

AGENDA

Meeting: Trowbridge Area Board
Place: Online Meeting
Date: Thursday 7 January 2021
Time: 7.00 pm

Including the Parishes of: Hilperton, North Bradley, Southwick, Trowbridge, West Ashton

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Please direct any enquiries on this Agenda to Kieran Elliott, 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 Andrew Bryant, Drynham
Cllr Ernie Clark, Hilperton (Chairman)
Cllr Peter Fuller, Park
Cllr David Halik, Grove
Cllr Edward Kirk, Adcroft
Cllr Steve Oldrieve, Paxcroft

Cllr Stewart Palmen, Central
Cllr Horace Prickett, Southwick (Vice-Chairman)
Cllr Jo Trigg, Lambrok

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	Items to be considered	Time
1	<p>Apologies</p> <p>To receive any apologies for absence.</p>	7.00pm
2	<p>Minutes of the Previous Meeting (<i>Pages 5 - 8</i>)</p> <p>To approve the minutes of the meeting held on 26 November 2020.</p>	
3	<p>Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
4	<p>Chairman's Announcements (<i>Pages 9 - 12</i>)</p> <p>To receive any announcements through the Chair.</p>	7.05pm
5	<p>PCC Precept Consultation</p> <p>To receive an update from the Office of the Police and Crime Commissioner.</p>	7.10pm
6	<p>Partner Updates (<i>Pages 13 - 60</i>)</p> <p>To note the written reports and receive any updates from the following:</p> <ul style="list-style-type: none"> a) Wiltshire Police b) Dorset and Wiltshire Fire and Rescue Service c) Town and Parish Councils d) Local Youth Network e) Trowbridge Wellbeing Centre Development Group 	7.20pm
7	<p>Funding (<i>Pages 61 - 72</i>)</p> <p>Applicant: JP Counselling Project Title: Mindfulness and Relaxation Amount Requested: £2500.00</p> <p>Applicant: Splash (Part of Community First) Project Title: Splash in Trowbridge Amount Requested: £5000.00</p>	7.35pm
8	<p>Local Plan Review Consultation</p> <p>To receive details of the dates of the Local Plan Review consultation and how people will be able to get involved.</p> <p>The consultation will run 13 January 2021 until 9 March 2021.</p> <p>An online event on Planning for the Trowbridge and wider area will</p>	8.00pm

take place on 27 January 2021.

9 **Urgent items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

8.15pm

MINUTES

Meeting: Trowbridge Area Board
Place: Online Meeting
Date: 26 November 2020
Start Time: 7.00 pm
Finish Time: 8.55 pm

Please direct any enquiries on these minutes to:

Kieran Elliott 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 Andrew Bryant, Cllr Ernie Clark (Chairman), Cllr Peter Fuller, Cllr David Halik, Cllr Edward Kirk, Cllr Steve Oldrieve, Cllr Stewart Palmen, Cllr Horace Prickett (Vice-Chairman) and Cllr Jo Trigg

Cllr Allison Bucknell (Portfolio Holder for Communities, Arts, Heritage and Tourism)

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
47	<p><u>Apologies</u></p> <p>There were no apologies for absence. Councillor Jo Trigg provided apologies that she would arrive late to the meeting due to another event.</p> <p>Mr Colin Kay also provided apologies.</p>
48	<p><u>Minutes of the Previous Meeting</u></p> <p>The minutes of the meeting held on 1 October 2020 were presented for consideration, and it was,</p> <p><u>Resolved:</u></p> <p>To approve and sign the minutes of the meeting held on 1 October 2020 as a true and correct record.</p>

49	<p><u>Declarations of Interest</u></p> <p>There were no declarations.</p>
50	<p><u>Chairman's Announcements</u></p> <p>Through the Chair it was announced that Roger Newman, who had been involved with many local community groups including the Area Board in previous years, had sadly passed away from Covid-19. Members paid tribute to the work Roger had put into the community over many years, and would write to his widow to share their commiserations.</p>
51	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> <li data-bbox="363 801 1495 1025"> <p>i. Wiltshire Police</p> <p>The written update was noted. Gill Hughes was welcomed back to the Community Area, taking over from Andy Fee. Updates were provided on speed checks around Leap Gate, Anti-Social Behaviour at the town park, and efforts to follow Covid-19 restrictions. Questions were raised on potential drug dealing incidents and other matters in the area.</p> <li data-bbox="363 1059 1495 1171"> <p>ii. Wiltshire Fire and Rescue Service</p> <p>A video update from the Fire Service is included at https://youtu.be/lvGQnREW9zE</p> <li data-bbox="363 1205 1495 1350"> <p>iii. Town and Parish Councils</p> <p>The written update from Trowbridge Town Council was noted. North Bradley Parish Council noted they were continuing to meet online during lockdown, and were pursuing matters through the CATG.</p> <li data-bbox="363 1384 1495 1529"> <p>iv. Local Youth Network</p> <p>A number of applications had been scored by the LYN and had met recently with input from Trowbridge Future and Trowbridge Youth for Christ on offers in the local area under Covid-19 restrictions.</p> <li data-bbox="363 1563 1495 1753"> <p>v. Child Wellbeing Partnership</p> <p>The written update was noted. Meg Aubrey from Trowbridge Future presented the item and welcomed a clear remit for a joint approach with several partners, and noted a meeting was arranged with other bodies on how to implement the plans.</p>
52	<p><u>Community Update</u></p> <p>David Lockwood from Trowbridge Town Hall provided an update on local efforts to increase and strengthen community activities and encourage greater collaboration between groups. The Town Hall had volunteered to assist this process, to enhance the voice of the community groups in pushing for funding</p>

	<p>and attention for Trowbridge.</p> <p>The meeting discussed the benefits of bringing the community groups together, and importance of coordination where possible with volunteers, and whether the Town Hall could work closer with the Civic Centre and Village Halls. Details were sought on the role of the Town Hall and the position of the various ventures making use of the Town Hall and the charity aspect.</p>
53	<p><u>Blue Heart Campaign - Trowbridge Environmental Community</u></p> <p>Matt Callaway from Trowbridge Environmental Community delivered a presentation as attached to the minutes on the Blue Heart campaign to enhance green spaces across the town and in homes, for the benefit of individuals and the community. Details were provided of plans for 2021 to liaise with local councils and businesses and put on presentations and workshops as well as assist in development of green spaces.</p> <p>The meeting discussed the campaign and how it could be promoted, including potential sites which might be suitable to be included as part of the campaign, and how local people could get involved if they wished.. It was noted a grant application had been submitted by Trowbridge Environmental Community for consideration later in the meeting.</p>
54	<p><u>Funding</u></p> <p>The following grants were considered.</p>
55	<p><u>Community Grants and Health and Wellbeing Grants</u></p> <p>The Area Board received presentations and sought details in relation to the grant applications as set out in the reports including on the type and number of films that would be shown at the community cinema and its ability to self fund in future, and confirmation for the free range café that the funding for the Christmas lunch would be conditional on meeting any national or local legal requirements, and at the conclusion of debate for each item it was,</p> <p><u>Resolved:</u></p> <p>To defer the application from HELP Counselling Services for £675.00 to the next meeting.</p> <p>To award the sum of £9546.00 to Trowbridge Town Hall Trust for Trowbridge Community Cinema. Reason: The application met the Community Area Grant Criteria</p> <p>To award the sum of £1750.00 to Wiltshire Rural Music for Covid-19 Preparations at Hub. Reason: The application met the Community Area Grant Criteria</p>

	<p>To award the sum of £1115.00 to Trowbridge Environmental Community for Blue Heart Campaign. Reason: The application met the Community Area Grant Criteria</p> <p>To award the sum of £1000.00 to Free Range Cafe for Christmas Lunch for Trowbridge. Reason: The application met the Community Area Grant Criteria</p>
56	<p><u>Youth Grants</u></p> <p>The Area Board received presentations and sought details in relation to the grant applications as set out in the reports which had been considered and recommended by the Local Youth Network, and at the conclusion of debate for each item it was,</p> <p><u>Resolved:</u></p> <p>To award the sum of £4700.00.00 to Trowbridge Future for Post-lockdown youth support. Reason: The application met the Grant Criteria</p> <p>To award the sum of £3000.00.00 to Youth Adventure Trust for Supporting Vulnerable Young People from Trowbridge Post Lockdown. Reason: The application met the Grant Criteria</p> <p>To award the sum of £2500.00.00 to The Photo Club for Young Photographers Competition. Reason: The application met the Grant Criteria</p>
57	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>

Agenda Item 4

Chairman's Announcements

Subject:	Healthy Us Weight Management Programme Launch
Web contact:	https://www.wiltshire.gov.uk/public-health-weight-adults .

Following a successful pilot, Wiltshire Council has launched Healthy Us, a group weight management programme on 9 November.

Healthy Us is a free 12 week course open to anyone living in Wiltshire, aged 18 or over, with a BMI of 28 or above. Courses will be held throughout the year and will be delivered virtually over Microsoft Teams. We plan to run face to face group courses across the county when circumstances allow and it is safe to do so. We are now accepting referrals for the virtual courses starting in January 2021.

Cllr Simon Jacobs, Cabinet Member for Public Health said; "The programme is designed to give participants the tools they need to make small but sustainable changes that can be maintained long term, so that participants lose weight and maintain their weight loss.

We are excited to be working with Wiltshire IAPT service who are delivering two sessions during each course looking at emotional eating and wellbeing."

Each interactive session is one hour and covers topics such as balanced nutrition, portion sizes, eating out, physical activity and healthy habits for life. Participants will be supported to eat well, move more and feel better.

Healthy Us is one of three services that form the recently launched Wiltshire Health Improvement Hub, a single point of access for referrals to the Health Improvement coaches (adult health and mental wellbeing service), Healthy Me (child and family weight management service), and Healthy Us.

More information about the Healthy Us and how to calculate your BMI can be found on our website at <https://www.wiltshire.gov.uk/public-health-weight-adults>.

Alternatively, to join a course people can email the Health Improvement Hub health.coaches@wiltshire.gov.uk or call 0300 003 4566 – select option 1.

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CENSUS 2021

Households across the local authority area of Wiltshire, will soon be asked to take part in Census 2021.

The census is a once-in-a-decade survey that gives us the most accurate estimate of all the people and households in England and Wales. It has been carried out every decade since 1801, with the exception of 1941.

It will be the first run predominantly online, with households receiving a letter with a unique access code, allowing them to complete the questionnaire on their computers, phones or tablets.

“A successful census will ensure everyone from local government to charities can put services and funding in the places where they are most needed,” Iain Bell, deputy national statistician at the Office for National Statistics, said.

“This could mean things like doctors’ surgeries, schools and new transport routes. That’s why it is so important everyone takes part and we have made it easier for people to do so online on any device, with help and paper questionnaires for those that need them.”

Census day will be on March 21, but households across the country will receive letters with online codes allowing them to take part from early March.

The census will include questions about your sex, age, work, health, education, household size and ethnicity. And, for the first time, there will be a question asking people whether they have served in the armed forces, as well as voluntary questions for those aged 16 and over on sexual orientation and gender identity.

Results will be available within 12 months, although personal records will be locked away for 100 years, kept safe for future generations.

For more information, visit [census.gov.uk](https://www.census.gov.uk).

If you need help to promote the census, visit our [Downloadable resources](#) page.

Town Clerk's Report to Policy & Resources Committee **5th January 2021**

The Town Clerk reports every two months to the Committee with an edited version presented to the Area Board. Agenda items are highlighted and normally include an officer's recommendation. Other matters are provided as report items only.

As a result of Covid 19 and the government's advice, the meeting of the committee will take place online via MS TEAMS at 19:00hrs. If you would like to join the meeting please contact info@trowbridge.gov.uk

1. POLICY

1.1 ENERGY FROM WASTE INCINERATOR (AGENDA ITEM 8)

The Environment Agency have now received the permit application from Northacre Renewable Energy Ltd to operate the incinerator, which is currently under construction in Westbury. They are inviting comments on this permit application during a consultation period, which is open until 22 January 2021. The attached document (**Appendix A**) contains further information about the incinerator, as well as details on how you can have your say.

2. RESOURCES

2.1 FINANCIAL RESOURCES

2.1.1 GRANTS (AGENDA ITEM 9) – The revised Grants Policy to inform the 2021/2022 budget was approved at the September meeting. The grant applications for 2020/2021 will be considered at this meeting. The town council accepted applications up to 30th September and received applications totalling £19,568 (budget of £9,500). Grant cheques will be issued following approval at the committee and we would ask recipient organisations to provide a short acknowledgement for inclusions in the Annual Town Meeting in April 2021.

2.1.2 Annual Accounts 2019-2020 - The 2019-2020 Year End accounts have now been considered by the External Auditor (PKF Littlejohn). The Auditors report and completed Annual Governance and Accountability return (AGAR) has been published on the web-site. The External Auditors have qualified our AGAR because, on the advice of our accountants, DCK Accounting Solutions Ltd (DCKAS) we had not included grant and loan receipts which had not been spent, in the balance. The loans have been spent during 2020. DCKAS have provided the following report:

I am afraid this is a long running battle at the Joint Panel on Accountability and Governance (JPAG), who insist that councils should disregard UK Generally Accepted Accounting Principles (UK GAAP) and account for income without regard to any conditions attached thereto. UK GAAP, on the other hand say you only recognise income when the conditions attached thereto have been fulfilled (in this case when you have spent the grant). UK GAAP applied to all larger councils up to and including the Year Ended 31st March 2010, (under SORP and later FRSSE rules), and continued to be applied (by DCKAS) to Trowbridge, even when AGAR rules took over. So far we have resisted this change for former larger councils such as Trowbridge and the External Auditors have not challenged the treatment. This year however they are digging their heels in. I therefore re-worked your AGAR figures for 2019 and 2020 per the previously attached spreadsheet, and the External Auditors should have permitted the restatement since they had (by default) accepted the previous treatment up to 2018/19. On other councils where this has happened restatement WAS allowed, thereby avoiding a qualification. In practice the qualification is a technical one only, and does not imply any lack of integrity in your accounting practices.

2.1.3 Management Accounts 2020-2021 – The Q3 2020/21 summary (as at 31st December 2020) will be presented to the committee for consideration at the next meeting on 2nd March.

2.1.4 RISK & AUDIT (AGENDA ITEM 2d) – The next meeting of the Panel will be 2nd February.

2.1.5 BUDGET 2021-2022 (AGENDA ITEM 11) - The Council commences its annual budgeting in the Autumn and needs to approve the budget in January for the 1st April 2020 – 31st March 2021 financial year. The recommended budget covering all departments is attached as **Appendix B**. Each committee has considered its draft budget for presentation to the committee in January, for the committee to make a recommendation to full Council on 19th January 2021. The committee draft budget requests have been adjusted based on the latest known information.

Council Tax Base – The number of properties against which council tax is charged in the parish, usually expressed as ‘Band D’ equivalents, determined by the Billing Authority – Wiltshire Council. The Council Tax base for Trowbridge 2021 is 11592.82 Band D equivalent households. This is 147.52 lower than 2020, resulting from a mix of new homes, boundary changes, single person discounts and an increase in Council Tax Benefit claimants due to the economic effect of the pandemic.

Inflation – The Consumer Prices Index (CPI) was 0.5% for the 12 months September 2019 to September 2020. This is the figure used to uprate many town council leases and also the Council Tax bench-mark.

Excessive Council Tax Increases, Referendum Principles – The government’s limits applicable in 2021 are; District Councils the higher of £5.00 or 2% on the Band-D Charge and; Wiltshire Council is 5%, (2% general; and 3% Social Care). The government has confirmed that it will NOT extend referendums to Parish & Town Councils in 2020. The government indicated that if it did introduce them then increases which are justified because services have transferred from an upper tier council would not trigger the limit.

Localisation of Council Tax Benefit (LCTB) Support Grant – WC does not pass this on to town and parish councils, local councils are financially independent and do not receive annual government grants. When this scheme was introduced in 2013/14 Trowbridge Town Council lost over £200,000 of annual Council Tax. (Believed to be the largest for any town council.) Without this change the TTC Council Tax Base would be around 13500 Band-D equivalents, meaning the impact in 2021 is over £300,000.

Community Infrastructure Levy – The October 2020 payment has been processed, the Town Council has received £24,911.76 so far this year and the estimate for the full year is £25,500 against a budget of £65,500. The 2021/2022 budget includes an anticipated contribution of £22,000 based upon 20% of the pipeline of new developments being delivered, reducing the precept requirement. As Ashton Park and other sites commence development this is likely to increase significantly and should be sustained for around ten years, particularly now that large areas of new development are being transferred into the town boundary from 1st April 2021.

Salary award – The town council salaries are in accordance with the national local government Green-Book salary scales and the agreement between NALC and SLCC. Despite the announcement by the Chancellor of the Exchequer in his spending review statement, which offered an increase of £250 for staff paid less than £24,000, this is still subject to negotiation between employers and union representatives. It is considered appropriate to include the Chancellor’s announced increases and this has been incorporated into the budget.

General Reserves – At the 31st March 2020 end of year, the town council’s reserves were £146,000 and therefore remain significantly below the expected levels of a minimum of 3-month’s revenue expenditure. Whilst we anticipate making the budget contribution to General Reserves this year (£62,500), there need to be contributions in 2021/22, 2022/23 and 2023/24. 3-month’s revenue expenditure (excluding loan repayments) is estimated to be £415,000. A contribution to reserves of £18,900 is included in the 2020/21 budget, with contributions of £75,500 in each of the following two years.

Pension Evaluation – Wiltshire Pension Fund employer’s contribution rate reduces from 20.7% (2020/21) to 19.7% (2021/22) and reduces further to 18.7% (2022/23).

Service Delegation and Asset Transfer from Wiltshire Council (SDAT) (see 8.1.3) Wiltshire Council has not confirmed when discussion will commence with the Town Council on a package of remaining local amenity services, including; Recreation Grounds (Stallards, Seymour, Elm Grove), Paxcroft Brook Open Space, Biss Meadows, amenity grass, litter bins and the Down Cemetery. A rough estimate of the cost of these services is around £500,000 per annum, although current indications are that the Town Council will have a good case not to take over the current cemetery and therefore it would be reasonable to reduce the estimate of costs to around £400,000 per annum. This can be achieved without an additional contribution in the 2021/2022 budget but with significant contributions in the following years.

Wiltshire Council Area, Town Council 'Band-D' Council Tax Charges 2021/2022

Council	2019/20	2020/21	2021/22	Change	
Chippenham	£239.61	£262.05	£270.44	+3.2%	
Marlborough	£195.13	£206.37		+5.8%	
Bradford on Avon	£185.39	£216.90	£229.91	+6.0%	Upper
Calne	£210.31	£215.57	£215.57	+0.0%	Quartile
Malmesbury	£205.49	£210.63	£216.95	+3.0%	
Royal Wootton Bassett	£204.81	£209.81	£211.63	+8.7%	75 th percentile
Salisbury	£208.00	£208.00	£208.00	+0.0%	
Cricklade	£196.72	£203.79		+3.6%	
Corsham	£168.74	£199.09	£210.15	+5.6%	
Warminster	£127.96	£191.75	£210.91	+9.9%	Median
	£161.95	£179.34			Mean Average
Devizes	£157.92	£176.11	£180.94	+2.7%	
Westbury	£132.94	£172.46		+29.7%	
Trowbridge	£153.98	£164.98	£167.46	+1.5%	
Melksham	£153.12	£160.45	£163.04	+1.6%	25 th percentile
Tidworth	£148.70	£155.96		+9.0%	
Wilton	£137.43	£150.53		+9.5%	
Ludgershall	£104.65	£116.39		+11.2%	Lower
Amesbury	£98.07	£116.27		+18.6%	Quartile
Durrington	£58.75	£70.41		+19.9%	

Some figures shown are proposals and recommendations and not necessarily decisions, information will be updated as councils make decisions on their budgets.

The Town Clerk made a recommendation to each party group on 9th December. Each group was invited to offer alternative budget proposals. The Liberal Democrat Group offered an alternative before the deadline of 21st December and as the largest group this has been incorporated into the budget as the basis for the;

RECOMMENDATION:

That in order to meet; the budget expenditure recommended by the committees; the requirement to fund an increase in General Reserves and; in anticipation of additional services being transferred from Wiltshire Council over the next four years, with an expectation from the community that the town council will take full responsibility for those additional services and deliver a quality of service better than that experienced in recent years (whilst they have been the responsibility of Wiltshire Council), the Council Tax Charge for Trowbridge Town Council for 2021/22 should be increased by an amount greater than CPI inflation.

That the Committee approves the following RECOMMENDATION to Council;

- That the Council approves the department Budgets for 2021/22 (incl. loan finance) as detailed on the budget spreadsheets, totalling **£1,944,406**
- That the Council approves that the contribution to General Reserves for 2021/22 be **£18,900**
- That the Council approves that a contribution to Earmarked Reserves for transfers from Wiltshire Council for 2021/22 be **£0**
- That the Council therefore approves a total budget requirement 2020/21 of **£1,963,306**

And that this is funded in part through estimated income for 2022/22 from Community Infrastructure Levy of **(£22,000)**
 Leaving a net precept requirement for 2021/22 of **£1,941,306**

Which results in an increase of £2.48 on the Trowbridge Town Council 'Band D' Council Tax Charge, to **£167.46**

Which is less than £3.22 per week.

