

TOWN COUNCIL SUPPLEMENT

Meeting: Trowbridge Area Board
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: Thursday 12 March 2015
Time: 7.00 pm

The Agenda for the above meeting was published on 25 / 02 / 2015. Additional documents are now available and are attached to this Agenda Supplement.

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

8 **Partner Updates** *(Pages 3 - 30)*

DATE OF PUBLICATION: 26 / 02 / 2015

Town Clerk's Report 25th February 2015 to Policy & Resources Committee 3rd March 2015

1. POLICY

1.1 Nominated free-parking days 2015 - The Town Council has nominated three free-parking days in Wiltshire Council Car-parks for 2015; Saturday 27th June for Armed Forces weekend and Friday 24th and Saturday 25th July for Magna Carta Charter Fayre. This has been acknowledged by Wiltshire Council.

1.2 Community Governance Review – Wiltshire Council's Panel are expected to publish their recommendations which may include changes to the town boundary in March.

2. FINANCE

2.1 Local Gov't Act S150(5), Orders For Payment – Following the adoption of this in parliament the finance department is currently testing electronic banking. Formal changes to Financial Regulations will be drafted early in 2015 for final adoption at the annual council meeting in May.

2.2 Policy & Resources – Quarterly Accounts April 14 – December 14, Quarter 3

	Actual Budget		Variance
	£000	£000	£000
Gross Expenditure	376	379	3
Income	1	1	0
Net Expenditure	375	378	3

The budgeted net expenditure to the third quarter was £378k with the actual net expenditure at £375k which was £3k under budget.

Democratic Services CC401 was on budget to the third quarter with savings on salaries and publicity. The share of the Civic Centre costs were (£3k) over due to the new flooring.

Mayor CC402 net costs were on budget.

Grants CC403 Overall grants were £850 favourable.

Projects CC404 Projects are on budget and include BID feasibility and 42 Discover Trowbridge banners.

Establishment CC410 net expenditure was £159k which was £1k under budget despite the shared cost of the Civic Centre being (£2k) over budget. Other savings to date include salaries and insurance.

2.3 Finance Summary - Council, April - December 2014 – The budget net expenditure to the third quarter was £1040k with the actual at £1120k which was (£80k) over budget.

Museum net expenditure came in £3k under budget and included costs for the WW1 centenary events matched by income from the Friends. Project costs for the third

quarter include the consultant and own staff costs matched by income from the Arts Council.

Leisure Services net expenditure was (£40k) over budget which was mainly due to salaries and associated costs being (£28k) over budget. Income from coaching includes a customer credit of (£6k) relating to 2013-14.

Direct Services total net expenditure was 16k under budget and included savings on Recreational areas, Longfield, Allotments, TIC and General. The park was over budget.

Civic Centre Management Board total net expenditure was (£63k) over budget mainly due to the replacement flooring of (£21k), and facility hire being (£57k) down on budgeted levels and also down on the previous year.

Earmarked Reserves - The summary shows the budget and actual comparisons along with the reserves summary and details for the year. The reserves summary shows the opening balance at 1st April '14, movements in and out of earmarked reserves and the closing balance at the 31st December '14. The earmarked reserves total balance has increased from £99k to £103k which is due to the increases for the Museum expansion project. The earmarked reserves closing balances are for the Museum project £82k, contribution balance for the Stallards changing room project £6k, Historic Buildings £2k, E Trowbridge £0.4k, Sports pitches £7k, Longfield disabled amenities project £5k.

2.4 Council Tax – The Town Council resolved at the January meeting to approve the budget for 2015/16. The total net expenditure is £1,521,857 which is funded from a Localisation of Council Tax grant from Wiltshire Council of £93,876 and a Council Tax Precept of £1,427,981. This equates to a Band 'D' Council Tax Charge of £139.64 which is a 1.25% increase compared to 2014/15, in line with the Consumer Prices Index of inflation. The average increase in the town and parish Council Tax Charge across Wiltshire for 2015/16 is 3.28%. Six other towns in Wiltshire charge a higher Council Tax than Trowbridge and 12 towns had an increase for 2015 which is greater than Trowbridge.

3. PERSONNEL

3.1 Leavers - Martin O'Neill – Civilian role in the Police Force; Kat Hoskins – Public Health, Wiltshire Council; Matthew Briant – Newtown School. Rebecca Gabb – moving to London.

3.2 Starters - Brendan O'Neill, Civic Centre Supervisor; Faye Daffurn, Civic Centre Supervisor; Alison-Nina Ward, Reception & Town Development Administrator. Abigail Cooper, Customer Services.

3.3 Investors in People – are launching a new Framework in 2015. The content has been updated to reflect the practices of the very best organisations, with a stronger focus on leadership, engagement and continuous improvement. All organisations coming forward will be assessed against the new Standard from early 2016.

- 3.4 Job Evaluation Exercise** – South West Employers commenced the Job Evaluation Exercise with all staff on 3rd February 2015. Staff are now completing their job evaluation forms for sign off on 9th March 2015.
- 3.5 Staff Training** – Seven managers and supervisors undertook a Leadership training course provided by Simon Hares on Friday 6th February, with follow up one to one sessions on Friday 13th. All those attending said that the training was excellent. Details of staff training was circulated to members at the last full council meeting.

4. SERVICES

- 4.1 MUSEUM & TOURISM** – The next committee meeting is 24th March 2015 at 6:30pm
- 4.1.1 Museum Project** – Architecton from Bristol are preparing designs for the museum refurbishment and extension in the Shires, ready for an application to the HLF in early 2015.
- 4.1.2 Holiday Activities** – were held during February half term and are planned for the Easter break.
- 4.1.3 Exhibition** - The Magna Carta Exhibition will be opened by the Lord Lieutenant at noon on Saturday 28th February.
- 4.1.4 Tourism Forum** – Officers are attending the Tourism Forum on 18th March in City Hall Salisbury.

