

AGENDA

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: Thursday 15 September 2016
Time: 7.00 pm

The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Refreshments and networking opportunity from 6:30pm .

Please direct any enquiries on this Agenda to Kieran Elliott (Senior Democratic Services Officer), direct line 01225 718504 or email kieran.elliott@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

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

Wiltshire Councillors

Cllr Chris Auckland
Cllr Nick Blakemore
Cllr Ernie Clark
Cllr Dennis Drewett
Cllr John Knight

Cllr Stephen Oldrieve
Cllr Helen Osborn
Cllr Graham Payne (Chairman)
Cllr Horace Prickett (Vice Chairman)

RECORDING AND BROADCASTING NOTIFICATION

Wiltshire Council may record this meeting for live and/or subsequent broadcast on the Council's website at <http://www.wiltshire.public-i.tv>. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

If you have any queries please contact Democratic Services using the contact details above.

	Time
<p>1 Apologies</p> <p>To receive any apologies for the meeting.</p>	7.00pm
<p>2 Minutes of the Previous Meeting (<i>Pages 5 - 10</i>)</p> <p>To approve the minutes of the meeting held on Thursday 14 July 2016.</p>	
<p>3 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>4 Chairman's Announcements (<i>Pages 11 - 14</i>)</p> <p>To include the following:</p> <ul style="list-style-type: none"> i. Streetscene and Littering – Owing to the significant increase in the volume of complaints in the town regarding street cleaning and littering, Cllr Philip Whitehead has been invited to attend the 10 October meeting of the Area Board. ii. Mental Health Awareness Raising iii. Budget Events 	7.05pm
<p>5 Partner Updates and Outside Body Updates (<i>Pages 15 - 30</i>)</p> <p>To note any written or verbal updates from the following partners:</p> <ul style="list-style-type: none"> i. Wiltshire Police ii. Wiltshire Fire and Rescue Service iii. Wiltshire Clinical Commissioning Group (CCG) iv. Trowbridge Community Area Future (TCAF) v. Town and Parish Councils vi. Local Youth Network <p>To note any written or verbal updates from the following outside bodies:</p> <ul style="list-style-type: none"> i. Collaborative Schools 	7.10pm
<p>6 Trowbridge Health and Wellbeing Centre</p> <p>To receive any updates on the Health and Wellbeing Centre, including from the Trowbridge Area Board Campus Working Group.</p>	7.35pm
<p>7 Pest Control (<i>Pages 31 - 54</i>)</p> <p>To receive an update on the issue of Pest Control in Trowbridge</p>	7.50pm

8	Public Spaces Protection Order (PSPO) <i>(Pages 55 - 64)</i>	8.05 pm		
	To receive a report on the proposed Public Spaces Protection Order to be considered at the Licensing Committee on 19 September 2016.			
9	Community Engagement Update	8.15 pm		
	To receive an update from the Community Engagement Manager			
10	Funding <i>(Pages 65 - 76)</i>	8.25 pm		
	a. Community Area Grants			
	To consider the following applications:			
	i. Friends of Southwick Country Park - £500 – New Bench			
	ii. Larkrise Riding for Disabled Group - £1729.00 – Equine handling area roof construction			
	b. Community Area Transport Group (CATG)			
	To consider the following applications:			
	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; padding-right: 10px;">Issue 4688 20mph signage, College Road, Trowbridge</td> <td>Area board recommended to agree extra £1250 CATG funding to support scheme subject to Town council supporting.</td> </tr> </table>	Issue 4688 20mph signage, College Road, Trowbridge	Area board recommended to agree extra £1250 CATG funding to support scheme subject to Town council supporting.	
Issue 4688 20mph signage, College Road, Trowbridge	Area board recommended to agree extra £1250 CATG funding to support scheme subject to Town council supporting.			
10	Urgent items	8.55 pm		
	Any other items of business which the Chairman agrees to consider as a matter of urgency.			

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: 14 July 2016
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

Kieran Elliott (Senior Democratic Services Officer), Tel: 01225 718504 or (e-mail) kieran.elliott@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Nick Blakemore, Cllr Ernie Clark, Cllr Dennis Drewett, Cllr John Knight, Cllr Stephen Oldrieve, Cllr Graham Payne (Chairman) and Cllr Horace Prickett (Vice Chairman)

Total Attendance 30

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
46	<u>Apologies</u> Apologies for absence were received from Councillor Helen Osborn and Inspector James Brain.
47	<u>Minutes</u> The minutes of the meeting held on 14 may were presented for consideration. Two changed were requested, being a correction to the spelling of Councillor Clark's name in Minute 38a, and an amendment clarifying in Minute 42 that £600 was to be awarded to a pedestrian survey regarding the request for a crossing.

	<p><u>Decision</u> The minutes of the meeting held on 14 May 2016 were agreed a correct record and signed by the Chairman, with the addition of the amendments as detailed above.</p>
48	<p><u>Declarations of Interest</u></p> <p>There were no declarations of disclosable interests.</p>
49	<p><u>Chairman's Announcements</u></p> <p>The Chairman confirmed meetings had been moved back to a 1900 start in order to make it easier for those with full time jobs to attend, and that in future every six months reports would be requested of grant recipients.</p> <p>Attention was also drawn to Supplement 1, regarding questions raised at the last meeting by Mr Paul Jubbie.</p>
50	<p><u>Partner Updates</u></p> <p>Updates from and comments to partners were received as follows:</p> <ul style="list-style-type: none"> i. Wiltshire Police It was raised there had been an increase in problems with drinking in the town, particularly around the area of the town bridge, St James Church and Biss Meadow. The board agreed to write to Inspector Brain expressing their concern at this problem, as well as disappointment local town and unitary councillors had not been invited to a local meeting to discuss the problem. The Community Engagement Manager confirmed that following meetings with the Public Protection team, it was intended to set up a communities group to liaise with interested parties to look at the issue. ii. Trowbridge Community Area Future (TCAF) The written update was noted. A youth worker had been recruited and funding was being sought for the next nine months, following the switch to being a charity organisation in January. iii. Town and Parish Councils The written update from Trowbridge Town Council was noted. The Chairman of North Bradley Parish Council drew attention to the results of the Wiltshire Council meeting on 12 July determining the Community Governance Review, and thanked those who had supported North Bradley's position.

51	<p><u>Outside Bodies and Working Groups</u></p> <p>An update from the Campus Working Group would be taken as part of the next item.</p>
52	<p><u>Cabinet Office Bid for One Public Estates Funding</u></p> <p>Councillor John Thomson, Deputy Leader of Wiltshire Council, was in attendance at the request of the Board to discuss the bid for One Public Estates Funding overseen by the Cabinet Office in London, as part of the development of the Trowbridge Health and Wellbeing Centre project.</p> <p>The intent of the One Public Estates programme was to rationalise the public sector estate and help organisations work together to make best use of their assets in order to deliver integrated services. The funding would be to find out the limitations and value of all sites, what their potential was, to enable a plan for integrated service delivery.</p> <p>It was explained that £0.390m in funding was being sought, that previous funding applications had been successful, and that a response to the latest bid was hoped for by the end of the month. Initially the deadline for submission had been August, moved forward to June, which was why the Board had not been consulted first.</p> <p>The Board discussed the update from Councillor Thomson, and in response to queries it was stated the team behind the bid was working with Sports England to explore possibilities, 300 homes across 3 sites were being looked at to fund the new centre, and the bid was separate to a CCG bid for funding for a new Primary Care facility.</p> <p>Details were also sought about the sale of the Bradley Road Offices site, and Councillor Thomson stated he would send an update to the members of the Board. Members of the Campus Working Group disputed a comment that the change in submission date had been notified too late for consultation to take place, and Councillor Thomson stated he would look into the situation and inform all parties.</p> <p>To conclude, it was confirmed a project plan and timescale would be presented to the Board members and Campus Working Group when funding was confirmed.</p>
53	<p><u>Local Youth Network Update</u></p> <p>The written update from the Community Youth Officer was noted, along with the change in the position to that of Local Youth Facilitator, which would be filled on 18 July. Work on the updated needs assessment was noted.</p> <p>The Board then considered three bids for LYN funding as detailed in the</p>

	<p>agenda.</p> <p>i) Bid 257 – Wiltshire Islamic Cultural Centre - £4920</p> <p><u>Decision</u> To award £4920 to the Wiltshire Islamic Cultural Centre.</p> <p>ii) Bid 315 – 5x5x5=Creativity - £5000</p> <p><u>Decision</u> To award £5000 to 5x5x5=Creativity</p> <p>iii) Bid 312 – Youth Adventure Trust - £1000</p> <p><u>Decision</u> To award £1000 to the Youth Adventure Trust.</p>
54	<p><u>Fire Service Update</u></p> <p>Andy Green from the Dorset and Wiltshier Fire Service was in attendance to deliver a presentation on the extensive and varied work of the service across the two counties.</p> <p>Details were provided on the work of education teams visiting schools and plans for an interactive streetwise safety centre, boat safety work, rural safety, apprentice schemes, safety for the homeless in conjunction with local charities distributing smoke alarms, torches and more. There were also targeted visits in areas where there have been recent fire risk and intervention with fire setters.</p> <p>The Board welcomed the update and thanked the service for its wide array of work in Wiltshire and beyond, and were strongly supportive of efforts to publicise further its work.</p>
55	<p><u>Community Engagement Manager Update</u></p> <p>Mary Cullen, Community Engagement Manager, provided an update on recent work in the community, including with the Health and Wellbeing Group, intergenerational projects, the Road to Rio Big Pledge and work with Dementia in the town.</p> <p>Details were also provided on plans for a Joint Strategic Assessment event in December and fund raising for a Men’s Shed project.</p>

56	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2015/16:</p> <p>i. <u>North Bradley Peace Memorial Trust</u> The sum of £4974.46 was requested for a new heating system.</p> <p><u>Decision</u> The Area Board awarded the sum of £4974.46</p> <p>ii. <u>The Willows Preschool (Cllr Led Project)</u> The sum of £9838.80 was requested for a New playground</p> <p><u>Decision</u> To not award the sum of £9838.80</p>
57	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>

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Chairman's Announcements

Subject:	Mental Health Awareness Raising
Officer Contact Details:	Karen Spence (Public Health Specialist) karen.spence@wiltshire.gov.uk



The Public Health team at Wiltshire Council have developed some tools to help raise awareness of mental health both in the workplace and in communities.

We are able to offer (to Area Boards and other community groups) a session which is ideally about 90 minutes long (but can be tailored to provide a session of about 50 minutes if timings do not allow the full package to be delivered).

The session takes inspiration in its approach and ethos from the extremely successful Alzheimers' Society 'Dementia Friends' programme and is designed to deliver community awareness raising, increase understanding and reduce stigma and discrimination.

The session itself is interactive and suitable for both professionals and members of the public. It involves some group activities and video clips as well as information about mental health and how to keep yourself well. It focusses strongly on how to improve and maintain wellbeing and mental health and uses tools like the Five Ways to Wellbeing <http://www.neweconomics.org/projects/entry/five-ways-to-well-being>

Sessions held to date (including Health and Wellbeing Board, Health Select Committee and Westbury Area Board) have been extremely well received and have generated some healthy debate about promoting mental and emotional wellbeing.

The Public Health team is now in the process of rolling this session out more widely to include:

- Training key members of staff to deliver the sessions (e.g. Health Trainers, volunteers)
- Delivering the session within Wiltshire Council for staff members
- Publicising the sessions for wider dissemination
- Engaging with local voluntary and community sector organisations such as Mind to explore the option of offering the opportunity for their staff/volunteers to receive training and deliver the session
- Producing a toolkit to run alongside the training (or to stand alone) which will be available from September 2016.

Chairman's Announcements

For further information about the awareness raising package, please contact karen.spence@wiltshire.gov.uk or telephone 01225 713094

Some local and national links to sources of help:

National

SANE Helpline http://www.sane.org.uk/what_we_do/support/helpline

Rethink <https://www.rethink.org/about-us/our-mental-health-advice/crisis-contacts>

Time to Change <http://www.time-to-change.org.uk/mental-health-and-stigma/help-and-support>

Depression UK http://www.depressionuk.org/national_links.shtml

Samaritans: telephone 116 123 or email jo@samaritans.org

Local

Your own GP (who can refer on to mental health providers where mental ill health requires treatment)

Wiltshire IAPT – wide variety of group and 1:1 sessions
<https://iapt-wilts.awp.nhs.uk/all-courses/browse-wiltshire-courses/>

Wiltshire MIND – counselling and group sessions plus other services
<http://www.wiltshiremind.co.uk/>

Wiltshire Health Trainers
<http://www.wiltshire.gov.uk/healthandsocialcare/publichealthwilts/healthtrainers.htm>

Other community based services

Revival (rape and sexual abuse support)

Soundwell (music therapy)

Richmond Fellowship (employment/vocational support)

Advocacy services

WSUN Service user engagement and support <http://wsun.co.uk/>

Helping Wiltshire Council meet the challenges ahead

Invitation to voice your views at interactive public meetings

Wiltshire Council is hosting a series of interactive meetings to discuss the challenges ahead.

The council currently spends £900 million each year on more than 350 services. The changing demographics, the continuing reduction in funding from central government and changes to the way future government funding might be provided mean further savings need to be found.

Working with local communities helping them to do more for themselves is one solution and we welcome your ideas on what more we can do together.

Our priorities continue to be supporting those who are most vulnerable in our communities, as well as taking action to boost the local economy, safeguard and create jobs and to build even stronger communities.

The council's cabinet members will be attending the meetings and look forward to hearing your views and suggestions.

We hope you are able to attend one of the meetings below and it would be helpful if you could please confirm your attendance by emailing:
events@wiltshire.gov.uk

Meeting schedule

Date	Location	Venue	Time	
26 September	Chippenham	Monkton Park	5.30pm	Refreshments available
27 September	Devizes	Corn Exchange	5.30pm	Refreshments available
28 September	Salisbury	City Hall	5.30pm	Refreshments available
29 September	Trowbridge	Atrium, County Hall	5.30pm	Refreshments available

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Trowbridge Area Board Report September 2016

Hello and welcome to your Community Policing report. The summer months and holiday season are now coming to an end and hope you've all had a very relaxing time. This is traditionally the time when we all relax a little bit, meetings are re-arranged, offices are bare and the local parks are full. The Community Policing Team are here 24/7 over the summer months and we continue to work with our partner agencies to address the issues that matter most within the community. I hope you all have a safe and enjoyable summer.

CHILD SEXUAL EXPLOITATION (CSE)

In line with our control strategy, I would like to talk about Child Sexual Exploitation (CSE) in this month's report.

Sexual exploitation of children and young people under 18 involves exploitative situations, contexts and relationships where the young person (or third person/s) receive 'something' (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing, and/or others performing on them, sexual activities.

Child sexual exploitation can occur through the use of technology without the child's immediate recognition; for example being persuaded to post images on the internet/mobile phones without immediate payment or gain.

Violence, coercion and intimidation are common. Involvement in exploitative relationships is characterised by the child's or young person's limited availability of choice, as a result of their social, economic or emotional vulnerability. A common feature of CSE is that the child or young person does not recognise the coercive nature of the relationship and does not see themselves as a victim of exploitation.

