

AGENDA SUPPLEMENT (1)

Meeting: Trowbridge Area Board
Place: Ridgeway space - County Hall, Trowbridge BA14 8JN
Date: Thursday 14 November 2013
Time: 7.00 pm

The Agenda for the above meeting was published on 31 October 2013. Additional documents are now available and are attached to this Agenda Supplement.

Please direct any enquiries on this Agenda to Kieran Elliott of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718504 or email kieran.elliott@wiltshire.gov.uk

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

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

6 **Partner Updates** (*Pages 1 - 18*)

Report from the Wiltshire Fire and Rescue Service

Report from Trowbridge Town Council - Policy and Resources Committee

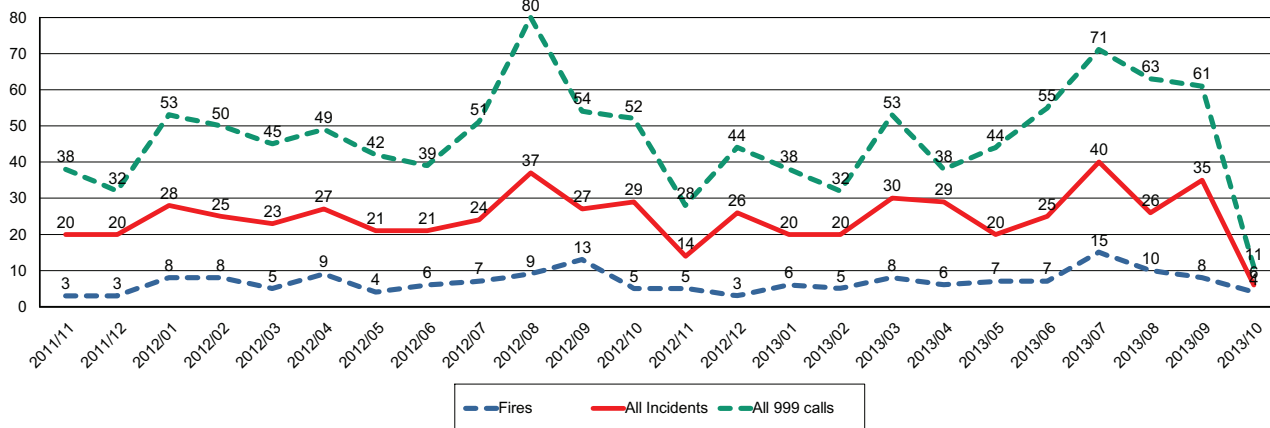
DATE OF PUBLICATION: 04 November 2013



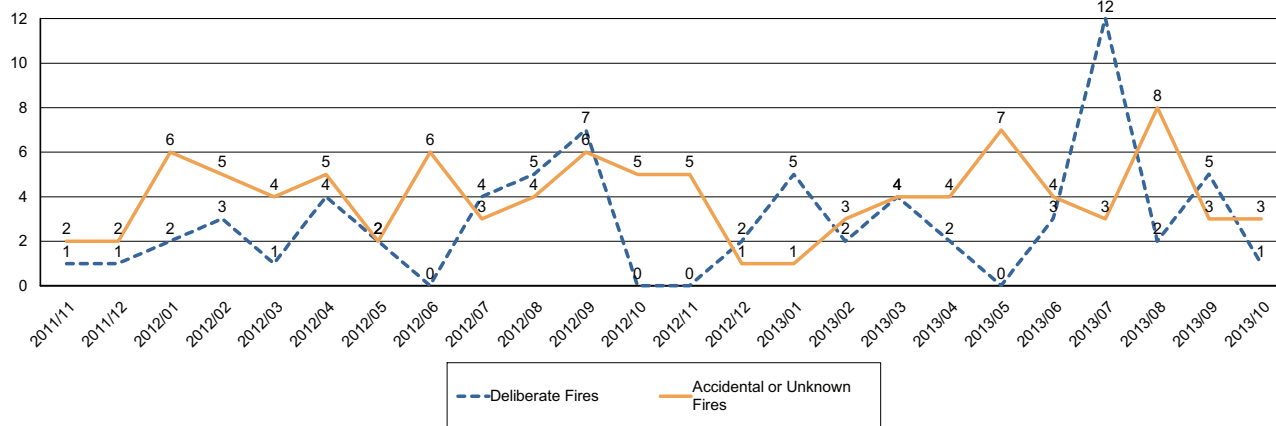
Report for Trowbridge Area Board

The following is an update of Fire and Rescue Service activity up to and including October. It has been prepared using the latest information and is subject to change.