- 4.2 LEISURE SERVICES** - The next committee meeting is 24th March 2015 at 7pm.
- 4.2.1 Fun Days** – Fun Days operated during the Half-Term holidays at Walwayne Court School, with football camps operating at John of Gaunt School. Both will operate again at Easter.
- 4.2.2 Sports and Play Festival** – Our Festival in 2015 will be held on Saturday 25th July as part of the town's Magna Carta 800th Charter Fayre celebrations, with a medieval theme.
- 4.2.3 Sports Pitches Project** – We are working with clubs, Wiltshire FA, Sport England and WASP to develop plans for the land at Devizes Road which we purchased with S106 funds. The remaining S106 funding is expected by the end of 2015. The current lease at Woodmarsh with landowner Doric runs out in 2018 and we are in discussion with them via our agent (Kavanaghs) regarding options of a new lease or purchase of the land. We are awaiting a decision from Wiltshire Council regarding use of any S106 money to purchase. (See report below regarding closure of footpath). We are also aware of a proposal to build a significant new stadium at Blackball Bridge, no planning application has been made for this yet. Wiltshire Council has recently undertaken an Open Spaces Study. We have been supporting this by providing up to date knowledge of open spaces to the consultants.

4.3 DIRECT SERVICES – The committee meets 24th February and 26th May 2015.

4.3.1 Civic Centre – The Management Board met on 12th February 2015. Their next meeting will be held on 14th May 2015.

4.3.2 Town Park

Friends of Trowbridge Park – held their 'Walk in the Park' event on Saturday 7th February which was attended by over 60 people and received extensive media coverage. Work is underway by the BIG Community Grow to prepare the Community garden in front of the Civic Centre.

Storage Facilities – Discussions are being held with landowners adjacent to the Park to secure appropriate development to include the provision of storage capacity in the Park for the Town Council.

Children's Play Area – Following approval of the scheme we have now received confirmation of £30,000 S106 funding from Wiltshire Council towards the project to replace the rocket with a range of new equipment, completing our upgrade of the Children's Play Area. The work will be undertaken during the last week of February.

4.3.3 Woodmarsh – Wiltshire Council have confirmed that the public footpath closure has been approved following the public hearing by a planning inspector on 13th January.

4.3.4 Civic Centre – Installation of SOLAR Photovoltaic Cells on the roof. We are now working with Kennet Community Energy Limited (KCEL), to progress the technical details of an installation on the roof of the Civic Centre. Wiltshire Council have confirmed that planning permission is not required.

4.3.5 Longfield Community Centre Toilets (AGENDA ITEM 7) - To consider the recommendation of the Direct Services Committee at their meeting on 24th February 2015.

RECOMMENDATION: That REEDEC are appointed to undertake the refurbishment of the gents toilets to provide a disabled toilet at Longfield at a cost of £13,880 funded from £5k Area Board Grant to Longmeadow Resident's Association, £5k Earmarked Reserve and £3,880 from this year's underspend at Longfield.

5. MARKETING & EVENTS

5.1 Calendar of Events (please see attached at the end of the report).

5.2 Website – The Town Council web-site www.trowbridge.gov.uk provides information about all council activities and services as well as links to other Trowbridge web-sites. Our other web-sites are: www.trowbridgecivic.co.uk for information about the Civic Centre, events and activities & www.trowbridgemuseum.co.uk for the Museum.

5.3 Magna Carta 800th 1215-2015 – Our Magna Carta Year commences with;

Magna Carta Museum Exhibition 28th February, also celebrates the 25th Anniversary of the Museum. We have secured the loan of a maquette of the statue of Henry de Bohun from Canterbury – which was used to model the statue which stands in the House of Lords.

Magna Carta Conference Saturday 25th April in the Civic Centre, sponsored by The Consortium, tickets available from the TIC for £10 including lunch. Speakers: Sean McGlynn - King John & the road to Magna Carta; Dr Ellie Woodacre - Eleanor of Aquitaine; Dr Cath Hanley - Arms & Armour; Dr Matt Bennett - William Marshal; Martyn Whittock - Life in England at the time of Magna Carta; Andy Milroy - the de Bohuns.

Lord Mayor of London; Baron Towns Reception 12th May – 20 people from Trowbridge will attend a lunch at the Mansion House including the Mayor and Deputy Mayor.

Liberteas Big Lunch, in the Park, Sunday 14th June, organized by Big Community Grow.

Magna Carta Baron Towns Bike Ride 800 miles in 800 years from 20th June, visiting all 23 Baron Towns, starting in **Curry Mallet** and calling in at **Trowbridge** at lunch time on Saturday 20th. Sunday 21st **Long Crendon**, Bucks, **London** and **Greenwich**, London; Monday 22nd **Walkern**, Herts, **Stansted Mountfitchet**, **Little Dunmow**, **Pleshey** and **Castle Hedingham** in Essex and **Clare** in Suffolk; Tuesday 23rd **Framlingham** and **Huntingfield** in Suffolk; Wednesday 24th **Leicester** and **Belvoir**; Thursday 25th **Pontefract** and **Helmsley**, Yorkshire; Friday 26th **Thirsk**, **Topcliffe** and **Skipton**, Yorkshire and **Hornby**, Lancashire; After a trip over the Pennines on Saturday 27th the finale takes in **Warkworth** and finishes in **Alnwick**, Northumberland on Sunday 28th June. You can sponsor Lance at: www.justgiving.com/LANCE-ALLAN2 to raise money for Dorothy House Hospice or www.justgiving.com/LANCE-ALLAN1 to raise money for Re~cycle bikes for Africa.

