
Contribution to Reserves - DORIC PARK			£0	£0	£0
Contribution to Reserves - TENNIS COURTS				£3,000	
Contribution to reserves - WOODMARSH			£0	£0	£0
<b>Net change in reserves</b>			<b>(£52,393)</b>	<b>£3,000</b>	<b>(£414,689)</b>
<b>Balance carried forward</b>			<b>£411,689</b>	<b>£414,689</b>	<b>£0</b>

**4.1.3 Ashton Park** – A facility is due to be provided to the west of West Ashton Road with pitches, 6 team changing rooms and carpark. Following consultation with W Ashton and N Bradley PCs TTC are leading discussion with Persimmon, trying to avoid a management company, as is very controversial at Castle Mead.

**4.1.4 Elm Grove** – The developer is proposing to enhance the Recreation Ground with new play equipment, two new junior football pitches, changing facilities and car parking. The changing room would also be able to be used as a community facility and Polling Station.

**4.1.5 Paxcroft Mead Cricket Ground** – When the surgery extension was built on the Cricket Club’s Seymour practice field, a S106 contribution for cricket was made. The S106 funding is still with the Cricket Club and they are still very keen to pursue Paxcroft Mead as a preferred site. However, due to resourcing issues, two Board members, Chris Sheppard and Chris Sykes, have agreed to take this on from this point.

## 5. CIVIC & DEMOCRATIC ACTIVITIES

**5.1 Calendar of Meetings** – Committee meetings are normally held at 19:00 (unless otherwise stated). Members of the public are welcome to attend committee and Full Council meetings, unless specifically excluded due to the confidential nature of business. As a result of the pandemic, public access will be limited. Please contact [info@trowbridge.gov.uk](mailto:info@trowbridge.gov.uk) by 16:00 Monday; the day before the meeting if you wish to attend in person meetings. If you prefer, or where it is not possible for you to attend due to reaching the capacity limit, listen-in access will be available online via Microsoft TEAMS: please go to the Town Council Website – Your Council – Meetings to find the link. Only those attending in person will be able to ask questions and make statements at the meeting during the public period. Questions and statements can otherwise be submitted in advance by 16:00 on the Monday.

Jan	4 <sup>th</sup>	<b>Town Development</b>	<i>Virtual Consultation meeting on MS TEAMS</i>
	11 <sup>th</sup>	<b>Policy &amp; Resources (budget)</b>	<i>In person meeting limited public access</i>
	18 <sup>th</sup>	<b>Full Council</b>	<i>In person meeting limited public access</i>
	25 <sup>th</sup>	<b>Town Development</b>	<i>Virtual Consultation meeting on MS TEAMS</i>
Feb	1 <sup>st</sup>	<b>Civic Board (14:00)</b>	<i>Meeting on MS TEAMS</i>
	1 <sup>st</sup>	<b>Risk &amp; Audit Panel (15:00)</b>	<i>Meeting on MS TEAMS</i>
	8 <sup>th</sup>	NO MEETING	
	15 <sup>th</sup>	<b>Town Development</b>	<i>Virtual Consultation meeting on MS TEAMS</i>
	22 <sup>nd</sup>	<b>Leisure &amp; Information Services</b>	<i>Type of meeting to be confirmed</i>
March	1 <sup>st</sup>	<b>Policy &amp; Resources (Q3)</b>	<i>Type of meeting to be confirmed</i>
	8 <sup>th</sup>	<b>Town Development</b>	<i>Type of meeting to be confirmed</i>
	15 <sup>th</sup>	<b>Full Council</b>	<i>Type of meeting to be confirmed</i>
	22 <sup>nd</sup>	<b>Museum (18.30)</b>	<i>Type of meeting to be confirmed</i>
	22 <sup>nd</sup>	<b>Neighbourhood Services (19:00)</b>	<i>Type of meeting to be confirmed</i>
	29 <sup>th</sup>	<b>Town Development</b>	<i>Type of meeting to be confirmed</i>

### 5.2 Dates for your diary

**Civic Dinner** – The Mayor has provisionally selected Saturday 5<sup>th</sup> March 2022 for the Annual Civic Dinner to take place next year.

**5.3 Twinning** - Following the Weekly Briefing on 5<sup>th</sup> May it was approved that subject to minor amendments to be made by officers the agreement in principle will form the basis of a Service Level Agreement with each of the four Twinning Associations to allow TTC to continue paying an annual grant to each of them and contributing towards twinning activities as per the Grants Policy. We will be progressing this following the disruption caused by the pandemic and approval of the 2021 Grants. The Town is twinned with Leer in Germany, Charenton le Pont in France, Elblag in Poland (jointly with the other towns in West Wilts) and Oujda in Morocco. This is work in progress.

## 6. TOWN DEVELOPMENT

Committee meets: 4<sup>th</sup> and 25<sup>th</sup> January to consider regulatory matters consulted on by WC; planning, listed building and tree applications, road closures, traffic regulation and licensing.

**6.1 Future High Streets Fund (FHSF)** – WC has been awarded £16,347,056 from the government. 72 towns and cities were awarded funds ranging from the maximum £25million down to £1million. A significant portion of the grant will be used to refurbish and improve the Town Hall. Other elements include the removal of one-way traffic from Conigre/Upper Broad Street/ Hill Street, improvements to the River Biss walkway from Town Bridge to Cradle Bridge, wayfinding and repurposing of empty shops.

### 6.2 Employment/Mixed-use/Brownfield Housing sites

**Innox Mills** – An application for the majority of the site including around 284 homes has now been submitted and an earlier application for the villas fronting **Stallard Street** is under consideration.

**County Hall East** – WC are considering options for this site which they own but has some significant environmental obstacles around sewers, culverts and the river bank.

**The Pavillions White Horse Business Park** – Conversion of (former Virgin) offices in the northwest corner to 104 new homes has been permitted.

**McDonogh Court** – Polebarn Rd permitted for 18 new homes.

**Clark's Mill** – Permitted for conversion to 19 dwellings next to the Town Bridge.

**United Church Buildings** – Permitted for conversion into 26 apartments, site for sale.

**Bradford Road** – Accessed from the sewage works access road is permitted for employment uses, application for care home now withdrawn.

**Courtfield House** – Ashford Homes revised application for conversion and houses in the grounds has been submitted. TTC has no current objections.

**Ashton Street Centre** – To be developed by WC's Stone Circle likely to accommodate 50 dwellings.

**Hospital** – Promoted in the 'One Public Estate' bid by WC and partners for up to 200 houses. The adjacent site is now permitted for a new **Integrated Care Centre** to replace the hospital.

**Homefield House** – Conversion to 18 residential apartments, previous application withdrawn.

**Biss Farm** – Current employment allocation, Persimmon applied for 267 houses, a school, pub and care-home between Leap Gate & W Ashton Rd. TTC supports the allocation of this site to include housing. (See the yellow area on the Ashton Park plan below).

**6.3 Greenfield Housing Sites** – Some have been delayed pending resolution of mitigation measures associated with Bats. The following provides a summary of the situation.

**A. Ashton Park and associated sites.** The area south of Leap Gate and east of the River Biss is in West Ashton parish, the remainder of the development site is in Trowbridge.

**Persimmon** 2,500 houses, employment area, sports pitches, open space, allotments, play areas, 2 primary and 1 secondary schools and A350 improvements was permitted in April 2018, S106 agreement being negotiated. (The Persimmon development area is shown in turquoise on the map below.)

**Wain Homes** application for 91 houses recently refused. TTC objected particularly to access being provided from existing residential areas. (The Wain Homes development area is shown in pink on the map below.)

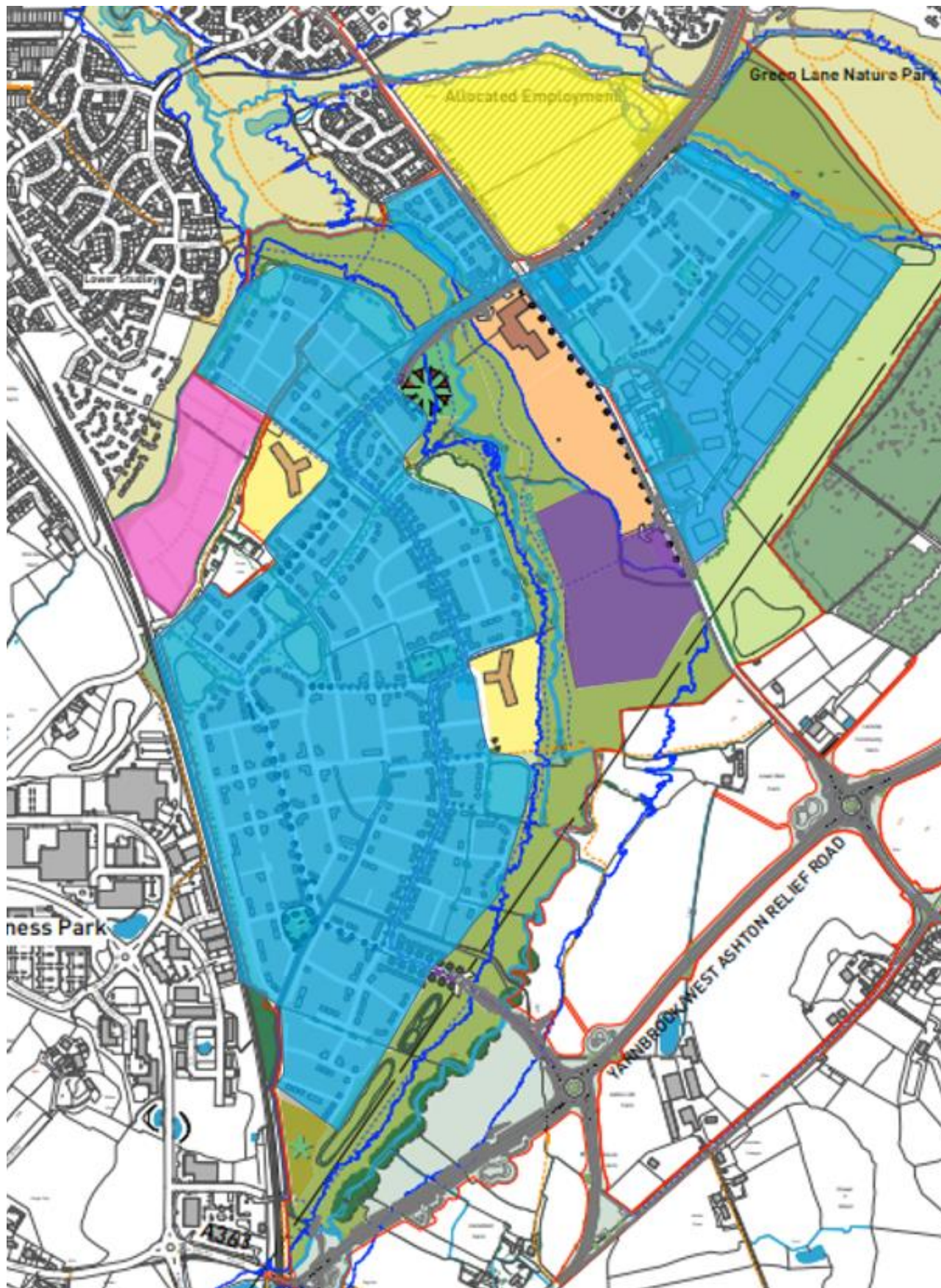
Key:

Pale yellow – Primary schools

Orange – secondary school

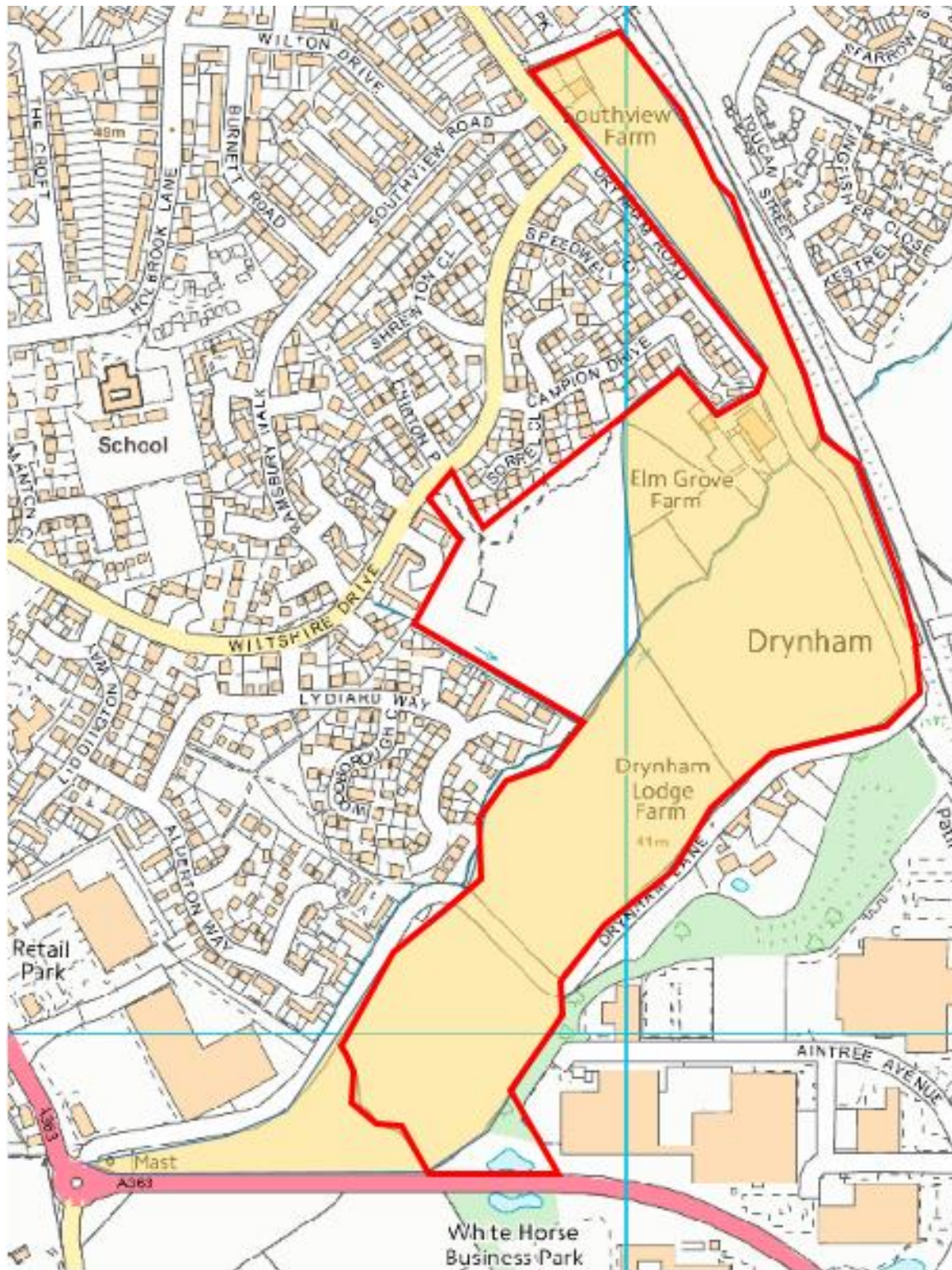
Purple – Football pitches & changing rooms

### Map of Ashton Park Masterplan



## B. Wiltshire Housing Site Allocations Plan (WHSAP):

**H2.1 Elm Grove Farm** – Coulston Estates, are promoting development at Drynham Lane, west of the railway for 260 houses. TTC raised objections because it did not provide a through route to the A363 as required by WC policy. The revised application achieves this through a corner of the White Horse Business Park. The map shows the development allocation in yellow and the application site in red line. Elm Grove Recreation Ground (QEII Fields in Trust) will be retained, upgraded and expanded.

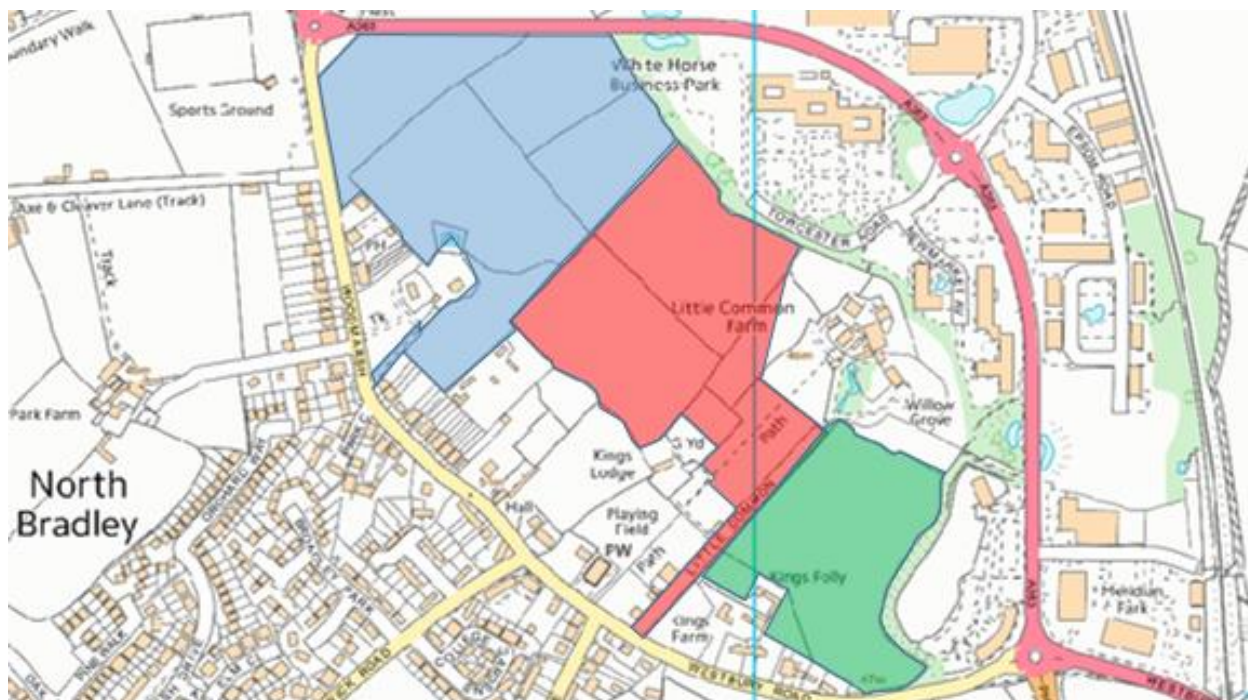


**H2.2 White Horse Business Park & North Bradley** – 175 houses. TTC has raised significant objections.

[Castlewood Property Ventures](#) submitted for the blue part; 100 homes and a 64 bed care home.

[Vistry Homes](#) submitted for the red part for 100 houses.

The green part may deliver 50 houses, totalling over 250 for the whole site.



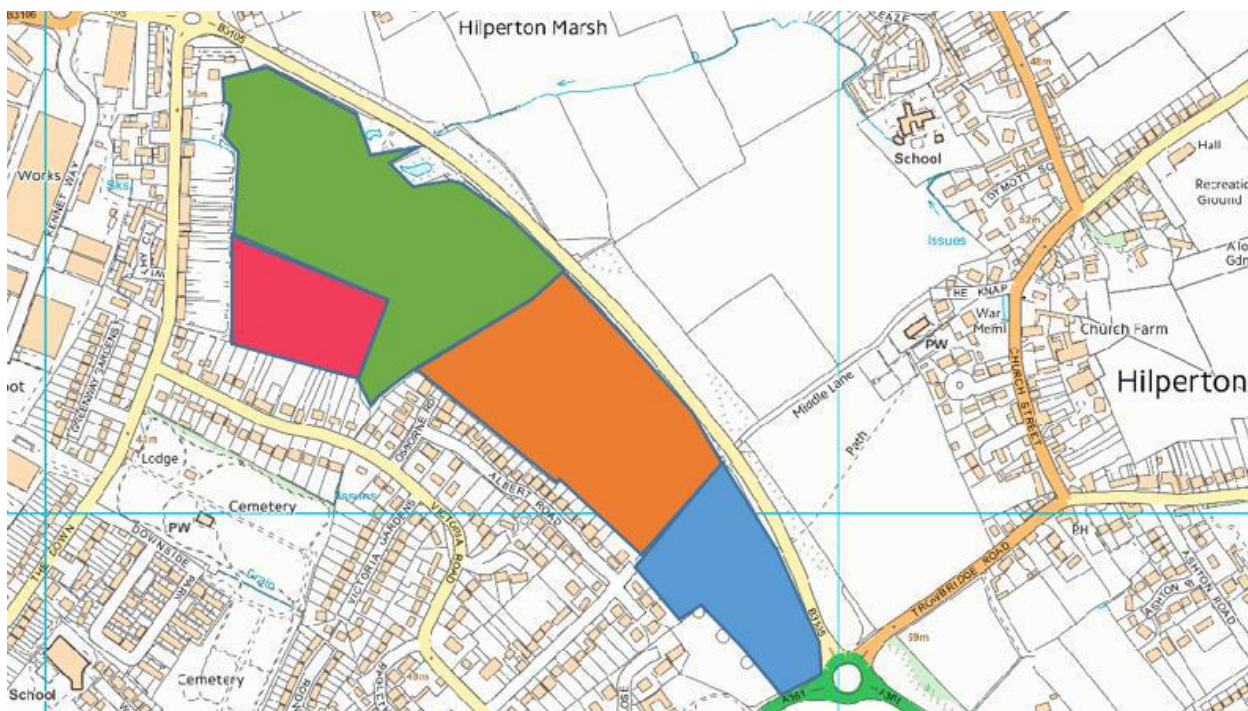
**H2.3 South West of Elizabeth Way** - Hilperton Parish on the town boundary applications for 423 houses.

[HGT Developments](#) Green area is permitted for 165.

[Persimmon](#) Blue area is subject to an application for 71.

[Barratt](#) Orange area is permitted for 187.

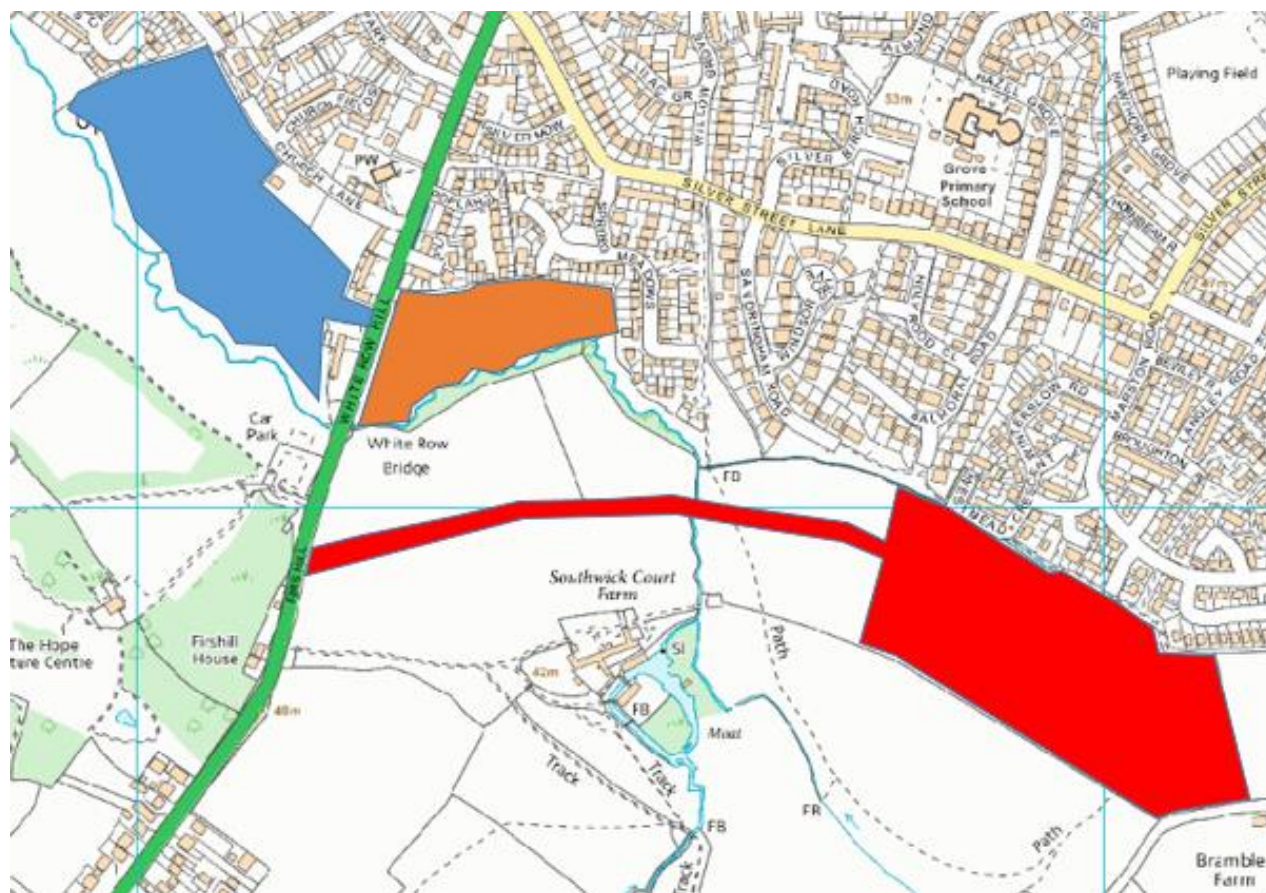
[Wiltshire Council](#) owns the red area, approved by WC for disposal.