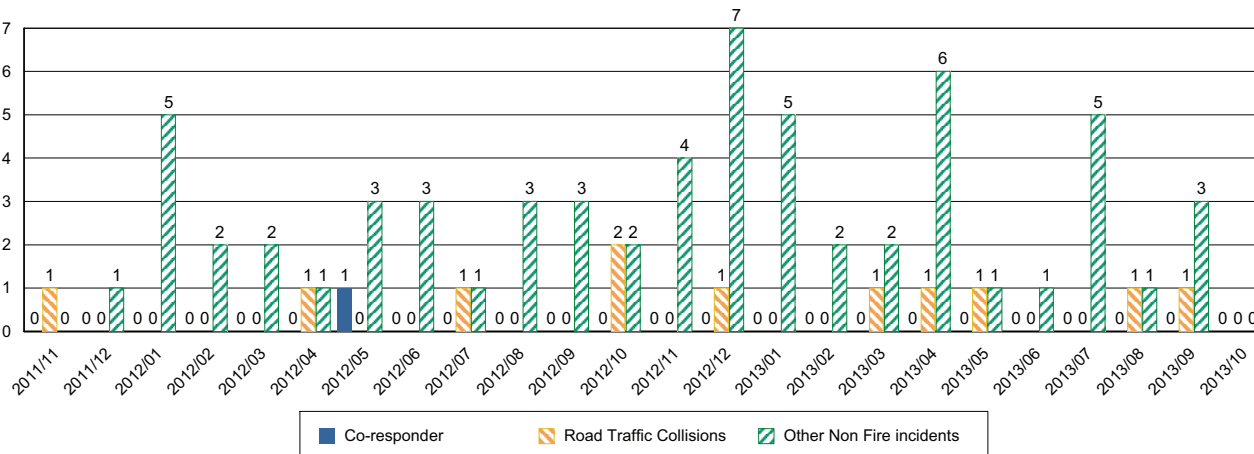
Incidents and Calls



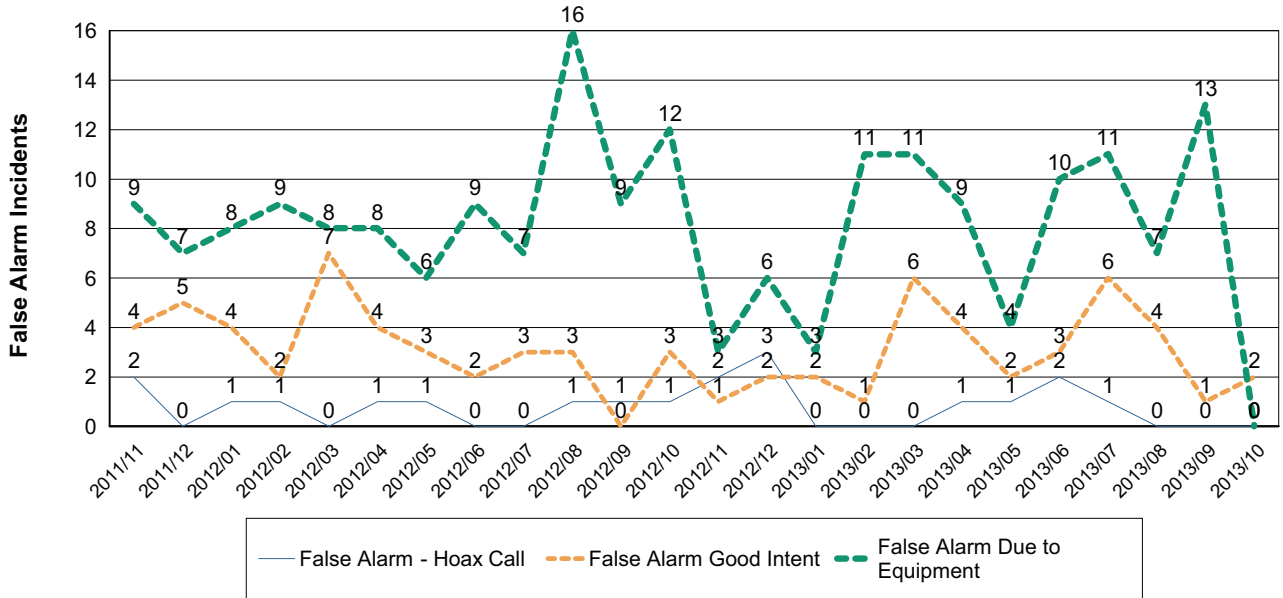
Fires by Cause



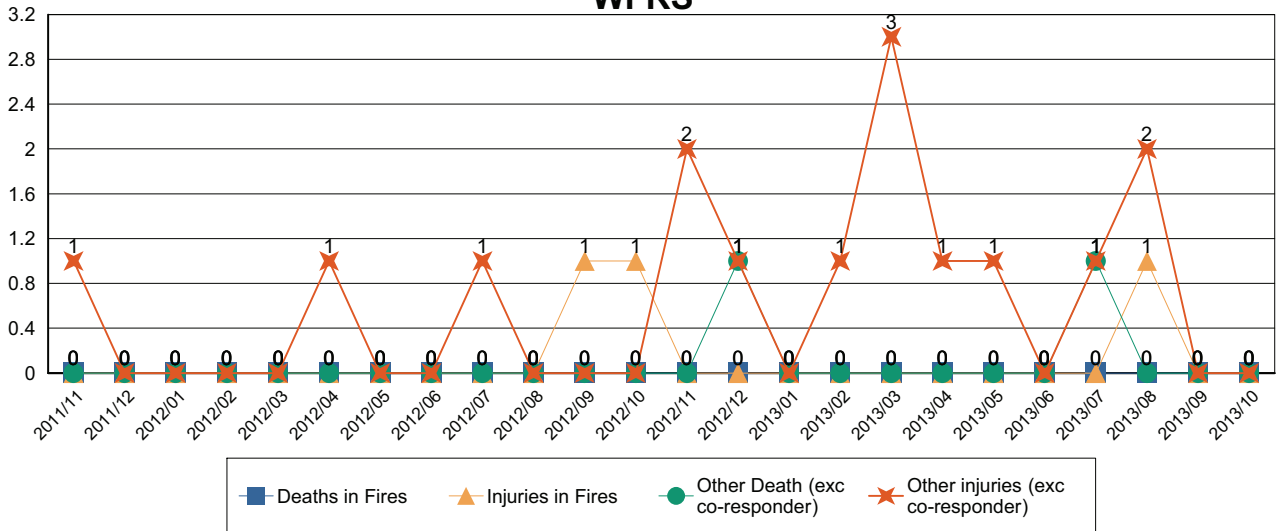
