

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: 10 November 2016
Start Time: 7.00 pm
Finish Time: 9.05 pm

Please direct any enquiries on these minutes to:

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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)

Cllr Alan MacRae (Portfolio Holder for Waste) and Cllr Philip Whitehead (Cabinet Member for Highways and Transport)

Total in attendance: 32

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
69	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillors Helen Osborn and Chris Auckland.</p>
70	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 15 September 2016 were presented for consideration. It was agreed to amend Minute 64 to clarify that the Board's formal approval of £3840 for gull egg and nest removal proposed in September would take place at the present meeting with the endorsement of the minutes.</p> <p><u>Resolved:</u> That subject to the amendment detailed above to approve and sign the minutes as a true and correct record.</p> <p>And Approve £3840 for Regular gull egg and nest removal from all accessible roof areas as identified and agreed by landowners during April, May, June and July.</p>
71	<p><u>Declarations of Interest</u></p> <p>Councillor John Knight declared a non-pecuniary interest as a trustee of Trowbridge Community Area Future, the applicants for a grant at Minute 73. He would not speak or vote on the application.</p> <p>Councillor Dennis Drewett declared a non-pecuniary interest as a member of the Trowbridge Men's Shed group, the applicant's for a grant at Minute 74. He would not speak or vote on the application.</p> <p>Councillor Ernie Clark drew attention to his register of interest as published on the council's website.</p> <p>Councillors Graham Payne, Nick Blakemore and John Knight declared non-pecuniary interests in the grant application for Christmas lights enhancement by virtue of being members of Trowbridge Town Council, and would consider the matter with an open mind.</p>
72	<p><u>Chairman's Announcements</u></p> <p>Through the Chair the Board was informed at the next meeting updated would be received from Angus Macpherson, Police and Crime Commissioner, and representatives from Wiltshire College to speak about their schemes and apprenticeships.</p>

	<p>The Board was informed Councillor John Thomson, Deputy Leader of the Council, had initially be planned to be in attendance but had been unable to, and the business had been rearranged when he said he was then able to attend. Councillor Thomson would be invited to attend in January or March 2017.</p>
73	<p><u>Local Youth Network (LYN) Applications</u></p> <p>The Area Board considered the following applications, taking account of the recommendations and assessment of the Local Youth Network as detailed in the agenda.</p> <p>i. <u>Trowbridge Community Area Future</u> The sum of £7138.08 was requested to enhance existing youth services provided by TCAF and provide cover for the loss of the Community Youth Officer.</p> <p>A motion to approve was moved by Councillor Steve Oldrieve, seconded by Councillor Ernie Clark.</p> <p><u>Decision</u> The Area Board awarded the sum of £7138.08 to TCAF, subject to the conditions recommended by the LYN management group. <i>Reason: The application met the Grant Criteria</i></p> <p>ii. <u>Active Trowbridge</u> The sum of £6488.00 was requested for sporting provision for 13-19 year olds during the April 2017 half term in particular to cover the rural parts of the community area.</p> <p>A motion to approve was moved by Councillor Steve Oldrieve, seconded by Councillor Ernie Clark.</p> <p><u>Decision</u> The Area Board awarded the sum of £6488.00 to Active Trowbridge. <i>Reason: The application met the Grant Criteria</i></p>
74	<p><u>Community Area Grant Applications</u></p> <p>The Area Board considered the following applications, taking account of the details in the report and online.</p> <p>i. <u>Monday Wednesday Club</u> The sum of £700.00 was requested for purchase of a defibrillator to be stored in the church hall used by the club, but available to the public.</p> <p>A motion was to approve moved by Councillor Nick Blakemore, seconded by Councillor Dennis Drewett.</p>

Decision

The Area Board awarded the sum of £700.00 to the Monday Wednesday club

Reason: The application met the Community Area Grant Criteria.

ii. **Trowbridge Town Council**

The sum of £5000.00 was requested for enhancement of the town's Christmas lights displays.

A motion to approve was moved by Councillor Dennis Drewett, seconded by Councillor John Knight.

Decision

The Area Board awarded the sum of £5000.00 to Trowbridge Town Council for enhancement of Christmas Lights

Reason: The application met the Community Area Grant Criteria.

Councillor Nick Blakemore requested his abstention from the approval be recorded.

iii. **The Big Community Grow**

The sum of £1000.00 was requested for a new storage shed.

A motion to approve was moved by Councillor Steve Oldrieve, seconded by Councillor Ernie Clark.

Decision

The Area Board awarded the sum of £1000.00 to The Big Community Grow.

Reason: The application met the Community Area Grant Criteria.

iv. **Alzheimer's Support**

The sum of £719.00 was requested for support room training equipment.

A motion to approve was moved by Councillor John Knight, seconded by Councillor Steve Oldrieve.