**H2.4 Church Lane** – Blue area accessed off Frome Road, 55 houses, outline application.

**H2.5 Spring Meadows** – Orange Area off Frome Rd; 50 houses, Newland Homes.

**H2.6 Southwick Court** – Red area, Savills for Waddeton Park promote development between the town and Southwick Court; [www.landsouthoftrowbridge.co.uk/](http://www.landsouthoftrowbridge.co.uk/) . with access off Frome Rd for 180 houses. North Bradley Neighbourhood Plan indicates approval although both North Bradley and Southwick Parish Councils have raised objections. TTC has raised significant objections.



**C. Sites Discounted by Wiltshire Council** - The Trowbridge Bat Mitigation Strategy (TBMS) indicates that these sites cannot proceed in the foreseeable future as they fall in the bat 'red zone'.

**South of Green Lane, Castle Mead Extension** – Persimmon application for 272 homes withdrawn.

**Ashton Road, north of Green Lane** - (Steeple Ashton Parish) Taylor Wimpey 250 homes refused.

### 6.3.1 Trowbridge Housing Totals

Site	Houses
Ashton Park (Persimmon Trow)	500
Ashton Park (Persimmon ex N Bradley)	1785
Ashton Park (Wain Homes)	100
WHBP Middle section (Vistry Homes)	100
WHBP North Section (Castlewood)	100
Elm Grove/Drynam Lane	260
Church Lane	55
Spring Meadows	50
Innox Mills	284
Ashton Street	50
<b>TOTAL</b>	<b>3284</b>

*The remaining 215 homes at Ashton Park (total 2600) are in West Ashton Parish.*

*Hilperton Gap (423 houses) is located in Hilperton Parish*

*Southwick Court (180 homes) is located in Southwick & N Bradley*

**818 – neighbouring parishes**



## 6.4 Wiltshire Local Plan –

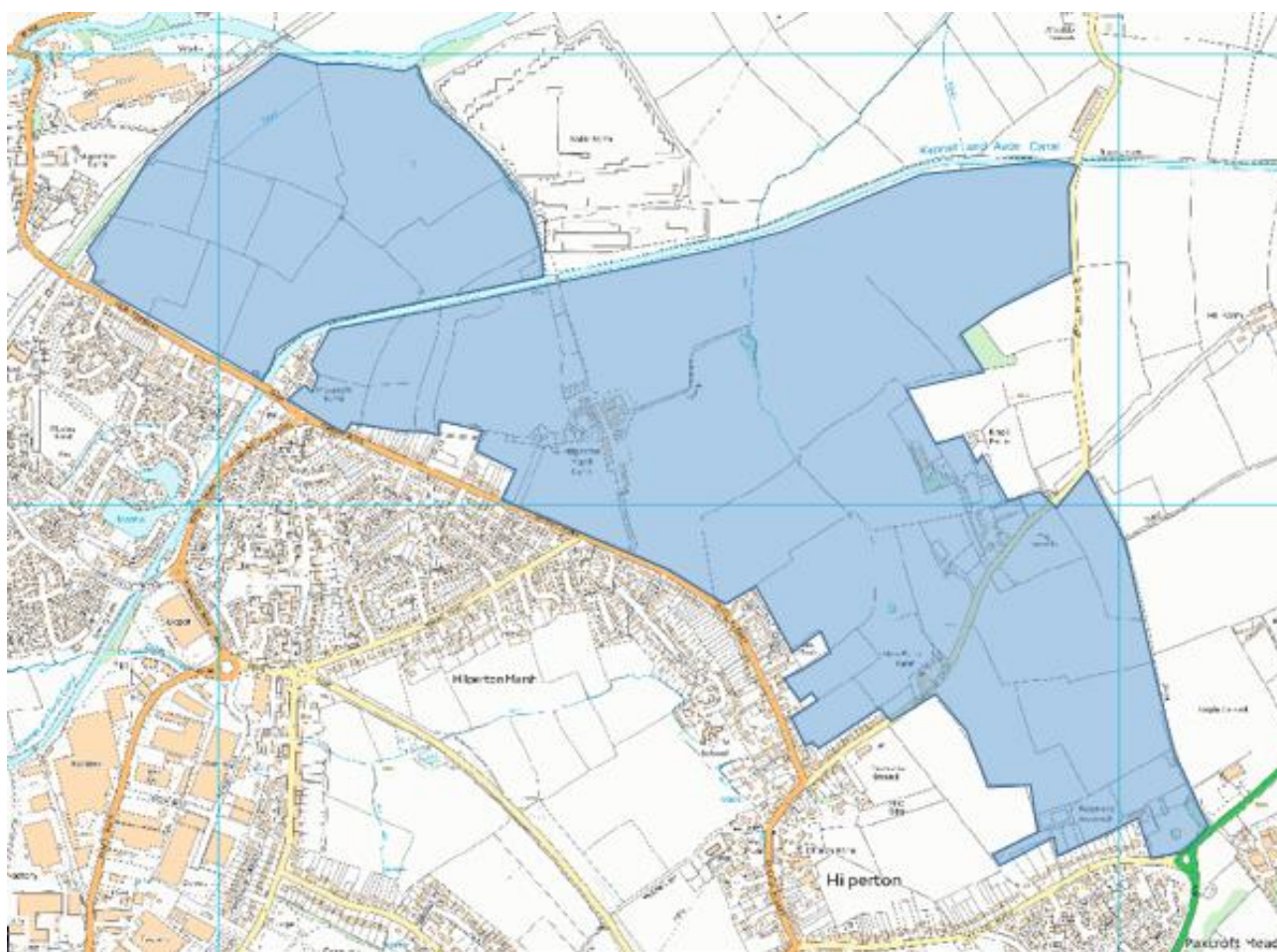
**6.4.1 Core Strategy** – This was adopted by WC to cover planning for the period 2006 – 2026 and still forms the basis for future planning beyond 2026. Including the allocation at Ashton Park.

**6.4.2 Wiltshire Housing Sites Allocation Plan (WHSAP)** – was adopted in February 2020 allocating the ‘H’ sites indicated above.

**6.4.3 Trowbridge Bat Mitigation Strategy (TBMS)** – WC adopted the plan in February 2020, allowing applications in the WHSAP above to be determined.

**6.4.4 5-year Land Supply** - WC reports that it can now fulfil its county wide 5-year land supply requirement, following a period of shortfall, this will be tested by any speculative development proposals. If Ashton Park and the WHSAP sites come forward before 2024 this situation should be secure.

**6.4.5 Wiltshire Local Plan Review** - WC conducted a consultation with the public in January/February 2021. TTC responded in full to the consultation. A summary is available in previous reports. There follows a map showing the proposed development sites in Staverton and Hilperton for 2600 houses.



## 6.5 Neighbourhood Plans

**6.5.1 Trowbridge** – TTC will need to consider as part of the Council Strategy, whether to pursue a Neighbourhood Plan or not and if this should be done in conjunction with neighbouring parishes. The current North Bradley NP which covers part of Trowbridge ends in 2025. On the plus side, we will receive 25% of any CIL in those parts of the town boundary which are covered by the North Bradley Neighbourhood Plan. There may be some benefits in respect of protecting greenspace. On the down side a Neighbourhood Plan is likely to cost over £100,000 and if the town council only receives 15% of the CIL the remaining 10% is likely to be spent by Wiltshire Council on those things that the town council would have spent it on anyway.

**6.5.2 Southwick, West Ashton, North Bradley, Hilperton, Holt and Bradford on Avon – ‘Made’** and form part of the Local Development Plan with the policies given full weight when assessing planning applications that affect land in these areas.

**6.5.3 Staverton, Steeple Ashton and Wingfield** have not commenced the process.

**6.5.4 Cooperating With Neighbouring Parishes On Strategic Planning Matters** - The Town Clerk, Cllr Palmen and Cllr Hill held a meeting on 1<sup>st</sup> with Hilperton, Staverton and Semington to discuss potential joint approaches to the Local Plan Review. Now that West Ashton and Southwick as well as North Bradley have had their Neighbourhood Plans approved a meeting with these parishes is being arranged.

## 7. TROWBRIDGE PARTNERSHIPS

**7.1 Trowbridge Future (TF)** – Works with partners in the town to support the delivery of regular youth and community activities at Longfield, Seymour and Studley Green and the development of dedicated youth and community spaces in Seymour and Studley Green. TF receive a grant from TTC which supports the delivery of youth activities and signposting from the Seymour Community Hub and The Community Hub in The Shires. TF currently run two successful kindness cafés: a regular café where people can come and meet and gain peer support, alongside two weekly Community Fridges in Seymour and Studley Green redistributing leftover food from supermarkets to support the Council's commitment to be carbon neutral by 2030. Councillors may use either Hub for surgeries and should contact [meg@trowbridgefuture.org.uk](mailto:meg@trowbridgefuture.org.uk) <http://trowbridgefuture.org.uk> Jo Trigg is the Chair and Meg Aubrey is the Chief Executive. TF has recently been awarded £299,198 of National Lottery funding to support its work in the community.

**7.2 David Baker Foundation** – TTC is the accountable body. They develop entrepreneurial skills of young people under GOFISH and BOOMERANG. Pat Baker is the Chair. [www.gofishteam.co.uk/](http://www.gofishteam.co.uk/). The Foundation is expected to wind up its activities this year and will donate its remaining funds to Trowbridge Future so that they can support young entrepreneurs.

**7.3. Wiltshire Community Foundation (WCF)** - manages Cock Hill Solar Farm Community Fund (£15k/yr). Appointed representatives are Cllrs Bryant, Trigg and Hoar. They are happy to receive grant applications from the Trowbridge area. [www.wiltshirecf.org.uk/](http://www.wiltshirecf.org.uk/)

**7.4 Child Well-being project** – TF and WCF are working on a project for the county's most deprived communities. TTC, WC and other partners are also involved.

**7.5 Trowbridge Town Trust** – makes grants to individuals and organisations [paulvingoe@hotmail.com](mailto:paulvingoe@hotmail.com)

**7.6 St James' Trust** – makes grants to organisations [thetrust@stjamestrowbridge.co.uk](mailto:thetrust@stjamestrowbridge.co.uk)

**7.7 Chamber of Commerce** – [www.trowbridgechamber.co.uk/team](http://www.trowbridgechamber.co.uk/team) President is Kez Garner.