Non-Fire incidents attended by WFRS



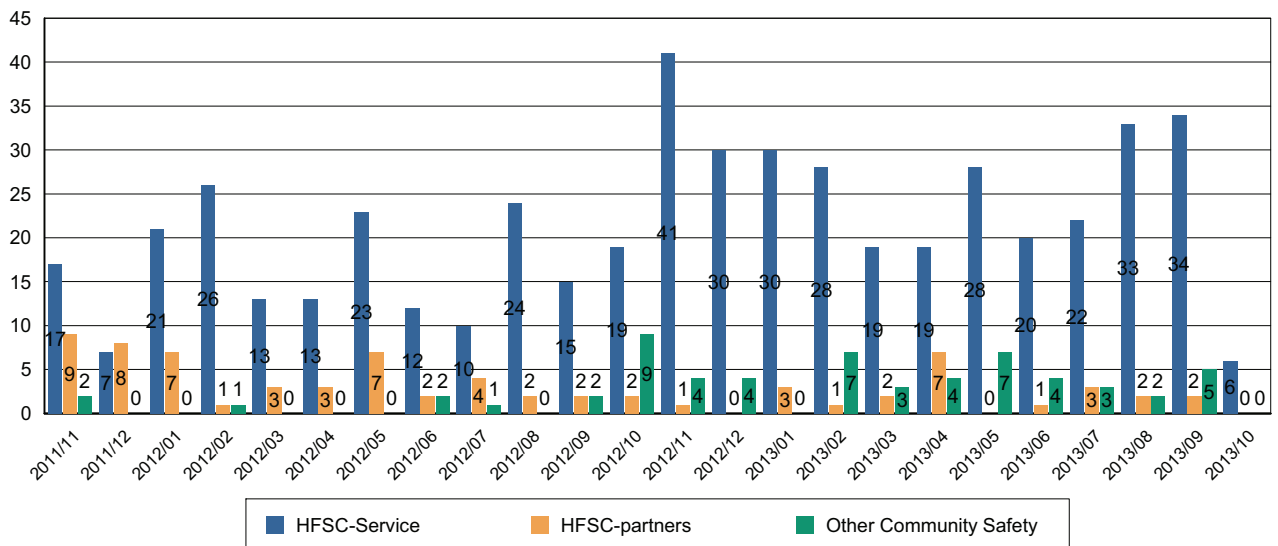
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

