

Town Clerk's Report to Policy & Resources Committee, Tuesday 5th July 2022

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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

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www.trowbridge.gov.uk

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

www.trowbridgemuseum.co.uk

I. KEY DECISIONS

AGENDA ITEM 8. MANAGEMENT ACCOUNTS

To consider the end of year accounts summary. The Annual Governance and Accountability Return (AGAR) was signed off by Full Council on 21st June and has been sent to the External Auditors (PKF Littlejohn). The period of public rights has commenced and runs until 2nd August.

RECOMMENDATION: That the committee notes the **Q4 Accounts Summary**.

Including related Facilities cost centres:	
CULTURAL	271,485
	50,240
	321,725
LEISURE & INFORMATION	283,466
	22,305
	305,771
NEIGHBOURHOODS	177,974
	89,842
	267,816
VENUES	44,496
	23,176
	67,672
FACILITIES (not allocated above)	711,654
	- 185,563
	526,091

Management Accounts 2021-2022							4th Quarter April-Mar				Trowbridge Town Council				
							Reserves, Unspent Loans and Unspent Grants				Working with the Community				
							01/04/2021	to	from	balance	Notes				
		Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	Yr budget	Variance								
Museum	101	exp	72,576	128,656	196,486	267,457	254,299	-	13,158						(Check trial balances)
		inc	4,731	15,141	23,519	29,490	119,500	-	90,010						
		net	67,845	113,515	172,967	237,967	134,799	-	103,168						
Museum	102	exp	5,553	44,490	45,240	20,503	-	-	20,503						
PROJECT		inc	2,562	24,737	58,625	0	-	-	-						
		net	2,991	19,753	(13,385)	20,503	-	-	20,503						
Grants	104	exp	10,000	9,963	12,239	13,015	13,000	-	15						
PROJECT		inc	0	0	0	0	-	-	-						
		net	10,000	9,963	12,239	13,015	13,000	-	15						
MUSEUM			80,836	143,231	171,821	271,485	147,799	-	123,686						
Leisure	203	exp	10,000	10,000	10,000	11,083	10,000	-	1,083						
GRANTS		inc	0	0	0	0	-	-	-						
		net	10,000	10,000	10,000	11,083	10,000	-	1,083						
Leisure	265	exp	73,235	178,701	277,509	392,037	446,424	-	54,387						
		inc	64,492	180,668	226,057	284,737	295,900	-	11,163						
		net	8,743	(1,967)	51,452	107,300	150,524	-	43,224						
Tennis	267	exp	1,374	1,502	1,564	1,609	650	-	959						
		inc	2,145	4,075	5,464	6,581	4,100	-	2,481						
		net	(771)	(2,573)	(3,900)	(4,972)	3,450	-	1,522						
Doric Park	270	exp	417	5,956	1,219	12,810	2,774,118	2,761,308	401,136	-	-	30,641	370,495		Unspent S106 Grant
		inc	0	0	0	0	2,761,308	-2,761,308							
		net	417	5,956	1,219	12,810	12,810	-							
Woodmarsh	271	exp	1,086	5,088	6,174	10,134	10,134	-	10,553	-	-	10,553		Reserve (was S106 Grant)	
		inc	2,359	4,717	7,075	9,433	9,433	-							
		net	(1,273)	371	(901)	701	701	-							
LEISURE			17,116	11,787	57,870	126,922	170,585	-	43,663						
Mayor	202	exp	325	1,090	3,130	13,588	16,300	-	2,712						
		inc	0	0	0	6,645	4,500	-	2,145						
		net	325	1,090	3,130	6,943	11,800	-	4,857						
Information	269	exp	31,011	71,299	102,779	133,138	135,814	-	2,676						
Services		inc	4,091	5,078	8,747	11,702	21,150	-	9,448						
		net	26,920	66,221	94,032	121,436	114,664	-	6,772						
Trowbridge	274	exp	1,900	7,900	31,213	33,424	35,600	-	2,176	10,000	6,000	-	16,000		Events Reserve approved 18/5/21
Events		inc	0	2,559	5,579	5,259	7,000	-	1,741						
		net	1,900	5,341	25,634	28,165	28,600	-	435						
INFORMATION			29,145	72,652	122,796	156,544	155,064	-	1,480						

								Reserves, Unspent Loans and Unspent Grants				Notes	
		Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	Yr budget	Variance	01/04/2021	to	from	balance		
Democratic	401	exp	76,037	152,153	224,314	309,368	324,094	14,726					
		inc		0	0		-	-					
		net	76,037	152,153	224,314	309,368	324,094	14,726					
Grants	403	exp	11,907	11,800	11,800	11,900	20,000	8,100					
		inc		0	0		-	-					
		net	11,907	11,800	11,800	11,900	20,000	8,100					
Resources	410	exp	33,276	67,636	103,892	125,676	152,599	26,923	197,233	5,823	-		Underspend to General Reserves
		inc	7	136	478	133	3,100	2,967				203,056	General Reserves
		net	33,269	67,500	103,414	125,543	149,499	23,956					
P&R			121,213	231,453	339,528	446,811	493,593	46,782					
CIL	420	exp	0	13,989	17,921	23,460	-	23,460	-	23,460	-23,460	-	CIL reserve to contribute to projects
		inc	5,087	13,989	17,921	23,860	22,000	1,860					*£400 mis-allocated to CIL
		net	(5,087)	0	0	(400)	22,000	21,600					
P&R			(5,087)	0	0	(400)	22,000	21,600					
CATG Project	504	exp	3,002	5,967	10,805	4,910	15,000	10,090					
		inc	305	305	305	305	-	305					
		net	2,697	5,662	10,500	4,605	15,000	10,395					
Neighbourhoods	509	exp	99,828	118,456	135,031	30,206	45,200	14,994					
Recreational		inc	76,445	85,500	85,500	4,500	-	4,500	29,168	-	-	29,168	SI06 from Elmhurst for Hulbert/Painters Mead
		net	23,383	32,956	49,531	25,706	45,200	19,494	30,220	-	-30,220	-	Grant for MUGAS from WVASP and Selwood
Neighbourhoods	518	exp	33,995	38,690	56,899	112,060	127,932	15,872					
General		inc	1,644	1,644	1,644	1,644	7,400	5,756					
		net	32,351	37,046	55,255	110,416	120,532	10,116					
Closed	521	exp	1,875	3,750	5,100	6,740	7,500	760					
Churchyards		inc	0	0	0	0	-	-					
		net	1,875	3,750	5,100	6,740	7,500	760					
Town Park	524	exp	10,139	17,479	31,215	44,172	35,650	8,522					
		inc	1,000	2,000	4,237	6,183	7,302	1,119					
		net	9,139	15,479	26,978	37,989	28,348	9,641					
Allotments	525	exp	176	728	1,061	1,251	970	281					
		inc	1,261	2,775	4,132	8,733	5,100	3,633					
		net	(1,085)	(2,047)	(3,071)	(7,482)	4,130	3,352					
NEIGHBOURHOODS			68,360	92,846	144,293	177,974	212,450	34,476					

		Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	Yr budget	Variance	Reserves, Unspent Loans and Unspent Grants				Notes	
								01/04/2021	to	from	balance		
Civic Venue	602 exp	32,677	95,979	190,613	290,590	331,828	41,238						
	inc	14,831	70,216	139,274	226,130	245,000	18,870						
	net	17,846	25,763	51,339	64,460	86,828	22,368						
Longfield	612 exp	3,674	11,020	18,640	26,149	27,531	1,382	-	-	-	-		
	inc	11,189	22,595	33,880	46,113	50,000	3,887						
	net	(7,515)	(11,575)	(15,240)	(19,964)	22,469	2,505						
CIVIC BOARD		10,331	14,188	36,099	44,496	64,359	19,863						
Civic Centre Building	701 exp	93,347	210,726	327,683	434,142	445,229	11,087	64,645	-	-	24,295	40,350	Reserve - Civic Centre heating
	inc		0	0	0	-	-						
	net	93,347	210,726	327,683	434,142	445,229	11,087						
Museum Building	705 exp	10,134	33,200	35,574	50,240	56,280	6,040						
	inc		0	0	0	-	-						
	net	10,134	33,200	35,574	50,240	56,280	6,040						
Park Facilities	710 exp	15,441	85,924	107,678	89,842	86,592	3,250						
	inc	0	0	0	0	5,750	5,750						
	net	15,441	85,924	107,678	89,842	80,842	9,000						
Longfield Facilities	712 exp	3,213	6,703	11,820	23,176	14,400	8,776	-	3,000	-	3,000		Longfield Maintenance reserve
	inc	0	0	0	0	-	-						
	net	3,213	6,703	11,820	23,176	14,400	8,776						
Facilities General	718 exp	21,625	57,798	83,265	69,420	119,099	49,679	40,000	-	-	40,000	-	Reserve for service transfers from WC
	inc	2,250	4,500	(24,779)	(22,529)	9,000	31,529						
	net	19,375	53,298	108,044	91,949	110,099	18,150						
Active Trow Facilities	765 exp	4,015	8,111	15,196	19,392	15,000	4,392	-	-	-	-		
	inc	0	0	0	0	-	-						
	net	4,015	8,111	15,196	19,392	15,000	4,392						
Studley Green	772 exp	1,569	155	4,676	6,804	1,500	5,304	-	3,000	-	3,000		Studley Green Maintenance reserve
	inc	972	1,945	2,918	3,891	3,891	-						
	net	597	(1,790)	1,758	2,913	2,391	5,304						
FACILITIES		146,122	396,172	607,753	711,654	719,459	7,805						
TOTAL		468,036	962,329	1,480,160	1,935,486	1,941,309	5,823						

AGENDA ITEM 9. WAIN HOMES APPEAL

To consider the delegated decision of the Town Clerk, following consultation with members, to fund 50% of the cost of a planning consultant (THaT) to undertake a transport assessment for the Appeal in conjunction with the Resident's Association.