2.1.6 Financial Implications of Coronavirus Emergency – The option to furlough staff is restricted by the commercial income rule, so only staff in income generating departments have been furloughed. In addition, reduction in expenditure has been implemented for a range of areas and the majority of recruitment frozen. The legislation specifically excludes organisations which raise a precept, such as parish and town councils from receiving most Business Rates rebates. We did receive a £7000 discretionary grant from Wiltshire Council which has been used to offset Business Rates and we will also receive a further £3,000 Local Restrictions Support Grant. At the moment, we do not expect there to be a significant impact on the council's financial position in 2020/2021. The biggest risk will be the Civic Centre where activities are most restricted for a longer period and where we have incorporated a higher level of financial support in the 2021/22 budget, reducing for future years. Furlough figures for Q1 to Q3 are shown below.

	Civic	Active Trowbridge	Facilities
April	£9,911	£24,413	£932
May	£9,911	£30,234	£932
June	£9,781	£27,232	£932
July	£8,790	£22,190	£609
August	£8,292	£17,021	£705
September	£7,099	£6,159	£515
October	£5,284	£6,445	£485
November	£7,888	£8,802	£358
December	£8,268	£11,661	£588
Total	£75,224	£154,157	£6,056

April, May June and July payments include NI and Pension contributions from HMRC.

From July to present, some staff are working some hours on flexible furlough.

2.2 HUMAN RESOURCES

2.2.1 New Starters:

Neighbourhood Services: Mark Holder, Grounds Operative (part time Mon/Tue/Wed) starts on 1st January. We will be seeking a further part time Grounds Operative (Thu/Fri/Sat) later in 2021.

2.2.2 Changes:

Neighbourhoods: Graham Drewett, promoted from Grounds Operative to Head Grounds Operative begins his new role on 1st January.

Museum - Nikki Ritson changed roles from Assistant Learning and Outreach Officer to Collection and Exhibitions Officer on 1st November.

Active Trowbridge - Craig Robbins (Sports Coach) has been offered a contract extension from 1st January - 31st August. The following Leisure roles have been made permanent from 1st January:

Aaron Seviour, Commercial Development Officer

Adam Casserly, Coach Development Officer

Richard Rees, Leisure Services Team Coordinator

Jasmine Todd, Healthier Communities Coordinator

Civic Centre & Leisure Services – All staff members (except HOS, Civic Centre Manager and Commercial Development Officer) remain on flexible furlough until 31st March.

Facilities – The Events officer is on flexible furlough until 31st March.

3. TOWN COUNCIL SERVICES

Heads of Service make detailed reports to their respective committees, which are published the week before the meeting. The Council Secretary (Amanda Quick) is responsible for administering these committees.

3.1 CULTURAL & NEIGHBOURHOOD SERVICES – Delegated to Clare Lyall, Head of Service: Cultural & Neighbourhoods, responsible for the Museum, Neighbourhood Services and our relationship with other cultural service providers in the town. The two committees next meet on 30th March.

3.1.1 MUSEUM – Now that operations have officially returned to the Museum the staff, and where possible some volunteers are continuing to work on the new displays and services ready to reopen the newly expanded museum, this is now scheduled for 27th March 2021. The new Museum shop has had some virtual openings and generated income and interest in the new Museum. The Museum is currently raising funds for the restoration of two flapper dresses from the 1920s:

<https://www.crowdfunder.co.uk/restoration-of-two-1920s-flapper-dresses>

3.1.2 NEIGHBOURHOODS – Our Neighbourhoods Team look after play areas, recreation grounds, bus shelters, grit bins and support the activities of Wiltshire Council in looking after our streets, including providing our own street sweeping and weed clearance services. Litter Bins and the majority of grass cutting remain with Wiltshire Council. (see **Service Delegation & Asset Transfer (SDAT)** below). We are currently recruiting part-time staff, due to the demands from councillors and the community and with a view to taking on more responsibilities from Wiltshire Council in the future. Having consulted with other town councils the clear advice is that a mixture of in-house operations, providing flexibility to respond to changing demands and contractors to cover seasonal matters such as grass cutting hedge trimming and floral displays works best.

3.2 VENUE SERVICES – Delegated to Juliet Weimar, Head of Service: Resources & Venues, including The Civic and Longfield Community Centre. The Civic Board is responsible for overseeing these and it met on 10th November, minutes of which are presented to this committee. The next meeting is 2nd February.

3.2.1 Longfield Community Centre – The DVSA lease the small hall. Bookings in the main hall are now recommencing, subject to regulations.

3.2.2 Civic Centre – Avon & Wiltshire Partnership have recommenced activities. Bookings have recommenced in our conferencing facilities including vaccination sessions and entertainment schedules are being planned for 2021.

3.3 LEISURE & INFORMATION SERVICES – Delegated to Hayley Bell, Head of Service: Leisure & Facilities, is responsible for Active Trowbridge, Information Services and Facilities. The committee next meets on 9th March. **3.3.1 Active Trowbridge** – We have been operating in schools from September and providing holiday clubs. The highlight of the past few weeks was Beat The Street which proved extremely popular.

3.3.2 Information Services – The team have been keeping the website and social media channels updated as well as supporting the community in response to the virus. They have also been kept extremely busy dealing with numerous complaints, FOI requests and other issues from one or two members of the public.

3.3.3 Facilities – The team are supporting community assistance and technical support for remote working, whilst managing facilities, risks and projects. We have received significant positive feedback from residents to the Winter Wonderland Window displays we promoted as part of the Christmas Lights programme.

4. TOWN COUNCIL PROJECTS

4.1 MUSEUM PROJECT – The Town Council Strategy says;

Trowbridge Town Council will; complete the project ‘Onwards and Upwards’ to expand Trowbridge Museum; secure funding from the NLHF and other funders and; will contribute around £900,000, funded from borrowing at a cost of up to £50,000 per annum. The new Museum will reach out from its base in Home Mills in The Shires, to encompass the whole town, through visual links from the top floor, interpretation and signage at key locations and significant buildings linked to the museum.

With all of the major capital works now complete the claims to the National Lottery Heritage Fund will be mainly for activity and staff related costs during 2021, until the final grant is concluded at the end of the 2021/22 financial year. This is reflected in the budget.

4.2 SPORTS PITCHES PROJECTS – The Town Council Strategy says;

Trowbridge Town Council will support and if necessary be actively involved in:

a. Provision of an all-weather pitch at Doric Park in conjunction with national sports funders and other organisations.

b. Development of the Health & Well-being Centre by Wiltshire Council in the town centre.

4.2.1 Woodmarsh – TTC owns Woodmarsh Football Ground between Boundary Walk and Axe & Cleaver Lane, North Bradley. It is leased to Trowbridge Town Football Club (TTFC). The council have received £18,644 S106 sports pitch contribution from Newland Homes. This is being managed by the council for release to TTFC to fund their improvement and development programme. Further contributions are anticipated from other housing developments in the vicinity, allowing the club to improve drainage on site.

4.2.2 Doric Park – TTC owns 5 acres alongside Trowbridge Rugby Football Club (TRFC) at Doric Park, Devizes Road, Hilperton. We are progressing development of the land to provide a 3G Artificial Turf Pitch (3GATP), parking, changing rooms, education facilities and gym. The cost will be around £3.2m. A requirement to secure borrowing of £2.2m has already been approved by the council, funded from lettings income, with other funding from S106 (£555,000) and grants (£500,000) including the Football Foundation (£488,908). The planning application, has been submitted: [19/10805/FUL](#) there have been delays due to issues with the application of the Trowbridge Bat Mitigation Strategy since the application was registered which is now for Natural England to determine. Access and strip of land is being secured from Trowbridge Rugby Club (TRFC) and they have now confirmed that the membership has voted overwhelmingly to approve the proposals in December 2020. The agreement with TRFC includes the provision of additional car parking alongside the access road, additional pitch lighting and access to the new facilities. Some councillors have questioned why the town council is developing a site outside the town boundary. The reason is that there is no suitable land which has been available within the town boundary. This site is the closest site to the town which has become available, has one of the best bus services in the local area including bus services to Melksham, Chippenham, Devizes and Frome. It is also on the town’s cycle route network, with proposals for an upgrade to the Trowbridge-Melksham route, It should also be noted that this development is included in the Wiltshire Playing Pitch Strategy for this type of development.

4.2.3 Ashton Park – A facility is due to be provided to the west of West Ashton Road with pitches, 6 team changing rooms and carpark. Following consultation with W Ashton and N Bradley PCs TTC are leading discussion with Persimmon, trying to avoid a management company, as is very controversial at Castle Mead.

4.2.4 Elm Grove – The developer is proposing to enhance the Recreation Ground with new play equipment, two new junior football pitches, changing facilities and car parking. The changing room would also be able to be used as a community facility and Polling Station.

4.2.5 Paxcroft Mead Cricket Ground – When the surgery extension was built on the Cricket Club Seymour practice field, a S106 contribution for cricket was made. WC is negotiating with Wiltshire Cricket so that Trowbridge Cricket Club can take responsibility for upkeep and maintenance.

5. CIVIC & DEMOCRATIC ACTIVITIES

5.1 Calendar of Meetings - Council and committee meetings normally commence at 19:00 on MS Teams. If any member of the public would like to join the meeting and ask questions please e-mail info@trowbridge.gov.uk and you will be sent a link. There follows a table of meeting dates over the next three months. The full calendar for 2021 is circulated separately. There will be no meetings in the period immediately preceding the election on 6th May.

January	5 th	Policy & Resources (Budget)
	12 th	Town Development
	19 th	Full Council
	26 th	No meeting
February	2 nd	Civic Board 14.00
	2 nd	Risk & Audit Panel 15.00
	2 nd	Town Development
	9 th	No meeting
	16 th	No meeting
	23 rd	Town Development
March	2 nd	Policy & Resources (3rd Qtr)
	9 th	Leisure & Information Services
	16 th	Full Council
	23 rd	Town Development (4 weeks)
	30 th	Museum 18.30
	30 th	Neighbourhood Services

No meetings will be scheduled after 14th April until the new council has been elected. The first meeting will be the Annual Council Meeting on Tuesday 18th May.

5.2 Dates for your diary: Weavers Market – Hopes to be back in 2021 as follows; 8th May, 12th June, 10th July, 14th Aug, 11th Sept, 9th October. Markets have been operating at Innox Mills in addition to the weekly Wednesday market on Fore Street run by Wiltshire Council.

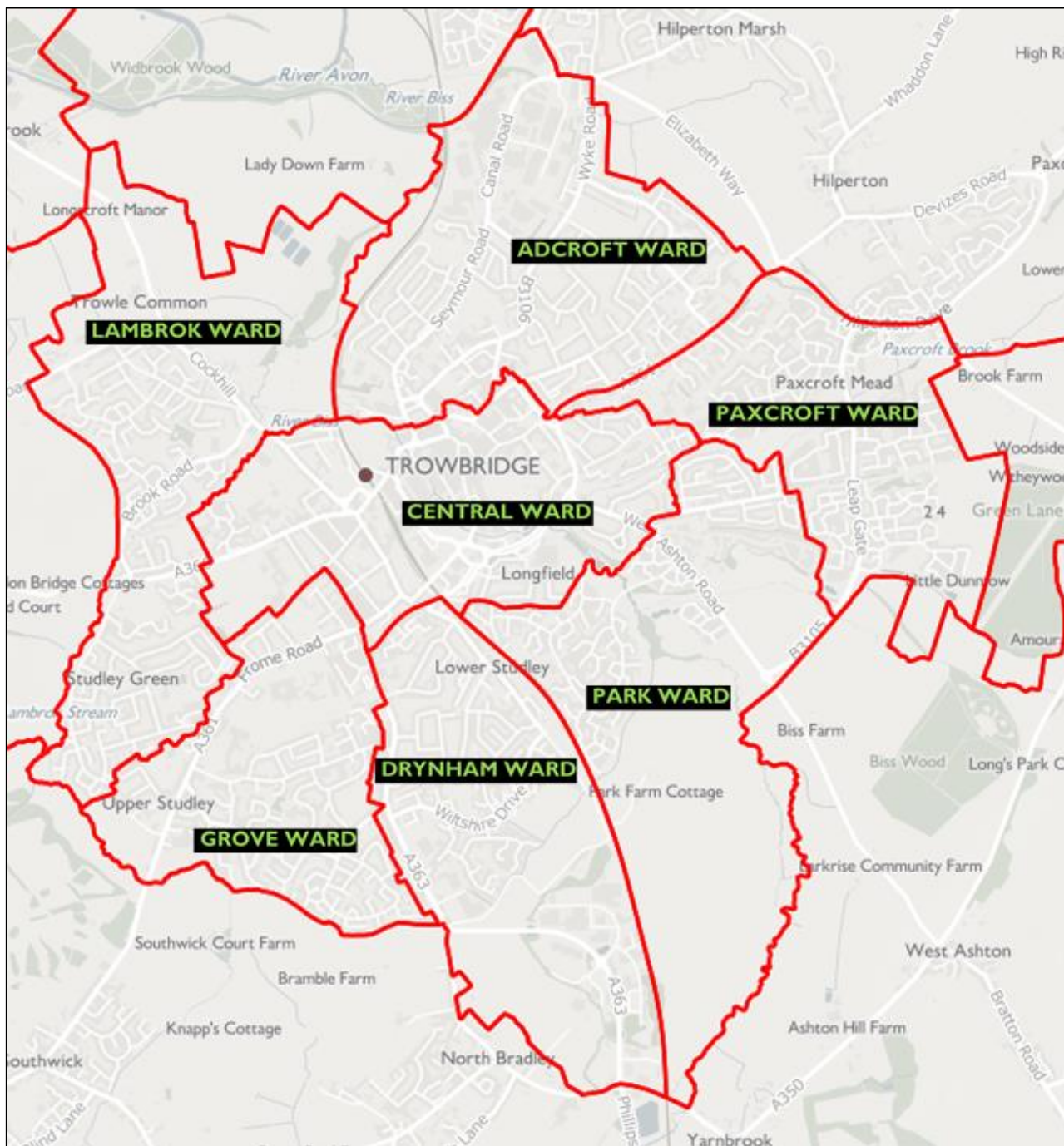
5.3 Twinning - Following the Weekly Briefing on 5th May it was approved that subject to minor amendments to be made by officers the agreement in principle will form the basis of a Service Level Agreement with each of the four Twinning Associations to allow the Council to continue paying an annual grant to each of them and contributing towards twinning activities as per the Grants Policy. We will be progressing this following the disruption caused by the pandemic and approval of the 2021 Grants.

5.4 Elections – Elections for all 21 seats on the town council will be held on Thursday 6th May 2021. If you live in or near the town or work or own land in the town you are probably eligible to stand for election. Elections for all the seats on Wiltshire Council will also be held on the same day. The town council has seven wards: **ADCROFT, CENTRAL, DRYNHAM, GROVE, LAMBROK, PARK & PAXCROFT** and as a candidate you would need to choose which ward to stand in. The official Notice Of Election will be published on 11th March. More information is available from the following links.

www.nalc.gov.uk/elections

www.electoralcommission.org.uk/i-am-a/candidate-or-agent/local-elections-england

Town Council (& Wiltshire Council) Ward Boundaries in Trowbridge.



6. TOWN DEVELOPMENT

Committee meets: 12th January, 2nd and 23rd February to consider regulatory matters consulted on by WC; planning, listed building and tree applications, road closures, traffic regulation and licensing.

6.1 Employment/Mixed-use/Brownfield Housing sites

Bowers/Innox Mills – held a public consultation on their proposals for a residential led mixed-use development in September 2019. An application for the villas fronting Stallards Street has been submitted [20/08558/FUL](#) . An application for the remainder of the site is anticipated in 2021 it is expected to deliver around 250 homes.

County Hall East – Wiltshire Council are considering options for this site which they own but has some significant environmental obstacles.

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

McDonogh Court – Polebarn Rd [20/08222/FUL](#) now permitted for 18 new homes.

Clark's Mill – [19/09388/FUL](#) permitted for conversion to 19 dwellings next to the Town Bridge.

United Church Buildings – 18/03338/FUL & [18/03856/LBC](#) permitted for conversion into 26 apartments, revised application now submitted and site for sale.

Future High Streets Fund (FHSF) – Wiltshire Council with Inner Circle consultants has submitted a bid to government for up to £23.7 million, following engagement with the community and partners, including the town council. We are expecting a decision shortly.

Land at Castle Street – The Chamber of Commerce have advised that a plot of land has been offered for sale which could form an area for improvement under any future plans. The area between Court Street and castle Street includes parking and an area of waste land at present. (Shown on photograph below).



Bradford Road – A site accessed from the sewage works access road is permitted for employment uses, application for care home now submitted [20/07247/OUT](#)

Courtfield House – [18/04656/FUL](#) Ashford Homes a revised application for conversion and houses in the grounds has now been submitted. The Town Council has raised objections.

Ashton Street Centre – To be disposed of by WC should accommodate 70 dwellings.

Hospital – Promoted in the 'One Public Estate' bid by WC and partners for up to 200 houses. The new Trowbridge Care Centre should be open in 2023.

Homefield House – Conversion to 18 residential apartments, previous application withdrawn.

Manvers House – WC disposing of for conversion to 27 flats. www.onthemarket.com/details/7316989/

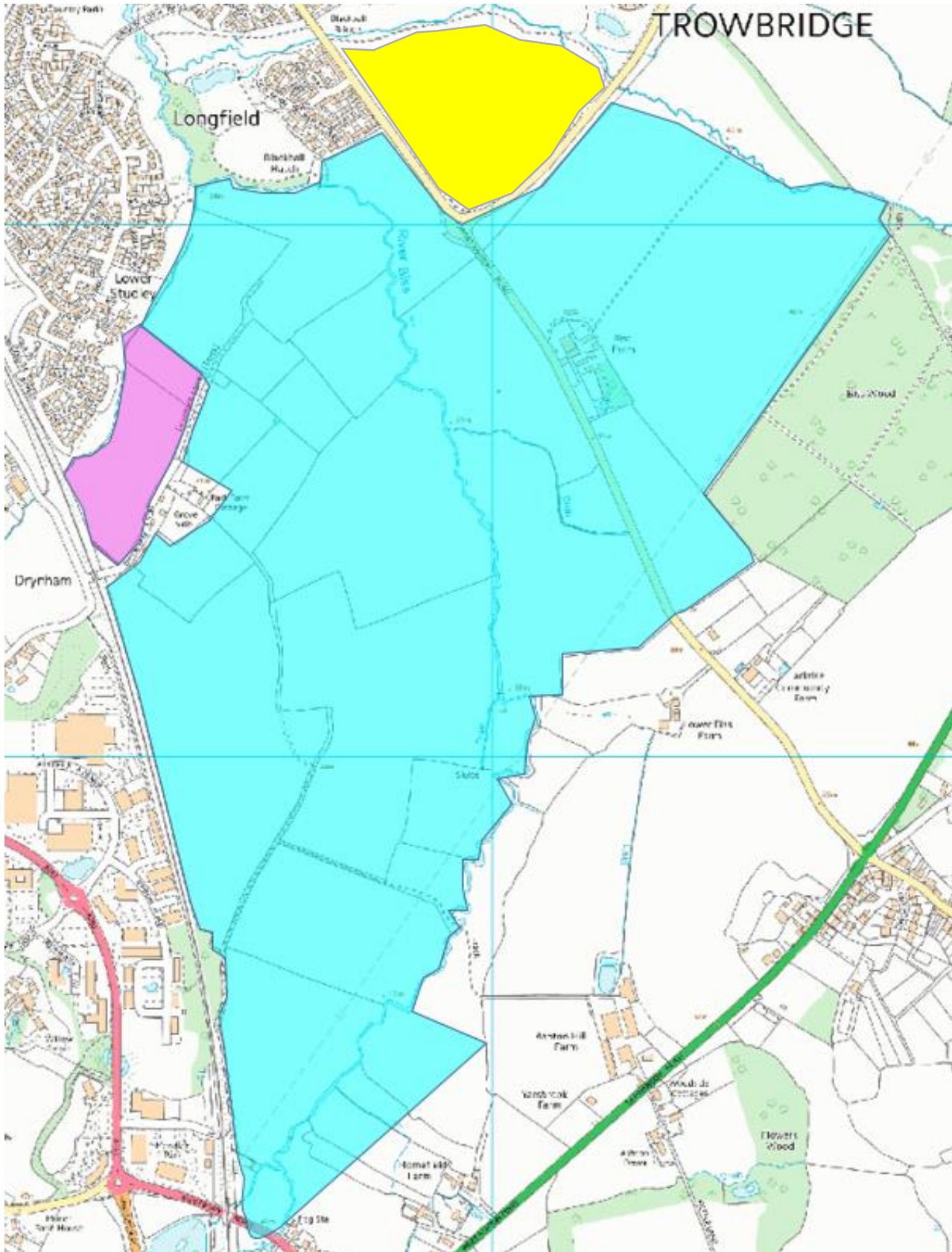
Biss Farm - Currently an employment allocation, Persimmon [17/09961/OUT](#) has applied for 267 houses, a school, pub and care-home between Leap Gate & W Ashton Rd. The Town Council supports the allocation of this site to include housing. (See the yellow area on the Ashton Park plan below).

6.2 Greenfield Housing Sites – Some have been delayed pending resolution of mitigation measures associated with Bats. The following provides a summary of the situation.

A. Ashton Park and associated sites. The areas on both sides of West Ashton Road north of Leap Gate are in Trowbridge. The area south of Leap Gate and east of the River Biss is in West Ashton parish. The area between the River Biss and the Railway line is currently in North Bradley Parish but will transfer to Trowbridge on 1st April 2021.