'Horrible Histories' live on stage at the Civic Centre from 15th July, we are already SOLD OUT for the school days on Wednesday, Thursday and Friday, with tickets on sale for the public performances on **Saturday 18th and Sunday 19th July**.

St James' Church 'Celebration of Magna Carta' exhibition 20th - 26th July, including floral exhibits using Henry de Bohun colours of gold and blue, to be used by Trowbridge in Bloom through the season.

Magna Carta Charter Fair weekend of 24th/25th/26th July. All council departments are involved in organising elements of the **Magna Carta Charter Fair** as well as our partner organisations. The Chamber of Commerce and Town team is running a **Trowbridge Business Expo** in the Civic Centre on the Friday and Saturday sponsored by Apetito, Hitachi and Office Evolution. The Town Team will also be arranging **Medieval themed markets in Fore Street**, The **Active Trowbridge Magna Carta Sports & Play Festival in The Park** will be held on the Saturday, with **Jousting and**

a Town Crier's Competition on Sunday ending with the **Civic Service** on Sunday evening.

5.3.1 Magna Carta Event Grant Support. We received confirmation on 11th February that the funding application for £13,700 to the HLF 'Our Heritage' fund has been successful, this is in addition to the £10,000 we received from the Magna Carta 800th Committee.

6. TOWN DEVELOPMENT – Committee meets 10th and 31st March and 21st April.

6.1 Bus Service T1 – No further information about potential changes is available.

6.2 Transforming Trowbridge – www.transformingtrowbridge.org.uk Met on 10th February, **Please refer to the separate report 'A New Trowbridge Partnership'**.

6.3 Town Centre Developments

St Stephen's Place – There is one remaining unit following the opening of Valeroso Lounge on Wednesday 11th February and one currently being fitted-out for Wagamama. [//ststephensplacetrowbridge.co.uk/](http://ststephensplacetrowbridge.co.uk/)

Cradle Bridge – MRMU recently submitted a planning application for a 16,000²ft Marks & Spencer Simply Food, 6,550²ft Toby Carvery, 150 parking spaces and two retail units. www.mrmultd.co.uk/index.php/projects/cradle-bridge-retail-and-leisure-development

Bowyers – Demolition works were completed in December, a revised planning application to include a Petrol Filling Station as well as the consented Morrisons supermarket, multi-screen cinema and restaurant units is expected shortly. www.innoxriverside.com/

Court Street – a mixed use office/residential scheme on the former Treman's site is near completion by Ashford Homes. Monahans Accountants are the tenant for the offices.

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

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

www.wainhomes.net/southwest/development-details.php?itemID=47

H11 Castle Mead, Persimmon & Charles Church 650 houses for sale, the link to West Ashton Rd and the Hilperton Gap Relief Rd from Leap Gate to Canal Rd which commenced in September, are due to open Spring 2015. www.persimmonhomes.com/castle-mead-2206

H8d Brook Meadow, Barratt & Taylor Wimpey 150 houses all now SOLD.

H8c The Pastures off Parsonage Way, Abbey New Homes 180 houses for sale.

www.abbeynewhomes.co.uk/PASTURES%20Trowbridge/home.html

Baron's Park, Green Lane – Green Square, 90 houses now commenced.

<http://www.greensquarehomes.com/baronspark/index.htm>

Ashton Park – Mainly in West Ashton and North Bradley parishes, 2,600 houses and improvements to the A350 at West Ashton and Yarnbrook, application is expected soon.

consult.wiltshire.gov.uk/portal/spatial_planning/wcs/pre-subconsult2012?pointId=1329404303932

6.5 Wiltshire Local Development Framework

6.5.1 Core Strategy - Wiltshire Council adopted the Core Strategy on 20th January.

cms.wiltshire.gov.uk/documents/g8132/Printed%20minutes%2016th-Dec-2014%2010.30%20Cabinet.pdf?T=1

6.5.2 Housing Site Allocations Plan - Wiltshire Council is developing a plan to support the Core Strategy and the delivery of new housing to 2026 to ensure that a 5 year land supply can be maintained. It has identified smaller sites to provide at least 1,649 houses in addition to strategic allocation at Ashton Park which provides around 2,600 houses. A workshop for parish and town councils in the north and west was held at Chippenham on 23rd February. [Trowbridge Housing Site Allocations options map is available via this link](#). An informal consultation with Town and Parish Councils ends on 31st March.

RECOMMENDATION: That Trowbridge Town Council;

- a). Supports growth including in the current Council Strategy and recognises the need to provide new housing and has supported Wiltshire Council's Core Strategy, including significant allocations at Ashton Park;**
- b). Remains of the view that the land adjacent to the Hilperton Relief Road associated with sites 263, 293 and 297 would be better suited to the provision of a secondary school site and associated playing fields, providing for additional housing capacity to be delivered at the Ashton Park site;**
- c). Does not support any further housing allocations beyond the Western Boundary of Green Lane Woods, Biss Woods and the River Biss associated with sites 740, 261 and 262;**
- d). Does not support development between White Horse Business Park and North Bradley village associated with site 298;**
- e). Does not support housing development of; the former Innox Hall associated with site 203, the cricket club practise pitch associated with site 246 or the St James' Hall & Rectory associated with site 244.**
- f). Supports sites: 206, 247, 248, 256, 292, 425, 613, 1018, 1021 and 3260.**

g). Believes that the following sites should be considered further, which have otherwise been discounted: 192, 195, 200, 205, 609, 617, 1020 and 3247.