RECOMMENDATION: That the committee approves the actions of the Town Clerk in consulting with members and paying £600 towards the costs of the planning consultant to write the statement of case on behalf of the residents of Southview Park in respect of the appeal by Wain Homes for their portion of Ashton Park.

AGENDA ITEM 10. GRANTS

To consider the applications for General Grant Funding 2022. The Council has allocated a budget of £12,000 for General Grant Applications in 2022/23 and the following applications have been received.

RECOMMENDATION: That the committee approves the draft allocations contained in the Town Clerk's Report as follows:

Wiltshire Sight	£800
Friends of Broadmead Pond	£800
Families Out Loud	£1068
Chinwags Support	£1004
Friends of the Down Cemetery	£280
Holbrook Primary School	£700
Paxcroft Short Mat Bowls Club	£700
Trowbridge Street Pastors	£500
Back on Track Stroke rehab	£1000
Group Five	£1000
1st Studley St John's Guides	£1000
Wiltshire Digital Drive	£2648

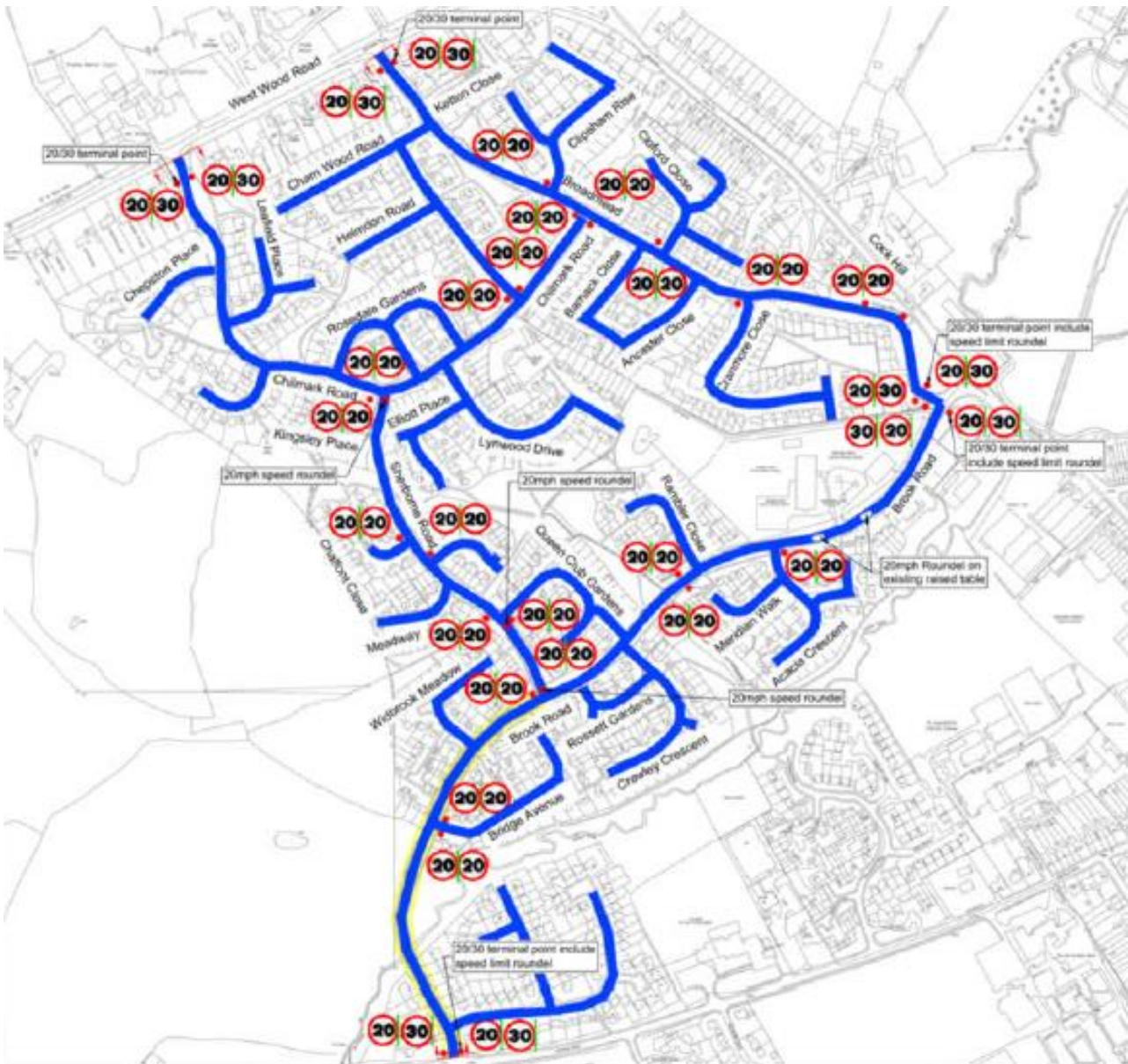
And that further applications may be considered later in the year.

	ORGANISATION	REQUESTED	SUMMARY	RECOMMENDATION	Additional Funding
1	Wiltshire Sight	£800.00	Wiltshire Sight require funding towards to their monthly Community Hub held in Trowbridge where people can drop in and make appointments to see their Community Sight Loss Advisor, try out equipment or get support as needed.	£800	
2	Friends of Broadmead Pond	£800.00	Broadmead Pond are requesting funding to: <ul style="list-style-type: none"> • Replace the jetty and survey and maintain Broadmead Pond and its protected population of great crested newts. • Repair the pond, and remove the need for tap water top-ups as they will be polluting the pond. • Lay access paths to the jetty for better-disabled access and general access. • Install and maintain a noticeboard and life-saving equipment. • Secure the long-term health of Broadmead Pond. 	£800	Area Board
3	Families Out Loud	£1,068.00	For Trowbridge clients: 1. Initial client telephone contact - £150 2. Initial client assessment sessions - £150 3. Facilitator costs for 12 x face-to-face support group meetings per annum - £396 4. Facilitator costs for 12 x online bereavement support group meetings per annum - £240 5. Facilitator costs for 4 x face-to-face bereavement support group meetings per annum - £132 The other contributor in relation to these costs is Trowbridge Area	£1,068	
4	Chinwags Support CIC	£1,004.00	We currently provide over 100 free counselling sessions to the local community of Trowbridge. However, we are asking for funds to help signpost our service more directly to the community of Trowbridge. Both internally and externally. Pop up printed Gazebo – To enable us to attend events within Trowbridge £488.33 Social Media Campaign to the residents of Trowbridge £400.00 Services provided leaflets £115.67 Total £1,004	£1,004	Area Board
5	Friends of Down Cemetery	£280.00	We are looking to tidy graves where headstones and curb stones have fallen or been laid down. With a hoist we would be able to place headstones on the correct grave and turn them over so that the inscriptions would be visible. This would enable us to clear areas of weeds and growth around the grave more efficiently. We are looking to purchase a Frost 2ton foldable engine crane, which would allow us to lift and move large heavy headstones safely. With our own funds we are also looking to buy a shredder which will compact the garden waste that we produce.	£280	Area Board
6	Holbrook Primary School/The Stay Safe Initiative CIC	£700.00	This grant is to help support Hollbrook Primary Schools efforts to support their children and families to stay safe online. This grant will allow the school to invite us work with every child / year group in school, where we will run a series of age-appropriate online safety sessions in school as well as a virtual evening parents and carers session to enable not only the young people to stay safe online but also help parents and carers understand the online world better and educate them on the things they can do to limit the chance of online harm and abuse from entering their young peoples lives.	£700	
7	Short Mat Bowls Club	£0.00	We run a short matt bowls club 2 afternoons a week all year round we have approx 30 members ages range from 60 to 92 most members 75 plus we play at paxcroft community centre we are looking for help with hall hire witch costs us £35 a season so £70 per week as not all members play noth or every week we find we are losing money over the year .we do also play or in-house trophies and wiltshire league and wiltshire compations we charge our members a £10 annual charge to cover liability insurance and equipment insurance we are members of wsmba wiltshire government body do you think we might have chance of some help ie money towards our hall hire approx annual cost £3400 pounds.	£700	
8	ADCRP CIC	£2,000.00	We are requesting funding in Two parts, as follows: Part 1 Equipment, we would use £1000 on purchasing 10 to 12 sets of fencing kit appropriate for beginners. We have used various suppliers in the past and found that equipment sourced online from www.wsfencing.com, have quality assurance and are substantially cheaper than other known brands in the market. Part 2 Funding for a community initiative that shall permit us to offer three (10 week) induction sessions to youth in Trowbridge, aged between 10 and 19; extending an option for after school supervision to fence. For this, we are requesting a further £1000 to cover running costs, transport and volunteered expenses from qualified coaches. We believe the project shall remove any obstacles accessing the sport and shall not only benefit the people of Trowbridge by offering a pathway to success, at the highest level, but also equip participants with the tools needed including sport psychology support on their journey; that may be applied in other areas of their life, i.e., Building Confidence, Dealing with Failure, Maintaining Focus & Attention, Conquering Nerves & Anxiety, Understanding & Using Our Emotions, Finding Inspiration & Motivation and Spotting & Stopping Burnout.	£0	
9	TROWBRIDGE STREET PASTORS	£500.00	The grant will assist us to function week by week: we give away bottles of water, flip flops, lollies etc all of which have to purchase: In a normal way (2021 was not normal) our total expenditure would be in the region of £2000.00 – In 2019, (the last year normal year out outgoings were just over £2000 due to inflation 2022 may exceed that.	£500	
10	BACK ON TRACK - STROKE REHAB SERVICE	£1,000.00	We are asking for funding to support the work that our Charity is doing for young Stroke Survivors and their families. In addition to this we are also looking to fund Additional Therapies and Counselling to help our clients overcome their disabilities and limitations as they work towards adjusting to life after a Stroke and an improved quality of life. With our support the young Stroke Survivors can be supported to improve both their physical health and mental wellbeing, as they work towards recovery and hopefully eventual re-employment.	£1,000	
11	GROUP FIVE	£1,000.00	Grant is required to assist with the maintenance and running cost of our Renault Master Van and the general operating cost of running the charity. All Group Five volunteers are unpaid.	£1,000	
12	1ST STUDLEY ST. JOHN'S GUIDES	did not specify but does need total amount of £20,000	Cost towards building large storage space. This will enable us all to have all our equipment to hand when, in the summer months, we spend a lot of time outside, cooking and participating in outdoor activities. The building will be well built, insulated and lined, secure, safe, dry and vermin proof. Besides our camp equipment, it will be used to store crafts equipment for ourselves and the Rainbows, Brownies and Rangers. This will mean that our Leaders will be able to have all of our equipment in one place. The cost of this is just under £20,000 due to the specification as described above, it will be on a hard standing with electricity for lighting and background heating in the winter.	£1,000	
13	WILTSHIRE DIGITAL DRIVE	15k (Core funding application)	Our vision is to bridge the growing digital divide in Wiltshire. To make sure that everyone in the county benefits from the opportunities that technology affords us We will: <ul style="list-style-type: none"> • Bridge the digital divide in Wiltshire by refurbishing and re-distributing 10,000 laptops over three years. • Ensure all data is securely wiped to relevant government / industry standards and recycle un-usable machines responsibly. • Build strong relationships with the local business community to ensure the CIC's sustainability. 	£2,648	
	TOTAL		BUDGET for 2022/23 is £12,000 for General Grant Applications	£11,500	