Gemstone is Wiltshire Police's response to CSE. The dedicated Police team working under Gemstone provides specialist guidance and support to departments within Wiltshire Police and works with other professionals to provide a co-ordinated approach to identifying and tackling CSE.

Warning signs

Despite the increased profile of CSE and improvements in how the police work with partner agencies, CSE cases are still under-reported. Warning signs can be categorised under the following headings.

Emotional and behavioural development

- Changes in temperament or suffering from depression, mood swings or changes in emotional wellbeing
- Secretive behavior
- Peers and friends – association with other young people involved in exploitation and having older boyfriends/girlfriends
- Getting involved in petty crime such as shoplifting or stealing.

Education

- Being absent and truanting or showing signs of disengagement, e.g., lack of interest and frequent poor behaviour
- Considerable change in performance.

Identity

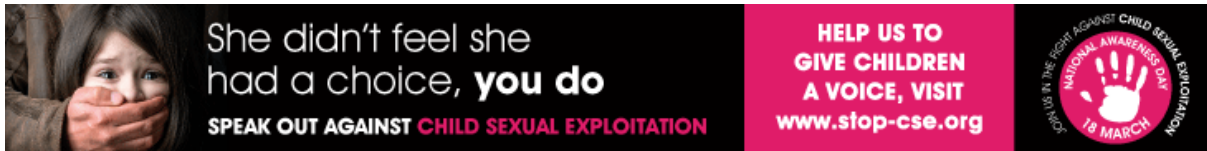
- Appearing with unexplained gifts or new possessions
- Change in appearance, e.g. different clothes

Family and social relationships

- Children or young people who become estranged from their family
- Sudden hostility towards family members
- Becoming physically aggressive towards family and friends
- Going missing for periods of time or regularly returning home late
- Involvement in exploitative relationships or association with risky adults
- Young people being found in towns or districts where they have no known connection
- Young people who have more than one boyfriend or who share their boyfriend
- Children or young people seen entering or leaving vehicles driven by unknown adults
- Becoming detached from age-related activities and social groups
- Being sexually active
- Receiving phone calls and/or text messages from unknown adults
- Children or young people who appear to be recruiting others into exploitative situations.

Health

- Evidence of drug, alcohol and/or substance use - abusers may use drugs and alcohol to help control children and young - people
- Unexplained physical injuries or suffering from physical injuries (eg, bruising suggestive of either physical or sexual assault)
- Children or young people who are self-harming and demonstrating suicidal thoughts and tendencies
- Recurring sexually transmitted infections
- Pregnancy or seeking an abortion
- Children or young people displaying inappropriate sexualised behaviours, such as being overfamiliar with strangers or sending sexualised images via the internet or mobile phones
- Changes in physical appearance



Below are some key contacts and referral pathways if you feel that someone is at risk of CSE.

Wiltshire Safeguarding Children Board

www.wiltshirelscb.org

Website includes information for children and young people
Parents and carers about keeping children safe.

■■Barnardo's

www.barnardos.org.uk

National children's charity which provides
information, advice and support about child sexual
exploitation.

■■NSPCC

www.nspcc.org.uk

National children's charity which provides
information, advice and support about child
sexual exploitation.

■■CEOP Safety Centre

<http://ceop.police.uk/safetycentre/>

Advice for children, young people and
adults regarding child sexual exploitation.

■■PACE (Parents Against Child Exploitation)

www.paceuk.info

National charity working with parents and carers whose
children are sexually exploited.

COMMUNITY MESSAGING

We have been talking a lot publically about Community Messaging over recent months and I have included the link below and would continue to encourage you to spread the message to your communities, encouraging as many people as possible to sign up. We have found that this really is a key platform to get the right message to the right people at the right time.

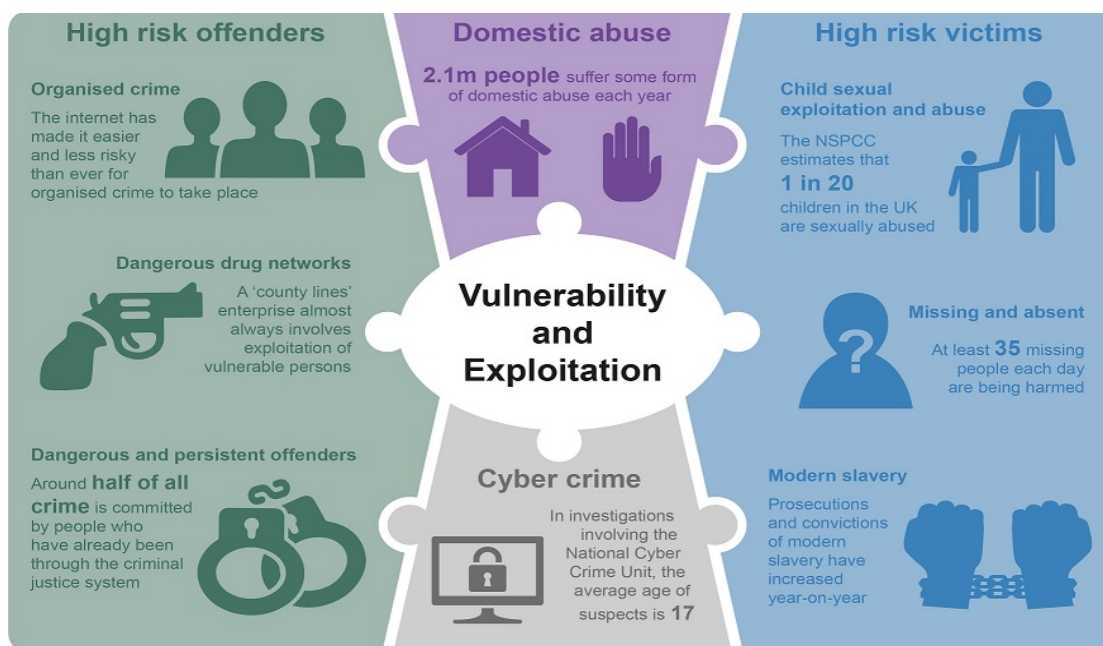
We are constantly reviewing our visibility and how we can develop this and work with our communities. We cannot physically be everywhere all of the time and we want to ensure consistent information with our communities and to be able to provide the information that matters to you when you need it. There has been some good feedback from our new way of working using Community Messaging so please sign up and use it.

<https://www.wiltsmessaging.co.uk/>

CONTROL STRATEGY

Below is our control strategy for your reference. This focuses on where how we conduct our operational Policing based on the Police & Crime Plan. We will continue to align our resources with the threat/harm/risks presented in line with the control strategy.

- Domestic abuse / Cyber Crime / High risk offenders / High risk victims



LOCAL CRIMES

We have experienced some dwelling Burglaries where car keys, and subsequently cars, have been stolen. These are currently low in number and we have managed to locate and recover the vehicles and enquiries are ongoing into these offences. Please can we remind everyone to ensure that car keys are not left in a clearly prominent position within your home address and look to deny further opportunities should you experience a burglary.

We continue to see higher than expected number of bicycles stolen. DC Kevin Keast is currently reviewing and co-ordinating our responses to the ongoing thefts. Please can we remind everyone to purchase a good lock for your bicycles and take all preventative measures available. We are continuing our investigations but at this time, do not believe that they are all linked due to the information available to us.

There has been an ongoing drive with your local Community Policing Team and partner agencies to address the street drinking within Trowbridge Town Centre. The positive news is the placement of a 2 year Criminal Behavior Order on Kenneth Beavis a well-known local man. Mr Beavis was later arrested for breaching the order and he subsequently received a 16 week custodial sentence at court. It is hoped that this will lead to his long term rehabilitation. We have further enforcement planned and are continuing our efforts in this area but welcome all the continued support.

For a detailed breakdown of the crime in your area visit...

<https://www.police.uk/wiltshire/>

James Brain

Community Policing Team Inspector

Trowbridge & Warminster

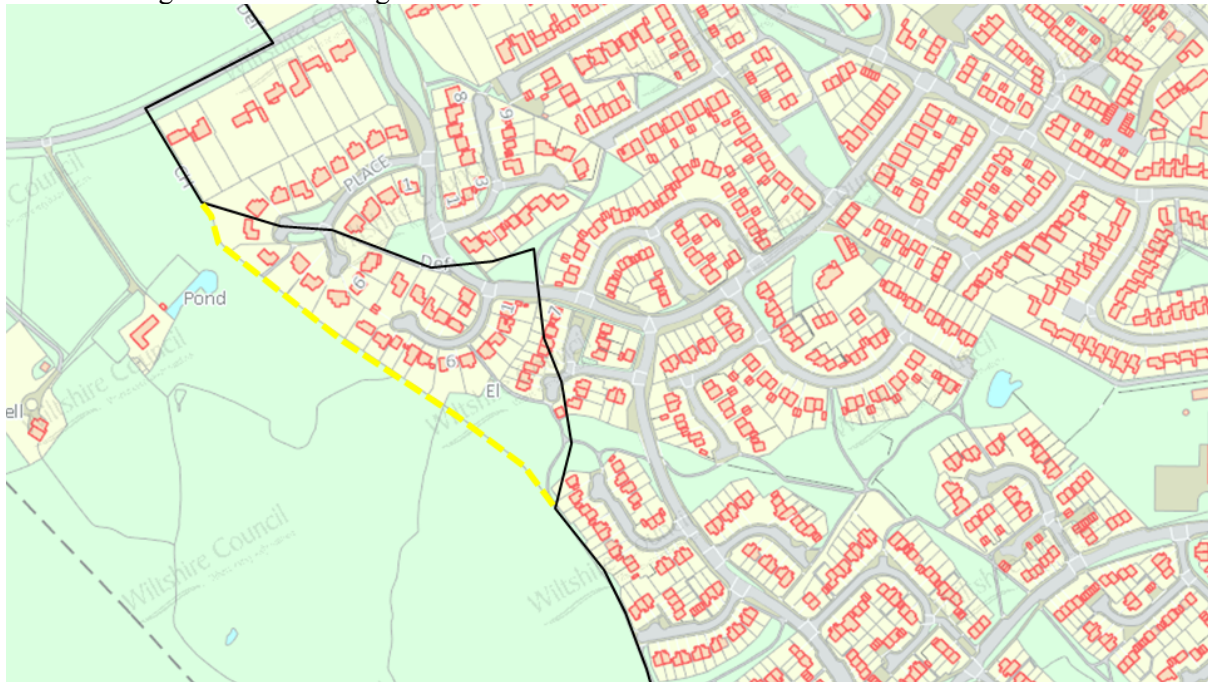
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Town Clerk's Report 31st August 2016 to Policy & Resources Committee 6th September 2016

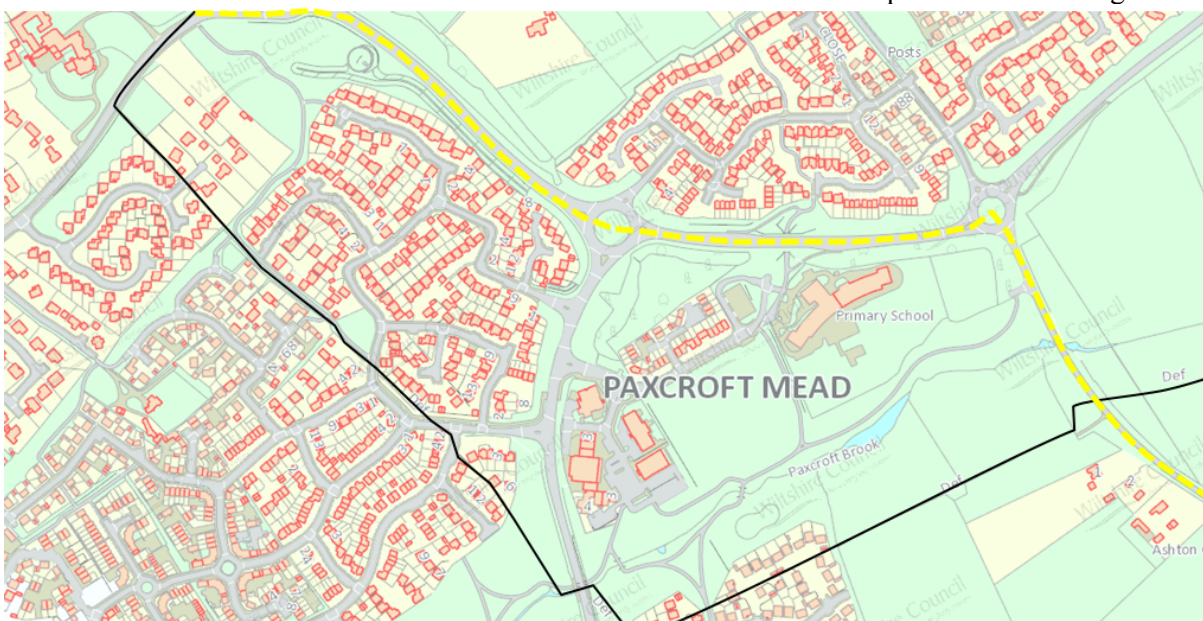
1. POLICY

1.1 Community Governance Review (CGR) – At the meeting of Wiltshire Council held on 12th July 2016 decisions were made on all of the proposals for boundary changes made by Trowbridge Town Council as follows:

- 28 houses in Shore Place, Kingsley Place and Chepston Place on the Broadmead Estate should transfer from Wingfield to Trowbridge.



- There should be no changes between Holt and Trowbridge at Ladydown Farm.
- There should be no changes between Hilperton and Trowbridge at Wyke Road and through the Hilperton Gap.
- 259 houses, the pub, businesses, shops, Mead school and Community Centre in Paxcroft Mead to the South of the A361 and west of Ashton Road* should transfer from Hilperton to Trowbridge.



- 105 houses in the Old Farm estate and the employment land north of the new Leap Gate extension, West Ashton Rd should transfer from West Ashton to Trowbridge.



- *There should be no changes between West Ashton and Trowbridge and between North Bradley and Trowbridge at The Ashton Park Urban extension, White Horse Business Park and Drynham Lane.*

*In addition, following a request from Steeple Ashton Parish Council, further consultation will be undertaken with the residents of Ashton Road lying to the west of Ashton Road between Paxcroft Brook and Green Lane; that this area, currently subject of an application for residential development, should transfer from Steeple Ashton to Trowbridge at the earliest opportunity.



The Town Council has confirmed its support for this additional proposal, which also has the support of Steeple Ashton Parish Council and was promoted to Wiltshire Council by the Councillor for Summerham and Seend, which includes Steeple Ashton; Councillor Jonathon Seed.

1.2 Neighbourhood Plans: Hilperton & East Trowbridge – An application has been made to set a neighbourhood area for the parish of Hilperton only, which therefore does not include any parts of Trowbridge within the current town boundary.

1.3 Free Parking Days – Wiltshire Council has been informed of the town council's allocation.

2. FINANCE**2.1.1 Finance Summary April – June 2016 (AGENDA ITEM 15)**

Policy & Resources Quarter 1	Actual Budget		Variance
	<u>£000</u>	<u>£000</u>	<u>£000</u>
Gross Expenditure	133	129	(4)
Income	0	0	0
Net Expenditure	133	129	(4)

The budgeted net expenditure for the first quarter was £129k with the actual net expenditure at £133k which was (£4k) over budget.

Democratic Services CC401 was (£3k) over budget for the first quarter. Publicity was (£2k) over budget due to a RACS invoice relating to Jan '16 and internal transfers for the Civic Centre were (£1k) over budget due to a number of repairs.