6.5.3 Community Infrastructure Levy (CIL) – The Inquiry In Public was held at the Civic Centre on 27th and 28th January. The CIL will generally replace S106 agreements, providing a contribution from each house built based upon a charge per m². A proportion of the CIL when implemented will be paid automatically to the local town or parish council. www.wiltshire.gov.uk/communityinfrastructurelevy

6.5.4 Infrastructure Delivery Plan (IDP) – Items in the IDP will be funded by CIL. The Town Council will need to ensure that items required by the community are included, such as those in the Masterplan as well as; allotments, cemetery, play areas, highways, cycle routes and sports pitches, for which some Section 106 contributions from developers is available. The IDP should be reviewed by Wiltshire Council on an annual basis.

A350 West Ashton and Yarnbrook – One of the road improvements identified in the IDP is the improvements to the A350 around Yarnbrook and West Ashton. The IDP identifies part funding (presumably from the developers of Ashton Park) for this and the government recently announced that through the City Deal scheme the Swindon and Wiltshire LEP have been awarded the remaining funding required to fund the scheme.

6.6 Rail Services

6.6.1 Trowbridge Railway Station - Improvements to the Forecourts are due to be completed in March.

6.6.2 Electrification – Further details of alterations to rail services in the Summer have now been confirmed:

July 18th to 31st; work will be undertaken between Chippenham and Bathampton, with the main line closed through Box Tunnel. Some mainline services will run between Chippenham and Bath via a reversal at Staverton. All services via Trowbridge will operate as normal except some of the Melksham line services which will be replaced with buses. This means there will be a near normal service for people visiting the town for our Magna Carta Charter Fayre weekend.

August 1st to 31st; in addition the line between Staverton and Bathampton will also be closed. There will be an hourly Portsmouth Service through Trowbridge which will travel to and from Swindon via Chippenham, with some services calling at Melksham. Passengers for Bristol and beyond are advised to use this service changing at Swindon. Passengers for Bradford on Avon, Avoncliff, Freshford, Bath, Oldfield Park and Keynsham will have a replacement bus service from Trowbridge. There may also be replacement bus services direct to Filton Abbey Wood. Arrangements for special

Saturday trains to Weymouth are still to be confirmed. www.networkrail.co.uk/great-western-route-modernisation/wiltshire/

7. **OUR PLACE**

The Final Operational Plan was submitted to Locality and DCLG on 18th February. A full report on Our Place is provided under separate cover which considers how the project is taken forward, linking to a new partnership which combines aspects of TCAF, the Campus and Transforming Trowbridge. This is considered under **AGENDA ITEM X**.

8. **PARTNERSHIP**

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

8.1.1 Area Board – The next meeting is on 12th March at County Hall. The Community Area Web Site is at www.trowbridge.ourcommunitymatters.org.uk

8.1.2 Community Area Transport Group (CATG) – Next meeting 20th April at 10:30 am in the DS Meeting Room in the Civic Centre.

8.1.3 Local Youth Network (AGENDA ITEM X) – Sarah Holland has now commenced as the Youth Network Officer for Trowbridge Community Area. The LYN Management Group will now be established to work with young people on local priorities for youth service provision and to make recommendations to the area board for grants to support youth activities. The inaugural meeting of the LYN Management Group will take place at the Civic Centre on Tuesday 24th March at 16:00. The LYN will need a responsible financial organisation for the young people to work with, to deliver projects and activities. The Town Council is able to act as the responsible financial organisation.

RECOMMENDATION: That the Town Council acts as the responsible financial organisation to allow young people to deliver projects and activities supported by the Trowbridge Local Youth Network and Area Board grant funding.

8.1.5 Stallard Rec. Changing Rooms – This facility on Innox Rd will be implemented by Wiltshire Council, with contributions from the Town Council and Section 106 funding.

8.1.4 Market Towns Network – The last meeting was held in Wilton on 29th January at which we made a presentation about our Magna Carta events.

8.1.6 Highways and Streetscene – despite numerous issues being raised, complaints and meetings the service provided by contractor BBLP to Wiltshire Council in the town remains unsatisfactory. All issues should be reported via the Wiltshire Council website.

www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwaysstreetcare/mywiltshireregister.htm

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

Future of TCAF (AGENDA ITEM 8) – A separate report is provided dealing with funding for TCAF, Our Place and creating a new partnership for Trowbridge, which includes a series of recommendations.

TCAF Steering Group	9 th March	4.00pm	Civic
Centre			
TCAF Neighbourhood Partnership	9 th March	6.00pm	Civic
Centre			

8.3 Police and Community Safety – Inspector Chammings reports to Full Council.

8.3.1 The Wiltshire Police & Crime Commissioner - issued a press release on 26th January: Neighbouring forces agree strategic alliance to hit savings targets – [http://collateral.vuelio.uk.com/RemoteStorage/WiltshirePolice/Releases/2103/Strategic Alliance 260115.pdf](http://collateral.vuelio.uk.com/RemoteStorage/WiltshirePolice/Releases/2103/Strategic%20Alliance%20260115.pdf)

Discussions have begun which will see specialist police resources and support functions in the Avon & Somerset and Wiltshire forces being shared under a new strategic alliance, as both forces seek to secure significant savings over the next five years.

8.3.2 Street Drinking (AGENDA ITEM 9) – A meeting of police, Councils, and others on 16th December, followed the recent perceptions survey where a number of actions were considered including the potential for a ‘reduce the strength’ campaign and the need for the replacement of the Designated Public Place Order (DPPO) with a new Public Spaces Protection Order (PSPO) which can be much more locality specific, for example restricting the consumption of alcohol in the Park to particular times of year and times of day. The notes of the meeting and other relevant documents have been circulated to councillors.