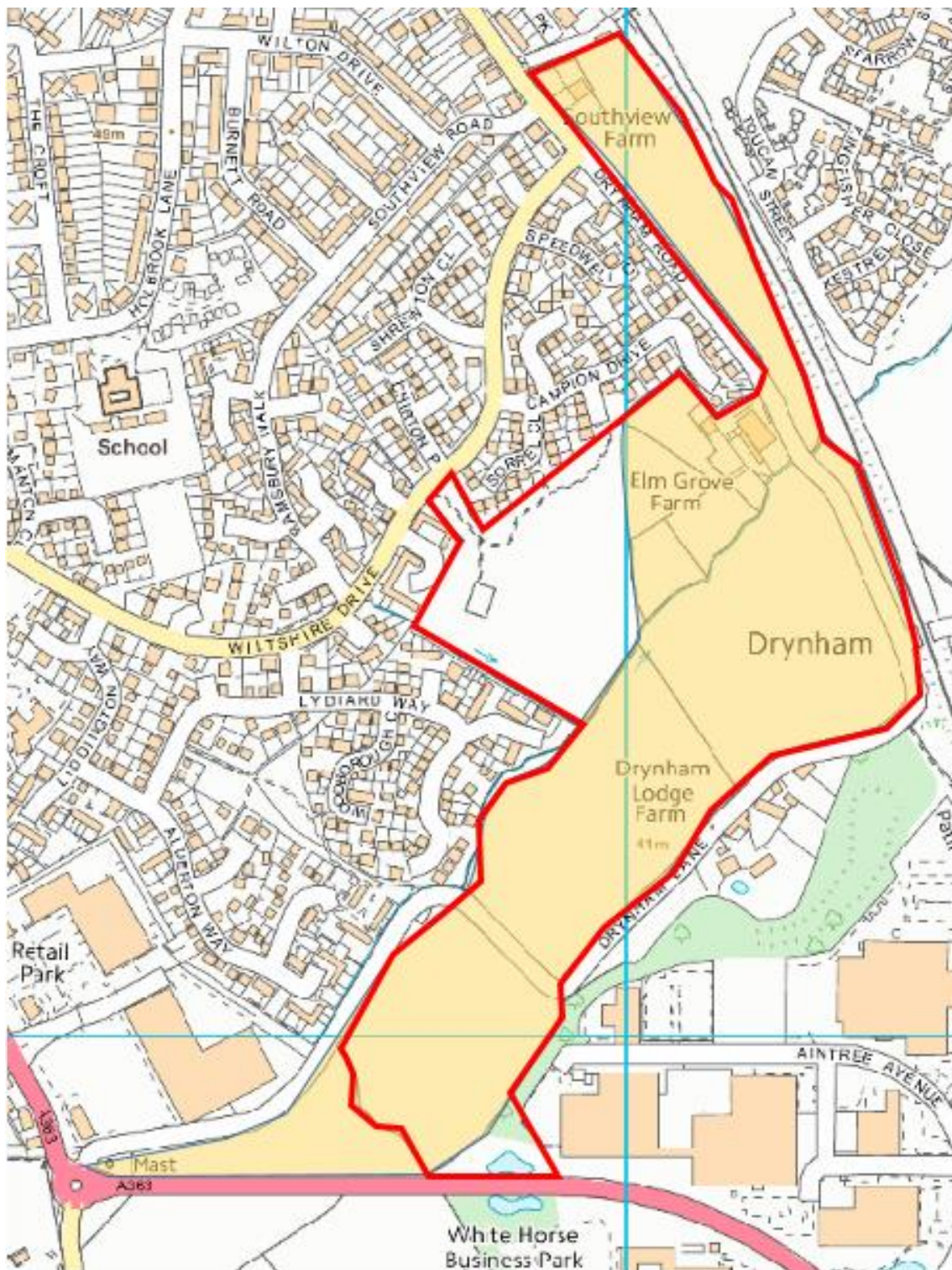
Persimmon [15/04736/OUT](#) for 2,500 houses, employment area (area in West Ashton closest to Biss Woods), sports pitches, open space, allotments, play areas, 2 primary and 1 secondary schools (west of West Ashton Road) and A350 improvements was permitted in April 2018, S106 agreement being negotiated. (The Persimmon development area is shown in turquoise on the map below.)

Wain Homes applications [16/00547/FUL](#) [17/12509/FUL](#) for up to 121 houses. Concerns about access and the cycling and walking network were raised. A revised application for 91 homes was submitted in 2020. The Town Council continues to object particularly to access being provided from existing residential areas. (The Wain Homes development area is shown in pink on the map below.)

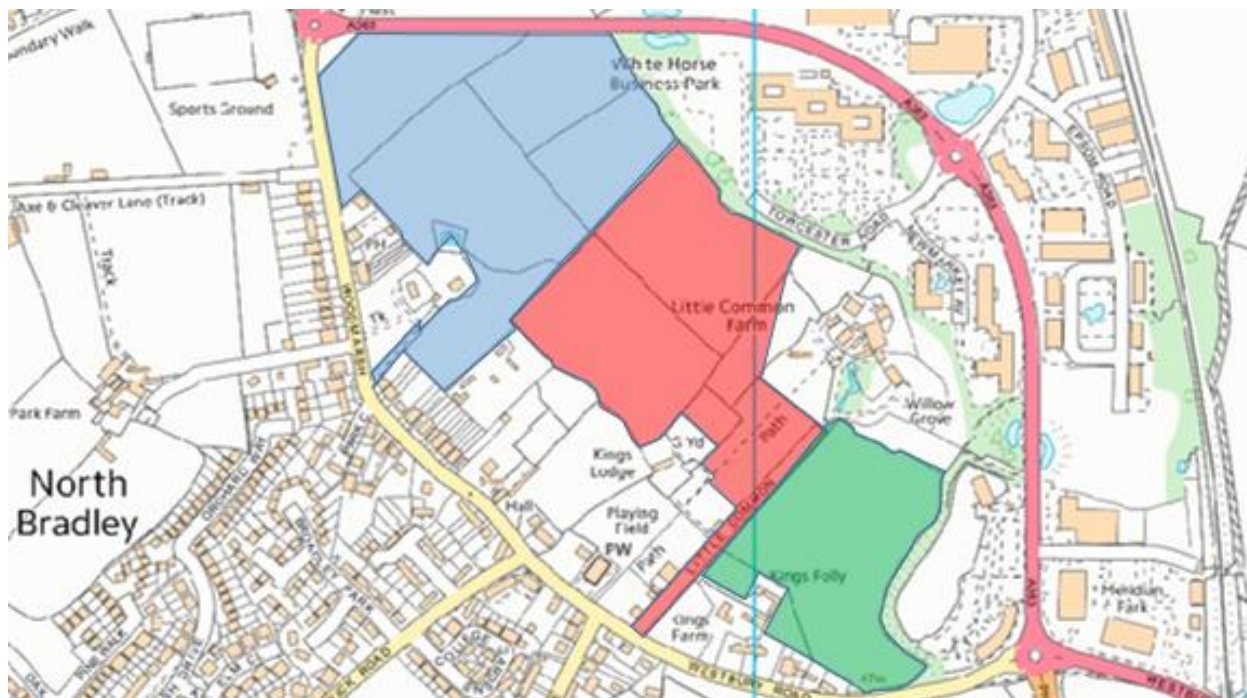


B. Wiltshire Housing Site Allocations Plan (WHSAP):

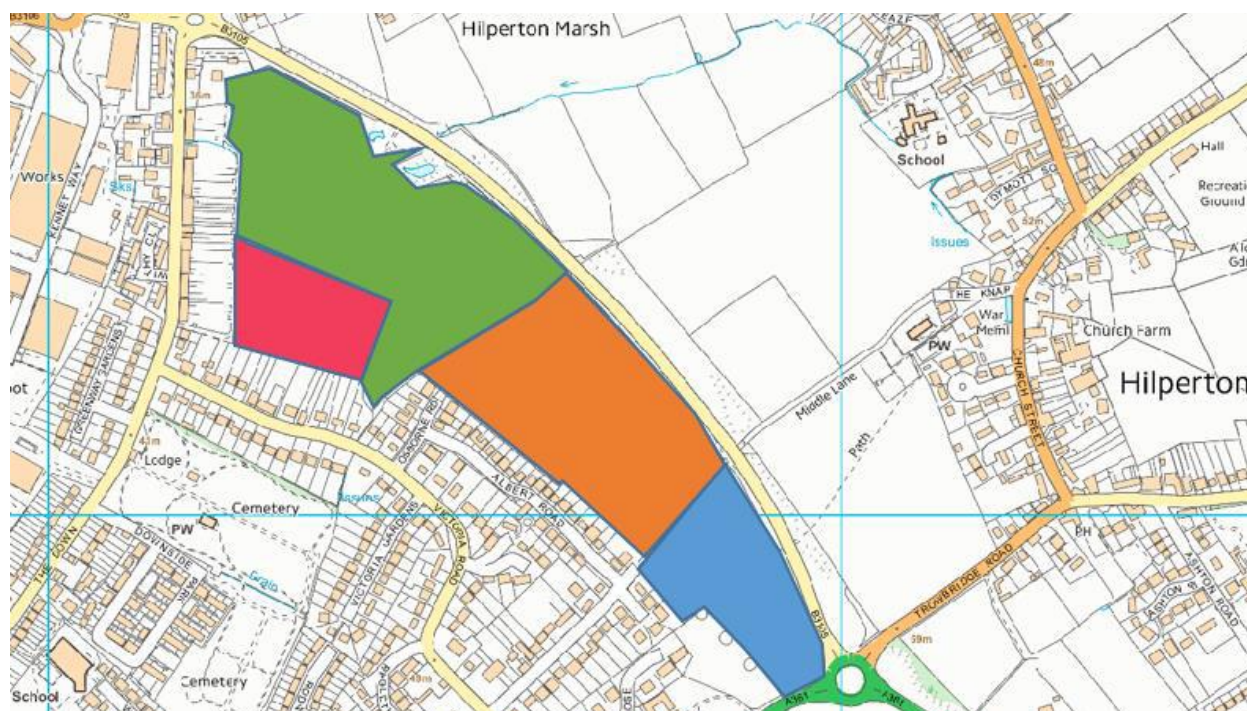
H2.1 Elm Grove Farm—Coulston Estates, are promoting development at Drynham Lane, west of the railway for 260 houses. North Bradley Neighbourhood Plan supports this. An revised application has recently been submitted [19/11459/OUT](#). The town council raised objections to the original application because it did not provide a through route to the A363 as required by the WHSAP policy. The revised application achieves this through a small corner of the White Horse Business Park land. The map shows the development allocation in yellow and the application site in red line. The Elm Grove Recreation Ground (QEII Fields in Trust will be retained, upgraded and expanded. (There follows a map showing site 2.1.)



H2.2 Between White Horse Business Park & North Bradley – 175 houses. [20/03641/OUT](#) has been submitted by Castlewood Property Ventures for the blue part including 100 homes and a 64 bed care home. TTC has raised significant objections. [20/05805/OUT](#) has been submitted by Vistry Homes for the red part for 100 houses TTC raised objections. The green part is expected to deliver 50 houses, totalling 250 for the whole site. (There follows a map showing the proposed development at site 2.2.)



H2.3 South West of Elizabeth Way - 355 houses. In Hilpertown Parish on the Trowbridge boundary. Current applications, and estimates suggest around 500 houses. The Green area has been permitted for 165 houses [16/00672/OUT](#). The Blue area is subject to an application [20/07751/FUL](#) from Persimmon for 71 houses. The Orange area is subject to an application consultation for 187 houses from Barratt [20/09701/FUL](#). The Red area has been approved by WC Cabinet for disposal and could deliver 62 houses. (There follows a map showing the proposed development at site 2.3.)



H2.4 Church Lane – Accessed off Frome Road, 45 houses, outline application [18/10035/OUT](#). This is the blue area on the following map.

H2.5 Spring Meadows – Accessed off Frome Rd; 50 houses, Newland Homes, application [20/09659/FUL](#). This is the orange area on the following map.

H2.6 Southwick Court – In Southwick & North Bradley Parishes. Savills for Waddeton Park promote development between the town and Southwick Court. www.landsouthoftrowbridge.co.uk/ with access off Frome Rd for 180 houses. [20/00379/OUT](#) North Bradley Neighbourhood Plan indicates approval although both North Bradley and Southwick Parish Councils have raised objections. The Town Council raised significant objections at the Town Development Committee meeting on 10th March. This is the red area on the following map. (There follows a map of sites 2.4, 2.5 & 2.6)



C. Sites Discounted by Wiltshire Council

Land South of Green Lane, Castle Mead Extension – Persimmon [16/03420/FUL](#) withdrawn. The Trowbridge Bat Mitigation Strategy (TBMS) indicates that this site cannot proceed in the foreseeable future.

Ashton Road - (Steeple Ashton Parish) [Taylor Wimpey](#) 200 homes north of Green Lane Wood [16/04468/OUT](#) refused. The TBMS indicates that this site cannot proceed in the foreseeable future.

6.3 Wiltshire Local Plan –

6.3.1 Core Strategy – This was adopted by Wiltshire Council to cover planning for the period 2006 – 2026 and still forms the basis for future planning beyond 2026.

6.3.2 Wiltshire Housing Sites Allocation Plan (WHSAP) – was adopted in February 2020 allocating the sites indicated above.

6.3.3 Trowbridge Bat Mitigation Strategy (TBMS) – Wiltshire Council adopted the plan in February 2020, allowing applications in section C above to be determined.

6.3.4 5-year Land Supply - WC has recently accepted that it cannot fulfil its county wide 5-year land supply requirement and that it is currently around 4.56 years, this will facilitate some speculative development proposals. If the WHSAP sites come forward before 2024 this situation should be resolved.

6.3.2 WILTSHIRE LOCAL PLAN REVIEW (AGENDA ITEM 10) – WC has now approved its review for consultation with the public in January/February 2021. The Town Council has considered the implications for Trowbridge at meetings of the Town Development Committee on 1st December and 22nd December and at an additional briefing meeting on Monday 14th December. These meetings were to ensure members were fully informed prior to the Policy & Resources Committee reaching a conclusion with regards to a response to the consultation. **Appendix C** includes the latest version of the town clerk's report for this matter and the links to the original WC Cabinet agenda. Wiltshire Council is proposing allocations for up to 2600 houses to the **north of Hilperton and east of Staverton**. It may be appropriate to consider a number of other options:

A. Green Belt. The Town Council has previously expressed the view that the most sustainable location for further growth in the Trowbridge area would be in the Green Belt to the North-West and West of the town. This has been excluded, without sustainability assessment, in line with national policy.

B. Southwick/North Bradley. Making all the allocations at Hilperton/Staverton appears to ignore the possibility of doing something similar in the area of North Bradley/Southwick, which could be delivered in combination with further road improvements which extend the A350 West Ashton and Yarnbrook improvement to the A361 at the County Boundary, offering an alternative to a Westbury by-pass.

C1. Other towns. The allocation north of Hilperton is not connected to the Trowbridge Settlement boundary and it could be argued therefore that the Settlement Strategy no longer works in respect of Trowbridge and as such more of the Trowbridge development should be allocated to Westbury and Melksham, possibly in combination with one of the outer Melksham by-pass routes.

C2. New/expanded settlement. An alternative change to the Settlement Strategy would be a new or expanded settlement elsewhere in the county such as Hullavington, Pewsey or Lydeaway/Devizes in combination with proposed or existing railway stations.

If the consultation period allows, it may be possible for the committee to defer its response to the consultation and in the meantime seek further clarification from Wiltshire Council.

RECOMMENDATIONS:

1. Can Wiltshire Council confirm that this review has accepted that the Core Strategy Settlement Strategy in respect of Trowbridge as a Principal Settlement is now no longer tenable and that in fact the proposal is not 'at Trowbridge' in the same sense as Wiltshire Council argued that allocations in the WHSAP were 'at Trowbridge' and that the figures for the Trowbridge HMA should be presented to indicate that the Trowbridge Settlement Residual to Identify housing number should be shown against the 'Rest of HMA' or against a separate allocation of 'Large Villages close to Trowbridge' and not as Trowbridge (Settlement)?
2. Can Wiltshire Council explain how it can make a significant allocation on the boundary of the defined Large Village Settlement of Hilperton and claim that it is connected to the 'Trowbridge Settlement' when the 'Trowbridge Settlement' lies on the far side of Hilperton?
3. Can Wiltshire Council explain how it can claim that they have identified that; 'the most sustainable options for accommodating growth lie to the north and east of the town' when sites in the Greenbelt have not been subject to a sustainability appraisal and are probably significantly more sustainable than the chosen sites?
4. Can Wiltshire Council explain how it can justify ignoring sites around Southwick and North Bradley when such sites are just as sustainable as the chosen sites and have the potential to deliver much better traffic infrastructure improvements, positively impacting on a wider area?
5. Can Wiltshire Council confirm that by including a semi-'Growth at Westbury' option in the Trowbridge HMA and by allocating a greater level of growth at Melksham than at Trowbridge, it is confirming that the Settlement Strategy is failing and that if these two towns were classified as Principal Settlements the allocations from Trowbridge could be reallocated to them alongside the proposed Melksham Outer Bypass and an improvement to the route between Yarnbrook and the A36 to relieve traffic at Westbury.

6. Can Wiltshire Council confirm if it has seriously considered an alternative strategy which includes one or more new/expanded settlements in combination with existing, proposed or potential new railway stations, such as Pewsey, Hullavington and Devizes/Lydeway.
7. Will Wiltshire Council be providing each designated neighbourhood area a housing requirement in accordance with NPPF paragraph 65 or will they be providing an indicative figure in accordance with paragraph 66 and explaining why it is not possible to comply with paragraph 65?
8. Will Wiltshire Council provide either the housing requirement or the indicative figure for each of the following:
 - Trowbridge
 - Hilperton
 - West Ashton
 - North Bradley
 - Southwick
 - Staverton

6.4 Neighbourhood Plans

6.4.1 Trowbridge – The town council will need to consider as part of the review of Council Strategy, whether to pursue a Neighbourhood Plan or not.

6.4.2 North Bradley – Final consultation has been concluded prior to referendum.

6.4.3 Hilperton, Holt and Bradford on Avon – ‘Made’ and form part of the Local Development Plan with the policies given full weight when assessing planning applications that affect land in these areas.

6.4.4 West Ashton – Progressed to Regulation 14 consultation prior to referendum.

6.4.5 Southwick – Recently been subject to consultation.

6.4.6 Staverton, Steeple Ashton and Wingfield have not commenced the process.

6.5 Planning White Paper – The government has published a consultation document on its intention to change the planning system, introducing a streamlined approach to the strategic plan development timetable as well as improved design criteria. It is suggested that all areas will be zoned as Growth, Renewal or Protect. Wiltshire Council considered its response at a meeting in October and raised a number of concerns. The Town Council will need to consider carefully the zoning in advance of any formal decision, to avoid incorrect zoning by Wiltshire Council. In particular, if brown field sites within the existing Settlement Boundary should be classified as Growth to ensure they come forward for redevelopment.

7. **TROWBRIDGE PARTNERSHIPS** - The Town Council Strategy says:

Building partnerships to ensure that others are also investing in our town.

7.1 Trowbridge Future (TF) – Work with partners in the most deprived communities (Studley Green, Seymour/Adcroft & Longfield). TF receive a grant from the council, utilise the Cabins at Seymour and Studley Green and operate the Shires Community Hub and the Hub at Seymour, where the new community fridge is located. Councillors may use either Hub for surgeries, contact tcaf@trowbridge.gov.uk <http://trowbridgefuture.org.uk/> Wiltshire Councillor Jo Trigg is the Chair.

7.2 David Baker Foundation – The Council is the accountable body. They develop entrepreneurial skills of young people under GOFISH and BOOMERANG. Pat Baker is the Chair. www.gofishteam.co.uk/

7.3. Wiltshire Community Foundation (WCF) - manages Cock Hill Solar Farm Community Fund (£15k/yr). Happy to receive grant applications from the Trowbridge area. www.wiltshirecf.org.uk/ Their Annual Report was circulated to councillors in November.

7.4 Child Well-being project – both TF and WCF are working on a project for the county’s most deprived communities. The Town Council and other partners are also involved.

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

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

7.7 Chamber of Commerce – www.trowbridgechamber.co.uk/team President is Kez Garner (property owner); Vice President Pepper Barney (architect). Seeking a Secretary.

7.8 Trowbridge Talking News – service for the visually impaired, TIC is the drop off point. Are due to recommence in January. Some officers assist with reading, additional volunteers would be welcome, contact info@trowbridge.gov.uk

7.9 Selwood Housing - the main social housing provider in Trowbridge. Their annual report was circulated to councillors in November.

7.10 Trowbridge Town Hall Trust – operates the Town Hall & Trowbridge Arts. The Council gives an annual grant. www.trowbridgetownhall.com/ David Lockwood is Director. Cllr Cavill is a Trustee. Rosemary Macdonald is the Chair.

7.11 Wiltshire College – The council is partnering with the College to establish new courses at Doric Park.

8. **WILTSHIRE**

8.1 Wiltshire Council - Trowbridge Area Board, includes the parishes of Hilperton, West Ashton, North Bradley and Southwick. You can view meeting details from the link: [Meeting details](#) . The Community Engagement Manager is Liam.Cripps@wiltshire.gov.uk. Cllr Ernie Clark is the Chair for 2020/21.