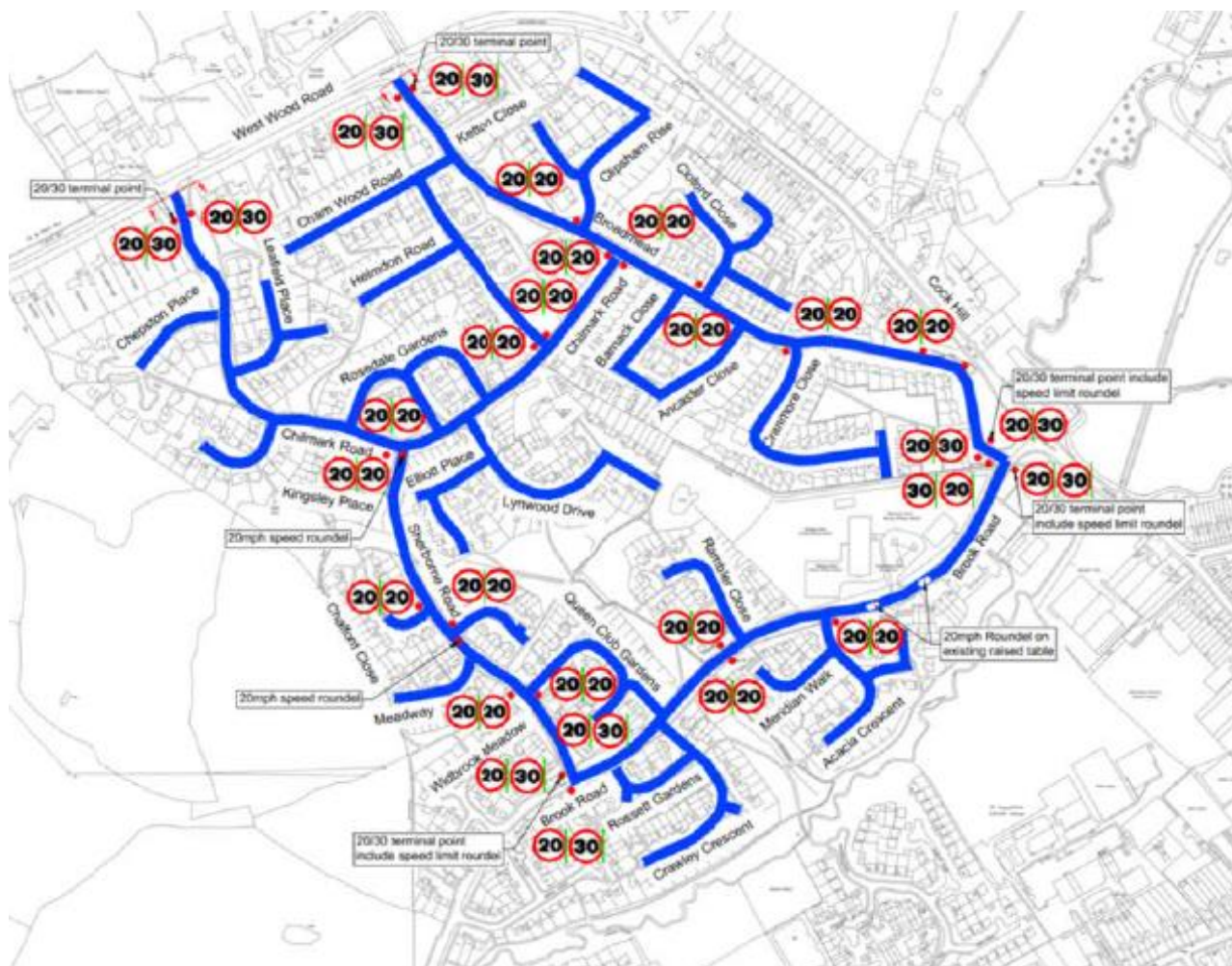
AGENDA ITEM 11. LH&FIG - BROADMEAD 20MPH PROPOSALS

To consider the report from ATKINS on behalf of Wiltshire Council which includes two options for implementation of a 20mph limit in the Broadmead estate. Option 1, extends further south and has an estimated cost of £25,800 suggesting a contribution from the town council of £6,450 and Option 2 has an estimated cost of £9,800 suggesting a contribution from the town council of £2,450.

Option 1



Option 2



RECOMMENDATION: That the committee approves either Option 1, Option 2 or neither:

Option 1: A contribution from the Town Council of £6,450 towards the implementation of a 20mph limit in the Broadmead Estate, at an estimated cost of £25,800

Option 2: A contribution from the town council of £2,450 towards the implementation of a 20mph limit in the Broadmead Estate at an estimated to cost of £9,800

AGENDA ITEM 12 – EMPLOYMENT LAW, HR AND HEALTH, AND SAFETY EXPERTISE WORKNEST

To consider a proposal from WorkNest to provide Employment Law, Health & Safety and HR support services on a contracted basis at an annual cost of £7200-£8000, depending on the number of employees, for a 5-year agreement. This cost will replace the pre-covid budget for Investors in People of £6,750 and the annual subscription to South West Councils (SWC) of £500, to strengthen, automate and streamline all HR and health and safety processes, for the full lifecycle of employees from onboarding to leaving, and accurately facilitate the TUPE transfer of employees for Neighbourhood Services. Full details of the proposal are attached. Please note this is a private and confidential document.

RECOMMENDATION: That the committee approves the proposal from WorkNest to provide Employment Law, Health and Safety and HR support services on a contracted basis for a 5-year agreement, at an annual cost of £7200-£8000.

AGENDA ITEM 13 PAYMENT OF ACCOUNTS

To consider for approval payments and receipts made since the last meeting of the Council recorded on the Cash Receipts and Payments Records by the Finance Officer and to confirm the action, of Councillors Bates and Edward Kirk in signing the Cash Payments and Receipts Records.

RECOMMENDATION: That the committee approves the following payments and receipts for April and May.

	<u>Payments</u>	<u>Receipts</u>
April	£ 222078.09	£ 1260677.73
May	£ 270754.17	£ 92786.38

2. RESOURCES

2.1 FINANCIAL RESOURCES

2.1.1 Community Infrastructure Levy (CIL) – Whilst North Bradley Neighbourhood Plan is in place, TTC receives 25% from developments in areas, which transferred from North Bradley Civil Parish on 1st April 2021 (incl. Elm Grove/Drynam Lane, White Horse Business Park/Little Common and most of Ashton Park), and 15% for developments in the rest of the town. Wiltshire Council has confirmed that CIL will be paid monthly in 2022/23. So far this year TTC has received £466.31 (from 15/16 Duke Street) against an annual budget of £20,000. We are still awaiting a decision from Wiltshire Council with regards to the CIL due from conversion of the Pavilions to residential. Developments in Trowbridge are chargeable at the following rates:

Development type	CIL Charge (£/m ²)	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

As Ashton Park and other sites commence development, this should increase significantly to over £100,000/ann. for around ten years. CIL is allocated to projects and activities in line with the budget. Details for previous years are available on the website: [Finance](#). In future, these may include Doric Park 3GATP, Play Area improvements, Street Cleaning and maintenance. The decision in respect of the Pavilions at White Horse Business Park, recently communicated the town council, indicates that conversions from another use class to residential are unlikely to result in a CIL payment, even though Manvers House did result in CIL for conversion from offices to residential.

2.1.2 Council Tax – The government's latest statistical release confirms that the average Parish and Town Council charge in England for the 8,877 precepting councils was £71.86 in 2021 and is £74.81 in 2022 for a Band D property, an increase of 4.1%. Trowbridge has the 72nd largest Band D charge, the 11th largest total precept and has the 52nd highest Band D equivalent in England.