RECOMMENDATION that the Town Council supports in principle the replacement of the Designated Public Place Order (DPPO) with a new Public Spaces Protection Order (PSPO)

8.4 Wiltshire Fire & Rescue Service – Further information about Wiltshire Fire & Rescue Services is available on their web-site and in their QM magazine. www.wiltshirefire.gov.uk/qm

8.5 Wiltshire Association of Local Councils (WALC) – Newsletters are regularly circulated or available on their website www.wiltshire-alc.org.uk

8.6 Swindon/Wiltshire Local Enterprise Partnership – Details of the City Deal funding awarded by government have recently been circulated. Concern has been expressed by local members that the western Wiltshire area appears not to have benefitted from this funding. A contribution towards West Ashton and Yarnbrook relief road is expected in future phases once development has progressed through the planning system.

8.7 Ladydown Solar Farm Community Fund. - Work has commenced at the site and we are in discussion with the owners and the Community Foundation regarding the distribution of the community contribution.

9. **CIVIC & DEMOCRATIC ACTIVITIES**

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

Tuesday 3 rd March	Policy & Resources
Tuesday 10 th March	Town Development
Tuesday 17 th March	Full Council
Tuesday 24 th March	Museum & Tourism
Tuesday 24 th March	Leisure Services
Tuesday 31 st March	Town Development
Tuesday 7 th April	EASTER
Tuesday 14 th April	NO MEETING
Tuesday 21 st April	Town Development
Tuesday 28 th April	Annual Town Meeting & Gathering
Tuesday 5 th May	Policy & Resources

9.2 Twinning

9.2.1 Leer/Germany - Councillor Ulf Heinrichsdorf, Mr Dirk Schenzer and his wife Margret, will be attending the Civic Dinner. The Mayor, Cllr Glyn Bridges, has extended an invitation to the newly elected Burgermeisterin, Mrs Beatrix Kuhl, and her fellow councillors, to visit Trowbridge for the Magna Carta celebrations in July 2015. A response is awaited.

9.2.2 Charenton/France – the Deputy Mayor and his wife will be joining the Trowbridge French Twinning Association on their official visit to Charenton from 12th – 15th June.

9.2.3 Oujda/Morocco – four councillors will be travelling from Morocco to attend the Civic Dinner on 28th March.

9.3 Commonwealth Day – We will be raising the flag of the Commonwealth on 9th March at 10am at the Civic Centre, all staff and councillors are invited to attend. A press release was issued on 4th February 2015.

9.4 Civic Dinner –The event will be held on Saturday March 28th. Attendance approx. 285.

Lance Allan

Town Clerk

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#DiscoverTROWBRIDGE

www.trowbridge.gov.uk

www.trowbridgecivic.co.uk

www.trowbridgemuseum.co.uk



2015

FEBRUARY

27	Farmers' Market	Fore Street
27	Showaddywaddy	Civic Centre
28	'Magna Carta – Game of Barons' exhibition	Museum

MARCH

4	Weekly Market	Fore Street
4	Blood Donor Sessions	Civic Centre
7	Pro-Evo Wrestling	Civic Centre
8	Sunday Club	Civic Centre
11	Weekly Market	Fore Street
11	Blood Donor Sessions	Civic Centre
13	Farmers' Market	Fore Street
18	Weekly Market	Fore Street
21/22	Sci-Fi Southwest	Civic Centre
25	Weekly Market	Fore Street
27	Farmers' Market	Fore Street
28	Mayor's Civic Dinner & Dance	Civic Centre

APRIL

1	Weekly Market	Fore Street
4	Mixed Martial Arts Event	Civic Centre
8	Weekly Market	Fore Street
10	Farmers' Market	Fore Street
12	Sunday Club	Civic Centre
15	Weekly Market	Fore Street
18	'Back To Tac' '80s Night (TBC)	Civic Centre
22	Weekly Market	Fore Street
24	Farmers' Market	Fore Street
25	Magna Carta Conference	Civic Centre
28	Annual Town Meeting & Gathering	Civic Centre
29	Weekly Market	Fore Street
29	'Dirty Dancing' Tribute Show	Civic Centre



MAY

2	Lions May Fayre	Fore Street
6	Weekly Market	Fore Street
8	Farmers' Market	Fore Street
13	Weekly Market	Fore Street
14	Jethro	Civic Centre
14	Magna Carta LiberTeas	Town Park
17	Sunday Club	Civic Centre
20	Weekly Market	Fore Street
22	Farmers' Market	Fore Street
27	Weekly Market	
29	Dominic Kirwan and Mary Duff In Concert	Civic Centre

JUNE

3	Weekly Market	Fore Street
10	Weekly Market	Fore Street
12	Farmers' Market	Fore Street
14	Sunday Club	Civic Centre
17	Weekly Market	Fore Street
20	Wiltshire Family History Day	Civic Centre
20	Magna Carta 800 Baron Towns Bike Ride in aid of Dorothy House and Re-cycle Bikes for Africa	
24	Weekly Market	Fore Street
26	Farmers' Market	Fore Street
27	Motown Live at The Civic	Civic Centre
27 & 28	Wiltshire Armed Forces and Veterans Celebrations	Town Park

JULY

1	Weekly Market	Fore Street
8	Weekly Market	Fore Street
10	Farmers' Market	Fore Street
12	Sunday Club	Civic Centre
15	Weekly Market	Fore Street
18 & 19	Horrible Histories (2.00 & 4.00pm)	Civic Centre
22	Weekly Market	Fore Street
19-26	'Celebration of Magna Carta' Floral Exhibition	St. James' Church
24-26	MAGNA CARTA 800 CHARTER FAYRE	
24-26	Magna Carta Markets	Fore Street
24 & 25	Business Expo <i>(sponsored by Apetito, Hitachi and Office Evolution)</i>	Civic Centre
24	Magna Carta Sports & Play Festival	Town Park
25	'Magna Carta – Game of Barons' exhibition ends	Museum
26	Jousting	Town Park

26	Town Criers' Competition	Town Park
26	Mayor's Civic Service	St. James' Church
29	Weekly Market	Fore Street

AUGUST

Coming to the Civic Centre in November 2015 – [Abba Mania!](#)

All of the above information is correct as at 11th February 2015. All event dates, timings and locations are subject to change.