Town Clerk's Report 30th October 2013 to Policy & Resources Committee 5th November 2013

1. POLICY

1.1 Town Council Strategy – (AGENDA ITEM 7) Following review by each committee and input from others the Strategy for the period 2013 -2017, which outlines the focus of the council's priorities for the next four years, is attached for approval.

RECOMMENDATION: That the Policy and Resources Committee reviews the Final Draft Strategy and recommends the final version for adoption by Council at the 19th November Full Council meeting.

1.2 Community Governance Review – Wiltshire Council has not as yet confirmed the next steps in commencing the review process, although discussions have been held with senior officers and councillors regarding the need for reviews and the issues that a delay causes.

1.3 Sustainable Communities Act – From 14th October the opportunity for councils to make proposals under the Sustainable Communities Act was extended to parish and Town Councils. The letter from the new Dept. of Communities and Local Gov't (DCLG) Minister, Stephen Williams MP, has been circulated. Further information is available from the following link: www.gov.uk/government/publications/sustainable-communities-act-2007-invitation-to-town-and-parish-councils. If any members have issues which they think could be resolved through the Act please discuss them with the Town Clerk.

1.4 Election Consultation - The Electoral Commission has launched a consultation on standing for election in the UK, following June's review of the regulatory framework. Councils are being requested to submit responses to Victoria.pymm@nalc.gov.uk The Electoral Commission by 28th November 2013. The full consultation documents can be downloaded at http://www.electoralcommission.org.uk/_data/assets/pdf_file/0011/162659/Standing-for-election-consultation-paper.pdf

2. FINANCE

2.1 Local Gov't Act S150(5), Orders For Payment – We are awaiting confirmation of repeal of the requirement that all orders for payment (cheques) are signed by two councillors and new arrangements from DCLG. We are considering arrangements for the introduction of electronic banking in conjunction with this, which would still include two councillors approving a list of payments prior to electronic payments being processed.

2.2 Localisation of Council Tax Benefit – The grant from DCLG in 2014 will be included in the main direct grant to Wiltshire Council from DCLG, which has indicated that it expects Billing Authorities such as Wiltshire Council to pass the grant on the parish and town councils. The grant paid to Trowbridge Town Council in 2013 was £197,000 including a top up from Wiltshire Council's own funds. This was the largest grant paid to a council in Wiltshire. I have met with Michael Hudson (Director Finance, Wiltshire

Council). The Society of Local Council Clerks meeting on 20th September was attended by Jane Scott, where the matter was raised. Councillor Dick Tonge (Cabinet Member for finance) and Michael Hudson, held a series of consultation meetings with parish and town council representatives. The funding available to Wiltshire Council, when accounting for the reduction in direct grant from DCLG for 2014 reduces by around 35% compared to the grants which were paid to parishes by Wiltshire Council in 2013. The consensus of opinion amongst town and parish councils is that an across the board reduction of 35% to all grant supported councils would be appropriate, with some degree of certainty over future years, if necessary removing the grant over a few years, with any remaining funding being used to support the transfer of assets from Wiltshire Council or Area Boards working with parish and town councils.

It is difficult to confirm the impact this will have on the Town Council's budget until such time as we know more about any changes in the Tax Base (number of dwellings against which Council Tax is charged, normally expressed as Band 'D' equivalents). This should have increased with the number of new homes being built in the town boundary over the past 12 months. A short explanatory example is provided at the end of this report to demonstrate the impact of the change by the government to the Council Tax Benefit scheme, which impacted on the tax we are able to levy on residential dwellings.