2.1.3 Reserves – The council holds Earmarked Reserves and a General Reserve.

As a result of the additional costs related to the Museum Project and other financial pressures the overall end of year results are not as good as we had expected earlier in the year.

a. Earmarked Reserves – stand as follows at the start of the financial year (1st April)

Earmarked Reserve	01/04/22	Purpose
Studley Green	£3,000	Allocated in 2022 for repairs.
Longfield	£3,000	Allocated in 2022 for redecoration.
Woodmarsh	£10,553	S106 for ground improvements.
Civic Centre M&E	£40,350	For replacement Air Source Heat Pump - tenders out Jan 2022. Will be supplemented in 2022 with underspends on Neighbourhood Services budget.
Events	£16,000	For 2022 events.
Doric Park	£370,495	S106 spent some in 2021/22.
Play Area	£29,168	S106 from Elmhurst for Hulbert Close & Painters Mead.

b. General Reserves – At the 31st March 2022 end of year, TTC’s General Reserve was £203,053 and therefore were significantly below the expected levels of a minimum of 3-month’s net 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 £46,480 is included in the 2022/23 budget. For the **2022/23 budget** the council considered the General Reserves requirement, the advice of the Town Clerk/Responsible Finance Officer and the Internal Auditor and agreed a budget based on a medium term plan including contributions as follows:

Date	Balance	Estimated Change
31/3/2022	£216,133	£46,480
31/3/2023	£262,613	£59,090
31/3/2024	£321,703	£105,370
31/3/2025	£427,073	£92,690
31/3/2026	£519,763	£15,590

The estimate for 2025/2026 is based upon 3% inflation and therefore retaining General Reserves at the 3-month net revenue expenditure minimum.

c. Capital Reserves. During 2022/23, the council should consider if it would be appropriate to hold a Capital Reserve. As the Council did not inherit any buildings or other significant capital assets in 1972 it has never sold anything which has generated capital receipts but following the investments that the council has made in assets in recent years it may be appropriate to hold a Capital Reserve in future. The Council has budgeted £10,000 for Community Area Transport Group match funding and £5,000 for other minor capital. Wiltshire Council has increased the CATG budget and this may require additional match funding from the town council. These funds could be included in a Capital Reserve making more funds available as match funding. TTC also have capital funds budgeted for Play Area improvements, vehicles and equipment for street sweeping, grass cutting and litter collection, the Bandstand refurbishment and CCTV.

2.1.4 Risk & Audit – The Risk & Audit Panel considers financial matters, risk, insurance etc. and meets quarterly. It next meets on 16th August. The notes of that meeting are presented to the committee for consideration. Any recommendations from the panel will be tabled at the committee meeting.

2.2 HUMAN RESOURCES

2.2.1 Recruitment

Information:

- Zoe Jefferies joined as Customer Services Advisor on 16th May for 16 hours per week working afternoons between 13:00-17:00

Leisure:

- Sports Coaches Harry Ruddy, Joe Farnham, Jack Davis have all had their hours increased to 37 hours per week
- Ibrahim Abou El Fadl was dismissed at the end of his probationary period.
- Billy Neale joined as Sports Coach on 20th June.

Neighbourhoods:

- Grounds Operative Marc Holder and Street Sweeper Driver Marc Longstaff have had their hours increased from 18 hours to 37 hours per week
- Recruitment for a Facilities Co-ordinator and Seasonal Ranger is in progress.

Resources:

- Natasha Patterson joined us as Council Secretary on 20th June.

Venues:

- Alessia Nava Scarpazza (May) and Sergio Ely (June) have been appointed as Civic Supervisors

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 is responsible for administering these committees.

3.1 CULTURAL SERVICES

Museum Manager (Hannah Lyddy) is responsible for the Museum. The committee next meets on 11th Oct.

3.1.1 MUSEUM – The Museum held a first anniversary celebration on Saturday 18th June with the opening of the WEFT exhibition.

3.1.2 TOWN HALL – The Town Hall is owned by Wiltshire Council and operated by Trowbridge Town Hall Trust as an arts and community venue (see 6.1 & 7.10)

3.2 NEIGHBOURHOOD SERVICES & FACILITIES

Facilities Manager (Karl Buckingham) manages the department. The committee next meets on 11th October.

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

3.2.2 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. Our major change this year is the delegation of services from Wiltshire Council and transfer of activities to our in-house operation. This commenced on 1st June with our management of the Town Park and other areas from our contractor to our in-house team. Service transfers from Wiltshire Council are due to take place on 1st December. We are also in discussion with developers regarding the adoption of public open spaces and amenities on their developments when completed.

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 23rd November, minutes of which are presented to this committee. The next meeting is 1st February.

3.3.1 LONGFIELD COMMUNITY CENTRE – The DVSA lease the small hall.

3.3.2 CIVIC CENTRE - Avon & Wiltshire Mental Health partnership (AWP) lease some office spaces.

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 27th September.

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 have supported events for the Jubilee and have the Active Festival and Uniformed Services day later in the summer.

4. TOWN COUNCIL PROJECTS

From 2009 to 2021, Trowbridge Town Council has invested in a range of facilities to improve the town. These include; transformation of the Civic Hall into the Civic Centre, expansion and refurbishment of Trowbridge Museum, purchase of the freehold of Woodmarsh football ground, refurbishment of the Tennis Courts, Play Areas, Multi-Use Games Areas and the provision of a storage facility for the Town Park. Around £2million has been received in grants, S106 and CIL for investment in these facilities and the remaining funding has come through long-term borrowing. This means that the cost of the services is shared between current and future residents benefitting from these facilities. The alternative of increasing the Council Tax in advance would have burdened existing residents with the cost of providing facilities for future residents – including those who will live in houses not yet built. Over this period, the Town Council has concluded that borrowing is the fairest and cheapest way of investing in the community.

4.1 SPORTS PITCHES PROJECTS – The remaining significant investment is part of a wider development sports pitches for Trowbridge. Wiltshire Council and TTC both have adopted policies, which seek to provide additional sports pitches in the community, including a 3G artificial turf pitch. Grass pitches will be provided by the developers at West Ashton Road and Elm Grove and improvements to Woodmarsh are being funded.

4.1.1 Woodmarsh (green) – TTC owns Woodmarsh Football Ground between Boundary Walk and Axe & Cleaver Lane, North Bradley, leased to Trowbridge Town Football Club (TTFC). TTC received £18,644 S106 contribution from Newland Homes, which is managed to fund TTFC’s improvement and development programme, over £10,000 remains in an earmarked reserve. Further contributions are anticipated from other developments in the vicinity, allowing the club to improve drainage and lighting. TTC also owns the changing rooms and pitches at **Studley Green (brown)** which are let to Trowbridge Wanderers FC.

4.1.2 Doric Park 3G-ATP - TTC owns 5 acres (blue) alongside **Trowbridge Rugby Football Club (yellow)** (TRFC) at Doric Park, Devizes Road, Hilperton. It is progressing development of the land to provide a 3rd Generation Artificial Turf Pitch (3G-ATP), parking, changing rooms, education facilities and gym. On current plans, the decision regarding the infill material does not need to be taken until spring 2023.

The preferred contractor has now been chosen but delays to the securing of the borrowing approval are likely to result in further upward pressure on costs. A revised borrowing application has been submitted for £3.9million.

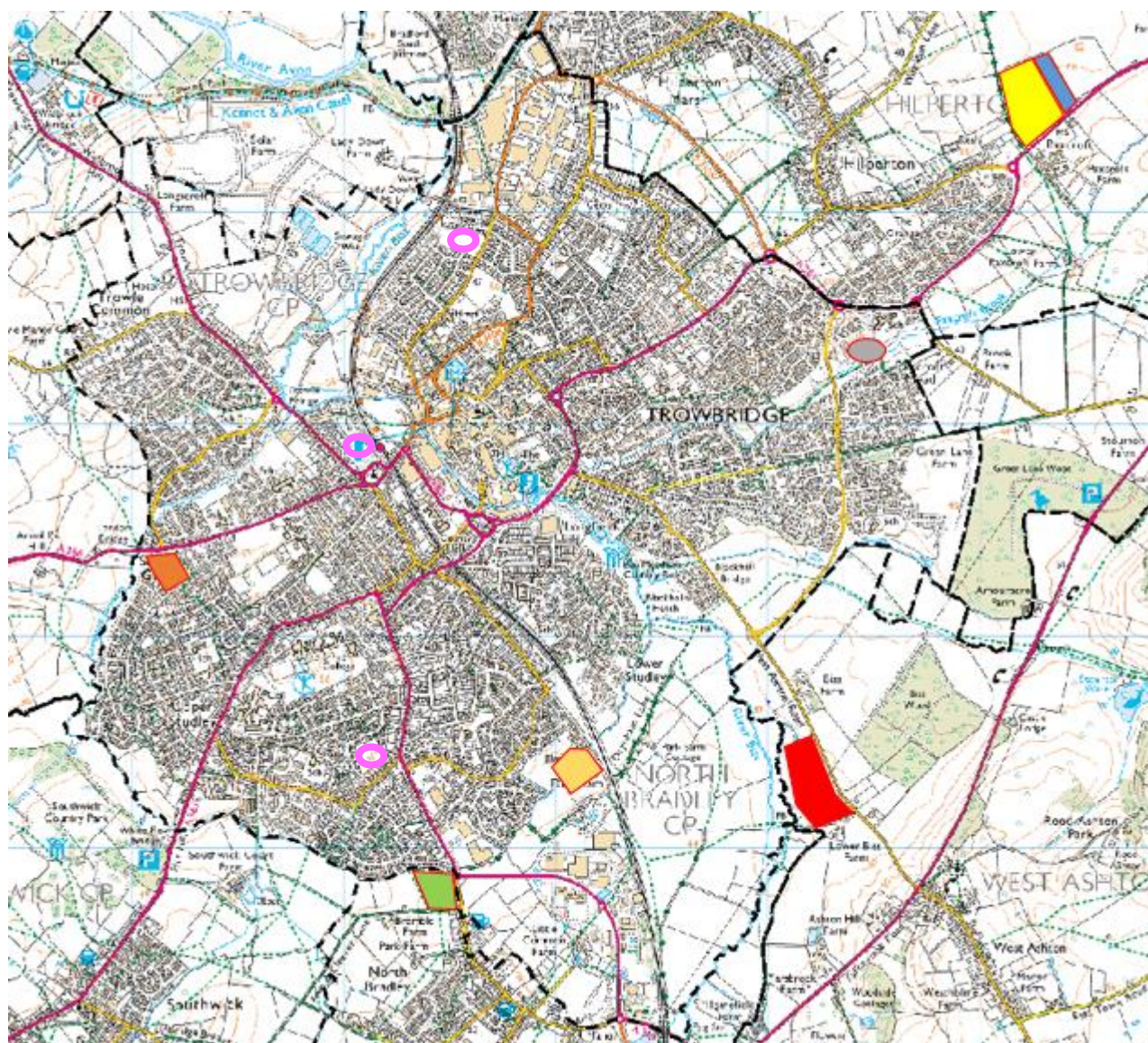
Doric Park cost summary

Item	£
Main contract	3,300,000
Pitch Installation	800,000
New power connection	50,000
Move existing power cable underground	70,500
Archaeology	115,000
Fees	112,000
Sub-total	4,447,500
Rugby Club lighting	115,000
Alternative organic based infill	140,000
Photo Voltaic Panels	132,000
Additional/optional sub-total	387,000
TOTAL	4,834,500
S106	400,000
Football foundation Grant	488,000
Borrowing requirement	3,559,500 to 3,946,500

4.1.3 Ashton Park (red) – A facility is due to be provided to the west of West Ashton Road; pitches, 6 team changing rooms and carpark. Following consultation with West Ashton and North Bradley PCs, TTC are leading discussion with Persimmon, to avoid a management company. A meeting was held on 11th April and Persimmon agreed to proceed based on the transfer of all public areas to the town council (see 3.2.2D above).