Mayor CC402. The phasing on Civic Events was more than offset by Twinning.

Grants CC403 Overall grants were marginally over budget to phasing.

Projects CC404 Projects spending was on budget.

Establishment CC 410 the actual net expenditure was £59k which was (£1.6k) over budget. Printing costs were (£1k) over budget and internal transfers (£0.6k)

2.1.2 Full Town Council Quarter 1

Museum: overall, net expenditure came in on budget. Expenditure on the Museum project for professional fees and salaries amounted to £22k which came from earmarked reserves and is now included in the claim to the Heritage Lottery Fund (HLF).

Leisure Services: Gross expenditure was (£5k) over budget due to training (1k) and equipment purchases (£3k) including 5 replacement generators. Total income was ahead of budget £1k.

Establishment: net expenditure was (£4k) over budget mainly due to an invoice relating to 2015-16 (£2k) and printing costs being over budget.

Direct Services: despite the additional expenditure on replacing the pond pump following a fire the total net expenditure for Direct Services was on budget.

The Civic Board: total net expenditure was £3k under budget. Building costs were (£7k) over budget mainly on repairs. Venue salaries were under budget with income from hire and ticket sales ahead of budget.

TOTAL: Overall, net expenditure for the first quarter was £330k (£7k) over budget.

Reserves: The summary shows the budget and actual comparisons along with the reserves summary and details for the first quarter. Following the movement in earmarked reserves for the first quarter, the total has reduced from £94k to £83k. The General Reserve is £186k.

2.2 Risk and Audit Panel (AGENDA ITEM 17) – Met on 30th August (copy attached).

2.3 Community Infrastructure Levy (CIL) – No receipts have been advised.

2.4 Review of Grants to Residents' Associations (AGENDA ITEM 7) - The current Grants Policy gives a start-up grant of £300 for new groups in their first year and an annual grant of £100 per association in each subsequent year. To qualify associations must provide information about their membership, rules, copies of minutes of meetings (which should be held at least four times per year) and accounts.

RECOMMENDATION: That; in addition to the existing requirements; ward councillors are invited to meetings, annual reports are submitted with the grant application, the annual grant payable would be £1 per household in membership of the association, subject to a maximum to be determined each year and the start-up grant would be subject to a minimum of 100 households being in membership of the association at the time of application; and that the full requirements are detailed for inclusion in a revised Grants Policy for approval at the November meeting of the Policy & Resources Committee.

3. PERSONNEL**3.1 Starters**

Sarah Hammond, Casual Bar and Venues Staff, 12/07/16

Olivia Collyer, Casual Sports Coach, 02/07/16

Robert Frontier – Sports Coach 30 hours a week, start date 1st September

Harriet Tate & Matthew Morris - Apprentice Sports Coaches 30 hrs/week, from 1st September

Zoe Copper Sports Coach 25 hours a week, start date 12th September

Sally Dicks, Community Play Worker, 15 hours per week, start date 1st September

Rebecca Mees and Liam Quinn, Civic Centre Supervisors, start date 1st September.

Kevin Lane, a Volunteer in the TIC has been appointed Museum Caretaker from 1st September.

3.2 Leavers

Marc Traylor, Sports Coach left on 12th August.

Brett Partner, Sports Coach left on 26th August.

Mike Brown, Civic Centre Supervisor left on 31st July.

3.3 Contract changes

Nicole Evans and Luke Shearing 37 hours per week contract as Sports Coaches from 1st August.

Hanne Dahl, Exhibition & Arts Officer has increased to 22.5 hours/week from 1st September.

3.4 HR Policies – (AGENDA ITEM 8)

RECOMMENDATION: That all HR related policies and procedures are changed so that any reference to ‘Head of Corporate Services’ is replaced by ‘Human Resources Manager’.

3.5 Job Evaluation – We have now recommenced the Pay and Grading Review and expect that this will be implemented to take effect at the half year point on 1st October.

3.6 Staff Away Day – was held on Thursday 1st September 2016 at the Civic Centre and comprised a morning of training and a review of what we have achieved over the past few years and what the likely priorities and projects for the next few years will be.

4. SERVICES

4.1 MUSEUM & TOURISM – The next committee meeting is 27th September at 6:30pm

4.1.1 Museum Project – We have appointed consultants to undertake all roles associated with the development phase. We are meeting regularly with the architects and are in discussion with our landlords via our agents to establish an Agreement to Lease, subject to conditions. Our development phase grant was £100,000 and we expect to make a round 2 submission for our full grant request of £975,000 (towards total project costs of £2,083,000) in Spring 2017, with a decision from the HLF expected in Autumn 2017. This would lead to a delivery/construction phase in 2018/2019 and the opening of the expanded museum in 2020. The remaining funding will come from additional grant income from other sources and the town council’s ongoing annual contribution which will fund borrowing of over £400,000. The Town Council will need to resolve to seek borrowing approval for the project, subject to obtaining the remaining grant funding from the other sources. In 2007/2008 the Museum represented 14.29% of the Council Tax Income (£147,969/£1,035,196). In 2020 14.29% would be around £250,000. We anticipate that the total annual cost of running the museum and funding the project will be below this level.

4.2 LEISURE SERVICES - The next committee meeting is 27th September at 7pm.

4.2.1 Sports Pitches Project (AGENDA ITEM 9) – Please see a separate report and the Town Clerk’s **RECOMMENDATION:**

That to secure the future of investment in outdoor sports pitches for the Trowbridge community, the town council proceeds with the purchase of Woodmarsh football ground and the town council also proceeds with the purchase of additional land at Devizes Rd and instructs our agent to negotiate the best possible terms for both.

4.2.2 Active Festival – Was another great success in the Town Park on Saturday 16th July.

4.2.3 Summer Active Trowbridge – The team has been busy running school fun-days and free and paid for roadshows.

4.3 DIRECT SERVICES – The committee next meets on 29th November.

4.3.1 Civic Centre – The Civic Board next meets on 8th November 2016.

4.3.2 Town Park – We are developing a Management Plan to identify maintenance priorities and opportunities for improvements, in conjunction with the Friends of Trowbridge Park and others.

4.3.3 St George's Works (AGENDA ITEM 10) – We have received detailed proposals from their agents for alternative access, which will provide a route for construction vehicles to the St George's Works site, an excellent and improved access to the town council's new storage facility and also improved access for vehicles into the upper area of the Town Park for both maintenance purposes and events. **RECOMMENDATION:**

That; the committee approves the plans on behalf of the council for the new access, new town council storage facility and improvements to the Town Park as part of the redevelopment of St George's Works.

4.3.4 Play Areas, transfer from Wiltshire Council (AGENDA ITEM 11) – Officers met Wiltshire Council on 22nd July to discuss the potential transfer of play areas from to the town council. There are 21 play areas in Trowbridge and three in those areas due to transfer to the town on 1st April 2017. Wiltshire Council has virtually a nil budget for replacement equipment or investment over and above inspections and grass cutting and they are under pressure to make further savings. Wiltshire Council has offered £50,000 to the town council to take over all the play areas and there is S106 money available for three: Yeoman Way (£16,877), Cornbrash Rise (£9,095) and St Thomas (£4,395). It is most unlikely that a better offer will be forthcoming, even as part of any future cost neutral package of assets and services. In addition at this stage it would be appropriate to agree to the transfer of the whole of the Elm Grove Recreation Ground, as this is a Queen Elizabeth II 'field in trust' and it would make the management of the play area simpler and would facilitate easier discussion with the any developers of neighbouring land regarding their contribution towards improving facilities, if the town council were responsible for the area. To this end the indicative five year budget has an allocation in each year 2017/18 to 2021/22 to provide for higher standards of maintenance and investment in play areas and similar facilities.

Play Area List

- | | |
|------------------------------------|-----------------------------------|
| 1. Yeoman Way | 13. Woolpack Meadows |
| 2. Cornbrash Rise | 14. Worsted Close |
| 3. St Thomas | 15. Downside Park |
| 4. Silver Meadows | 16. Hulbert Close |
| 5. Beech Grove | 17. Brewery Walk |
| 6. The Poplars | 18. Brook Road |
| 7. Studley Green (Westfield Close) | 19. Stallards |
| 8. Spring Meadows | 20. Seymour |
| 9. Cavell Court | 21. Elm Grove |
| 10. Parsonage Road | 22. Old Farm (Ex West Ashton) |
| 11. Drynham Park | 23. Painters Mead (Ex Hilperton) |
| 12. Lamplighters Walk | 24. Paxcroft Brook (Ex Hilperton) |

RECOMMENDATION: That the town council agrees to the transfer of the management and maintenance of all Wiltshire Council play areas in Trowbridge and the whole of the Elm Grove Recreation Ground prior to 31st March 2017 on the basis of a one off contribution from Wiltshire Council of £50,000 towards future costs and also the transfer of the three play areas in the areas being transferred from Hilperton and West Ashton on 1st April 2017.

4.3.5 Closed Churchyards (AGENDA ITEM 12) – The three closed churchyards; St James, Holy Trinity and St John Upper Studley are currently maintained by Wiltshire Council through their contractor The Landscape Group, maintenance includes grass cutting, trees and walls. Until 2009 West Wilts District Council charged the town council for these maintenance costs. Wiltshire Council could recharge the cost through a special expense on the town but has not done so. In order for the town council to be in a position to determine the standards of maintenance and also to

control the expenditure it would be appropriate for the town council to consider taking control of the closed churchyards, this would be done through an open ended Agency Agreement with Wiltshire Council (WC still having the legal responsibility but passing this by agreement to the town council).

RECOMMENDATION: That the town council agrees to take responsibility for the three closed churchyards at St James, Holy Trinity and St John Upper Studley through an open ended agency agreement with Wiltshire Council.

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 Magazine – Our marketing partners RACS have completed the Autumn edition September – December. The Spring edition for 2017, due to be published in December will cover the period January – April 2017 and should include information about the forthcoming elections.

6. TOWN DEVELOPMENT – Committee meets 13th September, 4th & 25th October 2016.

6.1 Town Centre Developments

St Stephen's Place - [//ststephensplacetrowbridge.co.uk/](http://ststephensplacetrowbridge.co.uk/) There is one remaining unit to let.

Cradle Bridge - mrmultd.co.uk/index.php/projects/cradle-bridge-retail-and-leisure-development
M&S Food, Toby Carvery, Pizza Express Delivery, Subway, parking for 150, two further retail units and cycle/footbridge are under construction and due to open in November/December.

Bowyers – www.innoxmills.co.uk are expected make a mixed use application in 2017.

County Hall East – Demolition work is ongoing on the site in Bythesea Road.

6.2 Housing – These sites are being developed or coming forward for development.

Southview Park wainhomes.net/developments/Southview+Park+-+Trowbridge/

Castle Mead persimmonhomes.com/castle-mead-2206 Application 16/03420/FUL is in for 272 more homes up to Green Lane Woods. <http://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA.862496>

The Pastures abbeynewhomes.co.uk/PASTURES%20Trowbridge/home.html

Ashton Road East of the Pastures Taylor Wimpey have made an application for 250 homes <http://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA.863509>

Ashton Park Mainly in West Ashton and North Bradley Parishes, an outline application 15/04736/OUT for 2,500 houses, employment, 2x local centres, 2x primary schools, secondary school, ecological visitor facility, open space and A350 West Ashton & Yarnbrook improvement is being assessed. The Town Council responded with issues relating to cycle and pedestrian routes.

Former District Council Offices, Bradley Road – Has reportedly been sold.

Hilperton Gap Framptons undertook a public exhibition at Fieldways on 16th February relating to a 210 house application submitted for land in the west of the Gap accessed off Elizabeth Way.

Charterhouse – McCarthy Stone have permission for the redevelopment of the site.

6.3 White Horse Business Park – A Prior Approval application to convert The Pavillions to residential was made to Wiltshire Council resulting in an Article 4 Direction being issued which necessitates a full planning application, subject to Secretary of State decision.

6.4 Wiltshire Local Development Framework

6.4.1 Housing Site Allocations Plan – The process will recommence and include a full public consultation by Wiltshire Council in late 2016. The Town Clerk has held a further meeting with the proposers of the Elm Grove and Southview Farm sites off Drynham Lane.

7. TROWBRIDGE PARTNERSHIPS

7.1 Transforming Trowbridge – www.transformingtrowbridge.co.uk/ The Town Council is the accountable body for TT.

7.2 Trowbridge Town Team – The Initiative was involved in discussions to establish a weekly outdoor market in Fore Street, but decided that a different structure was required and the Town Team was established to bid for the government's Portas Pilot funding. After the first two years of operation the market was reviewed and it was agreed that the whole market should be run by Wiltshire Council. The Town Team has continued to operate the Teenage Market and has £180.14 left in its account which is managed by the town council acting as accountable body.

7.3 Trowbridge Community Area Future (TCAF) <http://tcafuture.wordpress.com/> Lindsey Millen and Julie Baptista are the TCAF officers. They are working with partners to address priorities identified in the Joint Strategic Assessment and in particular in localities in the 10% (Studley Green) and 20% (Seymour/Adcroft and Longfield) most deprived communities nationally. The Town Council's grant will be released to TCAF this year. TCAF has recently gained charitable status to allow it to apply for grants from a range of other funders. TCAF has also received funding from the LYN via the Area Board to provide youth workers in these communities.

7.4 BA14 Culture – The cultural coordinating group continues to meet with representation from Trowbridge Museum.

7.5 Chamber of Commerce – Colin Kay is Chairman of the Executive.

7.6 Trowbridge Talking News – The TIC provides a drop off point for their services. They now also have a website: www.trowbridgetalkingnews.org.uk

8. WILTSHIRE

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 Thursday 15th September at County Hall. The Community Area Web Site is at www.trowbridge.ourcommunitymatters.org.uk The Community Engagement Manager for Trowbridge is Mary Cullen.

8.1.2 Local Youth Network – Our new Local Youth Facilitator is Emma Drage, looking after grant applications for youth projects in Trowbridge, Melksham & Bradford on Avon. The LYN Management Group then considers grant applications, Maisy Humphrey is Chair of the LYN.

8.1.3 Trowbridge Area Wellbeing Centre (Campus) – The Working Group is progressing discussions on options and timetable, with health services wishing to make early progress. This is reflected in the One Public Estate bid from Wiltshire Council to government, which was circulated recently discussed at the area board. Demolition is progressing on the County Hall East site.

8.1.4 Market Towns Network – Next Meeting in July in Corsham was attended by Tracey Parker from Leykers Cllr Andrews and the Town Clerk, the potential for developing a Neighbourhood Plan for the town centre was one of the subjects covered.

8.1.5 Asset & Service Delegation – In addition to the play areas and closed churchyards covered elsewhere, the expectation is that Wiltshire Council will discuss in 2017/18 a cost-neutral package of assets and services for transfer to the town council. The town council expects this to include recreation grounds, amenity grass, open spaces, bus shelters, the management of car-parks and street cleaning.

8.1.6 Community Area Transport Group (CATG) – Met on 15th August 2016.

20mph Zones, College Estate (AGENDA ITEM 13) - The Town Council committed a contribution of £1,250, subject to a contribution from Selwood Housing. Selwood confirmed that they will not be making a contribution. CATG have agreed to cover the contribution from Selwood if the town council reconsiders its decision and makes a contribution of £1,250.