Decision

The Area Board awarded the sum of £719.00 to Alzheimer's Support

Reason: The application met the Community Area Grant Criteria.

v. **Hilperton Parish Council**

The sum of £446.00 was requested for phase two of the community orchard project.

A motion to approve was moved by Councillor Dennis Drewett, seconded by Councillor Steve Oldrieve.

	<p><u>Decision</u> The Area Board awarded the sum of £446.00 to Hilperton Parish Council. <u>Reason:</u> The application met the Community Area Grant Criteria.</p> <p><i>Councillor Ernie Clark requested his abstention from voting be recorded.</i></p> <p>vi. <u>Trowbridge Men's Shed</u> The sum of £946.72 was requested for development of the Men's Shed project.</p> <p>A motion to approve was moved by Councillor Ernie Clark, seconded by Councillor Steve Oldrieve.</p> <p><u>Decision</u> The Area Board awarded the sum of £946.72 to the Trowbridge Men's Shed <u>Reason:</u> The application met the Community Area Grant Criteria.</p> <p><i>Councillor Dennis Drewett requested his abstention from voting be recorded.</i></p> <p>vii. <u>West Wiltshire Multi Faith Forum</u> The sum of £800.00 was requested for three laptops for class tuition.</p> <p>A motion to approve was moved by Councillor Steve Oldrieve, seconded by Councillor Ernie Clark.</p> <p><u>Decision</u> The Area Board awarded the sum of £800.00 to the West Wiltshire Multi Faith Forum <u>Reason:</u> The application met the Community Area Grant Criteria.</p> <p>The Area Board also noted an award of £150.00, not £300.00 as listed in the agenda, made under delegated authority by the Community Engagement Manager to support delivery of the Dementia Conference in Trowbridge on 23 November 2016, following consultation with the Chairman and Vice-Chairman.</p>
75	<p><u>Councillor Led Project Applications</u></p> <p>Councillor Graham Payne presented his proposal for a councillor-led grant, following discussions with Holbrook Primary School on developing their outdoor space project. It was explained that much of the space had been designed by young people, and it would be open to the community and not just the school.</p> <p>Following discussion, Councillor Payne moved approval of £8332.38 for the</p>

	<p>Holbrook PTA Community Outdoor Space Project, seconded by Councillor Horace Prickett.</p> <p><u>Decision</u> To award £8332.38 for the Holbrook PTA Community Outdoor Space Project</p> <p><u>Reason</u> For the benefit of the school and wider community.</p>
76	<p><u>Partner, Outside Body and Working Group Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> i. Wiltshire Police The written update was noted. The Board noted that they would request further detail from the local reporting, in particular in relation to high instances of anti-social behaviour and measures undertaken to address the issue. ii. Dorset and Wiltshire Fire and Rescue Service A verbal update was provided on recent activity in relation to home safety visits, fitting monoxide detectors free of charge and canal safety. iii. Trowbridge Community Area Future (TCAF) A verbal update was provided. The progression of the youth element of the service was discussed along with work with other partners in the town to develop projects. iv. Local Youth Network A verbal update was provided, and the robust nature of examination of bids for funding by the young people was noted. v. Town and Parish Councils The written update from Trowbridge Town Council was noted. In response to queries it was confirmed funding for sports pitch provision would be for a pitch located within Hilperton. Further updates were received as follows: Hilperton – the neighbourhood plan was progressing, with a housing survey being distributed. It was also stated an application for a skate park in Paxcroft Mead had been withdrawn. <p>Working Groups An update was received from the Campus Working Group. It was detailed that in July 2016 issues had been brought to the Board in respect of lack of consultation on bids for government funding, and this still had not been shared with the Campus Working Group although the funding was allocated in October 2016. Concerns were also raised that the Cabinet Capital Assets Committee</p>

	<p>was meeting on 15 November 2016 to determine actions on the County Hall East Wing site where any campus might be located, and Trowbridge Councillors had not been informed or involved.</p> <p>The Board discussed the update. It was unanimously agreed that the development of the East Wing site was the most fundamental development opportunity for the town for decades to come, and it was imperative it be handled correctly, and that the Board was disappointed the community and its representatives had not been consulted or kept informed in a timely manner of plans for the site, given the level of work the Campus Working Group had undertaken. The Board noted that the local division member had not been informed of the paper to be taken to Cabinet regarding the site, and that while they had expressed their wish to the Cabinet Member in July 2016 for matters to be progressed without delay, it had been on the understanding they would be kept informed of progress, and had set up a Campus Working Group as recommended in order to be informed.</p> <p>The Board requested the Chairman write a letter on their behalf expressing their concerns with the Cabinet paper and their dissatisfaction at the level of communication received.</p> <p><u>Health and Wellbeing Group</u> Preparations for the Dementia Conference on 23 November 2016 were provided, with 350 Dementia Friends signed up and discussions with local organisations on how they could assist ongoing.</p>
77	<p><u>South West Ambulance Service - Defibrillation</u></p> <p>Julia Doel from the South West Ambulance Service was in attendance to provide an explanation and demonstration of portable defibrillators as used in the Community Response Schemes. The importance of quick action with heart concerns was emphasised, and it was highlighted that the devices were very easy to use, with clear, broadcast instructions for each step, and that they were entirely safe, as they would not provide a shock if the sensors did not detect the heart rhythm did not require the action. They could therefore be used without training.</p>
78	<p><u>Streetscene and Littering</u></p> <p>The Cabinet Member for Highways and Transport, Councillor Philip Whitehead, was in attendance with his portfolio holder, Councillor Alan MacRae, to hear concerns from the community area in relation to matters under his remit.</p> <p>Statements were received from residents of Paxcroft Mead, supported by the local member Councillor Oldrieve, who were asking for speed cameras and traffic calming measures on the Leap Gate road, stating there had been many incidents with cars on the route and it was crossed by many school children daily.</p>