4.1.4 Elm Grove (orange) – 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 (grey) – 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 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.



4.1.6 There are three **single pitch sites (pink)**: The Grove, owned by TTC and Seymour Rec Recreation Ground and Stallards Recreation Ground, both of which are owned by Wiltshire Council.

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 council.secretary@trowbridge.gov.uk by 16:00 Monday; the day before the meeting if you wish to attend. 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. The Civic Board and Risk & Audit Panel are not open to the public and therefore do not make decisions – they make recommendations to the Policy & Resources Committee.

July	5 th	Policy & Resources (Grants)
	12 th	Town Development
	19 th	Annual Council Meeting
	26 th	NO MEETING
August	2 nd	Town Development
	9 th	NO MEETING
	16 th	Civic Board
	16 th	Risk & Audit
	23 rd	Town Development
	30 th	NO MEETING
September	5 th	Policy & Resources (Q1)

5.2 Dates for your diary

Civic Service – The Mayor will be holding the Annual Civic Service on Sunday 3rd July 2022.

5.3 Twinning - Following the Weekly Briefing on 5th May 2020, it was approved that subject to minor amendments to be made by officers, an agreement will form the basis of the relationship with each of the four Twinning Associations. This will allow TTC to continue paying an annual grant to each of them and contributing towards twinning activities as per the Grants Policy. TTC is now progressing this following the disruption caused by the pandemic and approval of the 2022 Grants policy.

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 following removal of the main pandemic restrictions.

6. TOWN DEVELOPMENT

Committee meets: 12th July and 2nd & 23rd August 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 (FHFSF) – In 2019/20 WC worked with stakeholders and the public to develop projects submitted to central Government. In 2021, WC was successful in securing £16.347 million to develop these. Details are available from the link to the WC website above including:

- Pedestrian/cycle and public space enhancements including wayfinding at key entrance points: Wicker Hill/Hill Street, Manvers Street/Church Street, Church Street/Union Street, Castle Street, Roundstone Street.
- improvements to the River Biss corridor
- vacant commercial unit grants
- Town Hall renovation & Market Chambers new use.

6.2 Employment/Mixed-use/Brownfield Housing sites

A. Under construction.

The Pavilions White Horse Business Park – Conversion of (former Virgin) offices in the northwest corner to 104 new homes has been permitted. Block A now occupied.

Clark's Mill – Work has commenced on conversion to 19 dwellings next to the Town Bridge.

Stallard Street – the villas fronting the former Bowyer's site are being refurbished for residential use.

United Church Buildings – Work has commenced on conversion into 26 apartments.

B. Planning approved.

McDonogh Court – Polebarn Rd permitted for 18 new homes. Now purchased by Selwood a revised application is expected with Ashford Homes as their partner.

Bradford Road – Accessed from the sewage works access road, permitted for employment uses, application for care home submitted. The town council requires the cycle/pedestrian link across the site to be provided.

Integrated Care Centre adjacent to the hospital and to replace its services. Due for completion 2024.

Courtfield House – Ashford Homes for conversion and houses in the grounds has been approved.

C. Planning applications under consideration.

Innox Mills – An application for the majority of the site including around 284 homes has been submitted.

Ashton Street Centre – To be developed by WC's Stone Circle, likely to accommodate 48 dwellings.

D. Potential

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

Hospital – Promoted in the 'One Public Estate' bid by WC and partners for up to 200 houses.

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 which was withdrawn. 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.

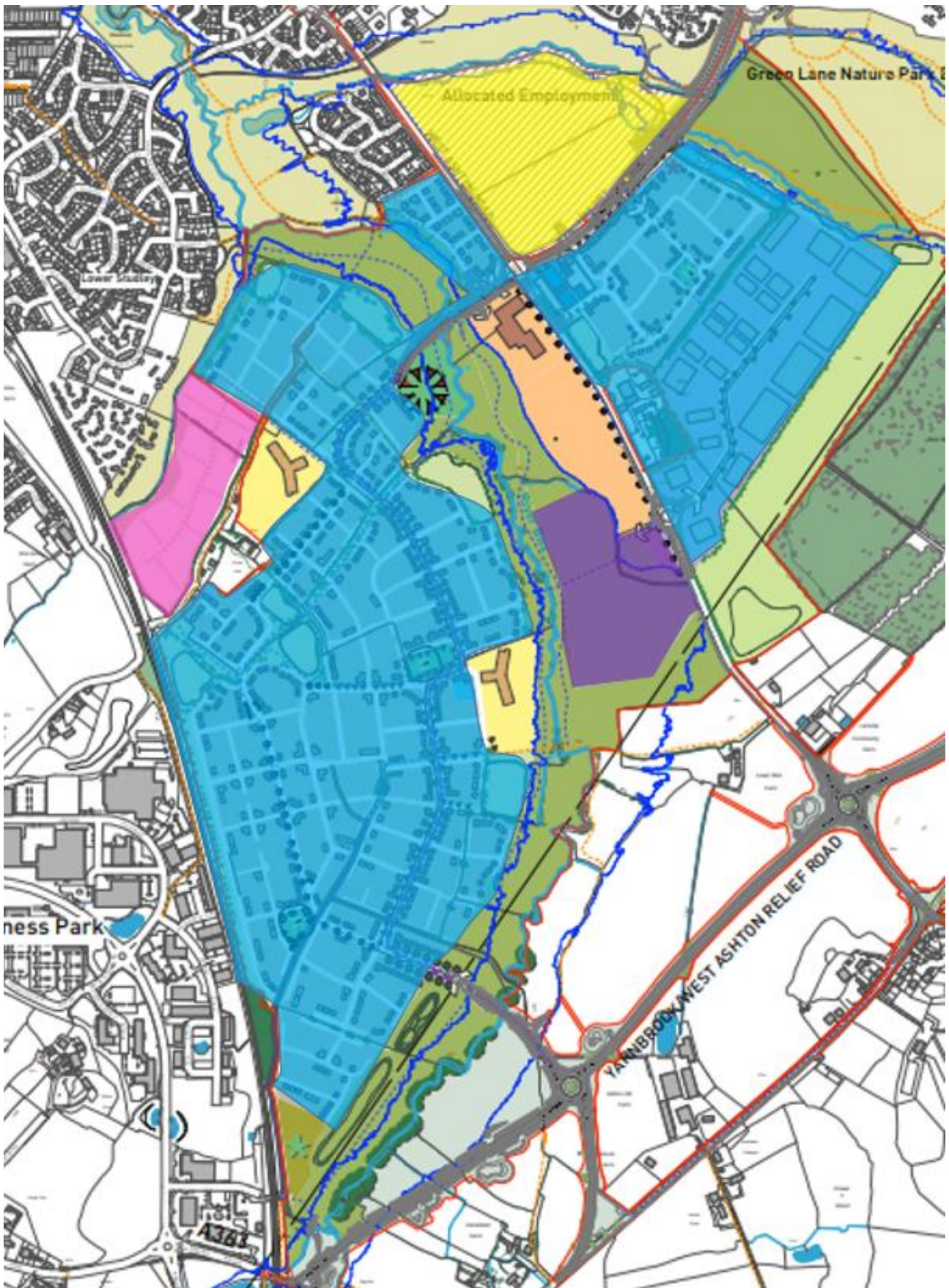
A. Ashton Park and associated sites. The area south of Leap Gate and east of the River Biss is in West Ashton parish, the remainder of the development site is in Trowbridge.

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 and revised in July 2021, S106 agreement being negotiated with a condition from the July 2021 approval that such S106 agreement should be approved by July 2022. On June 15th the Strategic Planning committee met to extend the deadline for agreements to 31st January 2023. (The Persimmon development area is shown in blue on the map below.)