**7.8 Trowbridge Talking News** – service for the visually impaired. The TIC is the drop off point, is due to recommence in June. Additional volunteers would be welcome, contact [info@trowbridge.gov.uk](mailto:info@trowbridge.gov.uk)

**7.9 Selwood Housing** - the main social housing provider in Trowbridge, based at the Bryer Ash Business Park. They have recently consulted on proposals for the former John Bull pub site in Studley Green.

**7.10 Trowbridge Town Hall Trust** – operates the Town Hall & Trowbridge Arts. TTC gives an annual grant (£10,000 in 22/23 budget). [www.trowbridgetownhall.com/](http://www.trowbridgetownhall.com/) Director David Lockwood is leaving at the end of January and the Trust is currently recruiting a replacement. Rosemary MacDonald is the Chair. Cllr Cavill is a Trustee.

**7.11 Wiltshire College** – TTC is partnering with the College to establish courses at Doric Park.

**7.12 Armed Forces Covenant** – The Town Council has agreed to sign the Armed Forces Covenant and this is in progress.

## 8. WILTSHIRE

**8.1 Wiltshire Council - Trowbridge Area Board**, includes the parishes of Hilperton, West Ashton, North Bradley and Southwick. You can view meeting details from the link: [Area Board meeting details](#) . The Community Engagement Manager is [Liam.Cripps@wiltshire.gov.uk](mailto:Liam.Cripps@wiltshire.gov.uk). The Area Board provides Capital Grants to local organisations as well as additional capital and revenue support for youth and healthier communities activities. They are currently finalising the five strategic priorities for the current term.

### 8.1.1 CATG (AGENDA ITEM 10) –

The Community Area Transport Group considers safety improvements with a delegated budget, parish councils contribute 25%. Councillors and the public can submit requests for consideration for approval by TTC. The Town Clerk can provide the necessary forms.

<b>CATG Match Funding BUDGET</b>	<b>£10,000.00</b>	<b>2021/22</b>
Silver Street Lane 20mph and crossing points	£833.00	Approved 22-06-21
St Thomas Road 20mph	£833.00	Approved 22-06-21
Broadmead Estate 20mph	£833.00	Approved 22-06-21
Dropped Kerbs Longfield Estate	£668.89	Approved 22-06-21
Newtown Pedestrian Crossing design	£3,000.00	Approved 22-06-21
Speed limit Cock Hill	£625.00	Approved 22-06-21
Pedestrian Crossing W-Ashton Rd, Blackball Bridge	£150.00	Approved 22-06-21
Broadmead estate dropped kerbs	£1,485.00	Approved 02-11-21
Langford Road dropped kerbs	£495.00	Approved 02-11-21
<b>Newtown Pedestrian Crossing additional</b>	<b>£1077.11</b>	<b>To allocate 11-01-22</b>
<b>TOTAL</b>	<b>£10,000.00</b>	
<b>LEAVING</b>	<b>£0.00</b>	
<b>CATG Match Funding BUDGET</b>	<b>£10,000.00</b>	<b>2022/23</b>
<b>Newtown Pedestrian Crossing additional</b>	<b>£617.39</b>	<b>To be allocated in advance</b>
The Halve junction changes	£800.00	Provisional allocation
The Croft/Carlton Row verge bollards	£200.00	Provisional allocation
Manor Road verge protection	£500.00	Provisional allocation
Hilperton Road pedestrian refuge island	£2,000.00	Provisional allocation
Boundary Walk Streetnameplate	£100.00	Provisional allocation
Westfield Close Parking Bay markings	£500.00	Provisional allocation
Manor Road Bus shelter	£2,500.00	Provisional allocation
Chilmark Road Bus Stop markings	£500.00	Provisional allocation
Aldeburgh Place PROW barrier	£500.00	Provisional allocation
Westcroft Street Footway	£782.61	Provisional allocation
Leap Gate speed transition signs	£1,000.00	Provisional allocation
<b>TOTAL</b>	<b>£10,000.00</b>	
<b>LEAVING</b>	<b>£0.00</b>	

**RECOMMENDATION:** That the above allocation from the 2021/22 budget of £1077.11 is approved and that an allocation in advance from the 2022/23 budget of £617.39 is approved, both as an additional contribution for improvements to the Newtown Pedestrian Crossing.

**8.1.2 Major Highway Schemes – Melksham Bypass** – Wiltshire Council is progressing further refinement of the route and consultation.

**8.1.3 Public Transport** – Wiltshire Council provides subsidised services on some bus routes, others in the town are commercial services. Most rail services are franchise/commercial services.

**Bus Services** – The main services serving the town are:

**D1 Bath – Bradford on Avon – Trowbridge - Warminster - Salisbury** regular service Mon-Sun including evenings

**X34 Frome – Trowbridge - Melksham – Chippenham** regular service daytime only Mon-Sat

**49 Trowbridge – Devizes – Swindon** regular service daytime only Mon-Sat

**60 - 68 Town service** mostly hourly daytime Mon-Sat

**69 Holt – Melksham - Corsham** four services per day.

**Bus Back Better** – This is the government's scheme to fund improvements to subsidised services across the country and the town council has responded to Wiltshire Council's request for suggestions earlier in the year. [Option 247](#) is campaigning to achieve the best result from this and Cllr Piazza has offered to be the Trowbridge link as a regular bus and rail user. The Cabinet considered the requests and funding available at its meeting on 12<sup>th</sup> October and agreed the following:

**Trowbridge, Melksham, Chippenham** Re-instatement of evening service

**Trowbridge, Melksham, Chippenham** Introduction of Sunday service.

**Trowbridge** Improved service for Studley Green and other estates in Trowbridge.

**Bradford, Trowbridge, Westbury, Warminster** Re-instatement of half-hourly service between Warminster and Trowbridge on service D1 and extra journeys via Winsley to Bath.

**Trowbridge, Bradford on Avon, Melksham, Corsham** Additional journeys on service 69

**Rail Services** – The main services serving Trowbridge Railway Station are:

**Cardiff – Newport – Bristol – Bath – Trowbridge – Salisbury – Southampton – Portsmouth** hourly service.

**Gloucester – Bristol – Bath – Trowbridge – Frome – Yeovil – Weymouth** up to eight trains per day with minimum half-hourly services Bristol – Westbury.

**Westbury – Trowbridge – Melksham – Swindon** up to eight trains per day.

Direct services run from Westbury to London Paddington and to Taunton and the South West.

**Direct services to London (Waterloo or Paddington).** The removal from December 2021 of all through trains from Trowbridge to London (save the 05:51 to Paddington) is a serious concern. The 4 or 5 through trains a day to London Waterloo have been very popular, and there is no adequate alternative proposed to run during 2022, nor even proposed in the 2023 consultation. Bradford-on-Avon, Keynsham, Oldfield Park and Warminster lose all or all but one of their direct London services in one direction or both. The council wrote a letter to MPs and the Transport Minister requesting the continuation of through services from Bradford on Avon, Trowbridge and Warminster to London.

**8.1.4 Parking Charges** – Wiltshire Council has announced increases to parking charges as follows:  
*THE COUNTY OF WILTSHIRE (WESTERN WILTSHIRE) (OFF STREET PARKING PLACES) ORDER 2018*  
*NOTICE OF VARIATION OF CHARGES*

NOTICE IS HEREBY GIVEN that Wiltshire Council in exercise of its powers under Section 35C of the Road Traffic Regulation Act 1984 and of all other enabling powers has varied the scale of charging for residents permits (where offered) applicable to the off street parking places as outlined for the towns below: -

## **Trowbridge**

**Bradford Road Car Park:** from 12 months - £400, 6 months - £200, 3 months - £100  
to 12 months - £500, 6 months - £250, 3 months - £125

**Lovemead Car Park:** from 12 months - £370, 6 months - £185, 3 months - £92.50  
to 12 months - £470, 6 months - £235, 3 months - £117.50

**Broad Street, Broad Street Crescent and Court Street Car Parks:** from 12 months - £400, 6 months - £200, 3 months - £100  
to 12 months - £500, 6 months - £250, 3 months - £125

**8.1.5 Community Governance Review** – Wiltshire Council has commenced a Community Governance Review of a number of areas: villages between Devizes and Pewsey, Malmesbury and Calne area. There are a number of anomalies and new developments around Trowbridge which might warrant a further CGR in future, including; areas around North Bradley village which should be in North Bradley, new developments at Hilperton Gap and Southwick Court.

**8.2 Health Services** - (BSWCCG) is responsible for commissioning 'Primary Care' services to people registered with local GPs. Their latest newsletter is available from: [BSW Together](#). A range of services including clinics, maternity and minor injuries are provided at 'Trowbridge Hospital'. It is currently proposed that these services will transfer to a new build facility 'Trowbridge Integrated Care Centre' adjacent to Trowbridge Health Centre. A detailed Reserved Matters planning application 21/01211/REM has now been permitted [Care Centre Planning Application](#). The final business case is due to be approved following the Chancellor's Spending Review, with an estimate of opening early 2024.

**8.2.1 GPs** There are two practices in Trowbridge; Lovemead Group Practice (LGP), based at Roundstone Surgery [Roundstone Surgery](#) and Trowbridge Health Centre (THC) at Seymour with a branch at Wingfield Road [Trowbridge Health Centre](#).

## **8.3 [Dorset & Wiltshire Fire & Rescue Service](#)**

**8.4 Wiltshire Police** – Insp. Gill Hughes is section Head, Trowbridge. Sgt Charly Chilton will report regularly to Full Council meetings.

**8.4.1 [Community Messaging](#)** - Councillors and the public are urged to sign up for details of charges and crimes reported.

**8.4.2 101** - To report non-emergency crimes use 101 or [Wiltshire Police Report a Crime](#)

**8.4.3 [StreetLink](#)** - If anyone is **Rough Sleeping** reports should be made to StreetLink which will be passed on to the team at WC. All rough sleepers referred are offered a bed for the night and are required to engage with their originating local council. Some of them decide not to accept the offer.

**8.5 Swindon & Wiltshire Local Enterprise Partnership (SWLEP)** – has withdrawn funding for the West Ashton relief road due to delays in progress, WC has confirmed that it will fund the gap.

**8.6 Society of Local Council Clerks (SLCC)** – TTC pays the fee for the Clerk to be a member of SLCC, which provides training and advice. The Town Clerk is a Director and has recently been appointed the Vice-Chairman of SLCC and is also a Fellow.

**8.7 Wiltshire Association of Local Councils - [WALC](#)** is the county association for town & parish councils, affiliated to NALC the National Association. TTC is a member of both.

**8.7.1 Wiltshire Super Councils Network** – Includes those NALC members with a budget over £1 million: Salisbury, Chippenham, Devizes, Calne, Stratton St Margaret, Swindon North and Swindon South. Online meetings have been taking place.