	<p>Councillor Whitehead responded that the initial recommendation of the speed limit at the built up area had been 40mph, but he had requested a further look and determined it should be 30mph. However, the 50mph section was currently undeveloped, and until it was the speed limit there could not be reconsidered. He also noted that visual cues and circumstances played a larger role in controlling speed than merely the official limit, and that if they were already speeding, reducing the official limit would not impact that. In terms of enforcement, that was a police matter, though it was planned to do a formal measurement of speeds in the new year, as currently use of the road was abnormal due to road closures elsewhere.</p> <p>Following discussion the Chairman, with agreement of the Board, noted the Cabinet Member had said investigative action would be undertaken when it could, and the Board would set aside time to discuss at greater length, but that everyone needed to publicise concerns as much as possible to ensure the problems were known.</p> <p>The Board then discussed the state of streetscene and littering in the town, in particular areas of the town centre, leading to a poor impression of the town. In response to examples raised the Cabinet Member stated the budget for litter picking had been increased in the last budget, but that such costs meant other services were curtailed, and that educating people to not litter was the only solution. It was also vital that people report instances of littering, or else officers did not know where to respond.</p> <p>It was also raised in debate that that the town council was in discussion with wiltshire council over the possibility of taking on responsibility for street cleaning in the town centre. Councillors Knight and Drewett also drew attention to a litter pick they were organising in their divisions on 4 December 2016. The legal obligation for businesses to keep the areas outside their premises clean was noted, and the problems of relying on volunteers to do the work.</p>
79	<p><u>Minor Injury Unit</u></p> <p>Representatives from the Wiltshire Clinical Commissioning Group were in attendance to explain to the Board the recent decision to reduce the opening hours of the Trowbridge Minor Injuries Unit.</p> <p>It was explained that very few people used the service overnight, less than 2 a night on average, and that it had become increasingly difficult to staff the service without an impact during the day, when it was used far more. Other MIUs already closed at night, the hours of opening would remain longer than in many areas, and any money saved would be put into other community services. It was requested and agreed that the Board be updated which services would be the focus of any relocated monies, from around March 2017.</p> <p>During discussion it was confirmed that many who made to use the MIU did so for problems that were not minor injuries and should be dealt with by other</p>

	<p>services such as 111 or GP out of hours, and that emergencies in the night would continue to go to Bath RUH, as they would now. Concerns were raised generally about reduced health provision in the area, and the CCG informed the Board the NHS had approved funding for an urgent primary care centre in the county and work was progressing</p> <p>Reassurance was also sought the maternity unit would remain open, and it was stated a response would be sought from the responsible team.</p>
80	<p><u>Community Engagement Update</u></p> <p>The Community Engagement Manager provided an update on recent work in the community, including the Studley Green Intergenerational Project, Safe Places Scheme and the weekly newsletter updates.</p>
81	<p><u>Delegation</u></p> <p><u>Resolved:</u></p> <p>In order to expedite the work of the Area Board and to deal with urgent matters that may arise between meetings, the Community Engagement Manager, in consultation with the Chairman (or in their absence, the Vice-Chairman) of the Area Board, may authorise expenditure to support community projects from the delegated community grants budget of up to £5,000 in total, youth projects of up to £5,000 in total, and health and wellbeing projects of up to £1,000 in total, between meetings of the Area Board.</p> <p>Decisions taken between meetings will be reported to the next meeting of the Area Board explaining why the matter was considered urgent or necessary to expedite the work of the Board and the Cabinet Member for Communities, Campuses, Area Boards and Broadband will also be kept informed of any such decisions.</p> <p>REASON FOR PROPOSAL</p> <p>IN ORDER TO EXPEDITE THE WORK OF THE AREA BOARD AND TO DEAL WITH URGENT MATTERS THAT MAY ARISE BETWEEN MEETINGS.</p>
82	<p><u>Urgent Items</u></p> <p>There were no urgent items.</p>