8.1.1 Local Youth Network – The LYN Management Group considers grant applications from Youth organisations and makes recommendations to the Area Board, Councillor Palmen is the representative.

8.1.2 CATG – The Community Area Transport Group considers safety improvements with a delegated budget, parish & town councils contribute up to 33%. Councillors and the public can submit requests for consideration for approval by the town council. The Town Clerk can provide the necessary forms.

8.1.3 Service Delegation & Asset Transfer (SDAT) – The following have already been transferred from WC: Town Park (2012), Allotments, 3 sites including garages (2013), Closed churchyards, 3 sites (2015), Grit bins (2017), Play areas (2019), Bus shelters (2019). The town council also commenced street care using our own sweeper and weed-ripper in 2019. WC indicated that it wished to commence discussions with Trowbridge in 2020, although this schedule appears to have been halted and the whole project is now under review. The following potential transfers have been factored in to the long-term financial plan based on an estimate of around £500,000 per annum revenue costs commencing April 2023. The Town Council would also be interested in delegation of street trading licensing. No funding is available for transferred assets and services. WC has indicated that it is only prepared to undertake further transfers on an all or nothing basis, although the town council has indicated that it would not wish to take over the Down Cemetery. No cemeteries have as yet been transferred from Wiltshire Council to town and parish councils. Car-parks are classed as strategic assets by WC and therefore not up for transfer:

- Barrow operative street cleaning service
- Recreation grounds:
 - Stallards including Judo Club, old Innox Hall site and Bradford Road car-park.
 - Elm Grove
 - Seymour
- Paxcroft Brook open space, incl. Cricket Gr'd.
- Biss Meadows
- Litter bins and emptying service
- Grass cutting, tree maintenance and hedge trimming:
- Trowbridge Cemetery
- Fly-tipping and Roadkill
- Wednesday Market

8.2 Health Services - (BSWCCG) is responsible for commissioning 'Primary Care' services to people registered with local GPs. Their latest newsletter was circulated to councillors on 17th December.

A range of services including clinics, maternity and minor injuries are provided at 'Trowbridge Hospital'. It is currently proposed that these services will transfer to a new build facility adjacent to the hospital and Trowbridge Health Centre. A planning application has been submitted. [20/03255/OUT](#)

8.2.1 GPs There are two practices in Trowbridge; Lovemead Group Practice (LGP), based at Roundstone Surgery www.roundstonesurgery.co.uk/ and Trowbridge Health Centre (THC) at Seymour and Wingfield Road branch www.trowbridgehealthcentre.com/ .

8.3 Dorset & Wiltshire Fire & Rescue Service – www.dwfire.org.uk

8.4 Wiltshire Police – Insp. Gill Hughes is sector Head, Trowbridge. Sgt Leighton Williams reports regularly to Council meetings. Councillors and the public are urged to sign up for [Community Messaging](#) including details of charges and crimes reported. To report non-emergency crimes use 101 or www.wiltshire.police.uk/Report_a_crime

8.4.1 Rough Sleeping - If anyone is sleeping-rough reports should be made via [StreetLink](#) which will be passed on to the team at WC. All rough sleepers referred Council are offered a bed for the night and are required to engage with their originating local council. Some of them decide not to accept the offer.

8.5 Wiltshire Association of Local Councils - [WALC](#) is the county association for town & parish councils, affiliated to NALC the National Association. Trowbridge Town Council is a member of both.

8.5.1 Wiltshire Super Councils Network – Includes those NALC members with a budget over £1 million: Salisbury, Chippenham, Devizes, Calne, Stratton St Margaret, Swindon North and Swindon South. Online meetings have been taking place, the group has written to the CEO of WC asking for improved communication with the largest town councils.

8.6 Swindon & Wiltshire Local Enterprise Partnership (SWLEP) – has withdrawn funding for the West Ashton relief road due to delays in progress, Wiltshire Council has confirmed that it will fund the gap.

8.7 Society of Local Council Clerks (SLCC) – The Council pays the fee for the Clerk to be a member of SLCC, which provides training and advice. The Town Clerk is a Director of SLCC and also a Fellow.

If you receive this report electronically the links in each section will take you to the relevant web page for more information about that organisation or project. If you want to be added to the e-mail circulation list, please contact the Town Clerk. The report is published six times per year prior to meetings of the Policy & Resources committee held in January, March, May, July, September and November.

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

APPENDIX A – ENERGY FROM WASTE INCINERATOR

APPENDIX B - DRAFT BUDGET 2021/2022

APPENDIX C - LOCAL PLAN REVIEW BRIEFING

APPENDIX A - ENERGY FROM WASTE INCINERATOR (AGENDA ITEM 8)



Briefing 6: Northacre Renewable Energy Ltd

Permit Number: EPR/CP3803LV/A001

27 November 2020

- Northacre Renewable Energy Ltd in Westbury have submitted their permit application to us.
- We now welcome your comments on their application during our consultation period.
- This briefing note explains how you can send us your comments.
- This briefing note also explains what we can and can't consider while we determine the permit.

Introduction

In February 2018 Northacre Renewable Energy Ltd (NREL) held a public meeting to discuss their plans with you for an Advanced Thermal Treatment plant (ATT) in Westbury, next door to the Mechanical and Biological Treatment Facility owned by The Hills Group. We wrote to you in April 2018 to explain the environmental permitting process should NREL submit a permit application for the site.

In June this year NREL announced that they wanted to change the proposed technology from gasification to incineration. We wrote to you on 16 July to explain how this change would affect the permit application process. NREL submitted their planning application to Wiltshire Council on 10 August.

We received their permit application on 20 August and now consider it duly made. 'Duly made' means that the application has enough relevant supporting information to allow us to start assessing it. We are prioritising the permit application to allow us to work more efficiently with Wiltshire Council, while they determine the planning application.

This briefing note explains more about the permit application by NREL, and how you can comment on it during our public consultation, which opens on today and will run until 22 January 2021.

What does the operator want to do?

Original planning permission for the site was granted in 2015. A planning variation application, to allow them to improve the visual impact of the development, was granted in January 2019. The third planning application, for the change in technology to incineration, is still being determined by Wiltshire Council.

The plant will use a process called incineration. This burns waste at high temperatures to generate electricity. Government policy currently considers it to be a renewable source of electricity as it uses waste that would otherwise go to landfill. It is in use in 47 sites across England in 2019.

By processing the waste from Northacre Resource Recovery next door, NREL aim to reduce long distance transport. They also plan to receive waste from other sources, including that which would historically have gone to landfill.

The proposals for the new facility state that it will burn 243 000 tonnes per year of solid recovered fuel (SRF), which will be used to generate over 200 000MWh per year.

The change in use of the site has meant the building has been redesigned. The plans can be viewed in NREL's community engagement slides, found at <https://northacre-energy.co.uk/downloads/>.

customer service line 03706 506 506

floodline 03459 88 11 88

incident hotline 0800 80 70 60

Page 1 of 3



The Environmental Permitting Process

What is our role?

We assess all permit applications to make sure they meet the requirements of the Environmental Permitting Regulations. Northacre Renewable Energy Ltd cannot operate the site without an environmental permit from us. If granted, a permit allows us to regulate the site, ensuring they use best available techniques, in order to prevent pollution and to minimise environmental and human health impacts.

How are the Environmental Permit and Planning systems different?

Planning permission usually needs to be sought from the local authority before any development takes place. This is separate and distinct from the permitting process. Planning permission can be granted by a local authority without an environmental permit in place and vice versa.

The planning system usually addresses the acceptability of a proposed new development in terms of the land use, location, the need for a facility, the amount of waste generated and wider issues, such as visual and traffic impact. The Environmental Permitting Regulations address the design and operation of the process to prevent pollution and minimise impacts on the environment and human health.

What do Northacre Renewable Energy Ltd need to do to be granted a permit?

NREL will need to demonstrate they are putting in place the necessary measures to protect human health and the environment. The permit application is accompanied by documents which detail how the applicant intends to protect the health of people and the wider environment. The plans will describe the measures to be taken which need to be appropriate to control the risks identified. The operator will need to show that what they propose uses the Best Available Technique for preventing or minimising emissions and impacts on the environment. It is expected that the company will continuously review and improve their plans.

How do we assess an environmental permit application?

When we consider a permit application we review the design of the proposed plant, how it will be operated, the emissions it will generate (to air, water and land) and whether it will have an adverse impact on people living nearby and the natural environment. If we decide to issue a permit we set conditions to limit these. The EU Industrial Emissions Directive (IED) sets out the necessary emissions limits to protect the environment and human health. In order to achieve these limits the operator will need to show that they will use the current Best Available Techniques (BAT). We cannot set permit conditions that go beyond what is currently specified by the IED and BAT.

We take advice on potential health impacts from Public Health England. They will refer to the IED and the emissions limits set to protect human health to inform their advice to us. We also consult other professional partners, such as Natural England and the Local Authority.

We also take into consideration the competence of the operator to run the facility.

What issues can you comment on in the consultation?

We have already committed to deal with the site as a Site of High Public Interest. This means we are consulting on the environmental permit application received from NREL due to the amount of public interest already shown in this site. We can only consider issues covered by the environmental permit and can only consider relevant factors and information in our permitting decision. We cannot consider if this is an appropriate location for this development as this is a planning matter and should be considered by Wiltshire Council. The table below shows which we can consider, and which are matters for the planning authority to consider.

customer service line	03706 506 506	floodline	03459 88 11 88
incident hotline	0800 80 70 60		



Permitting - Environment Agency	Planning - Wiltshire Council*
General operation of the site	Benefit to the local economy
Emissions to Air	Location of the site
Pollution to surface and ground water	Visual Impact
Noise Control	Flood Risk
Dust Control	Other Environmental Concerns
Pest Control	Operating Hours
Fire risk	Traffic Management to and from site
Odour Control	Whether the IED limits adequately protect health
	Issues covered by national government policy e.g. the waste hierarchy

*List not exhaustive

How can you comment in the consultation?

We now invite you to comment on this permit application. The permit application can be viewed online on our Consultation Portal, Citizen Space:

Online: <https://consult.environment-agency.gov.uk/psc/ba13-4we-northacre-renewable-energy-limited/>

We would encourage you to take part in this consultation online where possible, due to the changing Covid-19 restrictions.

This consultation will be open until 22 January 2021. If lockdown restrictions lift before then, a paper copy of the permit application will be available to view. We will be in touch with further details about this. If you need to access a paper copy before then, please contact our Customer Contact Centre on 03708 506 506. We may charge to cover copying costs.

You can send us your comments using our online consultation portal, Citizen Space, or by:

Email: pscpublicresponse@environment-agency.gov.uk

Post: Environment Agency Permitting and Support Centre, Land Team, Quadrant 2, 99 Parkway Avenue, Sheffield, S9 4WF.

We welcome feedback from everyone who has a view on the application, regardless of their age, sex, disability, marriage and civil partnership status, pregnancy or maternity status, race, religion or belief or their sexual orientation

We must receive your comments by 5pm on 22 January 2021. We will then review all the comments received before making our final decision on whether or not to grant an environmental permit. We will write to you again to inform you when the consultation closes, and again to inform you of our decision. If we decide to refuse the permit, Northacre Renewable Energy Ltd have the right to appeal this decision.

customer service line 03706 506 506

floodline 03459 88 11 88

incident hotline 0800 80 70 60

Page 3 of 3

Appendix B – DRAFT BUDGET 2021/202 (AGENDA ITEM 10)

Budget, Precept and Council Tax Charges for 2021/22		18 December 2020				incl. inflation at per annum 2%			NOTE: The generally accepted recommendation with regard to the appropriate minimum level of a Smaller Authority's General Reserve is that this should be maintained at between 3 and 12 months Net Revenue Expenditure (NRE). NRE (subject to any planned surplus or deficit) is effectively Precept less: any Loan Repayment and/or amounts included in Precept for Capital Projects and transfers to Earmarked Reserves. The reason for the wide range is to cater for the large variation in sizes of individual authorities. The smaller the authority the closer the figure should be to 12 months NRE, the larger the authority the nearer to 3 months. In practice, any authority with an NRE in excess of £200,000 should plan on 3 months. In all of this it is important that each authority adopt, as a General Reserve policy, the level appropriate to their size and situation and plan their Budget so as to ensure that the adopted level is maintained. Changes in activity levels/range of services provided will inevitably lead to changes in the requisite minimum level of General Reserve in order to provide working capital for those activities.
Department	Notes	Budget	Proposal	Change	Diff	Three year plan			
		2020-21 £	2021-22 £			2022-23 £	2023-24 £	2024-25 £	
Cultural Services 100	Museum Operation, Project and Grants to other cultural org's (Town Hall)	£113,719	£98,142	(£15,577)	-13.70%	£151,104	£154,126	£157,209	
Leisure Services 200	Includes Active Trowbridge, Woodmarsh, Studley Green and Doric Park	£182,110	£53,950	(£128,160)	-70.38%	£55,199	£56,473	£57,773	
Information Services	Includes TIC, Marketing and Events	£165,985	£155,064	(£10,921)	-6.58%	£158,165	£161,329	£164,555	
Policy & Resources - Democratic 401	Includes Heads of Service	£324,939	£324,093	(£846)	-0.26%	£330,575	£337,187	£343,931	
Policy & Resources - Grants 403	General and Core Funded	£19,500	£20,000	£500	2.56%	£20,400	£20,808	£21,224	
Policy & Resources - Resources 410	Finance and Human Resources	£130,545	£130,599	£54	0.04%	£133,211	£135,875	£138,592	
Neighbourhood Services 500	Park, Play Areas, Allotments, Churchyards and Street Services	£221,588	£212,449	(£9,139)	-4.12%	£216,698	£221,032	£225,453	
Venue Services 600	Civic Centre and Longfield	(£12,563)	£64,359	£76,922	119.52%	£33,000	£0	(£33,000)	
Facilities MUSEUM			£55,980			£57,100	£58,242	£84,906	
Facilities LEISURE			£12,309			£12,555	£12,806	£38,562	
Facilities NEIGHBOURHOODS			£80,842			£82,459	£84,108	£111,290	
Facilities VENUES			£14,400			£14,688	£14,982	£40,781	
Facilities OTHER 700	Buildings and vehicles	£394,715	£289,703	(£105,012)	-26.60%	£295,497	£301,407	£307,435	
Sub Total Net Revenue Expenditure		£1,540,538	£1,511,889	(£28,649)	-1.86%	£1,560,651	£1,558,374	£1,658,712	
Loan repayments MUSEUM A		£50,240	£49,657	(£583)	-1.16%	£49,657	£49,657	£49,657	
Loan repayments WOODMARSH	Equal installment of principal, therefore reduces total annually	£10,304	£10,134	(£170)	-1.65%	£9,964	£9,794	£9,623	
Loan repayments DORIC PARK	Fully costed from 2021/22	£25,573	£106,500	£80,927	316.46%	£106,500	£106,500	£106,500	
Loan repayments PARK STORAGE		£14,142	£7,071	(£7,071)	-50.00%	£7,071	£7,071	£7,071	
Loan repayments CIVIC CENTRE		£259,155	£259,155	£0	0.00%	£259,155	£259,155	£259,155	
Sub Total - loan repayments		£359,414	£432,517	£73,104	20.34%	£432,347	£432,177	£432,006	
Add: Amount to Reserves	Increase general reserves to 3 months of revenue expenditure	£62,500	£18,900	(£43,600)	-69.76%	£75,500	£75,500	£36,300	
Add: amount for transfers from WC	incl litter bins, recreation grounds, cemetery and grass cutting	£40,000	£0	(£40,000)	-100.00%	£64,000	£296,000	£414,300	
Sub Total - reserves		£102,500	£18,900	(£83,600)	-81.56%	£139,500	£371,500	£450,600	
TOTAL EXPENDITURE		£2,002,452	£1,963,306	(£39,146)	-1.95%	£2,132,498	£2,362,051	£2,541,318	
Less income from other sources									
Community Infrastructure Levy	Based on 20% of current pipeline being delivered in 2021/2022	(£65,500)	(£22,000)	£43,500	-66.41%	(£56,250)	(£112,500)	(£112,500)	
TOTAL net		£1,936,952	£1,941,306	£4,354	0.22%	£2,076,248	£2,249,551	£2,428,818	
September CPI			0.50%						
The effect of this change on the Council Tax Charge for Band D properties									
Band D equivalents (COUNCIL TAX BASE)	Reduced 2021 due to impact of Covid on numbers receiving C T B	11740.34	11592.82			11700.00	12000.00	12300.00	
Change in Band D equivalents	Add new homes, minus Council Tax Benefit claimants			-147.52	-1.26%	107.18	300.00	300.00	
Net requirement (PRECEPT)		£1,936,952	£1,941,306	£4,354	0.22%	£2,076,248	£2,249,551	£2,428,818	
Council Tax Charge (Band D property)		£164.98	£167.46	£2.48	1.50%	£177.46	£187.46	£197.46	

TARGET RESERVES	
25% £	414,678
3 months net revenue expenditure 24/25	
b/f 2020	£ 146,002
add 2021-25	£ 268,700
Total	£ 414,702
WC transfers	400,000 to 23/24

Assumes Ashton Park / WHSAP development commences 2021 - 2023 @ 300 houses per annum at £2500 per house @ 15% of CIL

Cultural Services Budget		Printed 18 December 2020					Difference
		done	done	done	done	done	
		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	
101	Museum Operation						
	EXPENDITURE						
4001	Staff-Salaries (230.5 hrs/wk)	£48,718	£69,035	£108,821	£145,603	£142,390	£3,213
4002	Employer National Insurance	£3,958	£5,743	£8,975	£12,382	£11,102	£1,280
4003	Pension	£7,210	£11,959	£16,766	£30,140	£28,051	£2,089
4008	Staff-Training (Project)	£713	£0	£1,007	£1,632	£1,153	£480
4009	Staff-Travelling (Project)	£154	£150	£463	£500	£576	-£76
4013	Rent			£8,000	£0	£0	£0
4016	Cleaning Mats	£56	£0	£56	£0	£200	-£200
4020	Miscellaneous	£0	£131	£165	£0	£0	£0
4022	Postage	£0	£0	£25	£0	£0	£0
4024	Subscriptions	£665	£395	£1,326	£1,184	£1,250	-£66
4026	Printing/Publicity (Project)	£348	£505	£920	£1,428	£0	£1,428
4032	Marketing (Project)	£0	£0	£0	£8,029	£10,000	-£1,971
4036	Equipment-Purchases (Project)	£310	£0	£528	£0	£1,000	-£1,000
4037	Equipment Maintenance	£0	£30	£108	£100	£250	-£150
4053	Loan Repayments Interest	£986	£11,983	£13,664	£23,925	£22,949	£976
4054	Loan Repayments Capital	£6,420	£20,445	£12,925	£26,315	£26,708	-£393
4071	CRB/DBS	£75	£0	£91	£220	£220	£0
4101	Conservation & Collection Management (Project)	£0	£0	£941	£0	£2,000	-£2,000
4102	Cost of Temp.Exhibitions	£2,127	£0	£2,111	£4,000	£4,000	£0
4103	Equipment-Insurance DELETE	£251	£185	£531	£2,636	£0	£2,636
4104	Insurance-Exhibits (Jelf)	£0	£0	£0	£2,000	£2,750	-£750
4106	Education Expenses (Project)	£590	£4,462	£2,501	£3,328	£5,000	-£1,672
4169	Refreshments/Water	£10	£5	£79	£200	£200	£0
4196	Shop Stock	£0	£0	£0	£5,000	£10,000	-£5,000
4199	Events and Catering		£0	£0	£5,000	£4,500	£500
4972	HLF Transfer	£0	£0	£0			£0
4978	Adjustment for Project	(£13,578)	(£44,650)	(£40,867)	(£106,913)	£0	-£106,913
	Sub-Total Expenditure	£59,013	£80,378	£139,136	£166,709	£274,299	-£107,590
	INCOME						
1001	Grants	(£500)	£0	(£500)	£0	(£80,000)	£80,000
	Contribution from Reserves					(£20,000)	
1002	Donations	(£713)	(£5,147)	(£783)	(£750)	(£3,000)	£2,250
1009	Other (Events)	(£135)	£0	(£148)	£0	£0	£0
1011	Education	(£727)	£0	(£2,042)	(£5,000)	(£7,000)	£2,000
1112	Museum Shop	£0	£0	£0	(£6,000)	(£16,000)	£10,000
1113	Workshops	(£95)	£0	(£358)	(£500)	(£3,000)	£2,500
1114	Collections	(£1,179)	£0	(£1,017)	(£500)	(£500)	£0
1121	Events and Fundraising		(£4,378)		(£8,000)	(£10,000)	£2,000
	Sub-Total Income	(£3,349)	(£9,525)	(£4,848)	(£20,750)	(£139,500)	£118,750
101	Net budgeted cost (Museum Operation)	£55,664	£70,853	£134,288	£145,959	£134,799	£11,160