**APPENDICES**

**APPENDIX A – BUDGET 2022/2**



Budget, Precept and Council Tax Charges for 2022/23		04 January 2022					Three year forward plan		
Department	Notes	Budget 2020-21 £	Budget 2021-22 £	Draft 2022-23 £	Change 2021-22 to 2022-23	Diff	2023-24 £	2024-25 £	2025-26 £
Cultural Services 100	Museum Operation and Grants to other cultural org's (Town Hall)	£113,719	£98,142	£189,186	£91,044	92.77%	£194,862	£200,708	£206,729
Leisure Services 200	Active, Woodmarsh, Studley Green, Doric Park & T. Future	£182,110	£53,950	£69,620	£15,670	29.05%	£71,709	£74,031	£76,422
Information Services	TIC, Marketing, Events and Mayor	£165,985	£155,064	£192,037	£36,973	23.84%	£197,798	£203,732	£209,844
Policy & Resources - Democratic 401	Includes Heads of Service	£324,939	£324,093	£327,515	£3,422	1.06%	£337,340	£347,460	£357,884
Policy & Resources - Grants 403	General and Core Funded	£19,500	£20,000	£21,000	£1,000	5.00%	£21,630	£22,279	£22,947
Policy & Resources - Resources 410	Finance and Human Resources	£130,545	£130,599	£167,186	£36,587	28.02%	£172,202	£177,368	£182,689
Neighbourhood Services 500	Park, Play Areas, Allotments, Churchyards and Street Services	£221,588	£212,449	£228,943	£16,494	7.76%	£235,812	£242,886	£250,173
Venue Services 600	Civic Centre and Longfield	(£12,563)	£64,359	£32,162	(£32,197)	-50.03%	£0	(£20,000)	(£40,000)
Facilities MUSEUM	Museum building, utilities etc.		£55,980	£61,279	£5,299	9.47%	£63,117	£65,011	£66,961
Facilities LEISURE	Active vehicles		£12,309	£21,000	£8,691	70.61%	£21,630	£22,279	£22,947
Facilities NEIGHBOURHOODS	Neighbourhoods vehicles & Park Storage unit		£80,842	£0	(£80,842)	-100.00%	£0	£0	£0
Facilities VENUES	Longfield buildings, utilities etc.		£14,400	£13,538	(£862)	-5.98%	£13,945	£14,363	£14,794
Facilities OTHER 700	Buildings and vehicles	£394,715	£282,632	£234,665	(£47,967)	-16.97%	£241,704	£248,956	£256,424
<b>SUB TOTAL - departmental ongoing activities</b>		<b>£1,540,538</b>	<b>£1,504,818</b>	<b>£1,558,132</b>	<b>£53,314</b>	<b>3.54%</b>	<b>£1,571,749</b>	<b>£1,599,072</b>	<b>£1,627,814</b>
Neighbourhood Services 500	Play Areas (2019)	80%	WC addition	£ 89,502					
Neighbourhood Services 500	Street Cleaning (2019) & Litter (2022)	67%	WC addition	£ 232,811					
<b>SUB TOTAL - WC transfer activities</b>	<b>incl litter bins, recreation grounds, cemetery and grass cutting</b>	<b>£40,000</b>	<b>£ -</b>	<b>£ 322,313</b>			<b>£363,912</b>	<b>£406,760</b>	<b>£450,893</b>
<b>SUB TOTAL - Net Revenue Expenditure</b>		<b>£1,580,538</b>	<b>£1,504,818</b>	<b>£ 1,880,445</b>			<b>£1,935,661</b>	<b>£2,005,831</b>	<b>£2,078,707</b>
Loan repayments MUSEUM A		£50,240	£49,657	£49,657	£0	0.00%	£49,657	£49,657	£49,657
Loan repayments WOODMARSH	Equal installment of principal, therefore reduces total annually	£10,304	£10,134	£9,964	(£170)	-1.68%	£9,794	£9,623	£9,453
Loan repayments DORIC PARK	Fully costed from 2023	£25,573	£106,500	£110,000	£3,500	3.29%	£110,000	£110,000	£110,000
Loan repayments PARK STORAGE		£14,142	£14,142	£14,142	£0	0.00%	£14,142	£14,142	£14,142
Loan repayments CIVIC CENTRE		£259,155	£259,155	£259,155	£0	0.00%	£259,155	£259,155	£259,155
<b>Sub Total - loan repayments</b>		<b>£359,414</b>	<b>£439,588</b>	<b>£442,918</b>	<b>£3,330</b>	<b>0.76%</b>	<b>£442,748</b>	<b>£442,577</b>	<b>£442,407</b>
<b>Add: Amount to Reserves</b>	Increase general reserves to 3 months of revenue expenditure	<b>£62,500</b>	<b>£18,900</b>	<b>£46,480</b>	<b>£27,580</b>	<b>145.93%</b>	<b>£59,090</b>	<b>£105,370</b>	<b>£92,690</b>
<b>TOTAL EXPENDITURE</b>		<b>£2,002,452</b>	<b>£1,963,306</b>	<b>£2,369,843</b>	<b>£406,537</b>	<b>20.71%</b>	<b>£2,437,499</b>	<b>£2,553,779</b>	<b>£2,613,804</b>
Less income from other sources									
<b>Community Infrastructure Levy</b>	Based on 20% of current pipeline being delivered in 2022/2023	<b>(£65,500)</b>	<b>(£22,000)</b>	<b>(£20,000)</b>	<b>£2,000</b>	<b>-9.09%</b>	<b>(£56,250)</b>	<b>(£112,500)</b>	<b>(£112,500)</b>
<b>TOTAL net (Precept Requirement)</b>		<b>£1,936,952</b>	<b>£1,941,306</b>	<b>£2,349,843</b>	<b>£408,537</b>	<b>21.04%</b>	<b>£2,381,249</b>	<b>£2,441,279</b>	<b>£2,501,304</b>
Loan repayments as percentage of precept (STRATEGY TARGET MAX 20% by 2025)		18.6%	22.6%	18.8%			18.6%	18.1%	17.7%
September CPI		1.70%	0.50%	3.10%		assume CPI	3.00%	3.00%	3.00%
<b>The effect of this change on the Council Tax Charge for Band D properties</b>									
<b>Band D equivalents (COUNCIL TAX BASE)</b>	Reduced 2021 due to impact of Covid on numbers receiving C T B	<b>11,740.34</b>	<b>11,592.82</b>	<b>11,743.08</b>			<b>11,900.00</b>	<b>12,200.00</b>	<b>12,500.00</b>
<b>Change in COUNCIL TAX BASE</b>	Add new homes, minus Council Tax Benefit claimants				<b>150.26</b>	<b>1.3%</b>	<b>156.92</b>	<b>300.00</b>	<b>300.00</b>
<b>Net requirement (PRECEPT) ongoing activities</b>				<b>£ 2,027,530</b>					
<b>Council Tax Charge (Band D) ongoing activities</b>				<b>£ 172.66</b>	<b>£ 5.20</b>	<b>3.1%</b>			
<b>Net requirement (PRECEPT) WC transfer activities</b>				<b>£ 322,313</b>					
<b>Council Tax Charge (Band D) WC transfer activities</b>				<b>£ 27.45</b>	<b>£ 27.45</b>	<b>16.4%</b>			
<b>Net requirement (PRECEPT)</b>		<b>£1,936,952</b>	<b>£1,941,306</b>	<b>£ 2,349,843</b>			<b>£2,381,249</b>	<b>£2,441,279</b>	<b>£2,501,304</b>
<b>Council Tax Charge (Band D)</b>		<b>£ 164.98</b>	<b>£ 167.46</b>	<b>£ 200.10</b>	<b>£ 32.65</b>	<b>19.5%</b>	<b>£ 200.10</b>	<b>£ 200.10</b>	<b>£ 200.10</b>

**NOTE:** The generally accepted recommendation with regard to the minimum level of a Smaller Authority's General Reserve is that this should be maintained at between 3 and 12 months Net Revenue Expenditure (NRE). NRE (subject to any planned surplus or deficit) is effectively Precept less: any Loan Repayment and/or amounts included in Precept for Capital Projects and transfers to Earmarked Reserves. The reason for the wide range is to cater for the large variation in sizes of individual authorities. The smaller the authority the closer the figure should be to 12 months NRE, the larger the authority the nearer to 3 months. In practice, any authority with an NRE in excess of £200,000 should plan on 3 months. In all of this it is important that each authority adopt, as a General Reserve policy, the level appropriate to their size and situation and plan their Budget so as to ensure that the adopted level is maintained. Changes in activity levels/range of services provided will inevitably lead to changes in the requisite minimum level of General Reserve in order to provide working capital for those activities.

TARGET RESERVES		
25% £	519,677	
3 months net revenue expenditure 25/26		
Plan to achieve this as follows:		
b/f 31/3/21	£	197,233
add 2021/22	£	18,900
add 2022-26	£	303,630
Total	£	519,763

Assumes Ashton Park / WHSAP commences 2023 @ 300 houses per annum at £2500 per house @ 15% of CIL

Estimated cost of	2020-21	£	400,000
transfers from	2021-22	£	406,800
Wiltshire Council:	2022-23	£	408,834
Litter Collection,			
Recreation Gr'ds,	2023-24	£	421,508
Street Cleaning,			
Grass Cutting etc.	2024-25	£	434,153
£400,000 plus	2025-26	£	447,178
inflation			
	Latest Estimate	£	487,693

		Actual To Sept 20 (half year)	Actual To Sept 21 (half year)	Actuals Last year 2020/2021	Budget approved 2021/2022	Budget proposed 2022/2023	Difference
101	Net budgeted cost (Museum Operation)	£115,503	£113,515	£228,896	£134,799	£225,843	-£91,045
102	Net budgeted cost (Museum Project)	(£242,509)	£19,754	£0	£0	£0	£0
104	Net budgeted cost (Grants Cultural)	£18,044	£9,963	£18,192	£13,000	£13,000	£0
100	<b>CULTURAL SERVICES</b>	(£108,962)	£143,232	£247,088	£147,799	£238,843	-£91,045
265	Net budgeted cost (Active Trowbridge)	£79,342	(£1,882)	£129,264	£150,524	£178,327	-£27,804
271	Net budgeted cost (Woodmarsh)	£560	£372	£3,992	£702	£258	£444
270	Net budgeted cost (Doric Park)	£1,153	£5,956	(£49,545)	£12,809	(£0)	£12,809
267	Net budgeted cost (Tennis Courts)	(£1,494)	(£2,574)	(£522)	(£3,450)	£1,000	-£4,450
203	Net budgeted cost (Grants Leisure)	£10,000	£10,000	£10,000	£10,000	£10,000	£0
200	<b>LEISURE SERVICES</b>	£89,561	£11,872	£93,189	£170,584	£189,584	-£19,000
202	Net budgeted cost (Mayor)	£1,240	£1,090	£3,135	£11,800	£11,800	£0
274	Events	(£262)	£7,900	£24,351	£23,850	£30,600	-£6,750
269	Net budgeted cost (Information Services)	£52,870	£63,578	£107,574	£114,664	£149,637	-£34,973
200	<b>INFORMATION SERVICES</b>	£53,848	£72,568	£135,060	£150,314	£192,037	-£41,723
401	Net budgeted cost (Democratic)	£156,705	£152,154	£321,183	£324,093	£327,515	-£3,421
403	Net budgeted cost (Grants)	£19,000	£11,800	£18,500	£20,000	£21,000	-£1,000
410	Net budgeted cost (Resources)	£112,431	£67,501	£165,015	£149,499	£213,666	-£64,168
400	<b>POLICY &amp; RESOURCES</b>	£288,136	£231,455	£504,698	£493,592	£562,181	-£68,589
504	Net budgeted cost (CATG Projects)	£6,256	£5,662	£3,112	£15,000	£15,000	£0
509	Net budgeted cost (Play Areas)	£8,558	£32,956	£77,228	£45,200	£111,877	-£66,677
518	Net budgeted cost (Neighbourhood Services General)	£54,927	£71,909	£133,577	£151,531	£347,480	-£195,948
521	Net budgeted cost (Churchyards)	£1,659	£3,750	£7,265	£7,500	£15,000	-£7,500
524	Net budgeted cost (Park)	£18,547	£66,540	£66,479	£83,940	£80,878	£3,062
525	Net budgeted cost (Allotments)	(£3,205)	(£2,047)	(£4,083)	(£4,130)	(£4,836)	£706
500	<b>NEIGHBOURHOOD SERVICES</b>	£86,742	£178,770	£283,578	£299,041	£565,398	-£266,357
602	Net budgeted cost (CC Service Delivery)	£21,419	£25,764	£13,206	£86,829	£50,234	£36,595
612	Net budgeted cost (Longfield)	(£6,254)	(£11,575)	(£19,728)	(£22,470)	(£18,072)	-£4,398
600	<b>VENUE SERVICES</b>	£15,165	£14,189	(£6,522)	£64,359	£32,162	£32,197
701	Net budgeted cost (Civic Centre Facilities)	£217,817	£210,726	£390,520	£445,229	£433,823	£11,406
712	Net budgeted cost (Longfield Facilities)	£2,833	£6,704	£7,466	£14,400	£13,538	£862
772	Net budgeted cost (Studley Green)	(£973)	(£1,790)	(£432)	(£2,091)	(£2,191)	£100
705	Net budgeted cost (Museum Facilities)	£8,897	£33,199	£52,771	£56,280	£61,279	-£4,999
765	Net budgeted cost (Active Trowbridge Facilities)	£4,932	£8,111	£13,032	£20,700	£21,000	-£300
718	Net budgeted cost (Facilities General)	£54,260	£53,297	£95,013	£110,099	£62,188	£47,911
700	<b>FACILITIES</b>	£287,766	£310,247	£558,370	£644,618	£589,637	£54,981



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## Selwood Housing – 2021

- **Studley Green Priority Neighbourhoods Project launch**
- **Starry Eyes**- Grant to enable the continuation of talent shows.
- **Trowbridge Council** – Lantern Parade
- **Trowbridge Rugby Club**- Community Park
- **Trowbridge Townhall**- “Selwood Room”
- **Capturing Stories** – Celebrate a community project each month
- **Mary Stancombe development**

## Selwood Housing – 2022

- **Studley Green Project**
- **Trowbridge Future** – Neighbourhood Connector launch
- **Customer Training Programme**- Level 1 & 2 Intro to Social Housing Course, internal training into recruitment
- **Volunteer and Learners Celebration**- Social event to celebrate our volunteers
- **Capturing Stories**- Trowbridge Futures & Starry Eyes
- **Community Development Project**- community led action network
- **John Bull pub site development**

## Studley Green Priority Neighbourhoods – 2021

- **Set up project team** with colleagues from across different teams and had two project meetings.
- Completed our first **neighbourhood inspection walkabout**.
- Worked with **Grounds Maintenance and Asset Management**.
- Met with SG Councillor **Jo Trigg**
- Approved a **bike storage project** for Westfield Close.
- Started **stakeholder and partnership mapping**.
- Kept a record of **outcomes from Neighbourhood inspections**.
- Developed a positive relationship with **Trowbridge Future**.
- Met with community contacts at **SG Primary School**.