Cycle Path, Wingfield Rd - The Town Council has agreed to provide £5,000 towards implementation of a cycle path between John of Gaunt and Lambrok Road along the south side of

Wingfield Road, with the majority of funding coming from Wiltshire Council's major project fund.

Dropped Kerb, Green Lane – The Town Council has contributed to this which is complete.

Waiting Restrictions - The top ten list, including Residents Parking Zones with the addition of Baydon Close is being progressed, including changes at Grove School.

Freight Management – None of the Trowbridge schemes were in the priority list (of only three across Wiltshire) which are being progressed this year.

Cycle Path, Hulbert Close – The link between Hulbert Close and Faverole Way has been completed in addition to improvements at Quarterway Lane, the south side of Paxcroft School and the link from Ashton Street to Paxcroft Brook. The town council had been asked to make a contribution of £2,000, but this has reduced to £1,000.

	<i>Previous Allocation</i>	<i>Recommendation</i>
Budget 2016/17	£10,000	£10,000
<i>Dropped Kerb Green Lane</i>	<i>£1,000</i>	<i>£464.32</i>
<i>Wingfield Road Cycle scheme</i>	<i>£5,000</i>	<i>£5,000</i>
<i>College Road 20mph zone</i>	<i>£0</i>	<i>£1,250</i>
<i>Cycle Path Hulbert Close</i>	<i>£2,000</i>	<i>£1,000</i>
<i>Remainder</i>	<i>£2,000</i>	<i>£2,285.68</i>

RECOMMENDATION: That following the decision of CATG to contribute to the 20mph zone on College Estate the Town Council reconsiders its support for this scheme and makes a contribution of £1,250.

8.1.7 Department for Transport's (DfT's) 'Access Fund for Sustainable Travel' – (AGENDA ITEM 14) Wiltshire Council are preparing a bid to the DfT for revenue funding for promotion of sustainable travel choices, including cycling and walking. They have asked if the town council would be willing to support the bid and provide a letter of support.

RECOMMENDATION: That the town council supports Wiltshire Council's bid to the Department for Transport's (DfT's) 'Access Fund for Sustainable Travel' and sends a letter of support to Wiltshire Council.

8.1.8 Parish Steward – the scheme will be reintroduced in October with contractor, Ringway. The Town Council will put forward a top five priority list to the Parish Steward.

8.1.9 Joint Strategic Assessment (JSA) Event – Will be held at County Hall on Monday 5th December and all councillors and members of the public are asked to attend to contribute to setting priorities for the future of the Trowbridge Community Area.

8.1.10 Budget meeting – Wiltshire Council will be holding a budget consultation meeting at County Hall on Thursday 29th September at 17:30

8.2 Health Services – Construction of the Bradcroft surgery has commenced. The combined surgery will be one of two premises, with the additional merger with Widbrook surgery. The combined new practice is holding a public meeting at the Civic Centre on Thursday 15th September at 19:00 (the same time as the Area Board).

8.3 Wiltshire Fire & Rescue – Further information is available from www.dwfire.org.uk/.

8.4 Police and Community Safety – Inspector James Brain and Sgt Louis McCoy reports regularly to Full Council. PCC Angus McPherson also attended the July meeting. Councillors and the public are urged to sign up for the Community Messaging system: www.wiltsmessaging.co.uk/

8.4.1 Public Spaces Protection Order (PSPO) (AGENDA ITEM 15) – Wiltshire Council, working with the Town Council and other partners is proposing a PSPO to tackle anti-social activities in an area covered by the current DPPO plus Studley Green; urinating & defecating in public and consumption of alcohol in public; following consultation it was decided that in order to make it clearer for the public to understand the alcohol restrictions should be 24 hours. The response from councillors was supportive. The cost of implementing the PSPO is £2,000 and the Town Council has been asked to make a contribution. The committee resolved to defer a decision until the Community Governance Review has been concluded.

RECOMMENDATION: That the town council offers £1,000 to Wiltshire Council for costs of implementing the PSPO to include notices, social media and printed leaflet

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

9. CIVIC & DEMOCRATIC ACTIVITIES

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

Tuesday 6 th September	Policy & Resources
Tuesday 13 th September	Town Development
Tuesday 20 th September	Full Council
Tuesday 27 th September	Museum & Tourism (6:30pm)
Tuesday 27 th September	Leisure Services
Tuesday 4 th October	Town Development
Tuesday 11 th October	NO MEETING
Tuesday 18 th October	NO MEETING
Tuesday 25 th October	Town Development
Tuesday 1 st November	NO MEETING
Tuesday 8 th November	Policy & Resources

9.2 Elections – For Wiltshire Council and the Town Council in Trowbridge Grove Ward were held on Thursday 14th July 2016. Councillor Chris Auckland was elected to serve on both councils.

9.3 Dates for your 2016 diary:

Carnival Country Fayre – Saturday 10th September 2016 (Town Council stand)

Trowbridge in Bloom Awards evening - Thursday 22nd September subject to date of SWIB Awards

Remembrance Sunday –13th November 2016 – musical arrangements are in place for this event following the demise of the Wiltshire Youth Marching Band.

Christmas Lights Switch-on – Saturday 26th November at 6pm

9.4 Twinning

9.4.1 Leer/Germany – The Mayor will make an official visit to Leer for the Gallimarkt 11-15th October. A coach has been organised for members of the Twinning Association. Representatives from Dorothy House will join to further their link with Hospiz Leer. Councillor Brice, Trevor Heeks and Doug Ross will take the English Pub to the Ostfriesland Show for 5 days in September, and join the coach trip for the Gallimarkt celebrations.

9.4.2 Charenton/France – Monsieur Herve Gicquel has been recently elected as the new Mayor of Charenton, following the resignation of Monsieur Bretillon.

Lance Allan, Town Clerk
Trowbridge Town Council,
The Civic Centre,
St Stephen's Place,
TROWBRIDGE,
Wilts,
BA14 8AH

01225 765072
info@trowbridge.gov.uk
@Trowbridgegov
#DiscoverTROWBRIDGE
www.trowbridge.gov.uk
www.trowbridgecivic.co.uk
www.trowbridgemuseum.co.uk



Calendar of Events 2016

For further details, please click on links where applicable, or visit www.trowbridge.gov.uk

SEPTEMBER

1 (until 29 October)	‘Re-Imagined’: Paintings by Patrick Hallissey	Museum
3	Trowbridge Food Fair	Trowbridge Park
3	Medieval Market	Fore Street
4	Wiltshire Weddings	Civic Centre
5, 12, 19, 26	Ginger Jive	Civic Centre
5, 7, 12, 14, 19, 21, 26, 28	Zumba Fitness & Shapes Slimming	Civic Centre
10	Carnival Country Fare and Boot Sale	Trowbridge Park
13, 27	Blood Donor Sessions	Civic Centre
16	Henry de Bohun Conference	Civic Centre
19	Carnival Quiz	Polish Club
23	‘Hell’s Bells’ AC/DC Tribute	Civic Centre

OCTOBER

1 (until 29 October)	‘Re-Imagined’: Paintings by Patrick Hallissey	Museum
1	‘70s & ‘80s Disco Party	Civic Centre
3, 10, 17, 24, 31	Ginger Jive	Civic Centre
3, 5, 10, 12, 17, 19, 24, 26	Zumba Fitness & Shapes Slimming	Civic Centre
7	Showaddywaddy	Civic Centre
15	‘Rock & Roll Back The Years’	Civic Centre
20	Wi-Fi Wars	Civic Centre
22	Let’s Rock Diabetes	Civic Centre
22	Trowbridge Carnival Procession	Route through town
23	Steve Howe	Civic Centre
24-28	Active Trowbridge Fun Days	Paxcroft School
24-28	Active Trowbridge Soccer Schools	John of Gaunt School
27 & 28	Active Trowbridge ‘Camp Fusion’	John of Gaunt School
29	The Roy Orbison Story	Civic Centre

NOVEMBER

4	‘Talents of Britain’	Civic Centre
7, 14, 21, 28	Ginger Jive	Civic Centre
7, 9, 14, 16, 21, 23, 28, 30	Zumba Fitness & Shapes Slimming	Civic Centre
12	Pro-Evo Wrestling (TBC)	Civic Centre
18	The Simon & Garfunkel Story	Civic Centre
26	Christmas Craft & Food Fair	Civic Centre

DECEMBER

3	Funk, Soul & Motown	Civic Centre
5, 12, 19	Ginger Jive	Civic Centre
5, 7, 12, 14, 19	Zumba Fitness & Shapes Slimming	Civic Centre
9, 10, 16, 17	‘Through The Wardrobe’ Christmas Parties	Civic Centre
20	Let’s Hang On – The Music of Frankie Valli & The Four Seasons	Civic Centre
31	Video Game-Themed New Year’s Eve Party	Civic Centre

All event information is correct as at August 30th 2016. All event dates, timings and locations are subject to change.



Working in partnership with



Pest Control. Bird Control. Bird Proofing. Wildlife Management. Specialist Cleaning.

Claire Francis
Public Protection Manager Pest Control
Wiltshire Council
Public Protection Service
County Hall
Bythesea Road
Trowbridge
Wiltshire, BA14 8JD

10 September 2015
Our Ref: NBCQ5112

Dear Claire,

Ref: Gull Control Falconry Services

Further to our site visit to the Canal Road Trading Estate Area, Trowbridge, Wiltshire. I have the pleasure of enclosing a survey report and proposal that will provide you with a solution to your problems.

A full site survey inspection has been carried out to assess the requirements for a falconry service for affective gull control throughout the trading estate areas. The following proposal will further disrupt the established gull behaviour by reducing the nuisance and health risks associated with these pest birds.

I trust the enclosed is satisfactory, and I look forward to receiving your official order by return.

Your quotation is valid for a period of 90 days.

To proceed with the proposal or discuss any questions you may have, please contact me by calling 0800 169 9646 or direct on 07880 382 198. You can also contact me via email at darren.bishop@nbcbirdandpest.co.uk. I look forward to speaking with you soon.

Kind regards

Darren Bishop
Regional Surveyor & Business Development Manager
NBC Bird & Pest Solutions
M: 07880 382 198
E: darren.bishop@nbcbirdandpest.co.uk

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▶ What is falconry response and how does it work?

Falconry response is the use of hawks and/or falcons to deter nuisance birds. A bird of prey is a natural ‘threat’ to pigeons and gulls so the presence of them will deter nuisance birds from a location. This natural instinct to avoid predators is used in our bird management programmes to change the patterns of behaviour in the targeted bird species.

Nuisance birds often have a habituated behaviour in an area that puts them into conflict, whether that be roosting, feeding or nesting etc. We use their natural instinct to avoid predatory birds to change these patterns of behaviours by having a program of **intensive visits** flying our birds of prey that forces them to change their habits. Then when these habits have changed visits are reduced but a presence maintained with regular visits as part of a **management program** to prevent them returning.

The Birds of Prey

NBC’s birds of prey are trained purely for the purpose of bird control, they are not show birds or pets. Just as you wouldn’t or couldn’t use a guide dog for sniffing out explosives you can’t use a bird of prey that isn’t trained for the job. At NBC our birds are trained from a young age so they are used to the environments in which they will work. Each species of bird of prey has different characteristics and will be more suitable for specific projects.



Harris Hawks

The Harris Hawk is naturally designed to be highly manoeuvrable making it ideal to work in urban areas such as city centres, shopping centres, warehouses, they can even be flown indoors e.g. aircraft hangars.

Falcons

The Falcon is the ultimate bird hunter; the Peregrine is in fact the fastest living thing! Falcons strike fear into birds making them very effective. Because they are very ariel in flight

Benefits of Falconry Response

- Doesn’t interfere with the structure or look of the building like proofing can.
- Is always effective, birds never ignore our hawks or falcons.
- Viewed positively by staff and community as green option.
- Enables removal of birds without killing them.



covering large distances they can disperse birds from a large area making them ideal for airfields, waste sites, industrial estates in fact any open space.

▶ Capability & Support

NBC is the largest falconry business in Europe with around a 100 trained staff to ensure that we are able to respond quickly to the needs of our customers anywhere in the UK. This resource of skilled people means that we have the cover to maintain continuity of service and means we do not have to cover large distances to attend jobs. This not only reduces the cost to you but also reduces our Co2 emissions so is better for the environment.

We also have significantly more working birds of prey available to us than our competitors. This allows our bird control teams to choose the right birds for the job ensuring an effective management programme 100% of the time. It also means that in the unlikely event that we lose a bird or it is unable to fly for any reason we can quickly provide a replacement to ensure continuity of service.

▶ Experience & Expertise

Established since 1993 NBC is the largest falconry business in the UK with more experience, more birds and more falconers than any other pest control business. During the last 21 years we have worked in all sectors and industries building a team of experts who will deal with all situations. In fact we pride ourselves on finding solutions to resolve conflict between birds and people where others are unable. Currently we have over 1100 active customers benefiting from our services.

Below is a small selection of some similar recent works to your own;

1. Plymouth City Council (Plymouth City Centre)
2. National Health Service (Bristol Southmead Hospital)
3. National Health Service (Royal Cornwall Hospital)
4. National Health Service (Royal Devon & Exeter Hospital)
5. Brend Hotels Ltd (The Victoria & Belmont Hotels, Sidmouth)
6. Peters Food Service Ltd (Food Factory, South Wales)
7. OM Property Management (The Granary, Wells next to the sea)
8. Neptune Marina Estates (Neptune Marina Apartments, Ipswich)
9. Stonedale Property Management (The Sphere, Canning Town)
10. Guinness Partnership (Portsmouth)

You can also view more case studies and video by visiting nbcbirdandpest.co.uk/casestudy/.



► Nuisance Birds & the Risks

Staff, clients and the public are at risk through inhalation, contact or ingestion. Birds and their faeces present a real hazard and a risk assessment should be carried out where birds gather. In published notes one report states that there are over 800 reported transmissions of pathogens from feral pigeons to people. Similarly, they advise there have been hundreds of cases of histoplasmosis in people acquired via the airborne route during work on communal roosts of birds in urban areas.

We also have to consider that birds can be a physical risk with slip hazards from guano and aggressive behaviour - particularly gulls - resulting in physical attack. To properly protect those where we have a responsibility the risks need to be considered.

Histoplasmosis

When dried-out bird droppings are disturbed, a cloud of airborne dust carries micro-organisms into the lungs leading to respiratory difficulties.

Ornithosis

One of the most commonly found diseases it is transmitted by birds such as pigeons and is known as Ornithosis. A flu type disease, fatalities can occur as with normal influenza viruses.

Extrinsic Allergic

Alveolitis Extrinsic Allergic Alveolitis (often called bird fancier's lung) is caused by inhalation of dust from the birds and can be remedied by the total removal of the birds and associated debris.

Cryptococcosis

Contracted from bird droppings in nesting or roosting areas or wherever there are bird droppings and can result in flu like symptoms, a fever or in extreme cases, death.