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

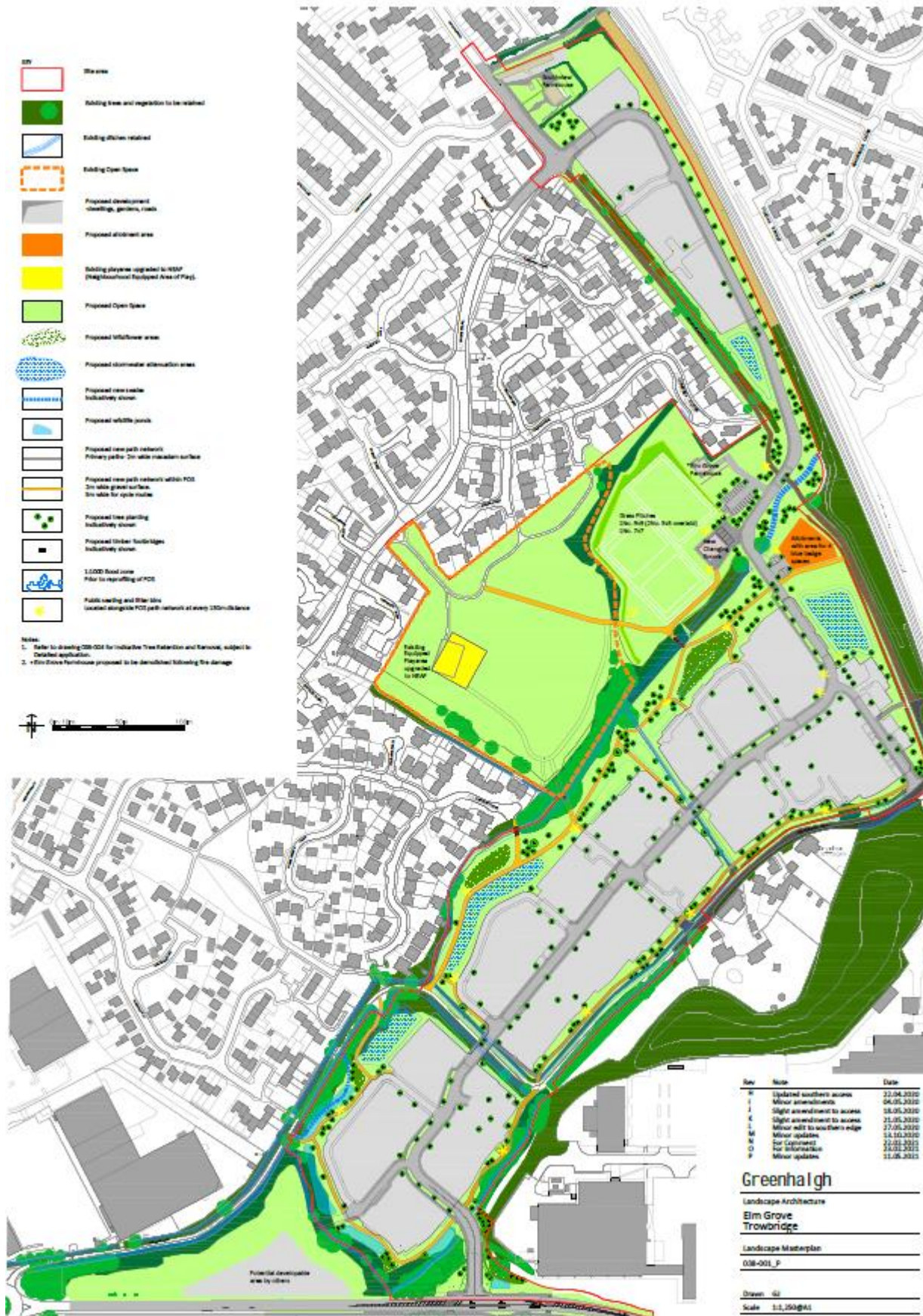
Map of Ashton Park Masterplan

Key: Pale yellow – Primary schools Orange – secondary school Purple – Football pitches & changing rooms

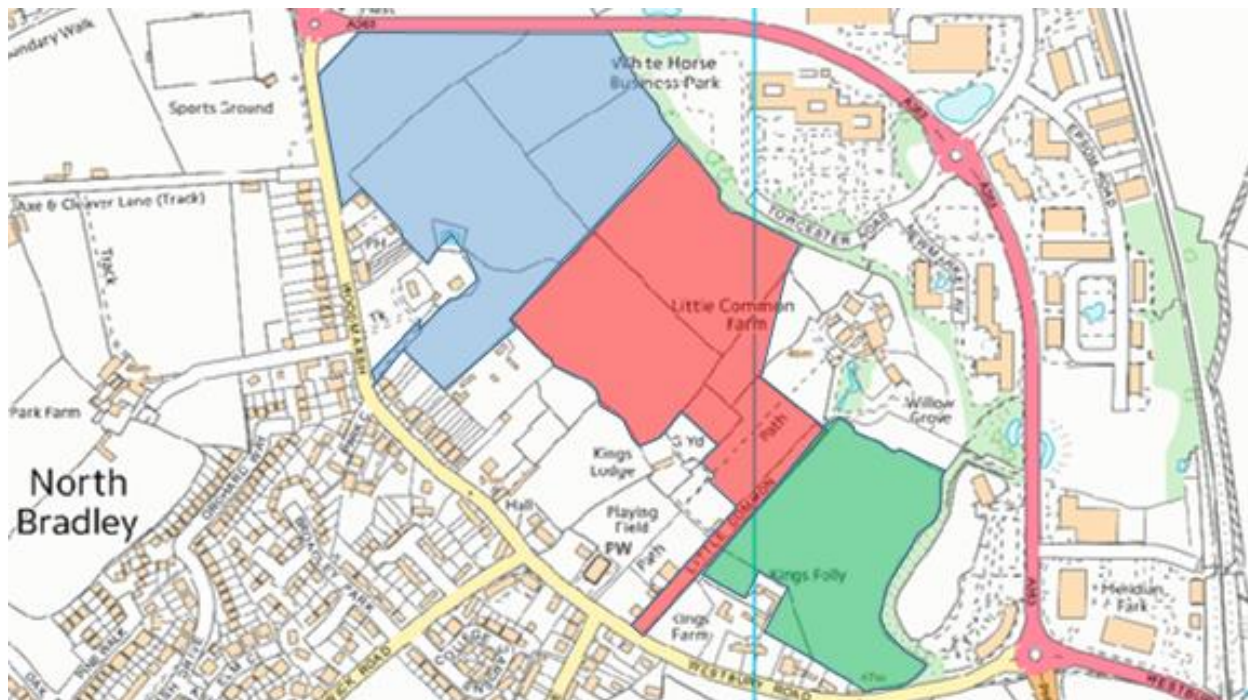


B. Wiltshire Housing Site Allocations Plan (WHSAP):

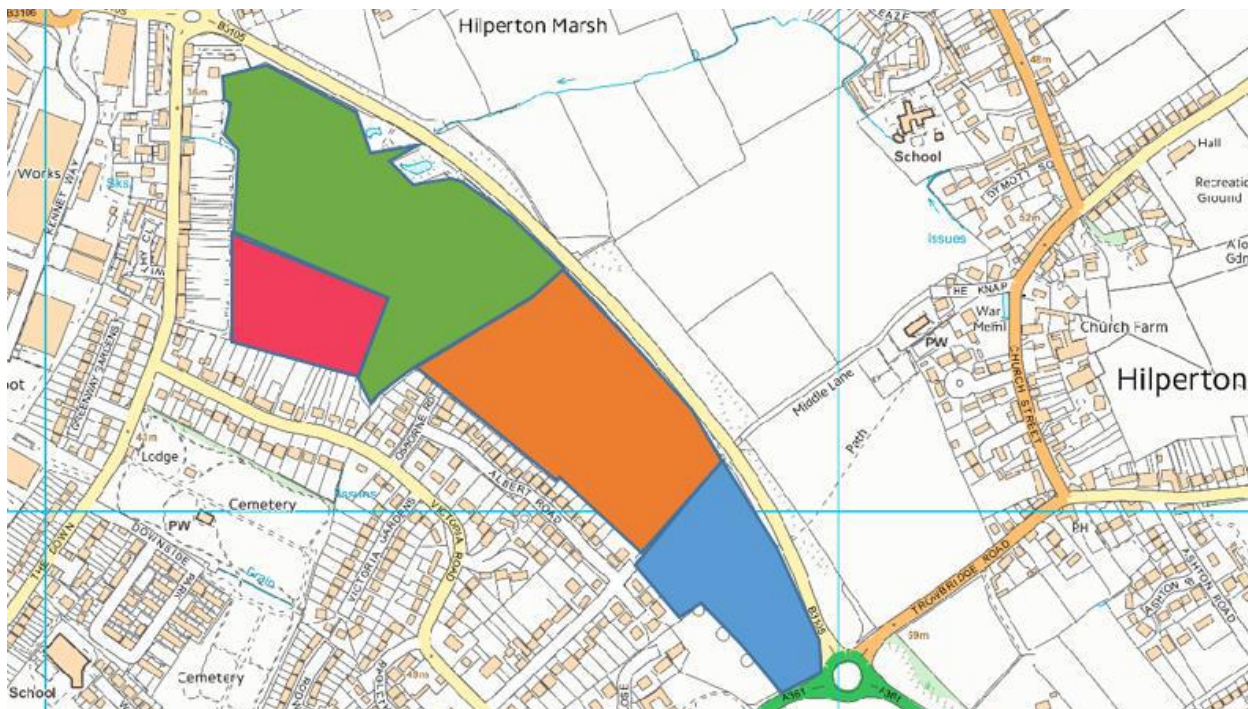
H2.1 Elm Grove Farm – Permitted for up to 261 houses and includes upgrading and extension to the recreation ground and the provision of allotments, open space, cycle paths and SUDS ponds.



H2.2 White Horse Business Park & North Bradley – 175 houses. TTC has raised significant objections. [Castlewood Property Ventures](#) revised application for the blue part; 91 homes. [Vistry Homes](#) submitted for the red part for 100 houses. The green part may deliver 50 houses, totalling over 250 for the whole site.