		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
104	Grants Cultural						
	EXPENDITURE						
4730	Grants Historic Building	£2,636	£79	£2,636	£3,000	£3,000	£0
4917	TFR From Cil Reserve			(£20,000)			£0
4711	Grants Trowbridge Town Hall Trust	£10,057	£3,044	£20,125	£15,000	£10,000	£5,000
	Sub Total Expenditure	£12,693	£3,123	£2,761	£18,000	£13,000	£5,000
	INCOME						
1009	Income - Other	£0	£0	£0	£0	£0	£0
	Sub Total Income	£0	£0	£0	£0	£0	£0
104	Net budgeted cost (Grants Cultural)	£12,693	£3,123	£2,761	£18,000	£13,000	£5,000
101	Net budgeted cost (Museum Operation)	£55,664	£70,853	£134,288	£145,959	£134,799	£11,160
102	Net budgeted cost (Museum Project)	£0	(£26,224)	£157	£0	£0	£0
104	Net budgeted cost (Grants Cultural)	£12,693	£3,123	£2,761	£18,000	£13,000	£5,000
100	CULTURAL SERVICES	£68,357	£47,752	£137,206	£163,959	£147,799	£16,160
				ACTUAL	ESTIMATE	BUDGET	
	Reserves brought forward			2019/2020	2020/2021	2021/2022	
	UNSPENT LOAN - Museum project			£483,442	£136,939	£0	
	Earmarked Reserves - Museum Project			£37,663	£0	£20,000	
	RESERVES EXPENDITURE						
	UNSPENT LOAN - Museum project			(£796,346)	(£136,939)	£0	
	Contribution from reserves			(£37,663)	£0	(£20,000)	
	RESERVES INCOME						
	UNSPENT LOAN - Museum project			£449,843	£0	£0	
	Contribution to reserves			£0	£20,000	£0	
	Net change in reserves			(£384,166)	(£116,939)	(£20,000)	
	Balance carried forward			£136,939	£20,000	£0	

		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
265	Active Trowbridge						
	EXPENDITURE						
4001	Staff Salaries (567.58 hrs/wk)	£201,903	£54,187	£404,466	£423,288	£333,820	£89,468
4002	Employer National Insurance	£12,824	£5,002	£25,303	£31,517	£25,042	£6,475
4003	Pension	£38,272	£30,444	£73,130	£89,691	£65,763	£23,928
4006	Staff Salaries, Casuals	£8,467	£0	£10,233	£10,000	£5,000	£5,000
4007	Staff Clothing	£398	£0	£617	£2,250	£1,271	£979
4008	Staff Training/Conference Fees	£2,980	£83	£4,171	£3,190	£2,838	£353
4009	Travel Expenses	£35	£83	£374	£200	£200	£0
4026	Printing/Publicity	£1,009	£0	£1,221	£2,750	£1,500	£1,250
4036	Equipment Purchases	£1,443	£68	£1,929	£2,000	£2,000	£0
4037	Equipment Maintenance	£242	£0	£1,368	£2,250	£2,250	£0
4071	CRB/DBS Checks	£119	£0	£175	£340	£340	£0
4127	Fuel	£335	£0	£351	£850	£0	£850
4129	Siemens Holiday Club	£0	£0	£0	£4,400	£4,400	£0
4158	School Service Purchases	£552	£70	£1,198	£1,200	£500	£700
4160	Holiday Activities incl venue hire	£23	£145	£315	£1,000	£1,500	-£500
	Sub-Total Expenditure	£268,602	£90,082	£524,851	£574,926	£446,424	£128,503
	INCOME						
1001	Grants			(£3,869)	£0	£0	£0
1042	Coaching	(£103,493)	(£393)	(£238,068)	(£225,000)	(£165,000)	-£60,000
1062	Minibus	(£2,061)	£759	(£3,344)	(£4,000)	(£4,000)	£0
1109	Roadshows	(£21,640)	£488	(£27,172)	(£22,000)	(£15,000)	-£7,000
1116	Active Extras	£0	£0	£0	(£12,000)	(£13,000)	£1,000
1129	Siemens kids camp		£0	£0	(£18,200)	(£18,200)	£0
	Community football					(£18,200)	£18,200
1240	Fun Days	(£62,562)	(£11,594)	(£75,545)	(£74,000)	(£62,500)	-£11,500
	Sub-Total Income	(£189,756)	(£10,740)	(£347,998)	(£355,200)	(£295,900)	-£59,300
265	Net budgeted cost (Active Trowbridge)	£78,846	£79,342	£176,853	£219,726	£150,524	£69,203
203	Grants - Leisure						
	EXPENDITURE						
4298	Grants Trowbridge Future	£10,000	£10,000	£10,000	£10,000	£10,000	£0
4911	TRF to Earmarked reserves		£30,220	£0	£0	£0	£0
	Sub Total Expenditure	£10,000	£40,220	£10,000	£10,000	£10,000	£0
	INCOME						
1001	Grants	£0	(£30,220)		£0	£0	£0
	Sub Total Income	£0	(£30,220)	£0	£0	£0	£0
	Net budgeted cost (Grants Leisure)	£10,000	£10,000	£10,000	£10,000	£10,000	£0
271	Woodmarsh						
	EXPENDITURE						
4036	Equipment Purchases	£983	£0	£983	£0	£0	£0
4053	Loan Repay Interest loan number 505610	£2,342	£2,257	£4,640	£4,471	£4,301	£170
4054	Loan Repay Capital loan number 505610	£2,917	£2,917	£8,750	£5,833	£5,833	-£0
4911	TRF To Earmarked Reserve			£11,853			£0
4912	TRF From Earmarked Reserve	£0	£0	(£2,917)	£0	£0	£0
	Sub- Total Expenditure	£6,242	£5,174	£23,309	£10,304	£10,134	£170
	INCOME						
1000	Rent Woodmarsh TTFC (see projects)	(£9,238)	(£4,614)	(£9,238)	(£9,386)	(£9,433)	£47
1001	Grants Income	(£18,644)	£0	(£12,836)	£0	£0	£0
	Sub- Total Income	(£27,882)	(£4,614)	(£22,074)	(£9,386)	(£9,433)	£47
271	Net budgeted cost (Woodmarsh)	(£21,640)	£560	£1,235	£918	£702	£216

		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
270	Doric Park was 526						
	EXPENDITURE						
4001	Staff Salaries,				£6,555	£9,781	-£3,226
4002	Staff Nat. Insurance				£607	£159	£448
4003	Staff Pension				£1,318	£1,927	-£609
4008	Staff Training/Conference Fees				£70	£185	-£115
4011	Rates	£658	£766	£1,316	£5,000	£2,300	£2,700
4012	Water	£13	£0	£37	£270	£350	-£80
4014	Electricity			£0	£11,075	£4,000	£7,075
4021	Telephone				£1,200	£600	£600
4023	Stationary				£200	£140	£60
4025	Insurance				£1,300	£3,000	-£1,700
	Equipment				£10,300	£10,300	£0
4036	Capital Purchases (Sport Pitches)	£1,665	£0	£0	£2,525,711	£2,909,091	-£383,380
4056	Legal & Professional Fees	£1,600	£44,243	£0	£252,571	£290,909	-£38,338
4019	Service Charges				£19,819	£4,327	£15,492
4038	Building Maintenance			£0	£2,500	£2,500	£0
2032	Publicity etc				£800	£800	£0
4053	Loan Repay Interest loan number 505610				£52,291	£56,500	-£4,209
4054	Loan Repay Capital loan number 505610				£50,000	£50,000	£0
4145	Vending Expenditure				£2,000	£750	£1,250
4147	Equipment Replacement				£1,500	£1,500	£0
4148	3G Sinking Fund				£28,435	£7,108.75	£21,326
4149	Club House Sinking Fund				£10,000	£0	£10,000
4912	TRF From Earmarked reserves		(£43,856)	£0	£0	(£542,110)	£542,110
4917	TRF From CIL reserves			(£5,355)	£0	(£40,000)	£40,000
	Sub- Total Expenditure	£3,936	£1,153	(£4,002)	£2,983,522	£2,774,117	£209,405
	INCOME						
1243	Fees				(£87,480)	(£59,400)	-£28,080
	Sponsorship				(£10,000)	(£2,500)	-£7,500
1001	Grant Income			£0	(£500,000)	(£488,908)	-£11,092
1096	Loan				(£1,800,000)	(£2,200,000)	£400,000
	Room hire				(£36,000)	(£9,000)	-£27,000
	Vending income				(£6,000)	(£1,500)	-£4,500
1108	SI06 Grant	£0	£0	£0	(£555,000)	£0	-£555,000
	Sub- Total Income	£0	£0	£0	(£2,994,480)	(£2,761,308)	-£233,172
270	Net budgeted cost (Doric Park)	£3,936	£1,153	(£4,002)	(£10,958)	£12,809	-£23,767

		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
267	Recreational Park - Tennis Courts						
	EXPENDITURE						
4032	Publicity	£0	£0	£0	£300	£300	£0
4036	Equipment Purchases	£39,493	£0	£0	£0	£0	£0
4117	LTA Subscription	£165	£165	£330	£350	£350	£0
4911	Contribution to reserves	£11,349	£0	£11,349	£0	£0	£0
	Sub-Total Expenditure	£51,007	£165	£11,679	£650	£650	£0
	INCOME						
1001	Grants Receivable	(£2,170)	£0	£0	£0	£0	£0
1009	Income Other	(£107)	£0	(£107)	(£300)	(£300)	£0
1050	Key Fob Sales	(£982)	(£2,184)	(£1,183)	(£1,000)	(£2,300)	£1,300
1058	Multi-Sports Court bookings	(£160)	(£515)	(£530)	(£300)	(£1,000)	£700
1108	S106 Grant	(£51,295)	£0	£0	£0	£0	£0
1055	Pay & Play	(£713)	(£417)	(£780)	(£750)	(£500)	-£250
	Sub-Total Income	(£55,427)	(£3,116)	(£2,600)	(£2,350)	(£4,100)	£1,750
267	Net budgeted cost (Tennis Courts)	(£4,420)	(£2,951)	£9,079	(£1,700)	(£3,450)	£1,750
265	Net budgeted cost (Active Trowbridge)	£78,846	£79,342	£176,853	£219,726	£150,524	£69,203
271	Net budgeted cost (Woodmarsh)	(£21,640)	£560	£1,235	£918	£702	£216
270	Net budgeted cost (Doric Park)	£3,936	£1,153	(£4,002)	(£10,958)	£12,809	-£23,767
267	Net budgeted cost (Tennis Courts)	(£4,420)	(£2,951)	£9,079	(£1,700)	(£3,450)	£1,750
203	Net budgeted cost (Grants Leisure)	£10,000	£10,000	£10,000	£10,000	£10,000	£0
200	LEISURE SERVICES	£66,722	£88,104	£193,165	£217,987	£170,584	£47,403
				ACTUAL	ESTIMATE	BUDGET	
	Reserves Brought Forward			2019/2020	2020/2021	2021/2022	
	Earmarked Reserves - DORIC PARK			£0	£452,229	£542,110	
	Earmarked Reserves - WOODMARSH			£0	£11,853	£11,853	
	RESERVES EXPENDITURE						
	Contribution from Reserves - DORIC PARK			£0	£0	(£542,110)	
	Contribution from Reserves - WOODMARSH			£0	£0	(£11,853)	
	RESERVES INCOME						
	Contribution to Reserves - DORIC PARK			£452,229	£89,881	£0	
	Contribution to reserves - WOODMARSH			£11,853	£0	£0	
	Net change in reserves			£464,082	£89,881	(£553,963)	
	Balance carried forward			£464,082	£553,963	£0	

Information Services Budget		done	done	Printed	18 December 2020		
		done	done	done	done	done	
		Actual	Actual	Actuals	Budget	Budget	Difference
		To Sept 19	To Sept 20	Last year	approved	proposal	
		(half year)	(half year)	2019/2020	2020/2021	2021/2022	
274	Trowbridge Events						
	EXPENDITURE						
4152	Carnival (Country fayre - September)	£0	£0	£5,000	£3,000	£3,000	£0
4159	Other Events	£1,919	£2	£2,000	£1,500	£1,500	£0
	Beat the Street					£1,000	-£1,000
4130	October Festival (Apple Fair)		£0	£0	£1,500	£1,500	£0
4170	Active Festival (July)	£8,681	£822	£9,742	£10,000	£3,000	£7,000
4551	Christmas Lights (end November)	£0	£0	£22,140	£20,000	£20,000	£0
4710	Armed Forces/Heritage event (June)	£7,141	£0	£7,141	£7,000	£3,000	£4,000
4731	Weavers Market (incl. May Fayre)	£705	£0	£705	£1,500	£1,500	£0
4733	Pancake Race (shrove Tuesday Feb/March)	£0	£0	£0	£100	£100	£0
4736	Rememberance (2nd Sunday November)	£0	£0	£468	£1,000	£1,000	£0
	Sub-Total Expenditure	£18,446	£824	£47,196	£45,600	£35,600	£10,000
	INCOME						
1106	Active Festival Income	(£1,202)	(£264)	(£1,085)	(£1,250)	£0	-£1,250
1119	Christmas Lights		£0	£0	(£2,000)	(£2,000)	£0
1120	Other Events		£0	(£7,279)	(£5,000)	(£5,000)	£0
	Sub-Total Income	(£1,202)	(£264)	(£8,364)	(£8,250)	(£7,000)	-£1,250
267	Net budgeted cost (Events)	£17,244	£560	£38,832	£37,350	£28,600	£8,750
		Actual	Actual	Actuals	Budget	Budget	Difference
202	Mayor	To Sept 19	To Sept 20	Last year	approved	proposal	
		(half year)	(half year)	2019/2020	2020/2021	2021/2022	
	EXPENDITURE						
4155	Civic Events (Service & Gathering)	£1,262	£0	£3,586	£2,000	£2,000	£0
4279	Mayor's Allowance	£0	£0	£0	£300	£300	£0
4280	Mayor's Expenses	£432	£667	£930	£2,500	£2,500	£0
4286	Civic Regalia	£501	£448	£1,944	£1,000	£1,000	£0
4287	Town Crier	£0	£0	£1,000	£1,000	£1,000	£0
4298	TCAF Cont		£125				£0
4289	Mayor's Civic Dinner	£275	£0	£5,958	£7,500	£7,500	£0
4290	Twinning	£680	£0	£700	£2,000	£2,000	£0
	Sub Total Expenditure	£3,150	£1,240	£14,118	£16,300	£16,300	£0
	INCOME						
1041	Income - Civic Dinner		£0	(£3,471)	(£4,500)	(£4,500)	£0
	Sub Total Income	£0	£0	(£3,471)	(£4,500)	(£4,500)	£0
202	Net budgeted cost (Mayor)	£3,150	£1,240	£10,647	£11,800	£11,800	£0

		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
269	Information Services (Was TIC 515)						
	EXPENDITURE						
4001	Staff Salaries (143 hrs/wk)	£39,844	£41,577	£80,936	£83,940	£87,909	-£3,969
4002	Employer National Insurance	£2,581	£2,850	£5,387	£5,868	£6,222	-£354
4003	Pension	£8,021	£8,697	£16,398	£17,562	£17,318	£244
4006	Staff Salaries, Casuals		£0	£0	£900	£0	£900
4007	Staff Clothing	£91	£0	£373	£750	£750	£0
4008	Staff Training/Conference Fees	£142	£0	£627	£715	£715	£0
4009	Travel Expenses	£20	£0	£107	£300	£300	£0
4022	Postage	£747	£0	£2,314	£1,500	£750	£750
4024	Subscriptions (Visit Wiltshire & GWW)	£1,340	£2,674	£3,178	£3,400	£3,500	-£100
4026	Printing/Publicity	£84	£0	£216	£500	£500	£0
4032	Marketing (transfer from Democratic)	£11,516	£77	£23,431	£22,000	£15,000	£7,000
4036	Equipment Purchases	£57	£0	£600	£200	£200	£0
4037	Equipment Maintenance	£2	£0	£2	£200	£200	£0
4052	Bank Charges	£514	£211	£1,041	£1,200	£1,200	£0
4194	Duck food	£207	£24	£295	£600	£600	£0
4183	Souvenirs	£208	£62	£349	£400	£400	£0
4185	Radar Keys	£250	£0	£250	£250	£250	£0
	Sub-Total Expenditure	£65,624	£56,172	£135,504	£140,285	£135,814	£4,471
	INCOME						
1001	Grants received	£0	£0	£0	£0	£0	£0
1009	Other Income (Photocopy/Postage/	(£68)	£0	(£827)	(£300)	(£500)	£200
1033	Hanging Baskets and Roundabouts	(£10,468)	(£2,680)	(£9,715)	(£16,000)	(£13,500)	-£2,500
1080	Chandlers	(£58)	£0	(£116)	£0	£0	£0
1083	National Express	(£387)	(£39)	(£641)	(£1,000)	(£1,000)	£0
1084	National Rail	(£982)	£0	(£982)	£0	£0	£0
1087	Souvenirs	(£469)	(£37)	(£695)	(£1,000)	(£1,000)	£0
1088	Other events/ booking fees - 274	(£7,078)	(£474)	(£7,279)	(£4,000)	(£4,000)	£0
1090	Radar Keys	(£173)	(£14)	(£250)	(£350)	(£350)	£0
1110	Duck Food	(£384)	(£58)	(£624)	(£800)	(£800)	£0
	Sub-Total Income	(£20,067)	(£3,302)	(£21,129)	(£23,450)	(£21,150)	-£2,300
269	Net budgeted cost (Information Services)	£45,557	£52,870	£114,375	£116,835	£114,664	£2,171
202	Net budgeted cost (Mayor)	£3,150	£1,240	£10,647	£11,800	£11,800	£0
274	Events	£17,244	£560	£38,832	£37,350	£28,600	£8,750
269	Net budgeted cost (Information Services)	£45,557	£52,870	£114,375	£116,835	£114,664	£2,171
200	INFORMATION SERVICES	£65,951	£54,670	£163,854	£165,985	£155,064	£10,921

Policy & Resources Budget		DONE 16/10		Printed	18 December 2020		
		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
401	Democratic						
	EXPENDITURE						
4001	Staff Salaries (136 hrs/wk)	£109,784	£113,111	£221,613	£233,239	£233,749	-£510
4002	Employer National Insurance	£11,686	£12,342	£23,789	£25,302	£25,823	-£521
4003	Pension	£20,756	£23,724	£42,306	£48,280	£46,049	£2,231
4008	Staff-Training & Development	£449	£2,907	£1,143	£895	£865	£30
4009	Staff-Travelling Expenses	£87	£15	£98	£448	£433	£16
4018	Investors In People	£5,210	£187	£5,325	£1,000	£1,000	£0
4024	Subscriptions	£2,609	£2,185	£5,308	£5,100	£5,000	£100
4028	Books and Publicatons	£12	£0	£26	£175	£175	£0
4055	Accountancy Services	£1,625	£1,335	£4,988	£5,000	£5,000	£0
4057	External Audit	£400	£0	£3,200	£2,800	£3,200	-£400
4064	Internal Audit	£540	£640	£1,500	£2,100	£1,700	£400
4291	Members Expenses	£0	£0	£17,644	£100	£600	-£500
4292	Members Training	£0	£0	£65	£500	£500	£0
	Sub Total Expenditure	£153,158	£156,446	£327,005	£324,939	£324,093	£846
	INCOME						
1009	Income - Other	£0	£0	£0	£0	£0	£0
	Sub Total Income	£0	£0	£0	£0	£0	£0
401	Net budgeted cost (Democratic)	£153,158	£156,446	£327,005	£324,939	£324,093	£846
		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
403	Grants						
	EXPENDITURE						
4701	Grants General	£8,930	£500	£8,930	£10,000	£10,000	£0
4702	Grants Core Funded	£9,000	£0	£9,000	£9,500	£10,000	-£500
	Sub Total Expenditure	£17,930	£500	£17,930	£19,500	£20,000	-£500
	INCOME						
1009	Income - Other	£0	£0	£0	£0	£0	£0
	Sub Total Income	£0	£0	£0	£0	£0	£0
403	Net budgeted cost (Grants)	£17,930	£500	£17,930	£19,500	£20,000	-£500