Campylobacteriosis

A bacterial infection contracted via ingestion or contact of guano or guano dust. It causes diarrhoea or dysentery syndrome, mostly but can also include cramps, fever and pain



▶ Survey report

A full site survey inspection has been carried out around the above trading estates after reports of ongoing gull activity with the following main points being noted:-

- Gull Colony in area nesting on nearby roofs
- Gulls become very aggressive once they have produced young
- Gulls are attracted and have habituated to the trading estate areas due to the height and pitch of buildings
- The large and high roof areas of the buildings offer gulls a perfect vantage point to observe the area for potential food sources
- Health and safety risk to maintenance staff carrying out work on roof areas from aggressive gulls
- Health and safety risk to members of the public visiting the trading estates and nearby businesses from aggressive gulls
- Noise complaints from neighbouring businesses and residents from persistent gull activity

During the inspection it has been noted there is a high volume of Herring Gulls within the area. These gulls have been an ongoing long established problem the Gulls have habituated to the area. These pest birds return each year to nest on the numerous high roofs on the trading estate which offer a good vantage point to observe potential food sources within the area. The high roof areas constructed of Asbestos offer gulls a perfect habitat to lay and incubate their eggs as the heat from the sun will heat the roof areas.

These pest birds are fouling the buildings, courtyards, buildings and pedestrian walkways within the area which is causing an unsightly appearance and requires constant cleaning attention in order to avoid any potential slip hazard which could result in possible litigation action being taken should a member of the public or a customer suffers an injury from slipping on fouling build-up.

Fouling build-up on the many roof areas can result in building structure damage from water ingress due to rain water gullies and gutters becoming block. These areas need constant gutter clearances in order to avoid potential damage which can result in costly repairs.

Due to the high number of gulls within the area landing on and around the many roofs throughout the trading estate and nearby resident's homes causing a general noise nuisance, there are numerous complaints being constantly recording by Wiltshire County Council. This problem will increase further during the gull season as the gulls compete with each other in order to feed their offspring. This could lead to possible loss of revenue to the local businesses.

Once the gulls have built their nests and had young they will become increasingly very aggressive in order to feed and protect their offspring and nesting sites, this is a health and safety concern for the general public with a risk of possible litigation action being taken from gull attack injuries.



The illustration shown with the red stars highlight the main areas of concern where high volumes of gulls are located on the many high roof areas of the industrial estate.

This is having a negative impact on the neighbouring residents and numerous businesses within the area which could cause a loss of revenue trade.

This gull problem will cause a loss of public good will by the local businesses and stakeholders. There is also a high risk of possible litigation action being taken from gull attack injuries.

▶ Gull Biology

Due to the nature of the Gulls, an egg and nest removal should be carried out every 20 days in order to deter Gulls from continuing to recycle new eggs. Gulls will then only recycle new eggs once a year as they have to incubate the eggs for a period of 31 days. If they eggs are remove before being incubated the Gulls will continue to recycle. If they eggs are incubated for too long there is a risk they will hatch, once hatched the baby Gulls are then protected. Generally the Gulls will be present on the roofs for a period of 6 months each year and return in greater numbers year on year as the young become mature after 3 years and return to their natural breeding site. Below is the typical breeding pattern of the Gulls.

January & February – Gulls return to their nesting & feeding sites

March – Gulls begin to Pair up and start nesting

April – Gulls Begin to lay eggs (2-3 eggs per nest)

May – 31 days incubation of eggs

June – Young Gulls hatch

July & August – Young Gulls begin to fledge

This Natural behaviour can continue over a greater period of time if a second clutch of eggs are laid and allowed to hatch.

▶ Recommendations

In situations where clients have a population of nuisance birds but are unable to restrict their access through proofing measures. NBC uses falconry response as a method of effective bird control, which makes the area undesirable to the birds and encourages them to establish a new pattern of behaviour in another area.

Once the target species learn that there is a potential predator in the area and have moved away from the area only a periodic maintenance program will be required in order to maintain control and to keep a predator presence.

Unlike audio or mechanical devices, birds never habituate to the presence of a live predator.

Our programme is the **only one to be proven by a five year study carried out by the Government's own Central Science Laboratory.**

The falconry response service consists of a set management program as detailed;

- Install an intensive bird of prey flying program to change gull behaviour patterns and reduce gull activity around business estate areas
- Install regular bird of prey predator flying program to limit and control gull presence on the sites
- Install program to change gull flight patterns and behaviour habits over the business estates
- Maintain a regular bird of prey flying program to limit and control gull presence on the sites
- Install program to demonstrate to nearby residents and local businesses of your best efforts and committed due diligence
- Install a regular program for gull egg and nest removal to deter and disrupt gulls from the estates

In order to break the natural behaviour habits of the gulls around the estate a full intensive Harris Hawk flying program should be carried out. This program consists of daily flights lasting 3 hours per flight over the entire area for a 10 day period. This will educate the gulls of the regular presence of a bird of prey predator on the estate areas.

In order to maintain the gull control of the area and to protect the estate areas from gulls nesting in the future, regular bird of prey flights should be carried out in order to ensure the gulls are further deterred from the area and maintain a bird of prey predatory presence. These flights consist of a 2 hour flight throughout the entire estate area using Harris Hawks.

An egg and nest removal program should put into place alongside the live bird of prey flights to ensure the gulls continue not to establish themselves to the area. This program will educate the gulls to associate the bird of prey presence being the cause of their eggs and nests not thriving and will consist of 4 specific egg removal visits by a qualified 2 man team during the gull season for 1 day per visit.

▶ Your Quotation

Bird of prey management program – Option 1	
Live bird of prey intensive flying program over area using Harris Hawks and Falcons to educate gulls to a bird of prey predator presence. Each flight will consist of a daily visit with Harris Hawks and a specialist qualified Falconer for 2 hours over a 10 day period @£128.00 per flight x 10 flights	£1,280.00
Regular live Harris Hawk/Falcon flights to maintain presence and protect area over a 12 month period @ £128.00 per flight – 2 hours per flight x 26 flights per annum	£3,328.00
Regular Gull egg and nest removal program from all accessible roof areas as identified during April, May and June 2015. Each visit consists of a qualified 2 man team for 1 day per visit @ cost of £800.00 per team per day x 4 visits (Birds will be flown during program)	£3,200.00
Access – To be arrange by Wiltshire Council in partnership with NBC Bird & Pest Solutions Ltd during the above period to ensure all access is suitable for the program	Client
	£7,808.00
Bird of prey management program – Option 2	
Live bird of prey intensive flying program over area using Harris Hawks and Falcons to educate gulls to a bird of prey predator presence. Each flight will consist of a daily visit with Harris Hawks and a specialist qualified Falconer for 2 hours over a 10 day period @£128.00 per flight x 10 flights	£1,280.00
Regular live Harris Hawk/Falcon flights to maintain presence and protect area over a 12 month period @ £128.00 per flight – 2 hours per flight x 52 flights per annum	£6,656.00
Regular Gull egg and nest removal program from all accessible roof areas as identified during April, May and June 2015. Each visit will consists of qualified 2 man team for 1 day per visit @ cost of £800.00 per team per day x 4 visits (Birds will be flown during program)	£3,200.00
Access – To be arrange by Wiltshire Council in partnership with NBC Bird & Pest Solutions Ltd during the above period to ensure all access is suitable for the program	Client
	£11,136.00

All prices are subject to VAT

A 3-5 year program commitment is highly recommended to successfully reduce gull population and alleviate the key points of concern as listed. There will be a fixed price as detailed in the quotation cost above for the duration of the program if Wiltshire Council commit to a 3-5 year program.

During this 3-5 year commitment there will be no increase on the gull control program cost.

Purchase orders to cover each year will be required to ensure the price is fixed.

▶ About NBC Bird & Pest Solutions

Since 1993 we have delivered expert, innovative and ethical bird, pest and wildlife control services helping our customers prevent and resolve conflict between their business activities and nuisance birds, wildlife and common pests.

▶ **Expert** – At the forefront of our industry

Recognised as experts we have assisted in many scientific studies for birds, rats and cockroaches and included the largest ever study on bird control practices carried out in the world completed by FERA.

NBC has credibility so are regularly called in to ease legal or legislative pressures clients are experiencing as a recognised Expert Witness. We are BPCA members and committed to retaining our position as a knowledge leader through CPD with operational staff registered to the BASIS PROMPT (Professional Register of Management Pest Technicians).

▶ **Ethical** – With control comes responsibility

We are not your usual pest control company. We will do what is necessary to deal with the issues our clients are facing; but we are sensitive to the ethical and legal obligation to consider non-lethal methods first.

We will always deal with the problems humanely and without adverse effects on non-target wildlife or the environment. NBC is positioned to ensure your conscience is clear, your environmental policies are intact and your business is free from potential public or legislative attack.

▶ **Innovation** – Delivering measurable value

Innovation is not just about technology it's about finding efficient ways of achieving objectives that deliver better value and effective bird or pest solutions.

Mi-SITE is an online resource that allows multi-site contracts to be managed easily and efficiently by providing real time Management Information on performance against KPI's in instant printable reports. The system is automated and updates site visit information in real time using digital pen software used by our technicians.

▶ **Value** – Approved quality & commitment

We are committed to providing the highest standards of bird and pest control at a price which represents best value, working safely, honestly and dependably to provide solutions where many traditional pest control companies don't or can't. Our commitment to quality and environmental standards is demonstrated via our ISO 9001 and ISO 14001 accreditations and being CHAS and Safe Contractor approved.

▶ Other Bird of Prey Services We Offer

Working with birds of prey is not just a job for our bird control teams but a passion. NBC began with its roots in the countryside and the interest and passion that originally drove the business to its current day success.

We work with customers, charities and organisations to share our passion for the birds of prey by providing bird of prey displays, hawk walks and handling experiences.

As well as hawks and falcons we have falconry centres that house owls and eagles providing access to all types of birds of prey.

You can apply for a bird of prey experience by visiting our website at nbcbirdandpest.co.uk/community/



NBC SOLUTIONS
Expert. Ethical. Innovation. Value.



► Quality, Safety & Environmental Management Systems



ISO 9001 Registered

We are accredited with the Quality Standard BS EN ISO 9001:2008 and regularly undertake assessments to maintain these quality standards.



ISO 14001 Registered

In achieving this standard it demonstrates our commitment to continually developing and improving our environmental management systems to ensure environmental compliance throughout our business and in our day to day activities.



BPCA Members

We are full members of the British Pest Control Association. Full membership is only open to companies which meet a certain high standard criteria. The procedures and qualifications of our organisation are audited by the BPCA and all our works are undertaken according to the stringent code of practices.



Safecontractor Approved

We are Safecontractor approved. Safecontractor is a recognised leading pre-qualification scheme that assesses the health and safety competency of contractors and service providers.



Constructiononline

We have passed the stringent pre-qualification process to become a Constructiononline accredited supplier. Independently audited and continually assessed you can be assured that NBC meets a standard and recognised pre-qualification criteria.



Contractor Plus

An accreditation scheme which requires assessment of safe working procedures to reduce liability and thereby demonstrating our commitment to compliance with corporate legislation in order to meet client demands.



Skills Certificate Scheme (CSCS)

NBC employees are competency assessed to ensure health and safety competence when visiting clients' sites.



BASIS-PROMPT Registered

BASIS PROMPT (Professional Register of Managers and Pest Technicians) was set up to establish and assess standards in the pesticide industry relating to storage, transport and competence of staff. Membership underlines professionalism, quality of service and value for money.



The Contractors Health and Safety Assessment Scheme (CHAS)

A scheme dedicated to completing health and safety pre-qualification assessments to a nationally recognised and accepted threshold standard.



BIFM

The FMA is the leading body for the Facilities Management industry. We are corporate Members working with the BIFM and BIFM members to ensure we understand and deliver to the FM industry's needs.



Business In The Community

As participants of this business-led charity we demonstrate our commitment to lead the industry with responsible business practices and support the development of resilient communities, diverse workplaces and a more sustainable future.



Think Wildlife

The Campaign for Responsible Rodenticide Use (CRRU) aims to protect wildlife while promoting and providing effective rodent control through the responsible use of rodenticides.



▶ Alternative Bird Control Methods

Bird Netting

Bird netting is used for areas of a building where there are large populations (high pressure) of nuisance birds where the birds are highly motivated to return either for breeding, nesting or roosting.

Netting is 100% effective when deployed correctly and is one of the most flexible bird control solutions available ideal for courtyards, rooftop air-conditioning and frontages or inside hangers and industrial warehouses.



Bird Spiking & Bird Wire

Bird spiking and bird wire are suitable for areas where there are small populations of nuisance birds (light bird pressure) where the birds are roosting, perching or possibly nesting. Bird spiking when installed correctly acts as a physical barrier to the birds without harming them.



Bird Free Gel

Bird gel works on all the birds senses, it not only provides a physical barrier, it has some taste aversion and gives of a UV effect which the birds see as fire therefore avoid.



Avishock – Electric Bird Deterrent

The Avishock system is very discreet and a favourite with architects. It is a low profile track which omits an electrical pulse like a electric fence for cattle. It doesn't harm the birds but prevents them from perching or roosting.



Bird Scaring Products

NBC offers a wide range of electronic audio distress call systems, kites, gas guns and other products to help with situations of low pressure.



For more information on these bird control methods talk to your local surveyor. We are happy to provide free advice or you can book a free site survey, **freephone 0800 169 9646.**

▶ Our Customers

We work in partnership with our customers to provide the most efficient, cost effective service possible using innovation and expertise. We have a prestigious list of local and national clients and we would be pleased to provide client references if required.

Our satisfied clients include:

- Vinci Facilities
- Walkers Snack Foods
- Grampian Country Foods
- Euro Tunnel
- PepsiCo Quaker Oats
- Kier Group
- May Gurney
- Marriot Hotels
- Scottish Parliament
- Exxon Mobil
- NHS
- BAA
- National Grid
- Shell
- Aviva
- Carlsberg Tetley Ltd
- ABP
- P&O





NBC Bird & Pest Solutions Ltd Terms of Business

1. DEFINITIONS

1.1 In these Terms the following words and phrases will have the following meanings unless inconsistent with the context:

“Agreement”	any agreement between NBC and the Customer for the sale and purchase of Products and/or provision of Services formed as set out in Clause 2
“Commencement Date”	the date on which NBC commences performance of the Services and/or delivers the Products or as set out in the Specification whichever is the earlier
“Customer”	the person(s), firm or company whose order for the Products and/or Services is accepted by NBC
“Equipment”	any material goods bird(s) or otherwise owned by and/or licensed to NBC and utilised in provision of the Products/Services
“Location”	the place where performance of the Services and/or delivery of the Products is to take place
“NBC”	the company or person (including its/their employees agents or sub-contractors) whose full details are given in the Specification
“Price”	the price rate charges for the Products and/or Services detailed in the Specification or otherwise detailed in this Agreement or in writing by NBC (or where not detailed a reasonable price) and is exclusive of any value added tax or any other applicable sales tax or duty.
“Products”	any products which NBC supplies to the Customer under an Agreement
“Services”	any services which NBC provides to the Customer (including all of them or any part of them) under an Agreement“
Specification”	the documents detailing the Services and Products, including but not limited to any document to which these Terms are appended
“Terms”	these standard terms and conditions of sale set out in this document together with any special terms agreed in writing between the Customer and NBC

1.2 The headings in these Terms are for convenience only.

2. AGREEMENT FORMATION

2.1 Subject to any variation under Clause 2.6, the Agreement will be upon these Terms and shall exclude all other terms and any previous oral or written representations, including any terms or clauses which the Customer purports to apply under any similar document whatsoever, including any purchase, acknowledgement or confirmation of order. Each order or acceptance of a quotation for Services and/or Products will be deemed to be an offer by the Customer to purchase Services and/or Products upon these Terms.