## Studley Green Priority Neighbourhoods – 2022

- Review the **Customer Conversation 2021** data to feed into our planning around community door knocking.
- Explore and develop relationships with local schools and develop **junior neighbourhood champions**.
- Work with Trowbridge Futures on a **community garden** and work in partnership with their new **Neighbourhood Connector** staff member.
- Utilise **The Cabin** (opposite the community centre) to develop relationships with customers.
- Complete a series of **tenancy audits** with customers in our larger properties.
- Confirm large scale plans around **programme investment**, e.g block refurbishments.
- Organise **two events** (Easter and Summer) for the community.



**Report To** Trowbridge Area Board

**Date of Meeting** Thursday, 20 January 2022

**Title of Report** Trowbridge Area Grant Report

## Purpose of the Report

- To provide detail of the grant applications made to the Trowbridge Area Board. These could include; community area grants, health and wellbeing, young persons grants and Area Board initiatives.
- To document any recommendations provided through sub groups.

## Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
<b>Opening Balance For</b> 2021/22	£ 69,341.00	£ 30,464.00	£ 7,700.00
<b>Awarded To Date</b>	£ 16,743.92	£ 14,865.00	£ 4,000.00
<b>Current Balance</b>	£ 52,597.08	£ 15,599.00	£ 3,700.00
<b>Balance if all grants are agreed based on recommendations</b>	£ 29,743.53	£ 7,093.00	£ 2,150.00

## Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG146</a>	Community Area Grant	Trowbridge Wanderers Football Club	Trowbridge Wanderers Equipment	£3466.60	£1733.30
<p><b>Project Summary:</b>  <b>Trowbridge Wanderers Football Club is a grassroots club providing opportunities for all to play football, based in Trowbridge Wiltshire. The club would like to seek area board funding to purchases new equipment, provision of PPE for the upcoming season and to provide funding to support further training for volunteer coaches to allow the club to continue to grow. Due to the Covid-19 pandemic the club has suffered a shortfall of revenue into the club due to reduced training sessions and a loss of tournament income we are seeking support from the area board.</b></p>					
<a href="#">ABG227</a>	Community Area Grant	Hilperton Village Hall	Village Hall Outside Lighting	£1710.00	£855.00
<p><b>Project Summary:</b>  <b>We currently have 6 Lights outside totalling 1800W. The project is to replace these lights with more efficient more effective lighting totalling 700W.</b></p>					
<a href="#">ABG267</a>	Community Area Grant	YMCA Brunel Group on behalf of YMCA Green Shoots Nursery	YMCA Green Shoots Nursery Outdoor Area Renovation	£12991.00	£5000.00

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p><b>Project Summary:</b>  Our outdoor area at YMCA Green Shoots Nursery in Trowbridge is in need of renovation. The children in the Studley Green Area access the outdoors on a daily basis. The area is prone to flooding and the equipment is worn and has depreciated over time. We urgently need to improve drainage and excavate and re-level the area. We also need to use some artificial surfaces to allow all year round access and make parts of the garden useable.</p>					
<a href="#">ABG279</a>	Community Area Grant	Trowbridge Rugby Football Club	Trowbridge Rugby Club Play Park	£29000.00	£5000.00
<p><b>Project Summary:</b>  Trowbridge Rugby Football Club is a registered charity that fosters a sense of community for Trowbridge and the wider community area. The club has an extensive volunteer base who support the clubs growth and sustainability at all levels. The club has a small play park which has been in place for over 8 years with minimal investment and is in need of replacement. Since the rugby club moved to its current location in 2013 the clubs membership and usage by the local community has increased. The club is now working on a covid recovery plan and working hard to increase participation developing new teams, including a ladies and walking rugby programme but it does not leave enough funds to replace the play area. The play facility is a vital resource to the club where the young people in the clubs community can access it for free and spend quality time with their families. The club aim is to engage and inspire the Trowbridge community through rugby regardless of age. The development of the play park allows families and the wider community around the club to have access an outdoor space which is engaging for both users and non users of rugby who are both regularly users or visitors to the facility. The park would allow a community park in the area around the club and allow for a creative, inclusive play area which will engage children from 3 -12 years old.</p>					
<a href="#">ABG339</a>	Community Area Grant	Stepping Stones	Garden project Phase 3	£4440.00	£2000.00
<p><b>Project Summary:</b>  In June 2020 Stepping Stones embarked on an ambitious project to upgrade our current garden/outdoor play facilities. We have success fully completed phase 1 and 2 of this project. Phase 1 - involved the removal of the current real grass area and groundwork preparation necessary for it's replacement with a new artificial grass surface. Refurbishment and improvement of some exciting play equipment. Phase 2 - construction of an indoor/outdoor classroom. Phase 3 - for which funding is now being sought is a)The replacement/upgrade of the play panels in our garden "Pagoda" and b) Outdoor movable play equipment suitable for Pre-school children which will bring a new perspective to the children's world of physical exploration, social and communication skills and to begin to develop imaginative play experiences. The equipment will have a multi-rotational design and will be able to be arranged creatively ensuring play experiences are unique to every child. With these play blocks we will be able to create new and exciting play trails/seating so that child can discover and experience new physical play skills each time it is moved and used. Giving children the opportunity to improve balance and co-ordination and gain confidence in their physical abilities.</p>					
<a href="#">ABG343</a>	Community Area Grant	Trowbridge Debt Advice Service	Trowbridge Debt Advice Service expansion and upgrade	£5870.50	£2935.25
<p><b>Project Summary:</b>  Since its inception in 2017 the service has continued to grow to meet the client demands. Our original IT equipment has now reached its end of life expectancy and needs replacing. We have also increased the number of Debt Advisors to keep pace with the client demand. Currently we have 7 Advisors using 5 laptops and this is not an efficient way of working. We are therefor seeking to both upgrade the laptops and also increase the number from 5 to 7. 3 of old laptops will be reconfigured to become "Kiosk" machines (these will then be able to be used by the growing number of clients who do not have IT access to make their online applications for things like Council tax reductions and housing benefit whilst receiving advice, and because they will be separate machines they will not breach the integrity of our secure system.) The other 2 machines will be donated to Wiltshire Digital Drive to be refurbished for their charity use.</p>					
<a href="#">ABG351</a>	Community Area Grant	Trowbridge Environmental Community	Trowbridge Environmental Community GROW Toolshed	£330.00	£330.00

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p><b>Project Summary:</b>  <b>Trowbridge Environmental Community runs GROW, a community project at Gloucester Road allotments. Participants work together to plant, nurture and harvest vegetables. GROW is open to the Trowbridge community and provides an opportunity to participate in planting, nurturing and harvesting vegetables. The group works collaboratively with individuals joining in at a pace that suits each person. GROW also reaches out to local groups and organisations eg., Sanctuary Housing. As part of its activities, the group aims to reuse and repurpose materials needed for example, as plant supports. The project in addition will be tending and maintaining a wildlife area on the allotments giving further chances to learn about biodiversity, the relationships between plants and humans. For this particular project, we wish to build a toolshed to manage and enhance our activities at the site.</b></p>					
<a href="#">ABG353</a>	Community Area Grant	Friends of Broadmead Pond	Repair and improve Broadmead Pond	£12395.00	£5000.00
<p><b>Project Summary:</b>  <b>To survey for Great Crested Newts as per wildlife legislation before investigating the issues surrounding the leak the pond has. The aim is to not only repair the pond, but remove the need for the tap (chlorinated water), desilt it to make it more suitable as a breeding pond for newts and other wildlife but also increase the accessibility for local residents and visitors to enjoy. We will lay a new disabled access path, install a notice board and life-saving equipment and ensure the group continues passed this grant to maintain the pond for future generations.</b></p>					
<a href="#">ABG349</a>	Health and Wellbeing Grant	Alzheimers Support	New flooring for Mill St Trowbridge Day Club supporting local people with dementia	£4750.00	£1550.00
<p><b>Project Summary:</b>  <b>Engaging with people with dementia and their carers in the most humane loving way possible is Alzheimer's Support's core methodology, treating clients and their carers as distinct individuals with their own life stories - not just service users. One of our most popular services are our award-winning Day Clubs that follow our trademark formula of small group activities, a relaxed informal atmosphere and high staff ratios allowing everyone to follow their own preferences. A full day out in a supportive, stimulating environment is hugely beneficial to people living with dementia and provides a real break for family carers. Our clubs are run by specialist staff and trained volunteers who focus on the person rather than the dementia. Boosting confidence, building relationships and creating opportunities for social engagement are at the heart of their ethos. Inspirational is not a word automatically associated with dementia day care, but carers and professionals alike have used it to describe the thoughtful, person-centred and uplifting world of the Mill Street Day Club on Mill Street, Trowbridge. First opening its doors in 2014, this spacious, purpose designed Club is thoughtfully laid out with members' art on the walls, a snooker/table tennis table and an indoor garden area (complete with water feature) which provides a quiet space and allows members to experience more natural surroundings. No two days are the same at Mill Street, where recent activities have included art therapy, weaving, cookery, board games, reminiscence therapy including using the club's iPad, dance, poetry and prose and a wide range of visitors from the local community. The club uses its prime position to forge close links with the local community and has a well-established link with Holbrook Primary School. The Club is open 4 days a week for up to 10 people per day. Inevitably, after nearly a decade's service as a Day Club (and as an industrial unit before that), the flooring tiles are starting to degrade to the point where they will ultimately become a safety issue. Whilst we are not at that stage yet, we are keen to re-lay the floor now for both safety and logistical reasons: If we leave the tiles to degrade to the point where we have to replace them, we would inevitably have to close the whole club for a period of time whilst the builders worked across the entire floor area and then cleaned up. Far better, in our estimation, to replace tiles on a planned, incremental process, area by area, that will reduce disruption and ensure the long-term safety of our members. In addition, by having the work done out of hours (on a Monday), we can also significantly decrease the daily charge rate. We have been fortunate to secure more than 65% of the total cost for this project from charitable sources. We would be very grateful if the Board would now consider supporting the shortfall for this project which will make a very real difference to all our Mill Street members over many years to come.</b></p>					
<a href="#">ABG291</a>	Youth Grant	The Amber Foundation	Ambers Health and Wellbeing workshops	£7012.00	£3506.00