3. PERSONNEL

3.1 Recruitment

3.1.1 Leisure Services: Martin Read has left the Sports Coach team and has been replaced by Aaron Saviour.

Amy Knowland, Admin Assistant has successfully completed her NVQ in Business and I am very pleased to report that she received the Advanced Apprentice of the Year 2013 for Business Administration from Wiltshire College.

3.2 Investors In People - The assessment took place on 23rd/24th September and I am very pleased to report that once again Trowbridge Town Council has been accredited as an Investor In People for a further three year period. The full report will be circulated to members. A review meeting with the assessor is scheduled for Friday 15th November.

3.3 Work Experience

Daniel Welling commenced on 29th October on a working experience placement, 30 hours per week (Tuesday – Friday) initially for a period of 4 weeks which can be extended to 8 weeks. He will be working as an Administration Assistant dealing with Finance and HR.

4. SERVICES

4.1 Museum & Tourism – The next committee meeting is 3rd December.

4.1.1 Exhibitions: Textile & Weaving Festival – continues until 16th November.

overseeing the expenditure. This could also potentially be linked to the transfer of car-parks from Wiltshire Council. We have received contributions towards the BID from businesses and organisations. Consultants Mosaic have undertaken the work in Chippenham and Salisbury, are recommended by Wiltshire Council and have an excellent track record. In order to progress it would be appropriate to proceed with the feasibility stage as soon as possible.

RECOMMENDATION: That the committee makes a recommendation to Full Council to appoint the preferred consultants to undertake the feasibility study at a cost of £7,500 without the need for competitive quotations, in accordance with Standing Order B.10.1.2

6.2 Town Centre Developments

St Stephens Place – Trowbridge's new 7-screen ODEON cinema opened on 25 October, The 80-bed Premier Inn, Prezzo, Nando's and other restaurant units are due to open from November onwards.

Cradle Bridge – Former Peter Black site is for sale.

Bowyers – Prorsus/Morrisons are pursuing an appeal for their original application although this has not been officially confirmed by Wiltshire Council. An application for rerouting of public rights of way, based upon the consented scheme has been received.

County Hall Remodelling. The refurbishment of Old County Hall continues.

Court Street – the proposal for a mixed use office and residential scheme on the former Tremans Factory site has received permission.

6.3 Housing – The following major sites are under development, totalling over 1,200 houses.

H9 Southview Farm, Wain Homes, 300 houses for sale.

H11 Castle Mead off Green Lane, Persimmon and Charles Church 650 houses for sale.

H8d Brook Meadow, Barratt and Taylor Wimpey 150 houses for sale, including a foot /cyclepath to Ashton Street, giving access to the town centre for Paxcroft Mead.

H8c The Pastures off Parsonage Way, Abbey New Homes 180 houses starting soon.

St James' Gardens off Union Street, Newland Homes 75 houses for sale.

Broad Street and York Buildings PFI sites for social housing nearing completion.

Centenary Court, Yeoman Way, Selwood Housing social housing site now commenced.

Rugby Club, Green Lane – Green Square, 90 houses now commenced.

Ashton Park – Mainly in West Ashton and North Bradley Parishes, proposes up to 3000 houses. An application is expected in the Autumn. Pre-meetings with the local councils and the Area Board are expected soon.

6.4 Wiltshire Core Strategy – Prior to the Inspector making his report the *schedule of proposed modifications* has been available for consultation.

6.5 Community Infrastructure Levy (CIL) – www.wiltshire.gov.uk/wiltshire-preliminary-draft-charging-schedule Wiltshire Council is in the process of introducing a CIL

schedule, expected to be introduced in line with the adoption of the Core Strategy in 2014.

6.6 Infrastructure Delivery Plan - Items included in the Infrastructure Delivery Plan (IDP) will be funded by the CIL. The Town Council will need to consider the IDP as part of the developing Council Strategy to ensure that items required by the community are included. Such items would include; allotments, cemetery, play areas, highways, cycle routes and sports pitches, for which some money from developers through Section 106 contributions is already available. The IDP should be reviewed by Wiltshire Council on an annual basis.

6.7 Rail Services – The additional services to Melksham, Chippenham and Swindon will be introduced with the December timetable changes, this provides for 8 return journeys each day, affording significant improvements to journey times from Trowbridge to London in addition to the four through trains each day.