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A New Partnership for Trowbridge

Bringing together; Transforming Trowbridge, the Campus, TCAF and Our Place Trowbridge to build the future for our community

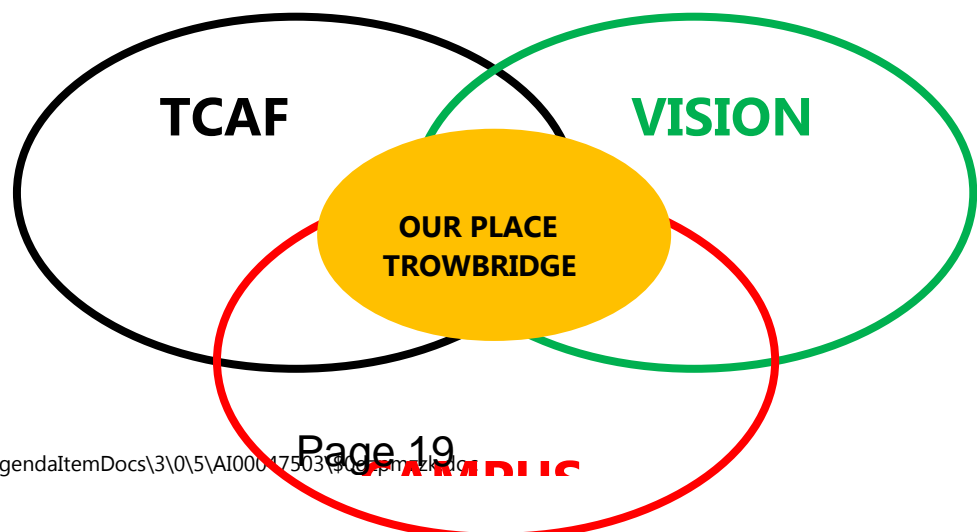
INTRODUCTION

Trowbridge Town Council successfully bid to DCLG for Our Place project funding in 2014 and has been awarded £20,000 of revenue funding to undertake the project during 2014-15. Some of the funding remains available to continue elements of the project through 2015.

Trowbridge Community Area Future (TCAF) has been responsible for bringing together a number of thematic partnerships in a coordinated way to seek to deliver the Community Plan for the Trowbridge Community Area. It has received ongoing financial support from Wiltshire Council and its predecessors as well as the Town Council. Wiltshire Council has confirmed that revenue funding for TCAF via the Area Board will cease this current financial year (2014/15) and therefore TCAF is considering its future in 2015.

TCAF are well placed to support some of the ongoing Our Place work, linked to their existing activities, as well as support other areas of Town Council partnership activity. This report seeks to identify the remaining work of the Our Place Project, how TCAF can assist the town to deliver this and how a new combined partnership could achieve even more.

In addition Wiltshire Council have announced that they will no longer be able to support some of the other existing partnerships with officer time and they have suggested that officers no longer support the Trowbridge Vision Board 'Transforming Trowbridge', whilst continuing to support the Shadow Campus Operation Board (SCOB) and the Area Board. This is an opportunity to deliver a solution which establishes a new, positive, progressive partnership for Trowbridge.





OUR PLACE

The draft operational plan submitted in November was presented to a National Association of Local Councils (NALC) conference on 3rd December and to an Our Place Review Panel at the LGA on 4th December. The final Operational Plan was completed on 18th February. Our Place progresses the '**Place Management**' principle of the Town Council Strategy, focussing on the following aspects to deliver a coordinated town centre as part of a sustainable town, with the concept that the whole town centre is seen as the 'Trowbridge CAMPUS', not just the new build or other public facilities. The elements which are identified in the Our Place project are;

Masterplan – The Masterplan, adopted as part of the Core Strategy by Wiltshire Council in January seeks to ensure that the town centre develops sustainably, providing a range of facilities and services which are linked together with improved access to and within the town centre.

Car Parking – Wiltshire Council has completed its public consultation as part of a comprehensive review of all parking issues across the whole county. The Town Council is keen to consider further the option of taking over the Wiltshire Council car-parks. Car-parks would be likely to transfer from Wiltshire Council as part of a package of cost-neutral assets, including recreation grounds and more recently we have considered taking over the bus shelters.

Business Improvement District (BID) - Wiltshire Council is funding the development and ballot stages and consultants MOSAIC have now been appointed. The BID will utilise the 'Discover TROWBRIDGE' brand and the BID will encapsulate the whole town Campus concept.

Campus – Wiltshire Council's Cabinet discussed the Campus on 11th November, the project is now linked to economic regeneration. Both the Town Council and the Shadow COB support this development. Options for the development of the new build element of the campus including new leisure facilities and a health centre on the County Hall East site are now being considered. The whole of Trowbridge Town Centre incorporating existing facilities and services should be considered to be the Campus not just the new build element. This whole town concept of the Campus will be considered further as part of the final stage of the Our Place project.

Heritage & Arts – As well as the Museum Expansion Project, the Town Hall Trust is progressing plans to take over the Town Hall and develop it into an Arts centre. We will ensure that these projects work together to deliver culture for Trowbridge as part of the whole town Campus.

DiscoverTROWBRIDGE – We have introduced a version of the logo for 2015, promoting our links to the 800th anniversary of Magna Carta. We will be purchasing some additional cloth bags in advance of the introduction of charges for plastic bags later this year. We anticipate that the brand will be used by all partner organisations and embrace the whole town Campus concept.