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p><b>Project Summary:</b>            At our centre in Trowbridge we look after up-to 30 young people at any one time. It is a safe and nurturing environment where we provide much more than a bed and board. Every young person receives a holistic package combining support, structure, new opportunities and relevant training designed to address what is holding them back, challenge their limited aspirations and equip them with the self-belief and resilience to move forward. Our objective is clear – young people leave when they are ready to move on to suitable accommodation with sustainable employment or education / training. Part of being ready is to ensure that the young people in our care have built up the necessary skills to live independently. Young people cook for each other, ensure the site is clean and help with the maintenance when necessary. This helps to build the 'life' skills needed to live independently. As well as practical skills, Amber runs workshops on a variety of topics that help young people to identify, understand and overcome barriers that previously stood between them and employment, education and sustainable accommodation. Examples of the workshops include: - Managing stress and uncertainty - Understanding healthy relationships - Safety and risk management in the home - Specific training in adult literacy and numeracy - Conflict resolution Over the course of their time at Amber (which is on average 6-9 months), young people are expected to complete at least 3-4 workshops a month, many of which result in qualifications. In reality, most complete far more, building up a substantial set of qualifications and skills to support them when they leave; and, often these will be the first formal qualifications that our residents will have attained. During the Covid-19 pandemic, we were fortunate enough to keep our centre open as the young people who stay with us had nowhere else to go. The past few months have been challenging, but we have stuck to our programme as far as possible, as providing routine, structure and stability to the young people at this time has been hugely beneficial. Many of the young people have been apprehensive about both the pandemic and how the future economic downturn will affect their already limited prospects. Given this, we have increased the number of workshops we have run that deal with coping strategies for anxiety and stress, and we have also helped the young people access online learning opportunities. We are looking for support towards the cost of development and delivery of these workshops. Each workshop takes our Team Leaders 6 hours to plan and deliver.</p>					
<a href="#">ABG310</a>	Youth Grant	Trowbridge Future	Trowbridge Future Apprentice	£21651.00	£5000.00
<p><b>Project Summary:</b>            During this exciting time in our organisation we have the opportunity to provide a local young person with an opportunity to undertake an apprenticeship within in our youth programme. We are looking for a contribution to support the salary, training and on-costs of a youth apprentice, for one year, recruiting someone who has grown up in these communities who understands the needs and concerns of young people. By doing this we will upskill a member of the community to become a trained youth support worker who will act as a positive role model for young people who come to our youth clubs. They will be able to support over 200 young people each year through the development of youth-led creative and issue-based activities based on the ideas of the young people themselves that help us learn and shape future activities. We are working with Bath University as external evaluators who will help us learning about the impact of this work and how it can support future positive activities for young people. We work closely with the Police, the local social housing providers, schools and social services to ensure we engage and support those most in need.</p>					

## 1. Background

Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website.

Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:

- Community Area Grants (capital)
- Young People (revenue)
- Health and Wellbeing (revenue)

The Area Board will be advised of the funding available prior to their first meeting of each financial year.

## 2. Main Considerations

2.1. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young persons funding guidelines have been adhered to.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors need to consider any recommendations made by sub-groups of the Area Boards.

### **3. Environmental & Community Implications**

Grant funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

### **4. Financial Implications**

Councillors must ensure that the Area Board has sufficient funding available to cover the grants awarded.

### **5. Legal Implications**

There are no specific legal implications related to this report.

### **6. Human Resources Implications**

There are no specific human resources implications related to this report.

### **7. Equality and Inclusion Implications**

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes where they meet the funding criteria.

### **8. Safeguarding Implications**

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

No unpublished documents have been relied upon in the preparation of this report.

### **Report Author**

Liam Cripps, Community Engagement Manager, [Liam.Cripps@wiltshire.gov.uk](mailto:Liam.Cripps@wiltshire.gov.uk)

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## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	<b>Date of meeting: 17<sup>th</sup> December 2021</b>			
<b>1.</b>	<b>Attendees and apologies</b>			
Page 79	Present:	Horace Prickett – Chair (Wiltshire Councillor) Jo Trigg (Wiltshire Councillor) Ernie Clark (Wiltshire Councillor) David Vigar (Wiltshire Councillor) Stewart Palmen (Wiltshire Councillor) Daniel Cave (Wiltshire Councillor) Andrew Bryant (Trowbridge Town Council) Roger Evans (North Bradley Parish Council) Mel Jacob (Wiltshire Councillor) Edward Kirk (Wiltshire Councillor) Stephen Carey (Southwick Parish Council) Kirsty Rose – Principal Engineer – Highways Lance Allan (Trowbridge Town Council)		
	Apologies:	Pat Whyte – WC Area Highways Engineer Antonio Piazza (Wiltshire Councillor)		
<b>2.</b>	<b>Notes of last meeting</b>			

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		The notes of the last meeting were agreed at Area Board on the 7 <sup>th</sup> October.		
<b>3.</b>	<b>Financial Position</b>			
Page 80		The budget allocation at the start of this meeting for £7364.07  <i>Allocations made at meeting</i> <i>Newtown Pedestrian Crossing - Additional CATG allocation £5083.50 and TTC £1694.50</i> <i>Southwick Speed Limit Assessment - CATG £1875, SPC £625</i>  <i>Remaining balance - <u>£405.57</u></i>		
<b>4.</b>	<b>Top 5 Priority Schemes</b>			
a)	Issue <a href="#">4824</a> – Speeding Westbury Road/Woodmarsh, North Bradley	It was agreed at the last meeting that a substantive bid would be made again for this project for funding in the 2021/22 financial year, with a £5000 contribution from CATG. This will be made when the bid process opens.  <b>15/09/2021</b> KR to submit bid – 2021 deadline is 17 <sup>th</sup> September	<b>17/12/2021</b> The bid submitted in Sept 2021 was not successful. It was agreed to roll over the CATG contribution to 22/23 and submit a further bid in next year's round.	To note
b)	Issue <a href="#">6573</a> Pedestrian Crossing Relocation, Southwick Road North Bradley.	Plan circulated and discussed at last meeting. Cost estimate of proposal is £111,000. NBPC agreed support of proposal.  North Bradley Primary School have been approached to update their travel plan.	<b>17/12/2021</b> Discussion to be had between TTC and NBPC regarding CIL monies.	NBPC/TT C



## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Page 81	<p>Funding: £400 CATG: £300 NBPC: £100</p>	<p>KR to determine funding opportunities alongside potential Substantive CATG bid.</p> <p>HP to liaise with school re travel plan. <b>15/09/2021</b> KR explained that funding opportunities other than TAOSJ or substantive bid do not appear to be forthcoming. The group discussed CIL monies available to TTC following boundary changes. NBPC to contact TTC to discuss potential for contribution from CIL.</p> <p>School have begun updating travel plan.</p>	<p>School to update travel plan.</p>	
	<p>16-19-13 Newton Trowbridge</p> <p>20/21 Funding: £2,500 CATG: £1,667 TTC: £833</p> <p>21/22 Funding: £12,000 CATG: £9,000 TTC: £3,000</p>	<p><u>20mph Assessment</u> The traffic surveys have been undertaken and results received. The 20mph assessment is to be finalised but awaiting a response from Department for Transport regarding a signing query.</p> <p><u>Pedestrian Crossing</u> The primary school have updated their travel plan and applied via TAOSJ for the changes to the crossing on Newtown however funding is not available this financial year. CATG and TTC agreed to fund Atkins design work. .</p> <p><b>15/09/2021</b> KR explained that the DfT had responded stating that the use of the signing arrangement with flashing lights for an advisory 20mph limit cannot be used on Newtown due to the formal crossing.</p>	<p><b>17/12/2021</b> <u>20mph assessment</u> Outcome of report discussed. Decision regarding implementation on hold.</p> <p><u>Pedestrian Crossing</u> Atkins have provided a brief response with a proposed fee of £18,778 for the detailed design work. This requires an additional allocation of £6778 to proceed. It was agreed that this would be allocated subject to a further contribution from TTC. Additional CATG allocation £5083.50 and TTC £1694.50</p>	

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		<p>A 20mph limit cannot include Newtown due to its road category in accordance with Wiltshire Council policy. Cllr Palmen to contact Cllr McClelland to discuss policy.</p> <p>Atkins have been given a brief for the pedestrian crossing design</p>		
d)	Broadmead estate, Trowbridge	<p><b>Request:</b> Updated – plan showing proposed locations provided with note tracker following site visit with KR and JT.</p> <p>It is estimated that the cost of dropped kerbs at each location will total £15,000.</p> <p><b>15/09/2021</b> CATG agreed to fund 3 sites with a contribution from Trowbridge TC. CATG allocation £3015, TTC £1485 (tbc). Total £4500. To move to top priority schemes.</p>	<p><b>17/12/2021</b> Locations agreed with Cllr Trigg and works pack being prepared.</p> <p>TTC contribution confirmed.</p>	KR
e)	Langford Road, Trowbridge	<p><b>Request:</b> Dropped kerbs outside of garages</p> <p>Location is suitable for dropped kerb installation. Cost estimate approx. £1500.</p> <p><b>15/09/2021</b> CATG agreed to fund with a 33% contribution from TTC. CATG allocation £1005, TTC £495 (tbc) Total £1500. To move to top priority schemes.</p>	<p><b>17/12/2021</b> Works pack being prepared.</p> <p>TTC contribution confirmed.</p>	KR

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

5.	<b>Other Priority schemes</b>			
Page 83	a) 16-20-4 The Halve, Trowbridge – mini roundabout redesign	<p>The group discussed options for consideration including raising the roundabout, restoring a T-junction and the inclusion of the St Thomas Road roundabout in the review.</p> <p>An updated briefing note outlining the options for discussion was previously circulated and discussed with residents. Residents unhappy with options put forward.</p> <p>KR to review changes to parking that may provide a calming effect.</p> <p>KR to arrange for Sustainable Transport rep to attend CATG to discuss vehicle routing throughout the town</p> <p><b>15/09/2021</b> KR explained the potential waiting restrictions changes as discussed with Network Management. Parking would only be feasible on the north side of The Halve where it is currently allowed at evenings/weekends. This parking should be limited timed bays to discourage all day town centre parking.</p> <p>KR to prepare plan for residents to consider.</p>	<p><b>17/12/2021</b> KR to provide plan outlining potential parking changes to Stewart Palmen.</p>	KR

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Page 84	b)	16-20-06 Blackball Bridge, West Ashton Road – Request for pedestrian crossing  Funding: £600 CATG: £450 TTC: £150	<p>Pedestrian survey commissioned for September 2021.</p> <p>The developer of Ashton Park is to be approached by Highways DC to reconsider their current highway improvement plans to provide a signal crossing at this location rather than near Broadcloth Lane East.</p> <p><b>15/09/2021</b> Pedestrian survey to be undertaken and provided to Highways DC as well as CATG</p>	<p><b>17/12/2021</b> Survey results received. Pedestrian assessment report being prepared.</p>	KR
		16-20-09 – Reduction of speed limit, Cockhill, Trowbridge  Funding: £2500 CATG: £1875 TTC: £625	<p>Atkins have been commissioned to undertake a speed limit review.</p> <p><b>15/09/2021</b> Await outcome of speed limit review.</p>	<p><b>17/12/2021</b> Data collection complete. Awaiting report from Atkins. Likely early 2022.</p>	To note.
	d)	Innox Rd, Trowbridge – Request for 20mph Speed Restriction	<p><b>Request:</b>20mph speed limit on Innox Road</p> <p><b>15/09/2021</b> Assessment being undertaken by Atkins</p>	<p><b>17/12/2021</b> Data collection complete. Awaiting report from Atkins. Likely early 2022.</p>	To note