7. PARTNERSHIP

7.1 Wiltshire Council - The parish newsletter is now published weekly and is circulated to members. www.wiltshire.gov.uk/council/parishnewsletterhome.htm

7.1.1 Area Board – The next meeting is on 14th November at County Hall. The Community Area Web Site is operational. www.trowbridge.ourcommunitymatters.org.uk

7.1.2 Community Area Transport Group (CATG) – Considers transport matters as a committee of the Area Board, 2013 budget £21,864. The grit bins have all now been located. Next meeting February.

7.1.3 Stallard Recreation Ground Changing Rooms (AGENDA ITEM 10) – This facility on Innox Rd will be implemented by Wiltshire Council, with a contribution from the Town Council, once football foundation money is confirmed at the end of the year. In order to complete the scheme and undertake some additional work to the Recreation Ground Colin Brown from Wiltshire Council has asked if the remaining £24k Section 106 funds could be split 50/50 between this project and further equipment in the Town Park Children's Play Area.

RECOMMENDATION. That the Committee approves a 50/50 Split of the remaining £24k Section 106 funds between Wiltshire Council for the Stallards Park changing rooms and The Town Council for the Town Park Children's Play Area.

7.1.4 Enterprise Wiltshire – [//theenterprisenetwork.co.uk/](http://theenterprisenetwork.co.uk/) The business start-up facility at Ascot Court Enterprise Centre, White Horse Business Park is now open.

7.1.5 Campus (AGENDA ITEM 11) – The second consultation has now been completed, to confirm the range of facilities, and the Masterplan which is ready to go out to consultation identifies only one site remaining in the town centre which has the capacity to accommodate the full range of identified campus facilities, and potentially to expand if health and other services fund additions. The Area Board will be considering the next steps at their meeting on the 14th November with a view to

- H. And also notes that the Masterplan concludes that no other site in the town centre is large enough to accommodate the new-build leisure element of the campus.
- I. And therefore urges the Trowbridge Area Board of Wiltshire Council to ensure that every effort is made to enable the Cabinet of Wiltshire Council to agree to bring forward the new-build element of the Trowbridge Campus, including all of the facilities detailed above, to be located on the East Wing site, Bythesea Road, at the earliest opportunity.

7.2 Trowbridge Community Area Future (TCAF) – <http://tcafuture.wordpress.com/>

TCAF is funded through the Area Board and the Town Council, and is based at the Civic Centre. They bring together the work of a variety of partnerships and other voluntary groups to work for the future of the town. Meetings as follows:

TCAF Steering Group	Mon 11 th Nov – 16:00	Civic Centre
TCAF Neighbourhoods	Mon 11 th Nov – 18:00	Civic Centre
TCAF BA14 Culture	Mon 9 th December – 19:00	Civic Centre
TCAF Health & Social Care	Thurs 12 th December – 12:30	Civic Centre

7.2.1 Collaborative Schools Ltd (CSL) – A not for profit company established as a partnership of all of the Trowbridge catchment area schools, works to deliver a range of activities and support to local schools. The ‘Every Child Matters’ community group of CSL operates as the Education Theme Group of TCAF. Next meeting 22nd November 09:30.

7.2.2 New Primary School - to be built in the East of Trowbridge as part of Persimmon’s Castle Mead development. The Mead has been chosen as the Academy operator for the new school which is due to open in September 2015.

7.3 Police and Community Safety – Inspector Lisette Harvey gives a written report to Full Council meetings, including details of neighbourhood teams. We are working with Lisette, TCAF and the Wiltshire Community Safety Partnership to re-establish a local safety partnership. Cllr Brice will be chairing a meeting on Monday 18th November at 10am.

7.3.1 Police and Crime Commissioner – Angus MacPherson has introduced a £1million innovation fund. Officers believe that improvements to lighting in the Park would be a suitable project for partnership funding from the PCC. We have already secured 50% grant funding for this project.

7.4 Wiltshire Association of Local Councils (WALC) – Latest newsletter was circulated. www.wiltshire-alc.org.uk. The AGM is now taking place on 13th November 2013.

7.5 NHS - The planning application for the new **Bradcroft surgery** was approved by Wiltshire Council in May subject to a S106 agreement, including the provision of replacement cricket facilities. This has not yet been agreed.