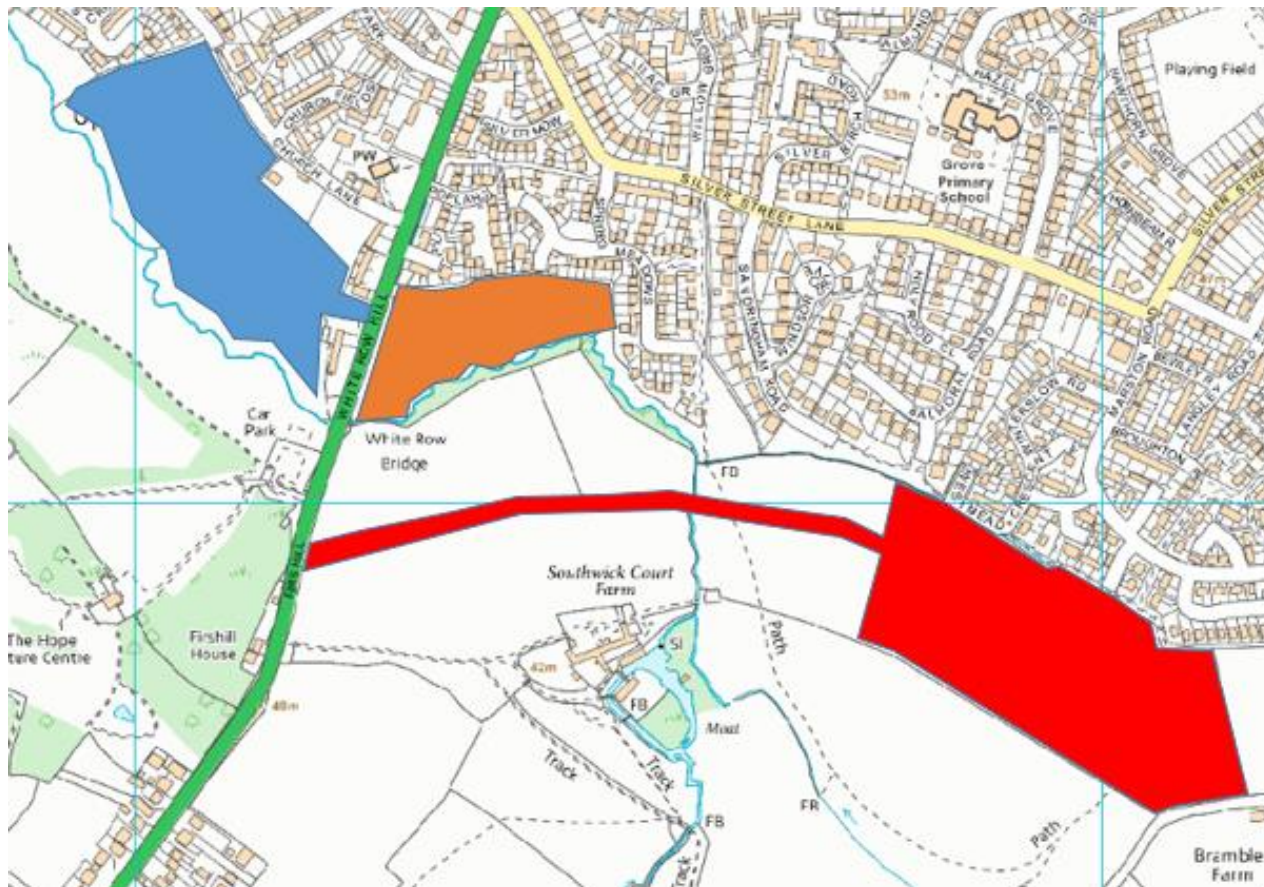
H2.3 South West of Elizabeth Way - Hilpertown Parish on the town boundary applications for 423 houses. [Bellway](#) Green area is permitted for 165. [Barratt](#) Orange area is permitted for 187. [Persimmon](#) Blue area is subject to an application for 71. [Wiltshire Council](#) owns the red area, approved 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; application for 50 houses, Newland Homes.

H2.6 Southwick Court – Red area, Savills for Waddeton Park with access off Frome Rd for 180 houses. North Bradley, 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 sites in the bat ‘red zone’ cannot proceed in the foreseeable future including; South of Green Lane, Castle Mead Extension and Ashton Road, north of Green Lane in Steeple Ashton Parish.

6.3.1 Trowbridge Housing Totals – the following summarises larger proposals

Site	Houses
Ashton Park (Persimmon Trowbridge)	500
Ashton Park (Persimmon ex N Bradley)	1750
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	48
Pavilions	70
Clark’s Mill	19
United Church	26
Courtfield House	20
McDonogh Court	18
TOTAL	3400

The remaining 250 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

853 – neighbouring parishes

6.4 Wiltshire Local Plan –

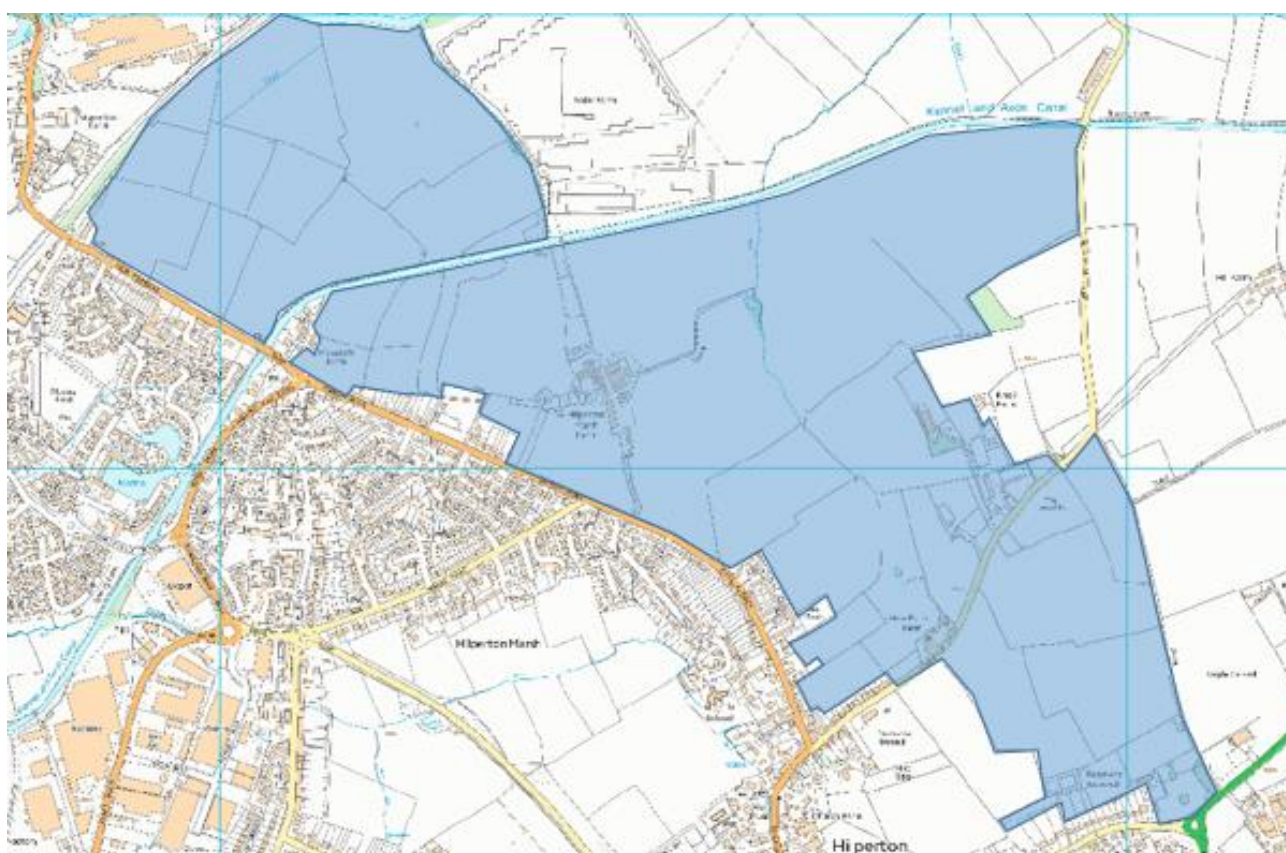
6.4.1 Core Strategy – This was adopted by WC to cover planning for the period 2006 – 2026 and still forms the basis for future planning beyond 2026. Including the allocation at Ashton Park.

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. To deliver the Trowbridge Bat Mitigation Strategy, landowners local to Trowbridge will be sent information on funding available to create new hedgerows. Additional opportunities for local landowners to work with the council to create new habitats for biodiversity will be included to compliment the introduction of Wiltshire's Local Nature Recovery Strategy. Details were circulated on 15th June.

6.4.4 5-year Land Supply - Wiltshire Council cannot currently demonstrate a five-year housing land supply. The current position (as at April 2021 and reported in April 2022) indicates there is a 4.72 years supply.

6.4.5 Wiltshire Local Plan Review - WC conducted a consultation with the public in early 2021 including the following proposed development sites in Staverton and Hilperton for 2600 houses.



6.4.6 Cooperating With Neighbouring Parishes On Strategic Planning Matters- A meeting with Hilperton, Staverton and Semington to discuss potential joint approaches to the Local Plan Review was held in 2021 and with West Ashton, Southwick and North Bradley in March 2022. It should be noted that those promoting these sites are suggesting that the area covered, including compensatory Suitable Natural Green Space (SANG), should extend to a greater area, including land both sides of Devizes Road. (Please see proposal extract from the promoters document on the next page.)

Promoter's proposal Option 4.

[Lightwood Strategic On Behalf Of Hilperton Marsh Farm & Paxcroft Farm and New Barn Farm](#)



6.5 Neighbourhood Plans

6.5.1 Trowbridge – The North Bradley NP covers part of Trowbridge and ends in 2025. TTC will need to consider whether to pursue a Neighbourhood Plan or not and if this should be done in conjunction with neighbouring parishes. There may be some benefits in respect of protecting greenspace. 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 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, Steple Ashton and Wingfield have not progressed the process.

7. TROWBRIDGE PARTNERSHIPS

7.1 Trowbridge Future (TF) – Works with partners in the town to support the delivery of youth and community activities particularly at Longfield, Seymour and Studley Green and the Community Hub in The Shires. TF receive an annual grant from TTC and use of the Seymour Community Hub. Councillors may use Hubs for surgeries and should contact meg@trowbridgefuture.org.uk Jo Trigg is the Chair and Meg Aubrey is the Chief Executive.

7.1.1 Youth Investment Fund – TF are working with Wiltshire Council to progress projects funded from this in Lambrook Ward and Park Ward. Cllr Trigg may be able to provide more information.