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<p>e)</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 85</p>	<p>Silver Street Lane, Trowbridge – Request for 20mph Speed Restriction and Improved Crossing Points.</p> <p>CATG allocation - £1667 TC contribution - £833 Total £2500</p>	<p><b>Request:</b> 20mph zone for the area. Signs required at both ends of Silver Street Lane J Frome Rd and J Bradley Rd. (Links to the north are already into a 20mph zone).</p> <p>Improved crossing opportunities at Frome Road junction, junction of Balmoral Road &amp; Hazel Grove, junction with Kingsdown Road, junction with Silver Birch Grove and Sandringham Road, junction with Willow Grove.</p> <p><b>15/09/2021</b> Assessment being undertaken by Atkins</p> <p>Residents' comments to be provided to KR by Cllr Vigar</p>	<p><b>17/12/2021</b> Data collection complete. Awaiting report from Atkins. Likely early 2022.</p> <p>Residents' comments have been provided to Atkins for input into report process.</p>	<p>To note</p>
	<p>St Thomas Road, Trowbridge – Request for 20mph Speed Restriction</p> <p>CATG allocation - £1667 TC contribution - £833 Total £2500</p>	<p><b>Request:</b> 20mph zone for the area including The Down and south of Islington/The Down and north of Hilperton Road. Signs required at Wyke Road J Withy Close, The Down J Canal Road, Delamere Road J Islington, St Thomas Rd J The Halve, Stancomb Avenue J Hilperton Rd, Springfield Park J Hilperton Rd and Victoria Road J Hilperton Rd.</p> <p><b>15/09/2021</b> Assessment being undertaken by Atkins</p>	<p><b>17/12/2021</b> Data collection complete. Awaiting report from Atkins. Likely early 2022.</p>	<p>To note</p>

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<p>g)</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 86</p>	<p>Broadmead Estate, Trowbridge – Request for 20mph Speed Restriction. CATG allocation - £1667 TC contribution - £833 Total £2500</p>	<p><b>Request:</b> Review and then installation of 20mph signs. 4 sets of signs required: Chilmark Road J Westwood Rd, Broadmead J Westwood Rd, Brook Rd J Cockhill and Brook Road J Wingfield Rd. Some of the existing signage is in contravention of regulations and requires replacement anyway; Junction of Chilmark Road and Westwood Road and Junction of Broadmead and Westwood Road. Signs at Junction of Wingfield Road change from 30mph to 20mph.</p> <p><b>15/09/2021</b> Assessment being undertaken by Atkins</p>	<p><b>17/12/2021</b> Data collection complete. Awaiting report from Atkins. Likely early 2022.</p>	<p>To note</p>
	<p>The Croft/Carlton Row – Replacement and additional bollards</p>	<p><b>Request:</b> Replacement of damaged verge markers and additional markers.</p> <p>Damage to verges caused by large vehicles overrunning verges. KR &amp; AB met with residents on site.</p> <p>Verge repair and replacement of kerbs to full height can be undertaken with consideration to be given to the provision of trees and/or bollards. However, parking on the outside of the bends, opposite the verges, is frequent and officers feel this is a key factor in causing the overrun. Double yellow lines to prevent parking on the bends are required before any verge repairs etc can take place.</p> <p><b>15/09/2021</b> KR to provide plan showing extent of proposed restrictions and kerbing works.</p>	<p><b>17/12/2021</b> Group discussed the provision of verge markers as an alternative to verge, kerb and parking changes previously put forward. KR agreed this would be possible and was discussed with residents during the previous site meeting.</p> <p>KR to prepare plan and cost estimate for consideration.</p>	<p>KR</p>

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Page 87	<p>i) 16-21-7 Speed reduction measures, Phillips Way and Westbury Road, North Bradley.</p>	<p><b>Request:</b> Permanent traffic calming measures, road narrowing, roundabouts etc, landscaping on roundabout at Phillips Way to encourage reduced speed when approaching, removal of 40 mile an hour sign when approaching roundabout to reduce those that speed up when the sign comes into sight.</p> <p><b>PC comments:</b> The Parish Council fully supports this resident's request. The increase in traffic, particularly lorries has increased noise levels in the village and the risk of accidents. Traffic calming measures for Southwick Road, Westbury Road and Woodmarsh are urgently sought.</p> <p><b>15/09/2021</b> KR to discuss measures with parish council representative and review options</p>	<p><b>17/12/2021</b> KR has provided NBPC with standard details for gateways and ballpark costs for their consideration.</p> <p>The 40mph sign cannot be removed as this would make the speed limit unenforceable.</p>	NBPC
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## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 88</p>	<p>j) 16-21-9 Goose Street, Southwick</p>	<p><b>Request:</b> The Parish Council is concerned at the dangers involved in crossing Goose Street from Blind Lane/Poles Hole Farm to Brokers Wood Road. There is an existing grass path (shown at point A on the attached plan) which is very wide and popular but dangerous. Crossing from this point pedestrians cannot see the oncoming traffic.</p> <p>In order to address this the Council proposes a new footpath (shown at point C on the attached plan). This route will give maximum view of traffic when crossing, enable safer access to Brokers Wood Road, is away from the road for most of its length and upgrades the existing crossing point to the Right of Way.</p> <p>Site meeting held. KR to prepare plan and cost estimate for footway provision.</p> <p><b>15/09/2021</b> KR to prepare plan and cost estimate</p>	<p><b>17/12/2021</b> KR to prepare plan and cost estimate for CATG/PC.</p>	
	<p>k) Manor Road, Trowbridge</p>	<p><b>Request:</b> Verges being used for parking causing mud and rutting. Request for grasscrete.</p> <p><b>15/09/2021</b> KR and PW to visit site to review options.</p>	<p><b>17/12/2021</b> Site meeting held. PW has arranged some verge repairs to deal with worst damage.</p> <p>Cllr Trigg to discuss verges with residents re: desire to keep grass or make changes.</p>	<p>JT</p>



## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

l)	Ayrton Close, Trowbridge	<p><b>Request:</b> White bar marking across access.</p> <p>Site visit undertaken. White bar marking is appropriate and can be progressed subject to funding agreement.</p> <p><b>15/09/2021</b> This location is suitable for a white bar marking. KR to inform resident to agree funding prior to adding to ad-hoc lining works</p>	<p><b>17/12/2021</b> No further action for CATG. To be removed from list.</p>	
Page 89	Dropped kerbs – Annual Programme	<p><b>15/09/2021</b> Cllrs discussed setting aside funding specifically for dropped kerb requests as there are many areas that need improvement. This is to be discussed at area board with the CATG provisionally ringfencing £12,000 for this. This decision must be ratified at Area Board. Town and Parish Councils will be required to contribute to dropped kerbs in their areas.</p>	<p><b>17/12/2021</b> Funding decision was included at area board. No concerns raised at this CATG meeting.</p>	
	<p><b>6. New Issues</b></p>			
a)	<p>16-21-18 Frome Road, Southwick</p> <p>Request for speed limit assessment</p>	<p>The Parish Council is concerned at the volume and speed of traffic along Frome Road. The PC requests a speed limit assessment is undertaken on Frome Road</p> <p>The Parish Council has resolved to submit this request and is aware that match funding will be required if the request is approved</p>	<p><b>17/12/2021</b> It was agreed to fund a speed limit assessment from the county boundary to 30mph at Trowbridge. CATG £1875, SPC £625</p>	

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

b)	16-21-19 Boundary Walk, Trowbridge  Request for name plates	Following a request from residents to review the need of additional nameplates on Boundary Walk I would propose one additional sign to point visitors to the front doors of 27-34 Boundary Walk.  The Town Council supports this project to go to CATG.	<b>17/12/2021</b> KR to prepare proposal and cost estimate.  Resident would like formal request letter for positioning of sign.	KR
c)	16-21-20 Westfield Close, Trowbridge  Request for road markings	Westfield Close has several areas for parking but no parking bays are marked. Space is therefore seldom maximised and there are issues with poor parking blocking in residents at key times of the day. It is an area where several comments from different residents about lack of parking but often it is exacerbated by poor use of space available. Have ringed the Wiltshire Council owned bays in orange. Have requested that Selwood also explore the same option for the land owned by themselves (indicated by arrow) (see attachment).  The Town Council supports this request to go forward to CATG	<b>17/12/2021</b> KR to prepare plan and estimate.	KR
d)	16-21-21 Manor Road, Trowbridge  Request for bus shelter nr Manor Close	Many of the bus stops on Studley have no shelter. This bus stop, beside Manor Close is used by residents of Manor Court - sheltered housing for the older generation. I am raising this on behalf of one of them. But we should also be making it easier/better to access public transport for all. Part of that is not standing in the pouring rain without cover. There is space to put a shelter here - it would be on Selwood land and they have indicated that happy with this.  The Town Council supports this request to go forward to CATG.	<b>17/12/2021</b> <b>TTC to consider funding the shelter.</b>	

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

e)	<p>16-21-22 Chilmark Road, Trowbridge</p> <p>Request for bus stop markings</p>	<p>No bus stop markings on the road. This can mean cars parking and making it more difficult for buses to stop in correct place. It is also an issue for many bus stops in the area including Wingfield Rd (beyond Hungerford Drive). Markings on the road make it clear for road traffic that they need to allow space - some of the bus stops are not easy to spot as a driver. We should be prioritising public transport</p> <p>The Town Council supports this request to go forward to CATG</p>	<p><b>17/12/2021</b></p> <p>KR to check road surface to ensure markings will adhere. Plan and cost estimate required.</p>	
f)	<p>16-21-23 Aldeburgh Place, Trowbridge</p> <p>Request for barrier change</p>	<p>The footpath from Regents Place to Aldeburgh Place has been raised by residents as being used by motorbikes as a cut through. The barrier at Aldeburgh Place end does not make riding through at speed difficult - could this be looked at to see if situation could be improved.</p> <p>Potential barrier placement while ensuring that it does not make access more difficult for those using mobility scooters or wheelchairs. Could planting/or concrete planters be used?</p>	<p><b>17/12/2021</b></p> <p>The footpath is not part of the adopted highway but does facilitate footpath TROW75 as part of the RoW network. This issue will be passed to the RoW team.</p>	
g)	<p>16-21-24 Westcroft Street, Trowbridge</p> <p>Footway improvements</p>	<p>Westcroft St pavement has a bad slope to it which forces people into the road. Reprofile the pavement to give a more horizontal surface.</p>	<p><b>17/12/2021</b></p> <p>The footway is sloping as a result of the number of dropped kerb driveway accesses. No further action for CATG. General maintenance of the footway surface is on the list held by the area office.</p>	

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

h)	16-21-25 Leap Gate, Trowbridge  Enhanced signing of speed limit	Transition from 40 mph limit to 30 mph limit – vehicles not slowing down as enter 30mph. There is busy crossing for pedestrians just after the transition point so this is dangerous area as used by children and adults.  Larger more visible 30 mph signs – also relocated to be more visible. Regular maintenance of trees to prevent obscuring signs. Painted roundels or hatching on road to show transition into 30 mph zone as indicated in photo (attached).	<b>17/12/2021</b> KR to prepare plan and cost estimate for enhancements to the change of speed limit	KR
i)	16-21-26 Hilperton Road, Trowbridge  Request for crossing nr Victoria Road.	30 mph area–but it is a difficult road to crossing as main road into Trowbridge. Traffic often speeding including large vehicles. Residents find it difficult to cross due to lack of crossing and speeding vehicles.  Crossing put in near end of Victoria Road to enable pedestrians to cross the road. This would also enable cyclist to cross over to access cycle paths that connect through Halfway Close.	<b>17/12/2021</b> Cllrs Jacob and Kirk to undertake site observations and adhoc pedestrian counts prior to decision being made to fund pedestrian crossing survey.	MJ/EK
<b>7.</b>	<b>Other items</b>			
a)	Holbrook Lane, Trowbridge	Cllr Bryant would like to be included in any further meetings re Taking Action on School Journeys and provided with a copy of the report when complete	KR to pass this on to TAOSJ colleagues	KR

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

b)	Changes to Highway Code – Horses	It was brought to the groups attention that changes to the highway code will come into force stating that drivers must not exceed 10mph when passing horses and should leave a 2m gap. HP and RE suggested additional horse warning signs are likely to be required.		
8.	<b>Date of Next Meeting: tbc</b>			

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### Trowbridge Community Area Transport Group

Report author- Kirsty Rose, Principal Engineer

#### 1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

#### 2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Trowbridge Area Board.

**2.2.** If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Trowbridge Area Board will have a remaining Highways funding balance of £405.57

#### 3. Legal Implications

3.1. There are no specific legal implications related to this report.

#### 4. HR Implications

4.1. There are no specific HR implications related to this report.

#### 5. Equality and Inclusion Implications

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

**6. Safeguarding implications**