8. PROJECTS

The Town Council undertakes a number of projects, often involving capital expenditure, aimed to improve our services and community facilities.

8.1 The Civic Centre has now reached agreement with Beard and settled the final account in accordance with the resolution of the Council at the meeting on 17th September.

8.2 SPORTS PITCHES – We completed the purchase of 5 acres adjacent to the new Rugby Club Ground at Devizes Road in September, this will be funded retrospectively from developer contributions (S106) via Wiltshire Council. The Rugby Club are already in discussion with Trowbridge Wanderers to allow their first team to play at the Rugby Club. Plans for the development of our land will be brought forward after the Rugby Club has been established. We are making preliminary enquiries regarding other adjacent land and holding discussions with other interested sports clubs.

8.3 MUSEUM RELOCATION – Caroline Taylor, our fundraising consultant, continues the work to secure funding for the project. We are undertaking a Market Appraisal and have completed a conditions survey, both required to progress our applications. Our agent has assessed the needs of the dance school and is seeking a suitable alternative location. The buildings at Courtfield House have been added to the 'at risk' register.

8.4 ALLOTMENTS – Being considered by Wiltshire Council Cabinet in the Autumn.

9. CIVIC & DEMOCRATIC ACTIVITIES

9.1 Council Meeting Dates. Council and committee meetings for the next few months are:

Tuesday 5 th November	Policy & Resources
Tuesday 12 th November	Leisure Services (18:15) followed by Town Development
Tuesday 19 th November	Full Council
Tuesday 26 th November	Direct Services
Tuesday 3 rd December	Museum & Tourism (18:30) followed by Town Development
Tuesday 10 th December	NO MEETING
Tuesday 17 th December	NO MEETING
Tuesday 24 th December	NO MEETING
Tuesday 31 st December	NO MEETING
Tuesday 7 th January	Town Development (5 weeks)
Tuesday 14 th January	Policy & Resources

9.3 Twinning - The town is twinned with Leer in Germany, Charenton in France, Elblag in Poland (jointly with Bradford, Melksham, Warminster and Westbury) and Oujda in Morocco. The council makes a small contribution to each association annually.

Leer, Germany - Hayley Bell gave a successful presentation during the Mayor's official visit to Leer, along with Twinning Members, to encourage sporting links between the two towns. Several Leer clubs are keen to take up the sports links, including basketball, boxing, running and gymnastics. Hayley will be facilitating these links and it is hoped to invite representatives from Leer to Trowbridge for the 25th Anniversary celebrations in June 2014.

Charenton, France - The Mayor and Mayoress have accepted an invitation from the Mayor of Charenton to attend their New Year Celebrations on Monday 6th January 2014.

Lance Allan

Town Clerk

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T: 01225 765072

W: www.trowbridge.gov.uk

www.trowbridgecivic.co.uk

www.trowbridgemuseum.co.uk

DISCOVER TROWBRIDGE

For further event details, please click on links where applicable

NOVEMBER

2	Trowbridge Arts Festival 2013 closes	TBA
2	Comedy Live @ the Civic	Civic Centre
3	Sunday Club	Civic Centre
9	'Jethro' - SOLD OUT!	Civic Centre
10	Remembrance Day Parade & Service	Trowbridge Park & St. James' Church
16	Fifth Textile & Weaving Festival closes	Museum
30	Christmas Craft Fayre	Civic Centre
30	Free Parking in Wiltshire Council car-parks and the Shires	
30	Christmas Lights Switch On	Fore Street
30	Shoppers' Carol Service	St. James' Church

DECEMBER

7	Dickensian Christmas Experience opens	Museum
8	Sunday Club Christmas Lunch	Civic Centre
12,13,14	'Enchanted Forest' Christmas Party Nights	Civic Centre
28	'The Magic Of Motown' show	Civic Centre
31	New Year's Eve Family Party	Civic Centre

2014 JANUARY

16	Area Board 7pm	County Hall
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FEBRUARY

15	Exhibition: 'Popular Pitman, Convivial Crabbe' (ends 19/4/2014)	Museum
17 to 21	Active Trowbridge Half Term Fun Days	Walwayne Court