2.2 The provision of the Services or acceptance of delivery of the Products will be deemed conclusive evidence of the Customer’s acceptance of these Terms.

2.3 The Agreement is formed when an order is accepted by NBC, and no agreement will come into existence until both parties have signed the Specification

2.4 Any quotation is valid for a period of 30 days only from its date, provided NBC has not previously withdrawn it.

2.5 Save as set out elsewhere in this Agreement, the Customer may not cancel the Agreement. NBC may cancel the Agreement at any time prior to provision of the Services.

2.6 Save as set out in the Agreement, these Terms may only be varied or amended in writing and signed by NBC.

2.7 NBC may provide the Products or Services in stages. Each separate stage will be invoiced and paid for in accordance with the provisions of the Agreement. Each stage will be a separate Agreement and no cancellation or termination of any one Agreement relating to a stage will entitle the Customer to repudiate or cancel any other Agreement or stage.

2.8 All samples, drawings, descriptive matter, and advertising issued by NBC and any descriptions or illustrations contained in NBC’s or manufacturer’s catalogues or brochures are issued or published for the sole purpose of giving an approximate idea of the Services and/or Products represented by or described in them, and they will not form part of the Agreement.

3. PRODUCTS & SERVICES

- 3.1 The description of the Services and/or Products will be as set out in the Specification.
- 3.2 Prior to the Commencement Date the Customer shall at its expense and in accordance with law bye-law regulation or otherwise obtain or give assistance in the obtaining of (including without limitation) all licences permissions consents from the relevant local and/or planning authority(ies) and/or any other third party(ies) (including without limitation the Customer's neighbour(s)) or otherwise required for NBC to lawfully provide Services and/or Products on the Commencement Date.
- 3.3 In accordance with clause 3.2 above the Customer shall procure the lawful provision of access to and all facilities at the Location that NBC may reasonably require to carry out the Services on the Commencement Date.
- 3.4 The Customer will permit NBC to make a charge (forming an additional part of the Price) at NBC's hourly rate as detailed in its Specification or otherwise from time to time for any delay in providing Services and/or Products and/or any subsequent work cancellations suffered by NBC as a result of the Customer's failure to comply with any term(s) of these Conditions or otherwise provide proper instruction.
- 3.5 The Customer shall ensure that the Location is in a safe condition and does not present a risk to NBC and shall notify NBC of any specific precautions or regulatory requirements (including but not limited to any site licence) in respect of the Location of which NBC should be aware.
- 3.6 NBC may at its absolute discretion cease to provide Services and/or Products if it has reasonable grounds to consider that the Customer is failing to comply with clauses 3.2, 3.3 and 3.5 inclusive. NBC shall as soon as reasonably practicable inform the Customer of its reasons and shall be entitled (in accordance with clause 4.3 below) to charge the Customer in addition to and forming part of the Price for any Services or Products it would have provided during such periods of non-performance or non-delivery.
- 3.7 NBC may change the Specification and/or the design materials or finishes of the Products and/or Services:
- 3.7.1 to conform to any relevant safety or other statutory or regulatory requirements; or which do not materially affect their quality or performance;
- 3.7.2 NBC will perform the Services with reasonable care and skill, but gives no guarantee or warranty that it will eradicate all target species.
- 3.8 Pests treated that are not detailed in Service Treatment or Service Agreement under pests covered and / or where the number of specified call outs is exceeded, a separate charge will be made. Call outs are those made between 8am and 6pm Monday to Friday.

4. PRICE AND PAYMENT

- 4.1 NBC will be entitled to increase the Price for the Services and/or Products:-
- 4.1.1 following any changes in the Specification made at the request of the Customer and agreed by NBC;
- 4.1.2 to comply with the requirements referred to in Clause 3.7.1
- 4.1.3 to meet the cost of any additional expense incurred by NBC as the result of the Customer's instructions or lack of instructions or other oversight or default whether or not expressly stated in this Agreement
- 4.1.4 annually on each anniversary of the Commencement Date in line with changes in the general index of retail prices
- 4.2 If any sum payable under the Agreement is not paid when due that sum will bear interest (before and after any judgment) from the due date until payment is made in full at 4 % per annum over Barclays Bank plc base rate from time to time. Payment of such interest shall be without prejudice to NBC's rights under the Agreement. NBC shall in addition be entitled to suspend provision of the Services/ Products until the outstanding amount (including without limitation interest) has been received cleared by NBC from the Customer.
- 4.3 Time for payment of the Price will be of the essence and the Price shall be payable to NBC in full (immediately upon termination under clauses 8 and 9 below) and without any set off notwithstanding the Customer's breach(es) (wilful or otherwise) of any term(s) of this Agreement

5. NBC's OBLIGATIONS

- 5.1 Subject to clause 3.2 NBC shall within a period of 3 months from the date of provision of Services / Products refund the cost of or re-perform such Services at its cost or repair or at its option replace free of charge Products which are proved to the reasonable satisfaction of the parties not to comply with the Specification due to defects in materials or workmanship.
- 5.2 The provisions of clause 5.1 will not apply where:
- 5.2.1 1 any instructions and recommendations in respect of the Services have not been complied with in all respects;
- 5.2.2 the Products have been incorrectly altered in any way whatsoever or have been subject to misuse or unauthorised repair;

- 5.2.3 the Products have been incorrectly installed or connected or any maintenance or usage requirements relating to the Products have not been followed;
 - 5.2.4 any instructions as to storage of the Products (whether prior to and during provision of Services) have not been complied with in all respects; or
 - 5.2.5 the Customer has failed to notify NBC of any defect or suspected defect within 14 days of provision of Services / Products where the defect should be apparent on reasonable inspection or within 14 days of a defect coming to the knowledge of the Customer where the defect is not one which should be apparent on reasonable inspection but at the latest 3 months from the date of performance/delivery;
 - 5.2.6 any part or all of the Price is due and remains unpaid
- 5.3 Any re-performed Services will be liable to re-performance or refund under the terms specified in clause 5.1 for the unexpired portion of the 3 month period from the date of performance of such re-performed Services. Any Products that have been replaced will belong to NBC. Any repaired or replacement Products will be liable to repair under the terms specified in clause 5.1 for the unexpired portion of the 3 month period from the original date of delivery of the replaced Products.
- 5.4 Further to clauses 6.1.7 and 6.1.8 below NBC will exercise all reasonable care in recovering the Equipment from the Customer's premises but NBC will not be responsible for undertaking any restoration work at the Customer's premises and/or any costs whatsoever associated with such restoration work
- 5.5 NBC will only use pesticides that are approved under the Control of Pesticide Regulations 1986 and have been assessed for any hazard under the Control of Substances Hazardous to Health Regulations (COSHH. Information on pesticides used will be available on request.

6. CUSTOMER'S OBLIGATIONS

- 6.1 The Customer:-
- 6.1.1 shall not sell part with possession of pledge or otherwise dispose of any Equipment owned by NBC
 - 6.1.2 shall insure against injury (including death) to any persons or for loss of or damage to property as a result of the Customer's default or negligence.
 - 6.1.3 shall comply with all statutory and safety requirements relating to services, products and hired equipment.
 - 6.1.4 shall advise NBC and its employees of any hazards it/they may encounter whilst working at the customers site.
 - 6.1.5 shall notify NBC immediately of any damage, destruction or loss to or of any equipment.
 - 6.1.6 shall not at any time permit any hired Equipment to be removed, cleaned or repaired or maintained other than by NBC representatives
 - 6.1.7 acknowledges and agrees that Equipment will remain owned or licensed to NBC notwithstanding provision of the Products/Services and Customer shall not at any time have any right of lien or equivalent over any Equipment exercisable against NBC or any other third party
 - 6.1.8 shall on notice allow any person (including without limitation providing access to any access codes keys or equivalent) authorised by NBC to enter premises (including the Location) at all reasonable times to inspect attend to and/or recover Equipment. If on termination of this Agreement or completion of provision of the Products/Services to NBC's reasonable satisfaction NBC is for any reason not allowed (by the Customer or any other third party) or able to take possession of its owned or licensed Equipment NBC will be entitled to charge the Customer the full current replacement cost of such non-recoverable Equipment.
 - 6.1.9 acknowledges and agrees that:-
 - (a) the Customer shall indemnifying NBC in full on demand for any damage caused to the Equipment (other than that which is a direct result of NBC's negligence) whilst on the Customer's possession whether or not such damage is caused by the Customer;
 - (b) NBC will be entitled to charge the Customer for the full repair or replacement cost any Equipment so notified as damaged under clause 6.1.9(a) above

7. LIABILITY AND INDEMNITY

- 7.1 NBC does not exclude its liability (if any) to the Customer for any matter (including for personal injury or death resulting from NBC's negligence) which it would be illegal for NBC to exclude or to attempt to exclude its liability. This Agreement does not affect legal rights where the Customer is a consumer
- 7.2 Except as provided in Clause 7.1 NBC will be under no liability to the Customer whatsoever (whether in contract, tort (including without limitation negligence) for any damage or for any direct indirect or consequential loss (all three of which terms include, but are not limited to, pure economic loss, loss of profits, loss of business, depletion of goodwill and like loss) howsoever caused arising out of or in connection with:
- 7.2.1 any breach by NBC of any of the express or implied terms of the Agreement;
- 7.2.2 any of the Services and/or Products (including but not limited to any use made or resale by the Customer of any Products or any product incorporating any of the Products) or the supply or failure or delay in supply of the Services by NBC or on the part of NBC;
- 7.2.3 any non-fraudulent statement made or not made or advice given or not given by or on behalf of NBC.
- 7.3 Except as set out in Clauses 7.1 NBC hereby excludes to the fullest extent permissible in law all express (other than those set out in the Agreement) or implied statutory customary clauses warranties and stipulations or otherwise which, but for such exclusion would or might subsist in favour of the Customer.
- 7.4 Subject to clause 7.1, NBC's aggregate liability under any Agreement whatsoever (whether in contract, tort (including without limitation negligence) for any injury death damage or direct indirect or consequential loss (all three of which terms include but are not limited to loss of profits loss of business depletion of goodwill and like loss) however caused will be limited to £1million
- 7.5 The Customer acknowledges that the above provisions of this Clause 7 are reasonable and reflected in the Price which would be higher without those provisions and the Customer will accept such risk and/or insure accordingly
- 7.6 The Customer agrees to indemnify keep indemnified and hold harmless NBC from and against all direct indirect or consequential loss (all three of which terms include but are not limited to loss of profits loss of business depletion of goodwill and like loss) costs expenses liabilities injuries damages claims demands proceedings or legal costs and judgments which NBC incurs or suffers as a consequence of direct or indirect breach or negligent performance or failure in performance by the Customer of the terms of the Agreement.

8. FORCE MAJEURE

- 8.1 NBC will not be liable to the Customer in any manner whatsoever for any failure or delay or for the consequences of any failure or delay in provision of Products/Services under an Agreement if it is due to any acts events omissions or accidents beyond the reasonable contemplation and control of NBC including but not limited to acts of God war national emergency or act of terrorism riot civil commotion compliance with any law or government requirement, rule regulation or direction accident; breakdown or non-performance of machinery or Equipment fire explosion flood storm strikes or other industrial disputes (whether involving the workforce of NBC or otherwise) default of suppliers or sub-contractors death or ill health of NBC or of birds used in the provision of the Services ("Force Majeure event")
- 8.2 If the event causing the delay continues for a period in excess of 3 month then either the Customer (subject to clause 8.3) or NBC will be entitled to terminate the Agreement by written notice to the other and NBC will be entitled to payment of the Price in full but will not be entitled to payment from the Customer in respect of extra costs and expenses incurred by virtue of the Force Majeure Event
- 8.3 Any breach(es) of any term(s) of this Agreement (wilful or otherwise) by the Customer will not be deemed a Force Majeure Event entitling the Customer to terminate under clause 8.2

9. TERM AND TERMINATION

- 9.1 This Agreement shall commence on the Commencement Date and subject to the provisions for earlier termination set out elsewhere in these terms will continue until terminated by either party giving to the other not less than 2 months' prior written notice to the other such notice to be given between 4 and 2 months prior to any anniversary of the Commencement Date and to expire on that anniversary.
- 9.2 If the Customer purports to terminate this Agreement other than by giving the required period of notice as detailed in Clause 9.1 and NBC consents to the same or if NBC terminates this Agreement in the circumstances set out in Clause 9.2 then without prejudice to any right or remedy of NBC the Customer shall pay to NBC upon receipt of an invoice a sum equal to Price for as appropriate:
- 9.2.1 the balance of the Price (and any other monies) outstanding from and including the date of NBC's consent or termination to the anniversary of the Commencement Date or any subsequent 12 month period anniversary and expiring on that anniversary; or if this balance of the Price due is less than the amount that would have been due to NBC if the Customer had given the required period of notice under clause 9.2
- 9.2.2 the balance of the Price (and any other monies) due from the actual date of NBC's consent or termination until the date of expiry of the notice period of notice under clause 9.2

- 9.3 Either party may by notice in writing served on the other terminate the Agreement forthwith if the other:
- 9.3.1 becomes bankrupt, insolvent, makes any composition with its creditors, has a receiver appointed under the Mental Health Act 1983 or dies;
 - 9.3.2 is in material breach (including but not limited to failure to pay any sums due in accordance with Clause 4) of any of the terms of the Agreement and where the breach is capable of remedy the party in breach fails to remedy such breach within 28 days' service of a written notice from the other, specifying the breach and requiring it to be remedied;
 - 9.3.3 has any distraint execution or other process levied or enforced on any of its property ceases to trade or is threatening to cease to trade.
- 9.4 The termination of the Agreement howsoever arising is without prejudice to the rights duties and liabilities of either the Customer or NBC accrued prior to termination.
- 9.5 NBC will be entitled to suspend any performance otherwise due to occur following service of a notice specifying a breach under Clause 9.3.2 until either the breach is remedied or the Agreement terminates whichever occurs first.
- 9.6 The Customer agrees that during the term of this Agreement and for a period of 12 months following termination thereof it will not solicit or entice away or endeavour to solicit or entice away from NBC or employ or offer employment to or engage or otherwise contract whether as employee contractor franchisee or otherwise for the purposes of bird/pest control with any person who was employed by NBC during this Agreement and with whom the Customer had contact nor (which is a separate covenant) will the Customer either during the term of this Agreement or for a period of 12 months following termination thereof engage contract with or otherwise do business for the purposes of bird/pest control with any business in which any such person is an employee or contractor.
- 10. GENERAL AND RISK AND TITLE**
- 10.1 The Agreement is personal to the Customer who may not transfer all or any of its rights or obligations under the Agreement without NBC's prior written consent. NBC may at any time transfer all or any of its rights or obligations under the Agreement without the prior consent of the Customer
- 10.2 This Agreement is governed in all respects in accordance with the laws of England and shall be subject to the non-exclusive jurisdiction of the courts of the England.
- 10.3 No variation modification or alteration of any of the terms of this Agreement shall be of any effect unless evidenced in writing signed by or on behalf of each of the parties.
- 10.4 Any notice to be given in connection with this Agreement shall be in writing and (without prejudice to proof that it has been effectively given in any other manner) shall be deemed duly served if delivered personally or posted by courier or sent by facsimile to the address of the party concerned which is set out in this Agreement or notified to the other party in accordance with the provisions of this clause. Any such notice shall be deemed to be served if delivered personally or sent by facsimile on the day on which it is delivered or if sent by courier forty eight hours after the time of delivery to the courier.
- 10.5 Time for performance of all obligations of the Customer under the Agreement is of the essence. Time for performance of all obligations of NBC under Agreement is not of the essence.
- 10.6 If any clause or part of the Agreement is found by any court or equivalent body to be illegal, invalid or unenforceable then that provision will, to the extent required, be severed from the Agreement and will be ineffective without, as far as is possible, modifying any other provision or part of the Agreement and this will not affect any other provisions of the Agreement which will remain in full force and effect.
- 10.7 No failure or delay by NBC to exercise any right, power or remedy will operate as a waiver of it nor will any partial exercise preclude any further exercise of the same or of some other right, power or remedy.
- 10.8 The parties to the Agreement do not intend that any of its terms will be enforceable by any person not a party to it save that NBC Bird & Pest Solutions Limited may enforce any term of this Agreement
- 10.9 Risk of damage to or loss of the Products shall pass to the Customer upon delivery of the Products
- 10.9.1 Notwithstanding delivery and the passing of risk in the Products or any provision of this Agreement the property in the Products shall not pass to the Customer until NBC has received in actual cleared funds payment in full of the Price and VAT and the price of all other Products agreed to be sold by NBC to the Customer for which payment is then due
 - 10.9.2 Until such time as the property in the Products passes to the Customer NBC shall be entitled at any time to require the Customer to deliver up the Products to NBC and if the Customer fails to do so forthwith to enter upon any premises of the Customer or any third party where the Products are stored and repossess the Products