Wayfinding – We are supporting Wiltshire Council to deliver new signs in key locations in the town centre, incorporating the Discover TROWBRIDGE logo and area maps to improve pedestrian flows. We anticipate that these will be added to by the BID.

Public Safety – Following the survey by Wiltshire Council and TCAF an action plan has been developed which identifies the need for further improvements to lighting in the Park. We have been successful with an application to the Area Board, through the Friends of Trowbridge Park and to WASBeRG for additional funding to provide new lights on key routes through the Park.

CAMPUS

The campus project is managed by Wiltshire Council and steered by the SCOB, there are clear links to the Our Place project, which is seeking to embrace the whole town centre into a wider campus concept under the Discover TROWBRIDGE brand, ensuring links to existing facilities are made and developments are joined up to other relevant community services and facilities and aspects of community life. Split between SCOB new build and whole town under new partnership.

TCAF

Trowbridge Community Area Future partnership (TCAF), currently receive a cash grant from the Town Council each year. In the 2015/16 budget this is allocated as £7,100. In addition the Town Council provides in kind desk space for the TCAF officers and volunteers and in-kind room hire for their meetings. From April 2015 TCAF will not receive any grant income from Wiltshire Council, which it did receive up until 2015. There are a number of TCAF activities which the Town Council may wish to continue to see supported and other activities which may be appropriate for TCAF to take over, which were previously undertaken by Town Council staff.

Neighbourhoods' Partnership – This group is fully supported by TCAF officers, it meets four times per year, involving representatives of each of the Residents' Associations and other community groups with councillors and other organisations. Each meeting is preceded by a tasking meeting with the Neighbourhood Policing team.

Community Safety – Has not met on a regular basis, but task and finish activities are generally managed by the Wiltshire Council Public Protection Officers. Currently the

replacement of the DPPO with a PSPO is being worked on. Last year they undertook the Perceptions Survey with TCAF utilising some of the Our Place budget. TCAF is holding a budget of around £8,000 from previous years for the Community Safety Partnership.

RECOMMENDATION – That Trowbridge Town Council supports TCAF in continuing to provide support to the Neighbourhoods’ Partnership, combined with the Neighbourhood Police Tasking Group and that any specific issues identified for escalation are communicated by TCAF to the Community Safety Group on a task and finish basis. That the Community Safety Group should be led by the Wiltshire Council officers and should include representation from TCAF, the Town Council, Police and other organisations as considered necessary. That TCAF and the Community Safety Task and Finish Group should consider how the remaining budget for Community Safety can be used to address the issues identified in the Action Plan following the Perceptions Survey.

Health – The Health Theme Group meets twice a year, but has not recently engaged directly with the GP practices, Wiltshire Clinical Commissioning Group and other NHS representatives. It has worked with the Area Board to promote specific health and social care initiatives such as Dementia Friendly, which is now being undertaken by a local charity. The Our Place project did work with the Campus Shadow Operation Board (SCOB) to engage with the statutory health service providers and achieved a buy in to the new build element of the Campus providing new health facilities.

RECOMMENDATION – That Trowbridge Town Council supports TCAF to work with the SCOB and to ensure the Health element of the new build part of the Campus is fully engaged with the project and that the community understands the issues and proposed solutions to deliver improved health care for Trowbridge.

Education – The Schools Collaborative provides coordinating activities for schools in the Trowbridge catchment area (which is much wider than the Community Area) and other partner organisations attend their community meetings to exchange information. It would be advantageous for a Wiltshire Councillor to attend their community meetings and for a representative of the Schools Collaborative to attend the new partnership when established.

Environment – TCAF has often struggled to establish an active environmental theme group, as there have been few volunteers willing to agree an action plan, whilst other existing groups such as Trowbridge In Bloom, the Big Community Grow, the Friends of Biss Meadows and now the friends of Trowbridge Park have fulfilled some of the environmental elements of community engagement. The Town Council has for many years provided direct officer support to Trowbridge In Bloom. It would be appropriate therefore to consider

asking TCAF, with additional support from the Town Council to take over the administrative support to Trowbridge In Bloom as an umbrella organisation for environmental work in the community, seeking to forge links with the other existing environmental groups and others including Wiltshire Wildlife Trust. This will not be to the same extent that the Town Council officers have been able to support TIB, but would include administering their meetings and a limited TIB competition and award evening.

RECOMMENDATION: That Trowbridge Town Council provides additional support to TCAF from the Council budget previously used to employ an officer to support TIB. So that TCAF can provide administrative support to TIB and establish TIB as an umbrella body for environmental activity within the community embracing other environmental groups.

Economy – TCAF does not provide any direct officer support to those groups working to develop the economy of the town. These include the Chamber of Commerce, the Trowbridge County Town Initiative, The Town Team and Transforming Trowbridge. When the Business Improvement District is established a number of these organisations (Initiative and Town Team) will be subsumed into the BID structure. Transforming Trowbridge has up until now been administered by Wiltshire Council officers; see below.

RECOMMENDATION: That Trowbridge Town Council recognises that TCAF will continue to work closely with those groups seeking to develop the economy of the town, but will not provide direct officer support. Therefore a small amount of the budget can be used to provide support to TCAF in ensuring that the BID is established and the activities taken on by the BID meet the strategic vision of the wider community.

Transport – TCAF does not have a Transport theme group. The Community Area Transport Group (CATG) deals adequately with transport issues for the Area Board and has a delegated budget. Any additional activity such as the Wayfinding project, which is part of Our Place and will be adopted by the BID may be supported by TCAF indirectly. The potential transfer of car-parks will be led by the Town Council in discussion with Wiltshire Council. Some additional public consultation may be required, which TCAF may be in a position to help with.