MARCH

4	Pancake Races	Fore Street
13	Area Board 7pm	County Hall
15	Civic Dinner	Civic Centre

APRIL

7 to 17	Active Trowbridge Easter Fun Days	Walwayne Court
29	Annual Town Meeting	Civic Centre

MAY

3	Lions May Fayre	Fore Street
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JUNE

7	Play Festival	Town Park
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28 & 29 Veterans Weekend Town Park
JULY

From 25 Active Trowbridge Sports Roadshow Town Park

2015 JULY

24, 25, 26 MAGNA CARTA 800 Charter Fair Various

DISCOVER TROWBRIDGE

Discover Trowbridge Town Hall

Discover Trowbridge Museum

Discover Trowbridge Library

Discover Trowbridge Park

Discover Trowbridge Cafes

Discover Trowbridge Market

Discover Trowbridge Civic Centre

Discover Trowbridge Information Centre

Discover Trowbridge Town Council

Discover Trowbridge Sensory Garden

Discover Trowbridge Sports Centre

Discover Trowbridge Restaurants

Discover Trowbridge Shops

Discover Active Trowbridge

Discover Trowbridge Pubs

Discover Trowbridge In Bloom

Discover Trowbridge Magazine

Discover Trowbridge Cinema

Discover Trowbridge Hotels

Discover Trowbridge Schools

Discover Trowbridge Cricket Club

Discover Trowbridge Chamber of Commerce

Discover Trowbridge Swimming Pool

Discover Trowbridge Civic Society

Discover Trowbridge Twin Towns

Discover Trowbridge Arts Festival

Discover Trowbridge Homes

Discover Trowbridge People

Discover Trowbridge Rugby Club

Discover Trowbridge Football Club

Discover Trowbridge Jobs

Discover Trowbridge College

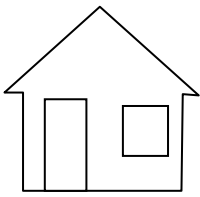
Discover Trowbridge Success

How is Council Tax levied by a Council on residents?

Let us look at a hypothetical street, there are nine houses in the street ranging from small cottages at band 'A' (charged 6 9ths of the standard band 'D' charge) to large detached houses at band 'H' (charged 18 9ths). This example assumes that this council charges a Band 'D' Council Tax charge of £100.

#1 is a Band A house with 2 people.

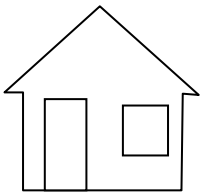
(£100 x 6/9 = **£66.67**)



#2 is a Band A house with a single person.

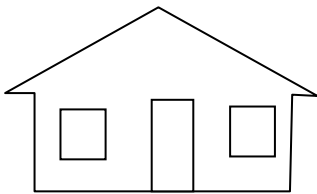
Single adult households receive a 25% discount.

(£100 x 6/9 = £66.67) apply discount (£66.67 x 75% = **£50**)



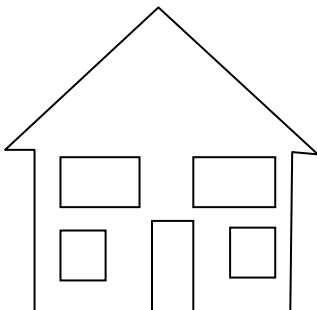
#3 is a Band B house with 2 people.

(£100 x 7/9 = **£77.78**)



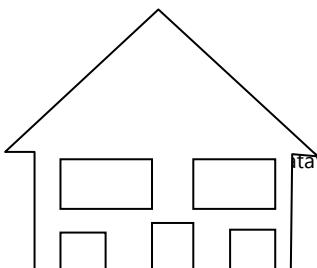
#4 is a Band D house with a family.

(£100 x 9/9 = **£100.00**)



#5 is a Band D house with family who are on low income and therefore receive Council Tax Reduction.

(£100 x 9/9 = £100) apply discount (£100 x 20% = **£20.00**)



#10 is a shop and has no residents. Town and Parish councils do not receive any share of the business rates.

(£0.00)

So from this street the council received £826.67 in 2013/14, but would have received £986.67 if the Council Tax Benefit system had not been changed. To compensate for the 16.2% reduction in the Tax Base (from 9.87 Band 'D' equivalents to 8.27) the council received a grant of £160 from the Billing Authority, but will not receive as much grant in 2014/15.