10.9.3 The Customer shall not be entitled to pledge or in any way charge by way of security for any indebtedness any of the Products which remain the property of NBC but if NBC does so all monies owing to NBC by the Customer shall (without prejudice to any other right or remedy of NBC) forthwith become due and payable

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Wiltshire Council

Trowbridge Area Board

15 September 2016

Trowbridge Public Spaces Protection Order (PSPO)

Summary

To provide background information concerning the proposed Trowbridge PSPO, which is recommended for approval at the Licensing Committee on 19 September 2016

Proposal(s)

It is recommended:

To note the proposed Order

Reason for Proposal

October 2014 saw the introduction of the PSPO by the Anti-Social Behaviour, Crime and Policing Act. This required all current Designated Public Places Order (DPPO) to be replaced by a PSPO by October 2017.

Tom Ward

Public Health Specialist – Substance Misuse and Community Safety

Trowbridge PSPO

Purpose of Report

1. Is to provide background information concerning the new proposed Trowbridge PSPO as contained in Appendix A.

Relevance to the Council's Business Plan

2. "People in Wiltshire work together to solve problems locally and participate in decisions that affect them".

"People are as protected from harm as possible and feel safe"

"People have healthy, active and high-quality lives"

Main Considerations for the Council

3. The approval for any PSPO is delegated to the Licensing Committee. Comment from the Area Board is sought ahead of its determination.

Background

4. The current DPPO in Trowbridge and seven other towns across the county creates an offence when a person refuses to stop drinking alcohol when asked to do so by a PC or PCSO. The grounds to request this is that the continuing of drinking is likely to lead to crime or disorder. The offence is punishable with up to a £500 fine.
5. The new PSPO will last for up to 3 years and allows for wider measures to be considered as driven by local need. Police data was used to decide on the conditions to be contained within the PSPO.
6. Analysis of reports from December 2014 to November 2015 found 758 alcohol related incidents and 63 related to urinating and defecating in public. A multiagency meeting including Police, Licensing, Trading Standards, Community Safety, Trowbridge Area Board and Trowbridge Town Council decided the order should focus on these areas. The area decided was based upon the above incidents being plotted on a map with areas of displacement also being considered. The proposed PSPO area can be found in Appendix B.
7. A public consultation seeking views on the proposed order ran from 18th March 2016 – 15th April 2016. Fifty-six responses were received of which 55 were in support of the order. In fact a number of the responses asked for the order to go further and to ban all on street drinking completely meaning the police do not need the grounds of believing drinking will lead

to crime or disorder. Consideration was also given to events which don't require a license but allow people to drink alcohol.

8. This consultation response coupled with a Police report of increased alcohol related issues within the town shaped the order to how it is proposed.
9. Once made, the order will be advertised in local press before going live. Appropriate signage (an example of which can be found in Appendix C) will be produced and displayed within the PSPO area.
10. A Breach of a PSPO is punishable by fine of up to £500 for a breach of the alcohol condition or £1000 for breach of the urinating/ defecating condition. This structure is dictated by the primary legislation. However, the legislation also allows for the use of a fixed penalty notice fining up to a £100.

Safeguarding Implications

11. Within Trowbridge drinking alcohol on the streets in public view appears to be a problem receiving growing public attention. Those drinking are often doing so in locations which are populated with the wider public including children and possibly vulnerable adults.
12. On occasions the drinkers have fought with each other and committed crimes to passer-bys. The new order will allow for the Police to confiscate alcohol and when needed deal robustly with individuals as required.
13. It has also been recognised that some of those who do drink continually within public areas have their own vulnerabilities. To assist with these issues a second working group concerned with working with the voluntary sector to engage with this population has been set up. The group will look to launch their working with the vulnerable people of the drinking groups with a day of action aimed at offering assistance and support.

Public Health Implications

14. Preventing harm caused by alcohol is a key aim of the alcohol strategy 2014-18. An effective PSPO will assure people that alcohol related crime and ASB will not be tolerated and focus agencies to assist those drinking who are vulnerable within our communities.

Environmental and Climate Change Considerations

16. The order also aims to reduce urinating and defecating in public which can have wider public health implications.

Corporate Procurement Implications

17. There are no procurement implications contained within this report.

Equalities Impact of the Proposal

18. The impact of these proposals is assessed as 'low' against the Council statutory responsibilities.

Risk Assessment

19. The current DPPO will expire in October 2017 leaving the Police within Trowbridge without the ability to intervene when drinking starts to escalate to disorder.

Risks that may arise if the proposed decision and related work is not taken

20. Criticism of the Council and compromise the reputation of the Wiltshire Council. Alcohol related crime increases with the town.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

21. There is a risk that some drinking may be displaced, but this can be addressed with an amendment as required.
22. The council is criticised for targeting 'street drinkers'. However, a support package is currently being prepared which includes a day of action to offer all those on street drinking with appropriate support.

Financial Implications

23. Currently awaiting signage costs which the Town Council have agreed to assist with. A further legal notice is required in local press costing £1300.

Legal Implications

24. The final order will be made by legal and a copy sent to the secretary of state (Home Office). Once made there is a 6 week appeals window that anyone who lives, work or visits the area can make via the high court. However, we are satisfied that the wide ranging consultation which included a public notice, signs within the town and the use of social media was all encompassing and responses views have been taken into account.

Conclusions

25. The PSPO is required to effectively tackle on street drinking and the associated harms to the individual but also to the effect on the wider public.
26. The order is made for 3 years, at which point the PSPO will be evaluated and a decision on application and any amends will be made based on the issues suffered by the town over the past 3 years.

Proposal

27. That the Area Board note the draft Trowbridge PSPO ahead of the Licensing Committee on 19 September 2016..

Tom Ward
Public Health Specialist – Substance Misuse and Community Safety

Tom.ward@wiltshire.gov.uk, 01225 716615

19 August 2016

Appendix

1. Proposed PSPO
 2. Proposed PSPO area
 3. Proposed PSPO Signage
-

The Public Spaces Protection Order (No.1) – Wiltshire Council 2016

NOTICE IS HEREBY GIVEN THAT Wiltshire Council in exercise of its power under Anti-Social Behaviour Crime Policing Act 2014 proposes to make a Public Space Protection Order (PSPO) to provide for the following:

1. A ban on the drinking of alcohol in public spaces within the designated PSPO area: no person shall consume alcohol or anything which a constable or other authorised person reasonably believes to be alcohol;
2. A Constable or other authorised person may require any other person to surrender anything in the perpetrators possession which is, or which the constable or authorised person reasonably believes to be, alcohol or a container for alcohol.
3. Neither conditions 1 or 2, above, shall apply to (i) an event for which Wiltshire Council has issued a licence to serve alcohol or (ii) a non-licensed event where prior written permission to serve alcohol has been given to the organisers by Wiltshire Police
4. No person shall urinate or defecate in public in the designated area.

Any person who, without reasonable excuse, fails to comply with a request made under this order by a constable or other authorised person may commit an offence and be liable to prosecution.

The Council hereby invites representations on the proposed order

The designated PSPO area is the land contained within the proposed order and the associated plans.

The areas which would be affected by the proposed order are as follows:

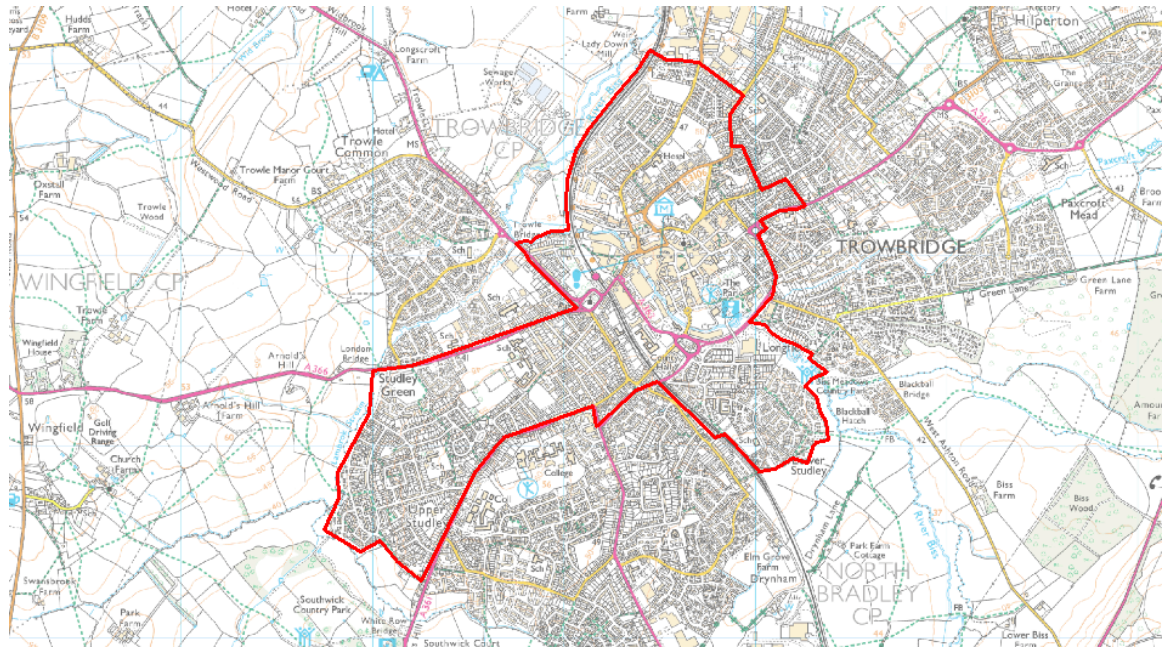
ACORN MEADOW	FRANCIS STREET	QUEENS ROAD
ADCROFT DRIVE	FROME ROAD	QUILLING CLOSE
ADCROFT STREET	GAINSBOROUGH RISE	RALEIGH COURT
ALDEBURGH PLACE	GEORGE STREET	RED HAT LANE
ALLEN ROAD	GLADSTONE ROAD	REGAL COURT
ALUM CLOSE	GLEBE ROAD	REGENTS PLACE
ARCH YARD	GLOUCESTER ROAD	RICHMOND CLOSE
ARNOLDS HILL	GREEN TERRACE	RIVERWAY
ASHLEIGH GROVE	GREENBANK VIEW	ROCK ROAD
ASHTON STREET	HADEN ROAD	ROUNDSTONE STREET
AVENUE ROAD	HARGREAVES ROAD	RUTHERFORD COURT
AVONVALE ROAD	HAVELOCK STREET	RYELAND WAY
AZALEA DRIVE	HENDERSON CLOSE	SALTER CLOSE
BACK STREET	HERON WALK	SANDERS ROAD
BARNES CLOSE	HEWITT CLOSE	SANDFORD PARK
BARTON LODGE	HILL STREET	SEYMOUR COURT
BELLEFIELD CRESCENT	HILPERTON ROAD	SEYMOUR ROAD
BLACK SWAN COURT	HOME CLOSE	SHAILS LANE

BLAIR ROAD	HUMMINGBIRD GARDENS	SHEARMAN STREET
BOND STREET	HUNGERFORD AVENUE	SHEEPCOTE BARTON
BOND STREET BUILDINGS	HYDE ROAD	SHERIDAN GARDENS
BRADFORD ROAD	INNOX MILL CLOSE	SILVER STREET
BRADLEY ROAD	INNOX ROAD	SOUTHWAY
BRAMLEY LANE	ISLINGTON	SPINNERS CROFT
BREWERS BAROQUE	JAMES STREET	ST JAMES GARDENS
BREWERY WALK	JENKINS STREET	ST JOHNS CRESCENT
BRIDGE STREET	KEATES CLOSE	ST MARGARETS CLOSE
BRITISH ROW	KENSINGTON FIELDS	ST STEPHENS PLACE
BROAD STREET	KEW DRIVE	ST THOMAS PASSAGE
BROADCLOTH LANE	KINGSWOOD CHASE	ST THOMAS ROAD
BROADCLOTH LANE EAST	LAMB ALE GREEN	STALLARD STREET
BROWN STREET	LAMBROK CLOSE	STANCOMB AVENUE
BRYER ASH BUSINESS PARK	LAMBROK ROAD	STATION APPROACH
BYTHESEA ROAD	LANGFORD ROAD	SUMMERLEAZE
CANAL ROAD	LINDEN PLACE	SURREY PLACE
CARDERS CORNER	LONGFIELD ROAD	TALBOT ROAD
CASTLE PLACE SHOPPING CENTRE	LONGFIELD ROAD WEST	TAYLORS VIEW
CASTLE STREET	LOWER COURT	THE DOWN
CAVENDISH DRIVE	LOWMEAD	THE HALVE
CHARLES STREET	MALLARD CLOSE	THE SHIRES
CHARLOTTE COURT	MANLEY CLOSE	TIMBRELL STREET
CHARLOTTE SQUARE	MANOR CLOSE	TOWER CLOSE
CHARLOTTE STREET	MANOR ROAD	TOWN BRIDGE
CHERRY GARDENS	MANVERS STREET	UNION STREET
CHEVIOT CLOSE	MARKET STREET	UPPER BROAD STREET
CHURCH FIELDS	MELTON ROAD	UPPER STUDLEY
CHURCH LANE	MILL STREET	USHERS COURT
CHURCH STREET	MILLHAND VILLAS	WARBURTON CLOSE
CHURCH WALK	MILLINGTON DRIVE	WATERFORD BECK
CLOTHIER LEAZE	MORTIMER STREET	WATERWORKS ROAD
CONIGRE	MURRAY ROAD	WEAVERS DRIVE
CONIGRE SQUARE	NARROW WINE STREET	WEBBERS COURT
CORONATION STREET	NEWTOWN	WESLEY ROAD
COUNTY WAY	NORWOOD COURT	WEST STREET
COURT STREET	OAK PARK	WESTBOURNE ROAD
CROSS STREET	ORCHARD COURT	WESTCROFT STREET
DELAMERE ROAD	ORCHARD ROAD	WESTFIELD CLOSE
DOWNHAYES ROAD	PALMER ROAD	WESTFIELD ROAD
DRINKWATER COURT	PARK ROAD	WHITE HART YARD
DUKE STREET	PARK STREET	WHITEROW PARK
DURSLEY ROAD	PARKLANDS	WICKER HILL
EASTVIEW ROAD	PEARL CLOSE	WINGFIELD ROAD
ELMDALE COURT	PITMAN AVENUE	WOOLPACK MEADOWS
ELMDALE ROAD	PITMAN COURT	WORSTED CLOSE
FALCON DRIVE	POLEBARN CIRCUS	YARN TERRACE
FLEECE COTTAGES	POLEBARN ROAD	YERBURY STREET
FORE STREET	POPLAR LANE	YORK BUILDINGS
FRAMPTON COURT	PROSPECT PLACE	

Fixed penalty notices

Wiltshire Council intends to issue fixed penalty notices to enforce the proposed order, the fine will be £100 and failure to pay may lead to summary conviction and a fine not exceeding level 3 on the Standard Scale (i.e. currently £1,000).