		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
410	Resources						
	EXPENDITURE						
4001	Staff Salaries (148 hrs/wk)	£46,744	£46,131	£91,356	£96,612	£99,598	-£2,986
4002	Staff - National Insurance	£2,207	£3,667	£5,146	£8,568	£8,980	-£412
4003	Pension	£7,958	£9,549	£16,982	£19,998	£19,621	£377
4008	Staff - Training & Development	£235	£313	£745	£2,555	£740	£1,815
4009	Staff - Travelling Expenses	£36	£0	£184	£278	£370	-£92
4020	Miscellaneous Expenses	£42	£0	£42	£0	£0	£0
4023	Stationery	£1,272	£386	£2,046	£2,000	£1,000	£1,000
4025	Insurance	£1,415	£1,250	£2,993	£3,634	£3,390	£244
4052	Bank Charges	£69	£64	£69	£0	£0	£0
4950	Contribution to reserves* (see summary)		£31,250		£62,500	£18,900	£43,600
4951	Contribution to VVC asset transfer reserves* (see summary)		£20,000		£40,000	£0	£40,000
	Sub Total Expenditure	£59,978	£112,610	£119,563	£236,145	£152,599	£83,546
	INCOME						
1009	Income Other	£0	£0	£0	(£100)	(£100)	£0
1176	Inc-Precept (see summary)						£0
1191	Income - Bank Interest	(£1,610)	(£179)	(£2,518)	(£3,000)	(£3,000)	£0
	Sub Total Income	(£1,610)	(£179)	(£2,518)	(£3,100)	(£3,100)	£0
410	Net budgeted cost (Resources)	£58,368	£112,431	£117,045	£233,045	£149,499	£83,546
401	Net budgeted cost (Democratic)	£153,158	£156,446	£327,005	£324,939	£324,093	£846
403	Net budgeted cost (Grants)	£17,930	£500	£17,930	£19,500	£20,000	-£500
410	Net budgeted cost (Resources)	£58,368	£112,431	£117,045	£233,045	£149,499	£83,546
400	POLICY & RESOURCES	£229,456	£269,377	£461,980	£577,484	£493,592	£83,892
		Cum Actuals To Sept 19	Cum Actuals To Sept 19	Actuals Last year 2018/2019	Budget Proposal 2020/2021	Budget Proposal 2020/2021	Difference
420	Community Infrastructure Levy						
	EXPENDITURE						
	Transfer to CIL reserve	£0	£2,796	£0	£0	£0	£0
4128	CIL transfer to projects	£51,484	£0	£84,619	£65,500	£22,000	£43,500
	Sub Total Expenditure	£51,484	£2,796	£84,619	£65,500	£22,000	£43,500
	INCOME						
1107	Inc-CIL receipts (@15%) (excl from budget)	(£51,484)	(£2,796)	(£84,619)	(£65,500)	(£22,000)	-£43,500
	Sub Total Income	(£51,484)	(£2,796)	(£84,619)	(£65,500)	(£22,000)	-£43,500
420	Net budgeted cost (CIL)	£0	£0	£0	£0	£0	£0
				ACTUAL	ESTIMATE	BUDGET	
	RESERVES BROUGHT FORWARD			2019/2020	2020/2021	2021/2022	
	CIL reserve			£0	£0	£0	
	Transfers from Wiltshire Council Fund			£0	£0	£40,000	
	General Reserves Fund			£99,273	£146,002	£168,502	
	sub-total			£99,273	£146,002	£208,502	
	RESERVES EXPENDITURE						
	CIL reserve			(£84,619)	(£25,000)	(£22,000)	
	Contribution from reserves			£0	£0	£0	
	RESERVES INCOME						
	CIL reserve			£84,619	£25,000	£22,000	
	Contribution to Transfers from Wiltshire Council Fund			£0	£40,000	£0	
	Contribution to reserves			£46,729	£62,500	£18,900	
	Net change in reserves			£46,729	£62,500	£18,900	
	RESERVES BALANCE CARRIED FORWARD			£146,002	£208,502	£227,402	

Neighbourhood Services Budget		Printed 18 December 2020					
		done	done	done	done	done	
		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
504	Projects						
	EXPENDITURE						
4511	Investment in Assets - Other	£3,750	£0	£3,750	£5,000	£5,000	£0
4912	Investment in Assets - Other	£0	£0	(£7,903)			£0
4506	CATG Match Funding	£2,506	£0	£4,153	£10,000	£10,000	£0
	Sub Total Expenditure	£6,256	£0	£0	£15,000	£15,000	£0
	INCOME						
1001	Grants		(£4,884)				£0
1009	Income - Other	£0	(£1,515)	£0	£0	£0	£0
	Sub Total Income	£0	(£6,399)	£0	£0	£0	£0
404	Net budgeted cost (CATG Projects)	£6,256	(£6,399)	£0	£15,000	£15,000	£0
509	Play Areas						
	EXPENDITURE						
4025	Insurance	£4,283	£4,173	£9,546	£14,478	£13,500	£978
4035	Grounds Maintenance	£2,830	£4,236	£8,353	£8,634	£9,000	-£366
4036	Equipment Purchases Play Area Capital Improvements	£16,452	£4,960	£49,295	£126,366	£20,000	£106,366
4038	Play Area Maintenance/ Repairs	£1,445	£10,026	£14,104	£15,000	£22,700	-£7,700
4912	TRF from Earmarked Reserves	(£12,978)	£0	(£31,160)	(£35,000)	(£20,000)	-£15,000
4911	TRF to Earmarked reserves	£0	£0	(£8,076)			£0
	Sub- Total Expenditure	£12,032	£23,395	£42,062	£129,478	£45,200	£84,278
	INCOME						
1001	Grants	£0	£0	£0	(£70,000)	£0	-£70,000
1059	Transfer fee from WC			£0	£0	£0	£0
1108	S106 Grants	(£3,474)	£0	(£32,642)	(£3,474)	£0	-£3,474
	Sub- Total Income	(£3,474)	£0	(£32,642)	(£73,474)	£0	-£73,474
509	Net budgeted cost (Play Areas)	£8,558	£23,395	£9,420	£56,004	£45,200	£10,804
518	Neighbourhood Services General						
	EXPENDITURE						
4001	Staff Salaries (111 hrs/wk)	£25,878	£26,314	£55,864	£61,719	£62,145	-£426
4002	Employer National Insurance	£1,983	£2,068	£4,335	£4,944	£3,811	£1,133
4003	Pension	£5,236	£5,465	£11,299	£12,776	£12,243	£533
4007	Staff Clothing	£500	£0	£646	£450	£600	-£150
4008	Staff Training/ Conference Fees	£928	£70	£1,555	£1,560	£555	£1,005
4009	Travel Expenses	£5	£0	£5	£100	£278	-£178
4014	Electricity		£0	£93			£0
4020	Miscellaneous	£0	£0	£41	£0	£0	£0
4035	Ground Maintenance incl floral displays	£13,823	£35,172	£34,557	£41,500	£42,000	-£500
4036	Equipment Purchases	(£178)	£1,979	£253	£1,000	£2,000	-£1,000
4127	FUEL		£0	£23		£300	-£300
4128	Waste Disposal		£0			£4,000	-£4,000
	Sub-Totals Expenditure	£54,927	£71,068	£108,671	£124,049	£127,931	-£3,882
	INCOME						
1001	Grants	£0	£11,125	£11,125	£0	£0	£0
1123	Street cleaning income		£0		(£5,000)	(£5,000)	£0
1009	Other Income	£0	£0	£0	(£2,400)	(£2,400)	£0
	Sub-Totals Income	£0	£11,125	£11,125	(£7,400)	(£7,400)	£0
518	Net budgeted cost (Neighbourhood Services Gen	£54,927	£82,193	£119,796	£116,649	£120,531	-£3,882

		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
521	Closed Churchyards x3						
	EXPENDITURE						
4035	Grounds Maintenance	£1,659	£2,488	£4,725	£7,500	£7,500	£0
	Sub- Total Expenditure	£1,659	£2,488	£4,725	£7,500	£7,500	£0
	INCOME						
1009	Other Income	£0	£0	£0	£0	£0	£0
	Sub- Total Income	£0	£0	£0	£0	£0	£0
521	Net budgeted cost (Churchyards)	£1,659	£2,488	£4,725	£7,500	£7,500	£0
		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
524	Park						
	EXPENDITURE						
4012	Water		£0	£5,976			£0
4014	Electric		£0	(£107)			£0
4025	Insurance	£679	£518	£1,857	£660	£650	£10
4035	Grounds Maintenance	£12,481	£15,942	£28,423	£39,080	£35,000	£4,080
4038	Premises Repairs	£1,737	£2,605	£2,763	£0	£0	£0
4556	Demolition of Toilets	£3,650	£0	£3,650	£0	£0	£0
	Sub- Total Expenditure	£18,547	£19,065	£42,562	£39,740	£35,650	£4,090
524	INCOME						
1000	Rent Rec	£0	£0	(£6,755)	£0	£0	£0
1117	Rent Bowls club neighbourhoods	(£3,377)	(£1,643)	£0	(£3,286)	(£3,302)	£16
1118	Rent Kiosk neighbourhoods		(£1,831)		(£4,000)	(£4,000)	£0
1009	Income Other		£0	£0	£0	£0	£0
	Sub- Total Income	£0	(£3,474)	(£6,755)	(£7,286)	(£7,302)	£16
524	Net budgeted cost (Park)	£18,547	£15,591	£35,807	£32,454	£28,348	£4,106
		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
525	Allotments						
	EXPENDITURE						
4012	Water	(£100)	£430	£154	£500	£500	£0
4025	Insurance	£101	£90	£214	£221	£200	£21
4035	Grounds Maintenance	£0	£0	£0	£0	£0	£0
4038	Premises Repairs	£15	£0	£1,546	£100	£100	£0
4544	Computers	£84	£0	£169	£170	£170	£0
	Sub- Total Expenditure	£100	£520	£2,083	£991	£970	£21
	INCOME						
1000	Rent (garages)	(£2,000)	(£1,454)	(£2,200)	(£4,400)	(£2,300)	-£2,100
1009	Allotments Income	(£1,305)	(£1,381)	(£2,754)	(£2,610)	(£2,800)	£190
	Sub- Total Income	(£3,305)	(£2,835)	(£4,954)	(£7,010)	(£5,100)	-£1,910
525	Net budgeted cost (Allotments)	(£3,205)	(£2,315)	(£2,871)	(£6,019)	(£4,130)	-£1,889
504	Net budgeted cost (CATG Projects)	£6,256	(£6,399)	£0	£15,000	£15,000	£0
509	Net budgeted cost (Play Areas)	£8,558	£23,395	£9,420	£56,004	£45,200	£10,804
518	Net budgeted cost (Neighbourhood Services General)	£54,927	£82,193	£119,796	£116,649	£120,531	-£3,882
521	Net budgeted cost (Churchyards)	£1,659	£2,488	£4,725	£7,500	£7,500	£0
524	Net budgeted cost (Park)	£18,547	£15,591	£35,807	£32,454	£28,348	£4,106
525	Net budgeted cost (Allotments)	(£3,205)	(£2,315)	(£2,871)	(£6,019)	(£4,130)	-£1,889
500	NEIGHBOURHOOD SERVICES	£86,742	£114,953	£166,877	£221,588	£212,449	£9,139
				ACTUAL 2019/2020	ESTIMATE 2020/2021	BUDGET 2021/2022	
	Reserves brought forward						
	<i>Earmarked - Play Areas</i>			£28,358	£11,820	£20,000	
	RESERVES EXPENDITURE						
	<i>Contribution from reserves</i>			(£31,160)	£0	(£20,000)	
	RESERVES INCOME						
	<i>Tennis Courts S106 for MUGAS</i>			£11,349	£0	£0	
	<i>Contribution to reserves</i>			£3,273	£0	£0	
	<i>Contribution to reserves</i>			£0	£8,180	£0	
	Net change in reserves			(£16,538)	£8,180	(£20,000)	
	Balance carried forward			£11,820	£20,000	£542,110	

Civic Board Budget				Printed		18 December 2020		
		done	done	done	done	done	done	
		Actual	Actual	Actuals	Budget	Budget		Difference
602	Civic Centre - Service Delivery	To Sept 19	To Sept 20	Last year	approved	proposal		
		(half year)	(half year)	2019/2020	2020/2021	2021/2022		
	EXPENDITURE							
4001	Staff Salaries (222 hrs/wk)	£78,663	£25,464	£162,743	£176,470	£162,078		£14,392
4002	Employer National Insurance	£7,111	£3,774	£14,598	£16,014	£15,219		£795
4003	Pension	£9,903	£13,289	£22,141	£36,529	£31,929		£4,600
4004	Security Staff	£1,396	£0	£5,095	£9,153	£5,000		£4,153
4006	Casual Staff	£3,476	£0	£8,801	£14,280	£8,000		£6,280
4007	Staff Clothing	£788	£0	£1,038	£900	£900		£0
4008	Staff Training/ Conference Fees	£237	£0	£387	£1,295	£1,110		£185
4009	Travel Expenses	£5	£33	£219	£300	£555		-£255
4019	Service Charges	£1,807	£370	£5,254	£5,500	£6,500		-£1,000
4032	Marketing	£5,768	£408	£12,628	£20,000	£12,500		£7,500
4036	Equipment Purchases	£9,865	£649	£15,113	£12,000	£6,500		£5,500
4046	Technicians Bought In	£1,883	£0	£6,975	£9,000	£4,000		£5,000
4052	Bank Charges	£507	£280	£1,415	£1,100	£1,100		£0
4071	Police Checks	£0	£0	£111	£50	£50		£0
4074	Bar Equipment	£380	£32	£538	£700	£700		£0
4075	Bar Purchases (net against 1061)	£8,032	£50	£26,627	£36,000	£20,000		£16,000
4077	Performing Rights Licence	£504	£0	£1,074	£3,500	£2,500		£1,000
4082	Bar Surplus/Deficiencies	£7	£0	£4	£0	£0		£0
4084	Catering - Own (net against 1039)	£1,903	£5	£4,429	£5,000	£4,000		£1,000
4091	Catering Contracted (net against 1036)	£13,373	£0	£45,381	£69,565	£26,087		£43,478
4166	Entertainers (net against 1070)	£6,285	£0	£30,618	£39,600	£23,100		£16,500
4302	Stock Movement		£974	£1,756				£0
	Sub Total Expenditure	£151,893	£45,328	£366,945	£456,956	£331,829		£125,127
	INCOME							
1039	Catering - Own (net against 4084)	(£6,943)	£0	(£14,027)	(£12,000)	(£10,000)		-£2,000
1036	Catering Income (net against 4091)	(£15,127)	(£16)	(£59,134)	(£80,000)	(£30,000)		-£50,000
1061	Bar Sales (net against 4075)	(£22,824)	£0	(£80,583)	(£90,000)	(£50,000)		-£40,000
1067	Facility Hire	(£94,905)	(£25,383)	(£176,735)	(£197,500)	(£120,000)		-£77,500
1406	Adjustment for Hall Hires (Council meetings)	£0	£0	£2,335	£0	£0		£0
1070	Ticket Sales (net against 4166)	(£8,941)	£1,490	(£48,945)	(£60,000)	(£35,000)		-£25,000
	Sub Total Income	(£148,740)	(£23,909)	(£377,089)	(£439,500)	(£245,000)		-£194,500
601	Net budgeted cost (CC Service Delivery)	£3,153	£21,419	(£10,144)	£17,456	£86,829		-£69,373
	EXPENDITURE							
612	Longfield (was 512)	To Sept 19	To Sept 20	Actuals	Budget	Budget		Difference
		(half year)	(half year)	Last year	approved	proposal		
				2019/2020	2020/2021	2021/2022		
	EXPENDITURE							
4001	Staff Salaries (37 hrs/wk)	£6,548	£4,238	£10,241	£15,239	£20,145		-£4,906
4002	Employer National Insurance	£619	£384	£891	£912	£1,589		-£677
4003	Pension	£1,561	£877	£2,238	£3,154	£3,969		-£815
4004	Door Staff brought in	£0	£0	£0	£0	£0		£0
4007	Staff Clothing	£0	£0	£0	£150	£150		£0
4008	Staff Training/ Conference Fees	£0	£0	£0	£0	£185		-£185
4009	Travel Expenses	£0	£0	£0	£0	£93		-£93
4021	Telephones				£400	£400		£0
4036	Equipment Purchases	£188	£0	£232	£1,000	£1,000		£0
4056	legal/Professional Fees	£0	£0	£3,021	£0	£0		£0
	Sub-Totals Expenditure	£8,916	£5,499	£16,623	£20,855	£27,530		-£6,675
	INCOME							
1067	Facility Hire	(£16,132)	(£15,396)	(£33,764)	(£50,874)	(£50,000)		-£874
1107	Community Infrastructure Levy			(£9,980)				£0
	Sub-Totals Income	(£16,132)	(£15,396)	(£43,744)	(£50,874)	(£50,000)		-£874
612	Net budgeted cost (Longfield)	(£7,216)	(£9,897)	(£27,121)	(£30,019)	(£22,470)		-£7,549
602	Net budgeted cost (CC Service Delivery)	£3,153	£21,419	(£10,144)	£17,456	£86,829		-£69,373
612	Net budgeted cost (Longfield)	(£7,216)	(£9,897)	(£27,121)	(£30,019)	(£22,470)		-£7,549
600	VENUE SERVICES	(£4,063)	£11,522	(£37,265)	(£12,563)	£64,359		-£76,922

Facilities Budget		done	done	Printed 18 December 2020	DO NOT CHANGE!		
		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
701	Civic Centre Facilities						
	EXPENDITURE						
4011	Rates	£16,128	£16,384	£32,256	£32,860	£33,024	-£164
4012	Water Rates	£4,316	£4,066	£6,460	£8,133	£8,200	-£67
4014	Electricity	£15,913	£19,392	£33,332	£38,786	£39,000	-£214
4015	Gas	£235	£2,500	£8,165	£5,000	£5,000	£0
4019	Service Charges	£20,445	£10,290	£41,912	£42,000	£42,000	£0
4025	Insurance	£2,145	£1,697	£4,284	£4,788	£4,200	£588
4026	Printing Services	£2,259	£2,577	£6,217	£5,500	£5,200	£300
4053	Loan Repay Interest	£110,792	£109,919	£221,152	£219,387	£217,539	£1,848
4054	Loan Repay Capital	£18,364	£19,658	£56,369	£39,768	£41,616	-£1,848
4125	Projects	£110	£336	£110	£40,000	£40,000	£0
4126	Maintenance	£5,044	£1,090	£9,929	£30,000	£30,000	£0
4544	Computer and telephone Services	£23,591	£28,031	£49,120	£49,200	£49,200	£0
4560	COVID-19 Expenditure		£1,877	£0			£0
	Defibrillator					£250	-£250
4911	Civic Centre Building Earmarked	£6,000	£0	£64,645	£0	£0	£0
4912	TRF from earmarked reserve	(£18,364)	£0	(£18,364)	(£70,000)	(£70,000)	£0
4972	Adjustment for Museum Project		£0	£0	(£10,265)	£0	-£10,265
	Sub Total Expenditure	£206,978	£217,817	£515,587	£435,157	£445,229	-£10,072
	INCOME						
	Income other	£0	£0	£0	£0	£0	£0
	Sub Total Income	£0	£0	£0	£0	£0	£0
701	Net budgeted cost (Civic Centre Facilities)	£206,978	£217,817	£515,587	£435,157	£445,229	-£10,072
712	Longfield Facilities						
	EXPENDITURE						
4012	Water	£70	£100	(£140)	£0	£200	-£200
4014	Electricity	£1,612	£1,500	£2,029	£3,000	£3,000	£0
4015	Gas	(£2,711)	£1,500	(£2,711)	£1,500	£3,000	-£1,500
4019	Service Charges	£3,218	£2,901	£817	£8,000	£8,000	£0
4025	Insurance	£1,891	£3,330	£11,378	£231	£200	£31
4912	Transfer from reserves		£0	£8,000	(£8,000)	(£7,000)	-£1,000
4038	Premises Maintenance/ Repairs (HL 223.5 hrs @ £15/hr)		£502	£0	£7,000	£7,000	£0
	Sub- Total Expenditure	£4,080	£9,833	£19,373	£11,731	£14,400	-£2,669
	INCOME						
	Income Other	£0	£0	£0	£0	£0	£0
	Sub- Total Income	£0	£0	£0	£0	£0	£0
712	Net budgeted cost Longfield Facilities)	£4,080	£9,833	£19,373	£11,731	£14,400	-£2,669
772	Studley Green						
	EXPENDITURE						
4011	Business Rates	£0	£0	£0	£0	£0	£0
4012	Water Rates	£219	£198	£449	£400	£400	£0
4014	Electric	£370	£198	£992	£400	£400	£0
4015	Gas	£289	£495	£748	£400	£400	£0
4019	Service Charges	£5	£0	£70	£0	£0	£0
4025	Insurance	£93	£81	£197	£302	£300	£2
	Sub- Total Expenditure	£976	£972	£2,456	£1,502	£1,500	£2
	INCOME						
1000	Rent received Wanderers review 2018/2022/2026	(£973)	(£1,945)	(£3,892)	(£3,891)	(£3,891)	£0
	Sub- Total Income	(£973)	(£1,945)	(£3,892)	(£3,891)	(£3,891)	£0
772	Net budgeted cost (Studley Green)	£3	(£973)	(£1,436)	(£2,389)	(£2,391)	£2

		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
718	Facilities General (was part of 518)						
	EXPENDITURE						
4001	Staff-Salaries	£21,540	£22,302	£47,934	£62,168	£54,799	£7,369
4002	Staff-Nat.Insurance	£1,641	£1,917	£3,673	£5,005	£4,733	£272
4003	Staff-Superannuation	£1,225	£5,603	£3,164	£12,869	£10,795	£2,074
4008	Staff Training/ Conference Fees	£583	£0	£887	£465	£465	£0
4009	Travel Expenses	£0	£0	£137	£100	£233	-£133
4012	Water rates	(£12)	£34	(£12)	£0	£0	£0
4014	Electricity (Fore Street Pop-up & St Georges Works)	£284	£571	£398	£0	£0	£0
4019	Service charges	£82	£0	£82	£0	£0	£0
4020	Miscellaneous	£115	£0	£115	£0	£0	£0
4021	Telephone Expenses	£641	£672	£1,272	£1,200	£1,300	-£100
4025	Insurance	£1,309	£1,742	£3,306	£295	£274	£21
4038	Premises Repairs	£4,462	£87	£2,811			£0
4053	Loan interest			£7,248			£0
4054	loan capital			£6,894			£0
4056	Legal and Professional fees	£23,041	£723	£0	£0	£0	£0
4118	Fleet management		£2,546	£27,273	£0	£0	£0
4281	Church Clock & Insurance	£218	£63	£361	£500	£500	£0
4503	CCTV Running Expenses	£21,086	£18,000	£39,166	£45,000	£45,000	£0
4513	PAT Testing	£0	£0	£105	£1,000	£1,000	£0
	Sub-Totals Expenditure	£76,215	£54,260	£144,814	£128,602	£119,099	£9,503
	INCOME						
1009	Other Income	(£207)	£0	(£532)	£0	£0	£0
1024	Inc-Booking Fees	£0	£0	£0	£0	£0	£0
1051	Income - CCTV Spitfire & Railway & Gateway	(£7,688)	£0	(£19,737)	(£21,085)	(£9,000)	-£12,085
1300	Reserves	(£23,041)	£0	£0	£0	£0	£0
	Sub-Totals Income	(£30,936)	£0	(£20,269)	(£21,085)	(£9,000)	-£12,085
	Net budgeted cost (Facilities General)	£45,279	£54,260	£124,545	£107,517	£110,099	-£2,582
1	Active Trowbridge Facilities						
	EXPENDITURE						
4131	Active Trowbridge Fleet	£9,056	£4,932	£0	£20,700	£15,000	£5,700
	Sub- Total Expenditure	£9,056	£4,932	£0	£20,700	£15,000	£5,700
	INCOME						
	Other Income	£0	£0	£0	£0	£0	£0
	Sub- Total Income	£0	£0	£0	£0	£0	£0
1	Net budgeted cost (Active Trowbridge Facilities)	£9,056	£4,932	£0	£20,700	£15,000	£5,700