7.2 David Baker Foundation – TTC is the accountable body. The Foundation has agreed to wind up its activities this year and donate its remaining funds to Trowbridge Future so that they can support young entrepreneurs in cooperation with the Weavers' Market.

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

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. This may be incorporated into a project funded by the following:

7.5 UK Shared Prosperity Fund – Wiltshire Council has been allocated £7.8M (15% 2022/23 27% 2023/24 & 58% 2024/25)

<https://www.gov.uk/government/publications/uk-shared-prosperity-fund-prospectus/ukspf-allocations>

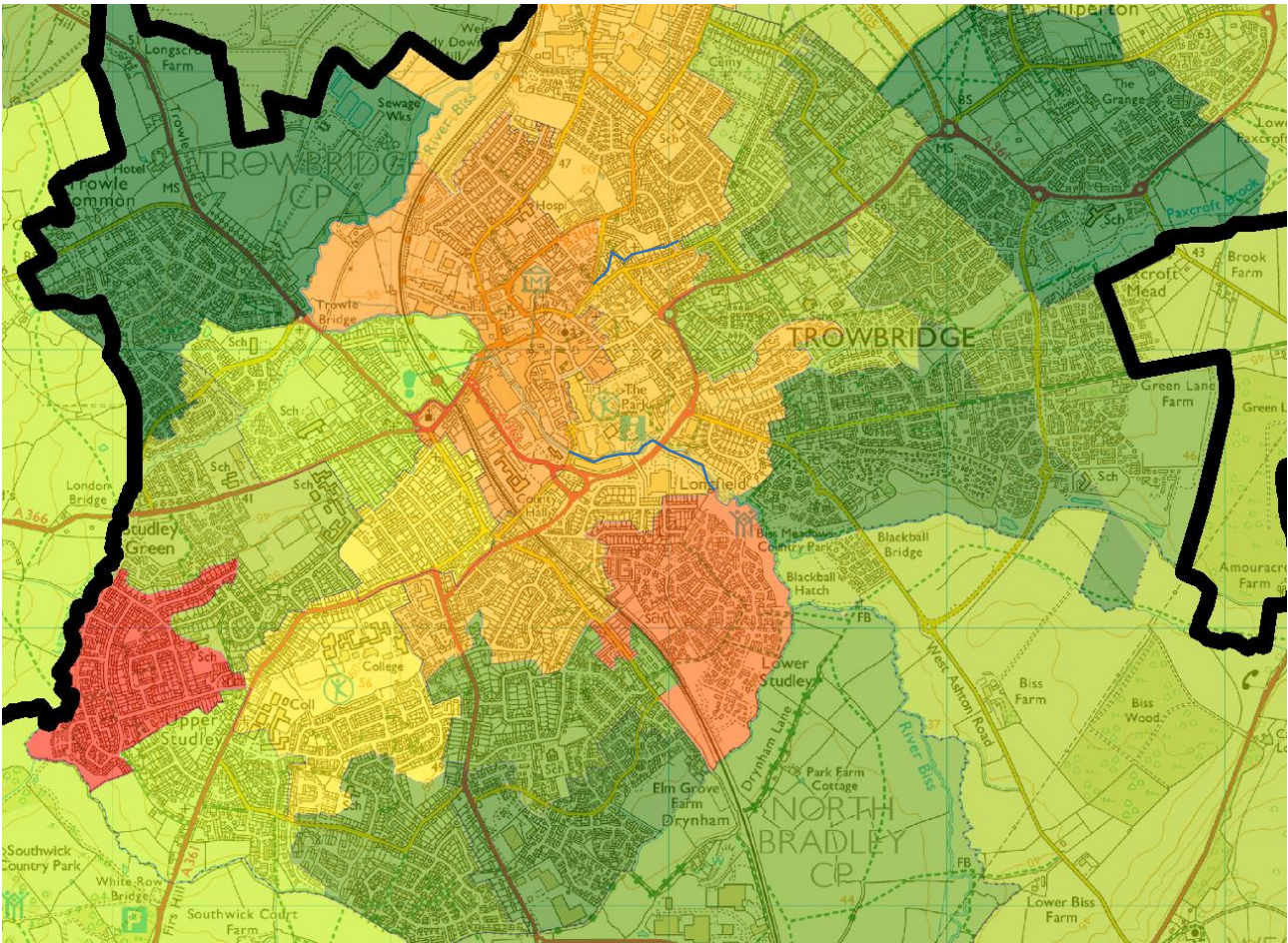
Wiltshire Council cabinet papers are due to be published on 4th July, which should contain information about the proposed distribution of this fund across locations in Wiltshire. We anticipate allocations will be based on indices of deprivation. Trowbridge includes the only area in Wiltshire in the most deprived 10% and a number of other areas in the first four levels as follows:

Indices of deprivation

Level	Wiltshire	Trowbridge	
Most deprived 10%	1	1	Studley Green
11-20%	7	1	Longfield South
21-30%	11	1	Seymour/Town Centre
31-40%	22	3	County Way & Dursley Park/Halve/Larkrise Islington/Canal Road

<https://www.wiltshireintelligence.org.uk/wp-content/uploads/2019/12/IMD-2019-report.pdf>

A number of potential initiatives could be funded from this including improvements to bus services although a community minibus could be an alternative.



<https://cms.wiltshire.gov.uk/documents/s192817/Community%20Area%20Status%20Report%20Trowbridge%202021.pdf>

7.5 Trowbridge Town Trust – makes grants to individuals and organisations paulvingoe@hotmail.com

7.6 St James' Trust – makes grants to organisations thetrust@stjamestrowbridge.co.uk

7.7 Chamber of Commerce – www.trowbridgechamber.co.uk/team Following the AGM held on the 22nd March 2022, Ben Pidgeon of Beetees Café and Bar was elected President and Tom Porter of Thomas Porter Wealth Management, was elected Vice President. Andy Barlow of Barlow Financial Management and Megan Witty of Witty Event Management continue their roles as Honorary Treasurer and Events/Membership roles.

7.8 Trowbridge Talking News – service for the visually impaired. The Information Centre is the drop off point. Additional volunteers would be welcome, contact info@trowbridge.gov.uk. TTC continue to read on a rota bases – any staff or Councillors who are interested in reading, please contact the information team.

7.9 Selwood Housing – Trowbridge's main social housing provider is based at Bryer Ash Business Park.

7.10 Trowbridge Town Hall Trust – operates the Town Hall & Trowbridge Arts. TTC gives an annual grant (£10,000 in 22/23 budget). Newly appointed director Alan Wright has previously been Development Director of the Old Vic in Bristol and has been responsible for theatres in Hampshire. Rosemary MacDonald is the Chair. Cllr Cavill is a Trustee and Cllr Hoar has offered to take up the town council's other trustee appointment. The Town Hall Trust has recently announced a major project with the National Theatre.

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, although trying to make contact with anyone willing to engage is proving difficult.

7.13 Trowbridge Guild of Community Service – Receives an annual Core Grant from the Town Council and runs two minibuses, which are adapted for use by those with mobility assistance. The buses are provided with drivers and are used by a number of local groups to bring attendees to group sessions and for trips out. Usage has been slow to pick up following the pandemic and the guild has therefore announced that it will be ceasing the minibus services later this year, alternative arrangements or funding is being considered for those groups using the services.

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. The Area Board provides Grants to local organisations and particularly for youth and healthier community activities. The Chair will be appointed at the meeting on the 7th July.

8.1.1 Major Highway Schemes – A350 Melksham Bypass – Wiltshire Council is progressing further refinement of the route and consultation.

A350 Yarnbrook & West Ashton Improvement – this will be implemented as part of the Ashton Park development and is part funded through the Housing Infrastructure Fund (HIF). This then allows consideration of improvements either around Westbury or from Yarnbrook to Beckington (A36).

8.1.2 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 - 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 services mostly hourly daytime Mon-Sat

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

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.

8.1.3 Local cycling and walking infrastructure plan- Wiltshire Council is currently consulting on this strategic plan for improvements across the town and neighbouring villages.

8.1.4 Community Governance Review – 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.

8.1.5 Trowbridge Place Partnership – A meeting was held on 10th June. The Partnership is summarised as follows:

A Place Partnership to oversee and coordinate the regeneration of Trowbridge Town Centre comprising key stakeholders within the town. The Partnership's remit is to encompass the whole of Trowbridge

community area with the town centre as a focus and to consider, holistically, the economic, environmental and social well-being opportunities arising from strategically planned growth.

- To establish a vision and blueprint for the town and identify the key tasks to support that.
- Based on this vision to develop a masterplan for Trowbridge town centre
- To ensure alignment with the Neighbourhood Plan and maximise benefits to the Trowbridge community from future growth of the town (to be determined via the Local Plan process)
- To identify key areas for investment required to support the vitality and viability of the town centre.
- To identify funding opportunities, oversee applications and direct resources (including CIL receipts from future growth)
- To oversee the production of a package of costed and worked-up projects, prioritised in order to support an overall strategy, which will provide a robust platform from which to make funding bids when such opportunities arise available

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 (reported in April 2022 as still on hold pending decision).

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 Provides services from the fire station on Hilperton Rd.

8.4 Wiltshire Police – Insp. Gill Hughes is section Head, Trowbridge. Sgt Charly Chilton reports regularly to Full Council meetings. trowbridgeareact@wiltshire.police.uk

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) – works with local government and businesses to deliver economic investment including transport schemes.

8.6 Society of Local Council Clerks (SLCC) – TTC pays the fee for the Clerk and Heads of Service to be members of SLCC, which provides training and advice. The Town Clerk is a Director and has recently been re-appointed the Vice-Chairman of SLCC and is 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. Debra Bourne has recently been appointed as the new WALC officer.

8.7.1 Wiltshire Super Councils Network – Includes those NALC members with a budget over £1 million: Salisbury, Chippenham, Westbury, Corsham, Royal Wootton Bassett, Warminster, Devizes, Calne, Stratton St Margaret, Swindon North and Swindon South.