Appendix B – Proposed PSPO Area



Drinking alcohol within this area is prohibited



It is an offence not to cease drinking alcohol in this area, or not to surrender it, when asked to do so by a police officer or other designated person.

The Public Spaces Protection Order (PSPO) (No.1) – Wiltshire Council 2016

1. Drinking alcohol within the designated PSPO area is prohibited: no person shall consume alcohol or anything which a constable or other authorised person reasonably believes to be alcohol;
2. A Constable or other authorised person may require any other person to surrender anything in the 'perpetrator's' possession which is, or which the constable or authorised person reasonably believes to be, alcohol or a container for alcohol.
3. Neither conditions 1 or 2, above, shall apply to (i) an event for which Wiltshire Council has issued a licence to serve alcohol or (ii) a non-licensed event where prior written permission to serve alcohol has been given by Wiltshire Police to the organisers.
4. No person shall urinate or defecate in public in the designated area.

Any person who, without reasonable excuse, fails to comply with a request made under this order by a constable or other authorised person may commit an offence and liable to prosecution and fine up to £1000.

Wiltshire Council
Where everybody matters

Report to	Trowbridge Area Board
Date of Meeting	15/09/2016
Title of Report	Community Area Grant funding

Trowbridge Area Board Budget Statement 15.09.16

	Area Board Grants Budget	H&WB Fund	LYN Fund	CATG
Opening balance 2016/17	£89,728.60 <small>(Incl. £9850.00 Carry Forward.)</small>	£6,700.00	£48890.00	£15,354 (plus £650 carry forward) £16,004.00
Grant Applications at Sept ABM	£2229.00	<small>(Deductions to date)</small> £253.92	<small>(Grants awarded to date)</small> £16234.00	£TBC
Remaining balance.	£67009.33	£6446.08	£32656.00	£TBC

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Friends of Southwick Country Park Project Title: Additional bench seating for use by senior users of Southwick Country Park View full application	£500.00
Applicant: Larkrise Riding for Disabled Group Project Title: Larkrise Riding for Disabled Group equine handling area roof construction View full application	£1729.00

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.

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

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

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

8. Safeguarding Implications

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
2013	Friends of Southwick Country Park	Additional bench seating for use by senior users of Southwick Country Park	£500.00
Project Description: We require wooden bench type seating for use by our more senior users of Southwick Country Park to enable them to venture further into the Country Park. At present there are few seats situated within a short distance from the entrance to the meadows and this prevents total appreciation of the Country Park by less able people. The aim is to provide seating at more regular intervals.			
Input from Community Engagement Manager: The application meets the community grants criteria. The applicant is a not- for-profit organisation, this is a Capital project to provide additional seating at			

Southwick County Park which will have the benefit of enabling older and less mobile users of the facilities to venture further into the park and enjoy the amenities it offers.

The total project cost is £750.00, the applicant is contributing £250.00 from reserves and volunteer in-kind contribution to install the benches. This leaves a shortfall of £500 which is the amount applied for to the area board.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2070	Larkrise Riding for Disabled Group	Larkrise Riding for Disabled Group equine handling area roof construction	£1729.00

Project Description:

Since its launch in 2012 Larkrise Riding for the Disabled Group has become very popular going from strength to strength thus increasing the need to improve the facilities. The proposed project is to provide cover to the existing horse handling area ménage which is currently an open space attached to a barn on the Larkrise Community Farm in Trowbridge. In order to provide riding lessons in all weather conditions to the ever growing numbers of disabled riders there is a need for the horse handling area to be enclosed providing shelter in wet and windy conditions.

Input from Community Engagement Manager:

The application meets the community grants criteria. The applicant is a not-for-profit organisation; this is a Capital project to provide cover to the existing horse handling area, currently an open space attached to a barn on the Larkrise Community Farm (registered charity) in Trowbridge. There is a need for the horse handling area to be enclosed providing shelter in wet and windy conditions in order to provide riding lessons to the ever growing numbers of disabled riders in all weather conditions.

The total project cost is £17,775.00 for which quotations are available. Plans are in place to raise £16,046.00, leaving a shortfall of £1,729.00 which is the amount applied for to Trowbridge area board.

On the advice of members the applicant has also applied to Westbury and Melksham area boards to support the project.

Proposal

That the Area Board determines the application.

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

Report Author:

Community Engagement Manager

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	Item	Update	Actions and recommendations	Who
	Date of meeting: 15 th August 2016			
1.	Attendees and apologies			
	Present:	Cllr Horace Prickett (Chairman), Cllr Graham Payne, Cllr Ernie Clark, Cllr Dennis Drewett, Cllr John Knight, Cllr Nick Blakemore, Roger Coleman (Parish rep), Lance Allan (Town Council), Kirsty Rose (Highways Wc), Pat Whyte (Highways WC), Mary Cullen (Community Engagement WC)		
	Apologies:	Cllr Stephen Oldrieve, Spencer Drinkwater		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed <i>Link can be found at</i> http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=171&MId=8927&Ver=4		
3.	Financial Position			
		The allocation for 2016/17 remains at £7890		
4.	Top 5 Priority Schemes			

a)	Maple Grove, Trowbridge – white bar markings	These works are now complete. Item to be removed from issues log	Remove issues from Issues Log	
b)	Lambrok Road-Wingfield Road, Trowbridge cycle scheme	Scheme not viable as originally planned due to concerns over parking for school. Scheme now needs to be rethought, may require land purchase to push back into verges. Scheme to be pushed back to 2017 whilst options are explored.		
c)	Delamare Road, Trowbridge – white bar markings	These works are now complete. Item to be removed from issues log	Remove issue from Issues Log	
d)	Bratton Road, West Ashton – traffic calming	A substantive bid has been made. Outcome awaited, hopefully within the next month		
e)	Various locations, Trowbridge – waiting restrictions	<p>KR to progress to advert waiting restriction proposals at the following locations:</p> <ul style="list-style-type: none"> • Wingfield Road • Westcroft Street • Charles Street • The Moldens • Conigre • Hazel Grove • The Down • Waterworks Road • Baydon Close <p>The advert fees (£1000) is required from the 2016/17 budget in order for this to progress. £1,000 was previously agreed from CATG budget to support advertising of schemes.</p>		
		Cllr EC queried this in relation to policy of asking parish/town councils to match fund. Cllr EC Proposed request be made to Town Council for contribution, Seconded Cllr DD, Carried.	KR to ask TC for contribution. LA to follow up.	

5.	Other Priority schemes			
a)	Green Lane, Trowbridge – dropped kerbs	This work is now complete. Remove from issues log.	Remove from Issues Log	
b)	Mortimer Street, Trowbridge	KR reported that a traffic monitoring device had been deployed in this location. Results showed an average of 1,900 vehicles per day in the southbound direction towards Newtown and 3,300 vehicles a day in the direction towards Longfield roundabout. Cllr GR noted that traffic volumes have steadily been increasing and that County Way figures will likely also show an increase. He considered there was an argument for traffic lights at Longfield roundabout 24hrs a day. KR reported that Spencer Drinkwater was looking at updating the Trowbridge traffic model , she will pass on these concerns to be included. Cllr GP also asked that a 1 way system be reconsidered.	Action KR to liaise with SD re traffic count for Trowbridge, to include wider considerations.	
c)	Leap Gate, Paxcroft Mead – crossing request	KR requested a decision on whether to go ahead with a pedestrian survey in Sept when schools return, or to wait until 2017 when traffic patterns settle down. Cllr EC proposed that this wait until 2017 to coincide with other survey work in Hilperton, Seconded Cllr HP, carried.	KR to undertake pedestrian survey in 2017.	
d)	Parsonage Road, Paxcroft Mead – crossing request	Funding previously set aside for survey. Agreed at last CATG to hold and review in Autumn 2016. Cllr EC queried whether this was required as it is a No through road.	KR to Review in autumn	
e)	Innox Road, Trowbridge – lack of parking	Cllr JK had met with residents and representatives from Yerbury St. No further correspondence, proposed remove from list.	To remove from Issues log.	

f)	Hulbert Close – cycle link	This work has been completed with £4k match funding from Wiltshire Council Sustainable Transport.	TC contribution reduced to £2000, with £2000 from CATG budget. (This is reduced from £4000 from CATG budget).	
g)	Bradley Road and County Way, Trowbridge	Concerns raised re rising traffic volumes and the effect of traffic signal sequencing etc. It was noted that an updated traffic model of Trowbridge town centre area is being developed with updated count information and will be available in due course.	KR to ask Spencer Drinkwater for timescales.	
h)	Issue 4485 – Request for bus shelter, Frome Road, Trowbridge	KR conducted a site visit, could accommodate two bay cantilever shelter. However there are utilities in situ and unsure if foundations can be fitted in. There is also a need to establish if Town council will be taking on the bus shelter and maintenance into the future.	LA to take to Town Council for decision. KR to approach Tesco for possible contribution.	
i)	Issue 4420 – Pedestrian crossing request – The Down, Trowbridge	Pedestrian survey undertaken and pedestrian crossing assessment prepared. KR updated members on the results of the assessment and identified that the area did meet the criteria for a signal controlled formal crossing. Cost would be @ £30k, the school could apply through Taking Action on	A letter is to be prepared and sent on behalf of the Area Board/CATG to the relevant cabinet members to ensure schools are encouraged to	
j)	Issue 4472 – Speeding – Westbury Road, North Bradley	Awaiting metrocount results	KR to chase up results of metrocount	
k)	The Grove Primary School, Trowbridge	KR and HP attended a meeting with the school to discuss parking/drop off related concerns. It is possible to introduce an experimental order to utilise the lay-by for stop and drop while allowing residents/parents etc to comment on the scheme	KR to proceed with experimental order and advise school of need to apply for funding for second entrance. LA to take to TC for match	
6.	New Requests / Issues			

a)	Issue 4565 Double Yellow Line request- 42a and 42b Gloucester Road, Trowbridge	Request for waiting restrictions to keep driveway access clear. KR advised this could go through annual parking review or through CATG. Cllr DD proposed an alternative solution with a white line which would not require an order. KR advised this would cost @ £100. AC queried whether there were dropped kerbs at this location, otherwise this could not be done. KR will check dropped kerbs are in place. Cllr JK will liaise with residents to fund white lines if appropriate.	KR to check dropped kerb status. JK to liaise with residents affected.	
b)	Issue 4595 Dropped kerb request, Eastbourne Road towards Larkrise School	Dropped kerbs requested on route from Eastbourne Road to Larkrise School in order to provide an improved route for a special needs pushchair user. Cllr DD advised there is an alternative accessible route. He will liaise with resident concerned.	Cllr DD to liaise with resident affected.	
c)	Issue 4651 Trowbridge recycling centre, Canal Road	Concerns raised relating to queuing vehicles on Canal Road waiting to access HRC. Despite an extra hours opening the roads remain congested and members have received a number of complaints. Several members expressed the view that the facility needs relocating. Cllr EC asked if a no right turn TRO might resolve the issue. KR will visit to assess the situation. Cllr GP queried whether a second gate might help by allowing a one way system with no right turn into the site. KR will look into these options. Cllr RC noted available land within proposed development areas where the site could be relocated. Cllr EC asked that this idea be followed up with the cabinet member. KR will follow these points up.	KR to undertake site visit to explore any possible traffic management solutions. KR to write to Cllr Toby Sturgis re possible relocation of facility in long term.	

d)	Issue 4688 20mph signage, College Road, Trowbridge	KR sought clarity on whether this scheme was to be shelved or taken forward through CATG, given that Selwood Hsg had declined to contribute to cost of signage. Cllr GP asked that CATG fund the scheme if Town Council would support. KR noted that this would mean an extra CATG contribution of £1250. Cllr GP proposed and Cllr JK seconded this option, carried. LA to take back to Town Council	LA to seek £1250 funding from Town Council. Area board recommended to agree extra £1250 CATG funding to support scheme subject to Town council supporting.	
e)	Issue 4772 The Rank, North Bradley – Yellow Line request	Request for waiting restrictions between Winchester Close and The Rank. Parish Council to determine support. KR to explore parking restriction options.	KR to explore parking restriction option.	
f)	Issue 4765 Speeding Bradford Road Trowbridge	The requester has been asked to complete a metrocount request form		
g)	Issue 4757 Speeding on County Way and Frome Road, Trowbridge	The requester has been asked to complete a metrocount request form		
h)	Issue 4713 Speeding on Wiltshire Drive, Trowbridge	The requester has been asked to complete a metrocount request form		
i)	Issue 4664 Speeding on Green Lane, Trowbridge	The requester has been asked to complete a metrocount request form		
7.	Other items			
a)	Cllr EC noted that both he and Cllr Steve Oldrieve had requested metrocounts on Leap Gate.	Kr advised that these had not been actioned as yet, waiting until traffic flow settles. This was noted and agreed by Cllr EC.	KR to action early 2017.	

b)	KR brought to members attention need for dropped kerbs on Mortimer Street. Cllr GP noted main issue in this area was overhanging trees. A further issue was an unsteady wall. He suggested that landowner be contacted in relation to these issues as a first step. It was noted that this is a key route to school and that action is required before September.	Cllr GP proposed vegetation is cut back as first step. Cllr HP asked that Town Council chase up with Landowner. Cllr DD suggested that putting the issue through the MyWiltshire app can help to get it resolved quickly.	LA take to Town Council to chase landowner / report issue through MyWiltshire app.	
	Cllr RC reported an issue with parking issues at Corner of Orchard Close		RC and PW will liaise about parking on the corner of Orchard Close and the overthrowing hedges in the same close on the opposite corner.	

Trowbridge Community Area Transport Group

Highways Officer – Kirsty Rose

1. Environmental & Community Implications

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

2. Financial Implications

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

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Trowbridge Area Board will have a remaining Highways funding balance of **£9225.60**

3. Legal Implications

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

4. HR Implications

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

5. Equality and Inclusion Implications

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