		Actual To Sept 19 (half year)	Actual To Sept 20 (half year)	Actuals Last year 2019/2020	Budget approved 2020/2021	Budget proposal 2021/2022	Difference
701	Museum Facilities						
	EXPENDITURE						
4011	Rates	£528	(£7,000)	£528	£16,780	£16,780	£0
4012	Water	£70	£100	(£140)	£200	£200	£0
4013	Rent	£4,833	£6,064	£8,907	£10,000	£10,000	£0
4014	Electricity	£1,612	£1,500	£2,029	£3,000	£3,000	£0
4015	Gas	(£2,711)	£1,500	(£2,711)	£3,000	£3,000	£0
4019	Service Charges	£3,218	£2,901	£817	£20,000	£20,000	£0
4025	Insurance	£1,891	£3,330	£11,378	£224	£300	-£76
4038	Premises Maintenance/ Repairs (HL 223.5 hrs @ £15/hr)		£502	£0	£3,000	£3,000	£0
	Sub- Total Expenditure	£9,441	£8,897	£20,808	£56,204	£56,280	-£76
	INCOME						
	Other Income	£0	£0	£0	£0	£0	£0
	Sub- Total Income	£0	£0	£0	£0	£0	£0
705	Net budgeted cost (Museum Facilities)	£9,441	£8,897	£20,808	£56,204	£56,280	-£76
710	Park Facilities						
	EXPENDITURE						
4012	Water	£3,900	£498	£0	£1,000	£1,000	£0
4014	Electricity (including Tennis Courts)	£223	£102	£0	£450	£450	£0
4053	Loan Repayment Interest	£3,645	£3,561	£0	£7,080	£6,907	£173
4054	Loan Repayment Capital	£0	£3,510	£0	£7,062	£7,235	-£173
4056	Legal fees		£340	£0			£0
4132	Neighbourhood Services fleet		£1,848	£0	£29,000	£4,000	£25,000
4180	Street Cleaning equipment (Sweeper and weeder)	£6,752	£13,617	£23,885	£13,500	£27,000	-£13,500
	Toilet fitting to Civic Centre					£40,000	-£40,000
4293	Construction		£310,920		£350,000	£0	£350,000
4905	Asset funded from loan		(£233,352)				£0
4912	Contribution from reserves		£0		(£363,250)	£0	-£363,250
270	Sub- Total Expenditure	£14,520	£101,044	£23,885	£44,842	£86,592	-£41,750
	INCOME						
1108	S106 Grant		(£43,752)				£0
1122	Hire of the Park		£0		(£5,750)	(£5,750)	£0
	Sub- Total Income	£0	(£43,752)	£0	(£5,750)	(£5,750)	£0
710	Net budgeted cost Park Facilities)	£14,520	£57,292	£23,885	£39,092	£80,842	-£41,750
701	Net budgeted cost (Civic Centre Facilities)	£206,978	£217,817	£515,587	£435,157	£445,229	-£10,072
712	Net budgeted cost (Longfield Facilities)	£4,080	£9,833	£19,373	£11,731	£14,400	-£2,669
772	Net budgeted cost (Studley Green)	£3	(£973)	(£1,436)	(£2,389)	(£2,391)	£2
705	Net budgeted cost (Museum Facilities)	£9,441	£8,897	£20,808	£56,204	£56,280	-£76
710	Net budgeted costs (Park Facilities)	£14,520	£57,292	£23,885	£39,092	£80,842	-£41,750
711	Net budgeted cost (Active Trowbridge Facilities)	£9,056	£4,932	£0	£20,700	£15,000	£5,700
718	Net budgeted cost (Facilities General)	£45,279	£54,260	£124,545	£107,517	£110,999	-£2,582
700	FACILITIES	£289,357	£352,058	£702,762	£668,012	£719,460	-£51,448
				ACTUAL	ESTIMATE	BUDGET	
	Reserves brought forward			2019/2020	2020/2021	2021/2022	
	Park Storage UNSPENT LOAN Reserve			£277,018	£233,352	£0	
	Longfield Maintenance Reserve			£0	£8,000	£2,000	
	Civic Centre Maintenance Reserve			£0	£64,645	£68,000	
	RESERVES EXPENDITURE						
	Park Storage UNSPENT LOAN Reserve			(£43,666)	(£233,352)	£0	
	Longfield Maintenance Reserve			£0	(£6,000)	£0	
	Civic Centre Maintenance Reserve			£0	£0	(£70,000)	
	RESERVES INCOME						
	Park Storage UNSPENT LOAN Reserve			£0			
	Longfield Maintenance Reserve			£8,000	£0	£0	
	Civic Centre Maintenance Reserve			£64,645	£3,355	£0	
	Net change in reserves			£28,979	(£235,997)	(£70,000)	
	Balance carried forward			£305,997	£70,000	£0	

Appendix C – WILTSHIRE LOCAL PLAN (AGENDA ITEM X)

Briefing Paper - Local Plan Review.

Every ten years Wiltshire Council is required to update its Local Plan. The plan covers land use and infrastructure planning over a twenty-year period. The process commenced in 2017 and therefore the plan period is 2016 to 2036.

The agenda for Wiltshire Council’s Cabinet meeting, held on 1st December is still available from their website. At agenda item 8 it included the revised Wiltshire Local Plan (2016-2036), based on the adopted Core Strategy. The Cabinet meeting approved the Plan for consultation in the New Year 2021.

The proposals retain the existing hierarchy of settlements;

Settlement Hierarchy

Principal Settlements
(Salisbury, Chippenham and Trowbridge),

Market Towns

Local Service Centres

Large Villages

Development requirements extrapolated from the government’s indications (40,840 to 45,630) are allocated to four HMAs



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Housing Market Areas

- Chippenham
- Salisbury
- Swindon
- Trowbridge

Within each HMA the following distributions are proposed:

Housing market area	Standard Method (Additional dwellings 2016-2036)	Local Housing Need Assessment (Additional dwellings 2016- 2036)
Chippenham	17,410	20,400
Salisbury	10,470	10,975
Swindon (the Wiltshire part)	2,935	3,255
Trowbridge	10,020	11,000

These are broken down to settlements as follows (all figures are housing numbers except the final column):

Settlement	Core Strategy 2006-26	Brownfield Target 2021-31	Proposed 2016-2036	Already built/ identified	Residual to identify	Employment (Hectares)
Calne	1440	60	1610	1250	360	4
Chippenham	4510	240	9225	4125	5100	5
Corsham	1220	160	815	695	120	0
Devizes	2010	150	1330	1000	330	0
Malmesbury	885	70	665	570	95	0
Melksham	2240	130	3950	1365	2585	0
Rest of CHIP HMA	1992	0	2840	1570	1270	0
Amesbury	2440	110	1635	1285	350	0
Salisbury	6060	410	5240	4300	940	5
Wilton	N/A	N/A	400	400	0	0
Tidworth/Ludgershall	1750	40	1555	1390	165	5
Rest of SALIS HMA	2090	0	2140	940	1200	0
Marlborough	680	160	680	435	245	0
Royal W'ton Bassett	1070	70	1255	265	990	6
West of Swindon	900	0	435	435	0	0
Rest of SWIN HMA	1225	0	1080	885	195	0
Bradford on Avon	595	70	350	270	80	0
Trowbridge	6810	370	5830	4025	1805	0
Warminster	1920	130	2050	1990	60	0
Westbury	1500	90	1820	1110	710	1
Rest of TROW HMA	665	0	950	400	550	0

It should be noted that Melksham is required to identify more residual housing (2585) than 'Trowbridge' (1805), which could be argued, results in the implosion of the Settlement Hierarchy. Additionally, it should be noted that Chippenham is required to accommodate over two and a half times as many houses (5100) in the period to 2036, compared to 'Trowbridge'. In the Trowbridge HMA, Westbury has been allocated a high level of development to partially accept that 'Trowbridge' cannot satisfactorily accommodate the quantum of development that it should if the Settlement Strategy were fully implemented.

It should be noted that current plans for the Trowbridge Area include the following (and are likely to be included in the figures above of 370 and 4025):

Brownfield:		Greenfield	
Mc Donogh Court	15	Ashton Park (Persimmon)	2500
White Horse Business Park	104	Ashton Park (Wain Homes)	91
Clark's Mill	19	WHSAP 2.1 Elm Grove	260
United Church	26	WHSAP 2.2 N Bradley	260
Manvers House	27	WHSAP 2.3 Hilperton	423
Ashton Street Centre	70	WHSAP 2.4 Church Lane	55
Innox Mills	250	WHSAP 2.5 Spring Meadows	50
Courtfield House	21	WHSAP 2.6 Southwick Court	180
Hospital Site	100		
County Hall East	100		
Homefield House	18		
TOTAL	750	TOTAL	3819
GRAND TOTAL	4569		

Looking at the details of the proposals other than the housing numbers, the main overarching document is:

Appendix I Emerging Spatial Strategy, item 8. PDF 715 KB

<https://cms.wiltshire.gov.uk/documents/s182622/Appendix%20I%20Emerging%20Spatial%20Strategy.pdf>

It fails to define 'Trowbridge' as a settlement any differently from the current Core Strategy. In the Core Strategy Staverton Marina is currently included in the 'Trowbridge' Settlement Boundary. 'Trowbridge' is distinct from Hilperton and it could therefore be argued that the allocation at Hilperton should be in the Rest of TROW HMA figure and not in the 'Trowbridge Settlement' figure. See **Appendices A to F** for documents relating to the Settlement Strategy which defines Hilperton as a Large Village and NOT as part of the Trowbridge Settlement.

As appears the case, that in respect of Trowbridge it must be accepted that the Settlement Hierarchy no longer applies and if the figures for the Trowbridge HMA were presented as follows, then it would be difficult to argue against the proposals.

Bradford on Avon	595	70	350	270	80	0
Trowbridge	6810	370	5830	4025	0	0
Warminster	1920	130	2050	1990	60	0
Westbury	1500	90	1820	1110	710	1
Rest of TROW HMA	665	0	950	400	2355	0

In the 'Trowbridge' location, to accommodate the additional allocations the plan identifies two adjacent sites; one to the north of Hilperton and one to the east of Staverton.

Appendix 2 (Part 1) Trowbridge Settlement Statement, item 8. PDF 3 MB

<https://cms.wiltshire.gov.uk/documents/s183521/Appendix%202%20Trowbridge%20Settlement%20Statement.pdf>

They can be seen edged green on the following plan. The Hilperton site is proposed for up to 2100 houses. The Staverton site is proposed for up to 500 houses. It is suggested that the total is greater than the 1805 requirement in order to justify the provision of a new secondary school within these developments.

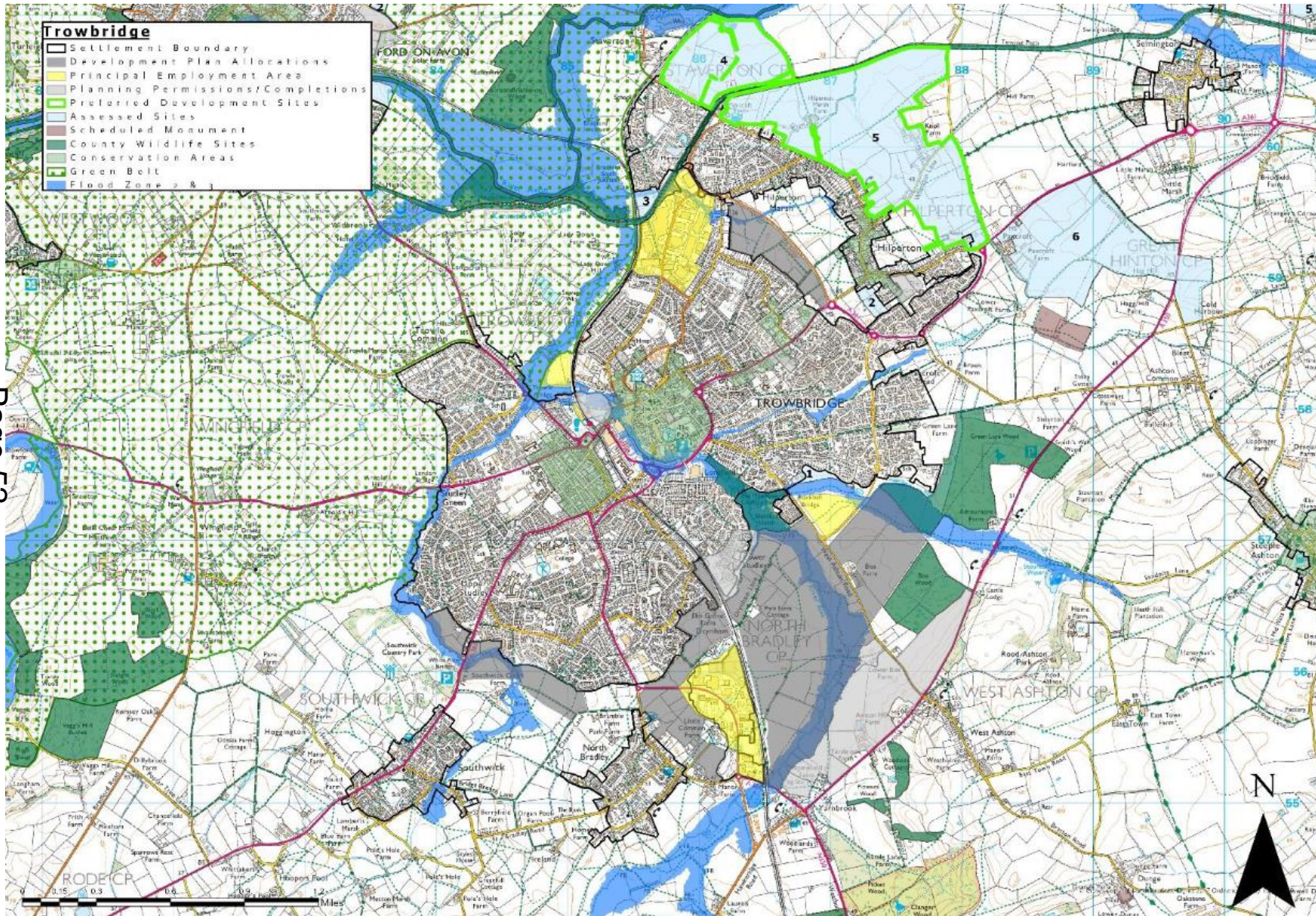
Appendix 2 (Part 2) Trowbridge Site Selection Report, item 8. PDF 4 MB

<https://cms.wiltshire.gov.uk/documents/s183522/Appendix%202%20Trowbridge%20Site%20Selection%20Report.pdf>

Trowbridge Town Council

Working with the Community

Local Plan Review 5th January 2021



Page 52

Particular paragraphs of note include:

24. Land around much of Trowbridge is being promoted for development by landowners or prospective developers. From this large pool of potential site options, the Council has focused its own assessment on a smaller pool of potential development sites and has selected preferred options in order to test whether the emerging Spatial Strategy is capable of meeting the forecast development needs for the town. A map illustrating this pool of potential development sites and the preferred sites is provided below ^A. How these sites have been chosen is explained in a separate 'site selection report', published alongside this document.

A.

That map does not show the large pool of potential development sites; it only shows the smaller pool. It should be noted that the Trowbridge Site Selection does not consider ANY sites to the south of Southwick and North Bradley and it could therefore be concluded that it has treated Hilperton and Staverton wholly unfairly in comparison. It was also argued at the Inspector's Enquiry into the WHSAP that the sites close to North Bradley had to be adjacent to the Trowbridge boundary to be classified as part of a 'Trowbridge' allocation.

The words 'Hilperton' and 'Staverton' do not appear in the Appendix 1 'Emerging Spatial Strategy', suggesting that Wiltshire Council is struggling to find a way to propose land for a 'Trowbridge' allocation in Hilperton and not in 'Trowbridge' within the confines of the existing Settlement Hierarchy Policy. In the Appendix 2 (part 1) Trowbridge Settlement Statement – Planning For Trowbridge they appear as follows:

To balance the need to accommodate additional growth at the town with the need to respect, as far as is reasonably practicable, the individual identities of the villages of Hilperton, North Bradley, Southwick and West Ashton within the landscape setting of Trowbridge and their relationship to the town.

32. Indeed, as a result of the work undertaken to date the most sustainable ^B options for accommodating growth lie to the north and east of the town on land with a close functional relationship with the village of Hilperton. However, it is also acknowledged that protecting the integrity and identity of Hilperton village will need to be a critical factor in terms of shaping how any future new development is planned. In this regard more recent development proposals and new communities (e.g. Paxcroft Mead) have sought to achieve.

B.

It is not necessarily correct to say that the most sustainable locations are the ones chosen, as some sites have not been subject to a sustainability appraisal, such as the sites in the Greenbelt. Greenbelt is a planning policy which is not justified on sustainability grounds, in fact it is a policy which was adopted (1966) 26 years prior to the idea of sustainability (Rio Earth Summit 1992). There are no specific ecology or travel issues upon which the Western Wiltshire Greenbelt policy is based and in the case of Trowbridge it is arguably wholly anachronistic. If the sites in the Greenbelt were subject to a sustainability appraisal it is likely that they would be identified as more sustainable than the preferred sites. The Trowbridge Site Selection document describes the Greenbelt in these terms:

... to the east of Trowbridge forms the outer boundary area to the designated Western Wiltshire Green Belt and kept open in character to prevent urban sprawl.

The result of the continued implementation of this anachronistic policy is unsustainable urban sprawl to the north east of Trowbridge. In fact, there is no significant settlement due west of Trowbridge (between latitude 58 and 57) for over 12km, (Peasdown St John). Conversely the proposed allocation is only just over 1km from Semington to the east and less than 3km from the outskirts of Melksham to the north west. The Greenbelt at Trowbridge is to avoid the coalescence of Trowbridge and Bradford of Avon, yet at WHSAP site 2.2 Wiltshire Council has argued that a single field is sufficient landscape gap to avoid the coalescence of North Bradley and Trowbridge.

33. Concept plans for each component of the proposed preferred development site show a way the land identified could be developed and still respect the key characteristics of the area, including the identity of Hilperton village. They show the undeveloped land, areas suggested for development and the location of uses within them.

40. The proposed allocations are largely adjacent to Trowbridge town ^C and will be able to provide walking and cycling links to and from the town centre, nearby settlements including Hilperton, Staverton and Semington and footbridges over the canal.

C.

They are not largely adjacent to 'Trowbridge Town', unless Wiltshire Council are seeking to define 'Trowbridge Town' as now including the Large Village Settlement of 'Hilperton'.

41. The character and function of Hilperton village will be maintained by open green space (as shown on concept plans). In particular separation will be maintained alongside the historic core of Hilperton village. A new spine road will direct traffic away from the village of Hilperton. This will help to preserve the separate and distinct character and setting of the village and maintain Hilperton's own community facilities and community cohesion.

42. The location of the schools and local centre to the west of Hilperton ^D will allow for greater connectivity with the wider community of Trowbridge as well as the proposed residential development

D.

The proposed schools and local centre are NOT to the west of Hilperton, they are to the north of Hilperton and therefore cannot be accurately described as 'allow for greater connectivity with the wider community of Trowbridge' as Trowbridge is on the other side of Hilperton.

Site 5

...

Walking and cycling links to and from the town centre, nearby settlements including Hilperton, Staverton and Semington and footbridges over the canal

Site 4

...

Walking and cycling links to and from the town centre, nearby settlements including Hilperton, Staverton and Semington and footbridges over the Canal

There are no existing district heating networks in the local area to link into, but there may be opportunities to map local energy anchor points (e.g. the adjacent solar farm and/or the Cereal Partners factory at Staverton).

There are opportunities to improve the green and blue corridor links between the town and nearby settlements such as Staverton, Semington and Melksham to encourage active travel routes and thereby reduce road traffic-e.g. along the canal.

The shuttle working signals on the B3105 at Staverton cause delays.

Increased pressure on the highway network as a result of significant development growth could exacerbate congestion hot spots such as Staverton ^E.

E.

It could be argued that development at this side of the settlement is the worst possible position in respect of likely traffic congestion and fails to recognise the improvements to infrastructure being implemented as part of the Ashton Park development and the pressing needs for relief to Westbury which could be delivered through development to the south west of Trowbridge, including at North Bradley and Southwick.