RECOMMENDATION: That Trowbridge Town Council in pursuing the transfer of car-parks as part of a cost neutral package of asset transfers from Wiltshire Council may require the support of TCAF in undertaking additional public consultation. Further support for the Wayfinding project should be part of the BID package.

Culture – BA14 Culture Group works closely with a range of cultural groups including Trowbridge Arts, the Trowbridge Town Hall Trust and the Town Council's own Trowbridge Museum. BA14 should be self-sufficient and should not require direct support from TCAF. The town council provides direct grant support to Trowbridge Arts which in turn supports the annual Trowbridge Arts Festival and the Town Hall Trust.

RECOMMENDATION: That in providing a grant to Trowbridge Arts in 2015 the Town Council asks Trowbridge Arts and their partner organisations to embrace the Discover TROWBRIDGE brand and the concept of the whole town campus as part of the Our Place project and ensure that BA14 is self-sufficient.

Time Credits - In addition to the theme groups TCAF has been working on a number of other initiatives. Time Credits is one which has links to the Town Council, through those services which are supported by volunteers such as the Museum and TIC, through our partner organisations and potentially has good links to other elements of the Our Place project and particularly the campus. The Town Council through the TIC may also be able to support directly some of the administrative work required to establish Time Credits in Trowbridge.

RECOMMENDATION: That TCAF is asked to work with the Town Council to assess whether the benefits of establishing Time Credits in Trowbridge is worthwhile and that some of the remaining Our Place budget is used to support this work, subject to receiving a capital grant from the Area Board.

TRANSFORMING TROWBRIDGE

The Trowbridge Vision Board, known as Transforming Trowbridge has been a consultative vehicle for Wiltshire Council to drive forward the Masterplan and links to economic

development, business, transport infrastructure and spatial planning. In seeking to make savings Wiltshire Council has suggested that officers can no longer support all of the partnership boards which they currently support and have suggested disbanding the Vision Boards for Salisbury, Chippenham and Trowbridge. There appears to be a bigger opportunity, linked to the changes in funding for TCAF, continuation of the Our Place project, establishment of the BID and the development of the Campus.

A NEW PARTNERSHIP FOR TROWBRIDGE

These changes provide an ideal opportunity to build upon the work of the Our Place project and to establish a new partnership for Trowbridge utilising the existing skills and future resources to deliver progress for the county town. The concept of bringing together these existing partnerships into a single New Partnership for Trowbridge has been supported in principle by the Chairs of TCAF, Transforming Trowbridge, the Town Team and the SCOB as well as by officers and senior members of Wiltshire Council.

RECOMMENDATION: That Trowbridge Town Council seeks to work with our partners to establish a New Partnership for Trowbridge encompassing the following:

- **The steering group of TCAF.**
- **The Transforming Trowbridge Vision Board.**
- **The Shadow Campus Operations Board wider Campus activity.**

It would be appropriate for the New Partnership for Trowbridge (name to be agreed) that it should work closely with the Town Council and Wiltshire Council and will be supported by officers of both organisations and TCAF including officers with responsibility for economic development, transport infrastructure and spatial planning from Wiltshire Council. In addition that the Community Area Manager should attend and there will be a clear reporting link to the Area Board via the Chairman of the New Partnership, the Community Area Manager and the representative Wiltshire Councillor.

That as well as business representatives continuing to be members, transferring from the Vision Board the other partnerships with links to TCAF and Transforming Trowbridge should have representatives with a two-way reporting responsibility on the board, including for example Collaborative Schools, BA14 Culture, Trowbridge In Bloom, the Chamber of Commerce, the new Local Youth Network and the Business Improvement District.

It is clear that best value will be achieved through officer time being spent on attendance at meetings focussed on communication and decision making which is not also seeking to be an open public consultation event. Therefore Wiltshire Council departmental officers should not routinely be expected also to attend Area Board meetings, but should ensure that detailed reporting is provided to the Area Board and questions raised by the Board are addressed in full in a timely manner.

The Town Council will develop this proposal with the other partners including Wiltshire Council to ensure it receives support and is established at the earliest opportunity.

FINANCES

The Town Council has received £18,300 of the total Our Place Grant so far and should receive the remaining £1,300 by the 31st March. We have spent £5,726 so far – this has mainly been spent on publicity, marketing, development of the brand, travel and room hire. We have also committed to contributing £6,400 towards the Wayfinding project.

Our Place grant part 1	B/F March 2014	3,000
Our Place grant part 2 90%	August 2014	9,000
Our Place grant part 3 90%	October 2014	6,300
Sub-total		18,300
Expenditure to date	December 2014	-5,726
Expenditure committed Wayfinding	March 2015	-6,400
Sub-total		-12,126
Our Place grant part 2 10%	March 2015	1,000
Our Place grant part 3 10%	March 2015	700
Sub-total		1,700
Sub-Balance	March 2015	7,874
Expenditure proposed TCAF	from March 2015	-7,874
BALANCE	31 March 2015	0

With the existing budget for TCAF of £7,100 and just over £4,000 for TIB support in other parts of the Town Council budget a total of around £19,000 is available to support the range of work identified for TCAF above.

RECOMMENDATION: That in 2015/16 Trowbridge Town Council provides TCAF a grant of £14,200 from the existing budget allocation of £7,100 plus additional funding from the remaining Our Place budget and the existing TIB staff support budget. This funding to TCAF will support the range of work identified above, including those elements of work related to the Our Place project and the concept of a whole town campus as well as support for TIB and its establishment as the umbrella organisation for environmental activity. In addition the Town Council will retain on account £4,800 to be used to fund room hire in the council's own buildings and serviced office accommodation for TCAF.

Lance Allan
Town Clerk

Trowbridge Town Council,
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Working with the Community

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