28. The size of these preferred development sites is likely to see construction continuing beyond the end of the plan period (2036). However, the scale of proposals allows us to **set in place a new long-term boundary for the town**^F. It also provides long term certainty to infrastructure and other service providers.

F.

It is not the role of strategic planning to set boundaries for the town. It is the role of strategic planning to define Settlement Boundaries and the existing Settlement Boundary adjacent to the proposed Hilperton allocation is the Settlement Boundary of the Large Village of Hilperton and it is therefore not adjacent to 'Trowbridge', neither is it adjacent to the boundary of Trowbridge Civil Parish, as defined through a Community Governance Review.

The Town Council may consider it appropriate to offer a number of other options:

A. Green Belt. The Town Council has previously expressed the view that the most sustainable location for further growth in the Trowbridge area would be in the Green Belt to the North-West and West of the town. This has been excluded, without sustainability assessment, in line with national policy.

B. Southwick/North Bradley. Making all the allocations at Hilperton/Staverton appears to ignore the possibility of doing something similar in the area of North Bradley/Southwick, which could be delivered in combination with further road improvements which extend the A350 West Ashton and Yarnbrook improvement to the A361 at the County Boundary, offering an alternative to a Westbury by-pass. The proposals at Staverton/Hilperton are furthest away from the Yarnbrook improvement and would place significant unresolved pressure on Staverton Avon bridge, Forewoods Common crossroads, Bradford Leigh crossroads and the B3015/A363 junction.

C1. Other towns. The allocation north of Hilperton is not connected to the Trowbridge Settlement boundary and it could be argued therefore that the Settlement Strategy no longer works in respect of Trowbridge and as such more of the Trowbridge development should be allocated to Westbury and Melksham, possibly in combination with one of the outer Melksham by-pass routes.

C2. New/expanded settlement. An alternative change to the Settlement Strategy would be a new or expanded settlement elsewhere in the county such as Hullavington, Pewsey or Lydeaway/Devezes in combination with proposed or existing railway stations.

If the consultation period allows, it may be possible for the committee to defer its response to the consultation and in the meantime seek further clarification from Wiltshire Council.

The following should also be noted:

The National Planning Policy framework (NPPF) says the following:

65. Strategic policy-making authorities should establish a housing requirement figure for their whole area, which shows the extent to which their identified housing need (and any needs that cannot be met within neighbouring areas) can be met over the plan period. Within this overall requirement, strategic policies should also set out a housing requirement for designated neighbourhood areas which reflects the overall strategy for the pattern and scale of development and any relevant allocations³⁰. Once the strategic policies have been adopted, these figures should not need re-testing at the neighbourhood plan examination, unless there has been a significant change in circumstances that affects the requirement.

66. Where it is not possible to provide a requirement figure for a neighbourhood area³¹, the local planning authority should provide an indicative figure, if requested to do so by the neighbourhood planning body. This figure should take into account factors such as the latest evidence of local housing need, the population of the neighbourhood area and the most recently available planning strategy of the local planning authority.

This set of documents does not establish a housing requirement for each parish or Designated Neighbourhood Area and it would be appropriate for the council to ask Wiltshire Council to explain how it intends to fulfil this requirement.

RECOMMENDATIONS:

1. **Can Wiltshire Council confirm that this review has accepted that the Core Strategy Settlement Strategy in respect of Trowbridge as a Principal Settlement is now no longer tenable and that in fact the proposal is not ‘at Trowbridge’ in the same sense as Wiltshire Council argued that allocations in the WHSAP were ‘at Trowbridge’ and that the figures for the Trowbridge HMA should be presented to indicate that the Trowbridge Settlement Residual to Identify housing number should be shown against the ‘Rest of HMA’ or against a separate allocation of ‘Large Villages close to Trowbridge’ and not as Trowbridge (Settlement)?**
2. **Can Wiltshire Council explain how it can make a significant allocation on the boundary of the defined Large Village Settlement of Hilperton and claim that it is connected to the ‘Trowbridge Settlement’ when the ‘Trowbridge Settlement’ lies on the far side of Hilperton?**
3. **Can Wiltshire Council explain how it can claim that they have identified that; ‘the most sustainable options for accommodating growth lie to the north and east of the town’ when sites in the Greenbelt have not been subject to a sustainability appraisal and are probably significantly more sustainable than the chosen sites?**
4. **Can Wiltshire Council explain how it can justify ignoring sites around Southwick and North Bradley when such sites are just as sustainable as the chosen sites and have the potential to deliver much better traffic infrastructure improvements, positively impacting on a wider area?**
5. **Can Wiltshire Council confirm that by including a semi-‘Growth at Westbury’ option in the Trowbridge HMA and by allocating a greater level of growth at Melksham than at Trowbridge, it is confirming that the Settlement Strategy is failing and that if these two towns were classified as Principal Settlements the allocations from Trowbridge could be reallocated to them alongside the proposed Melksham Outer Bypass and an improvement to the route between Yarnbrook and the A36 to relieve traffic at Westbury.**
6. **Can Wiltshire Council confirm if it has seriously considered an alternative strategy which includes one or more new/expanded settlements in combination with existing, proposed or potential new railway stations, such as Pewsey, Hullavington and Devizes/Lydeway.**
7. **Will Wiltshire Council be providing each designated neighbourhood area a housing requirement in accordance with NPPF paragraph 65 or will they be providing an indicative figure in accordance with paragraph 66 and explaining why it is not possible to comply with paragraph 65?**
8. **Will Wiltshire Council provide either the housing requirement or the indicative figure for each of the following:**
 - **Trowbridge**
 - **Hilperton**
 - **West Ashton**
 - **North Bradley**
 - **Southwick**
 - **Staverton**

Trowbridge Town Council

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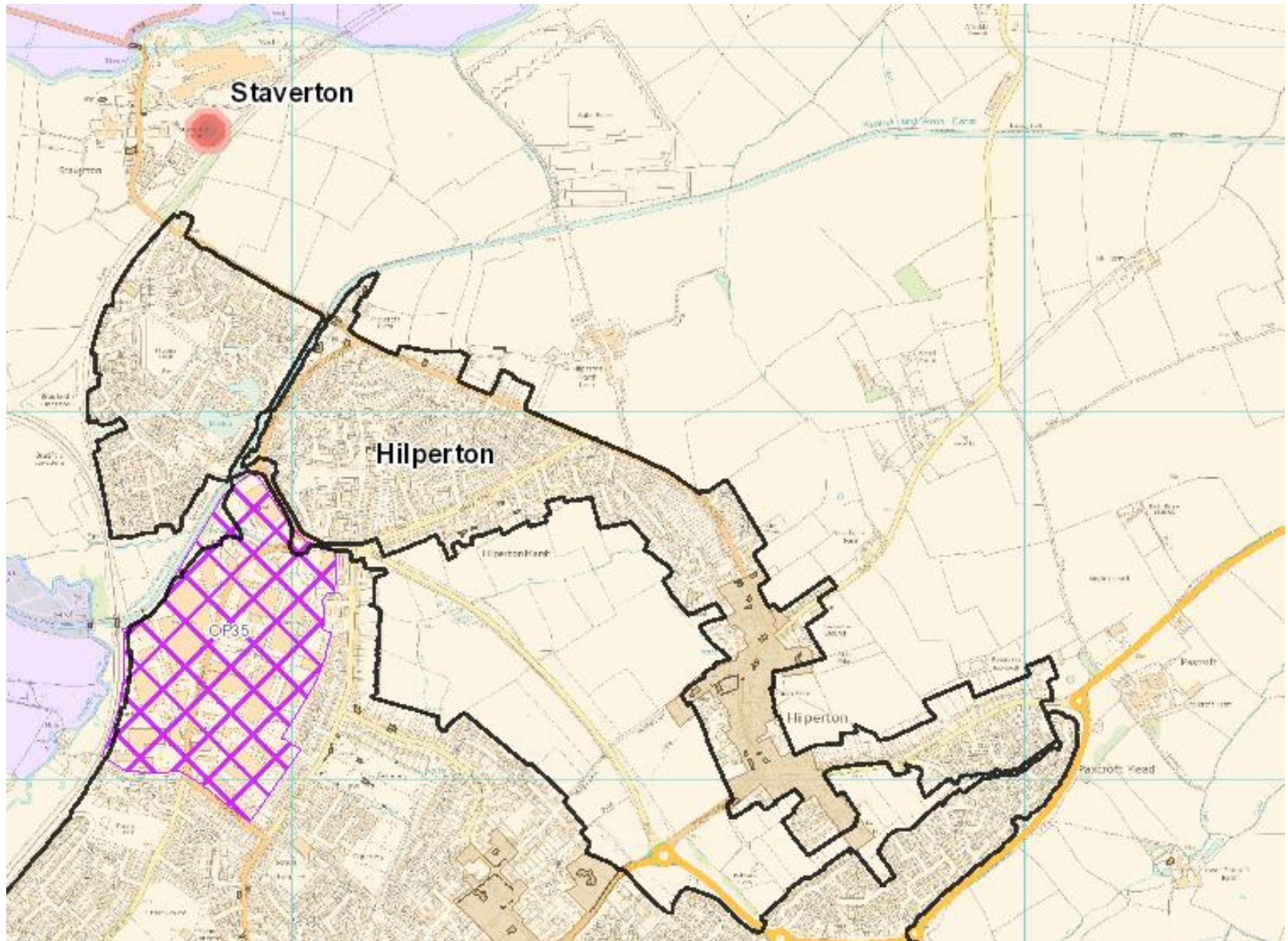
Local Plan Review 5th January 2021

Appendix D(a) Extract from the Wiltshire Planning Policies Map

Showing the
Trowbridge Settlement
Boundary (which
includes Staverton
marina (in Staverton
parish and areas to the
north of Hilperton
Drive (in Hilperton
Parish) and the
Hilperton Settlement
Boundary.

Settlement Boundaries
are shown and thick
black lines

Page 57



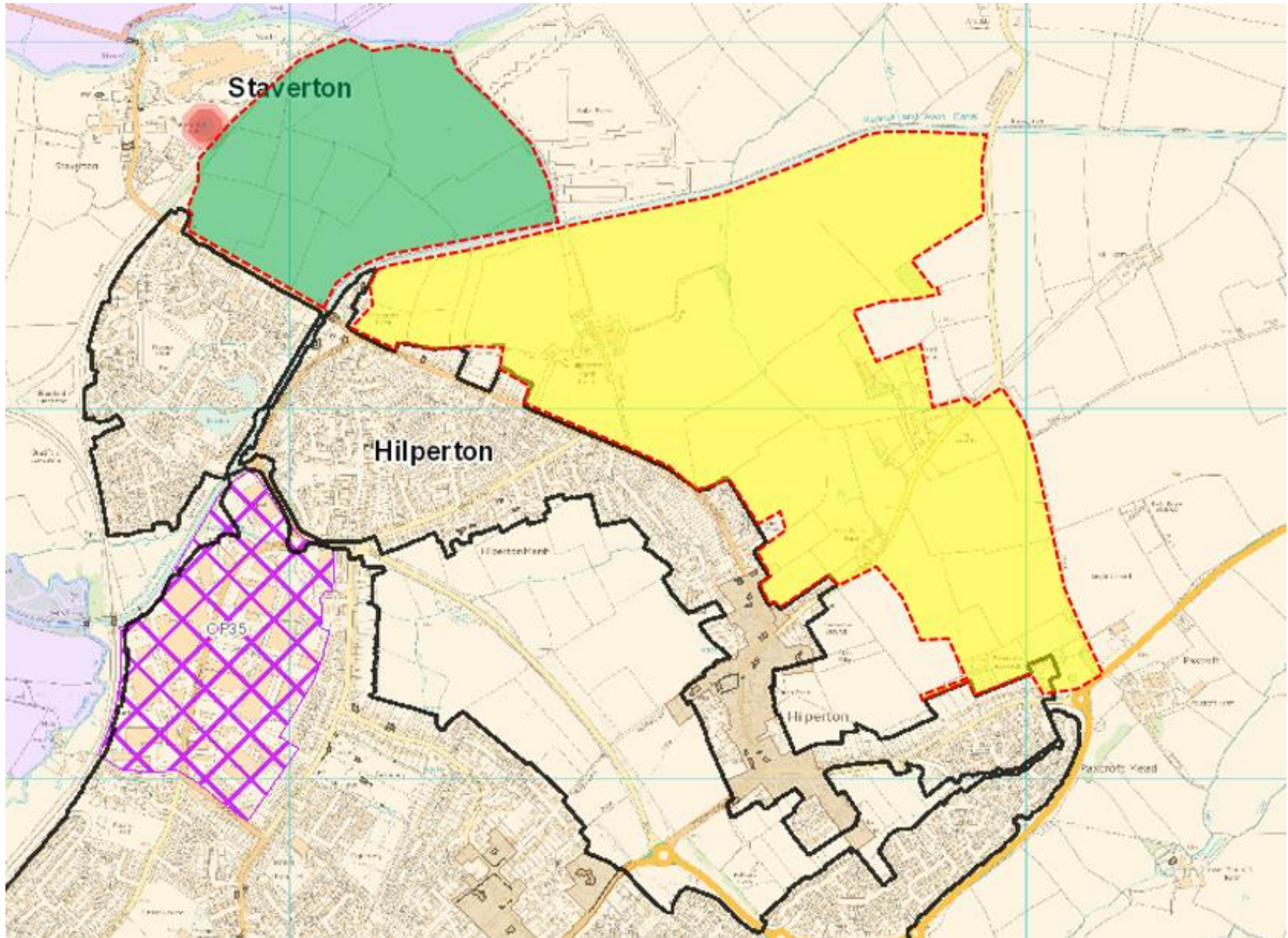
Trowbridge Town Council

Working with the Community

Local Plan Review 5th January 2021

Appendix D(b)

As above with the proposed allocations added:
Note that the yellow area is not coterminous with the currently defined settlement boundary of Trowbridge and would result in Hilperton being surrounded by 'Trowbridge'.



Appendix D(c)

Topic paper 3: Settlement strategy Addendum Wiltshire Core Strategy Consultation January 2012

<p>Hilperton</p>	<p>Consideration is needed to identify the most appropriate approach to protecting the separate identity of Hilperton.</p>	<p>Hilperton has in the past been considered part of a functional urban area of Trowbridge. This is due to the continuous urban of the two settlements and the extensive development along the canal road, at Staverton Marina and Paxcroft Mead. However, despite the village being physically connected it does retain a distinct physical form particularly around the old part of the village. The current settlement limits of Hilperton are expanded to include the Paxcroft Mead development, however it is debatable whether. Although the majority of Hilperton residents will rely on the services of Trowbridge, as with Berryfield there is no interrelationship. For this reason Hilperton is being considered an independent settlement in the same way that any other lower order rural settlements has been considered in the Core Strategy.</p> <p>Hilperton has a sizeable population, a number of services and facilities. It also has good communications, transport and has a number of deliverable sites with a lack of constraints in terms of development. In using the defined methodology set in the original topic paper Hilperton is considered a large village.</p>	<p>Large Village</p>
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Appendix D(d)

Report on the Informal Consultation on the Approach to Large Villages Final Report January 2016

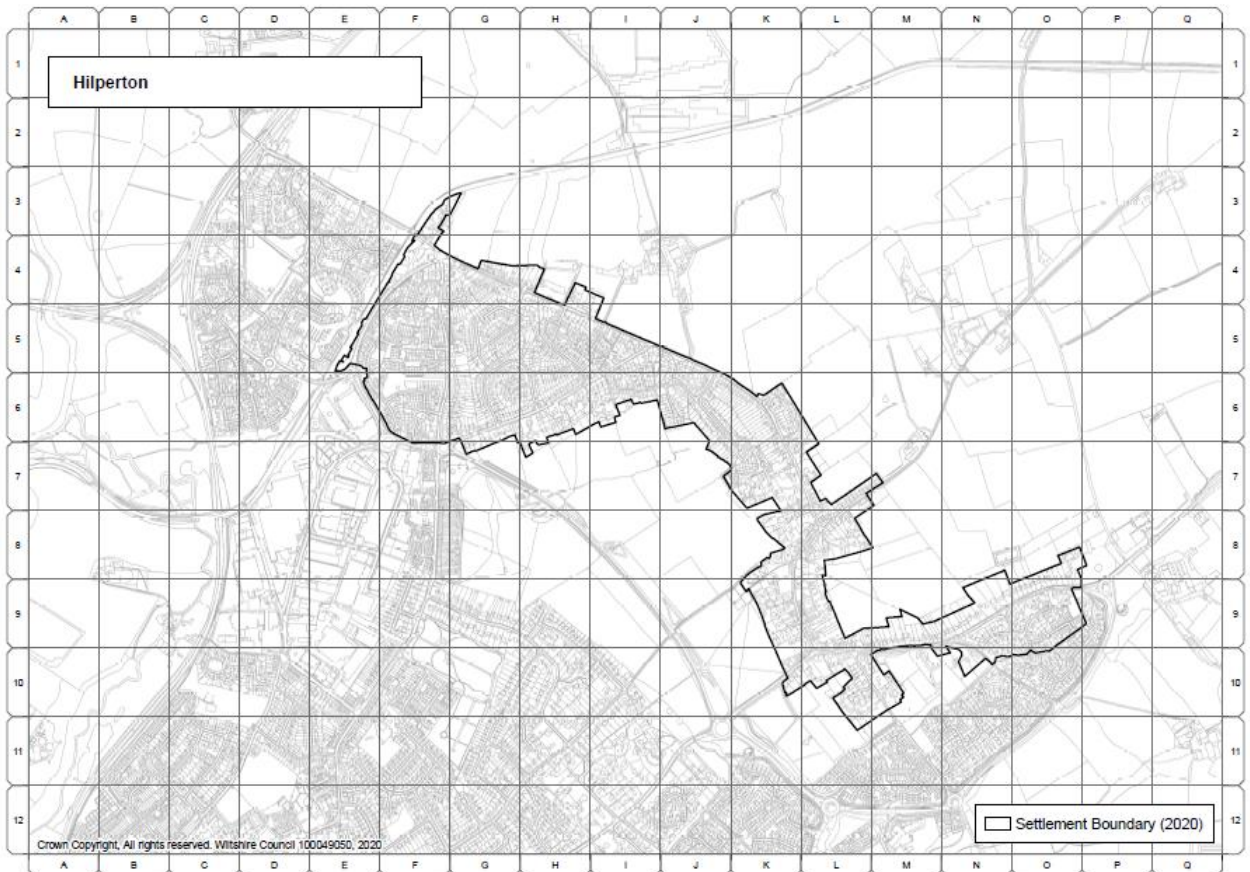
Wiltshire Housing Site Allocations Plan: Informal consultation on the approach to large villages

Community Area	Large Village	Parish Council
	Netheravon	Netheravon Parish Council
Tisbury	Fovant	Fovant Parish Council
	Hindon	Hindon Parish Council
	Ludwell	Donhead St Mary Parish Council
Trowbridge	Hilperton	Hilperton Parish Council
	North Bradley	North Bradley Parish Council
	Southwick	Southwick Parish Council

Appendix D(e) & D(f) Trowbridge Settlement Boundary



Hilperton Settlement Boundary



Report to	Trowbridge
Date of Meeting	07/01/2021
Title of Report	Community Youth Grants

1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Trowbridge Area Board.

Application	Grant Amount	
Applicant: JP Counselling Project Title: Mindfulness and Relaxation	£2500.00	
Total grant amount requested at this meeting	£2500.00	
Total amount allocated so far	£14,560.00	

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2020/21 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2020/2021.

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

Community Youth Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

3. The applications

Applicant: JP Counselling Project Title: Mindfulness and Relaxation	Amount Requested from Area Board: £2500.00	
This application meets grant criteria 2020/21.		
Project Summary: To provide a mental health intervention for vulnerable young people and their parent/carer through Mindfulness Classes involving a combination of breathing exercises visualization body awareness and relaxation. Mindfulness is proven to reduce anxiety increase ability to focus		

and stay calm whilst also enabling self regulation of emotions.

Report Author:

Liam Cripps, Trowbridge Area Board
01225 713000

Grant Applications for Trowbridge on 07/01/2021

ID	Grant Type	Project Title	Applicant	Amount Required
783	Youth	Mindfulness and Relaxation	JP Counselling	£2500.00

Submitted: 16/12/2019 12:51:06

ID: 783

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Youth

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Mindfulness and Relaxation

6. Project summary:

To provide a mental health intervention for vulnerable young people and their parent/carer through Mindfulness Classes involving a combination of breathing exercises visualization body awareness and relaxation. Mindfulness is proven to reduce anxiety increase ability to focus and stay calm whilst also enabling self regulation of emotions.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?

BA14 7QU

9. Please tell us which theme(s) your project supports:

Youth work/development

Community Project

Health

If Other (please specify)
Mental Health

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

Why can't you fund this project from your reserves:

We are a small community group and do not have annual accounts or it is our first year: yes

10b. Project Finance:

Total Project cost		£2500.00		
Total required from Area Board		£2500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Venue Hire	300.00	Venue Hire		300.00
Marketing and Admin	100.00	Marketing		100.00
My Fee	2100.00	My Fee		2100.00
Total	£2500			£2500

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

14. How will you monitor this?

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

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Grant Applications for Trowbridge on 07/01/2021

ID	Grant Type	Project Title	Applicant	Amount Required
3977	Youth Grant	Splash in Trowbridge	Splash part of Community First	£5000

ID	Grant Type	Project Title	Applicant	Amount Required
3977	Youth Grant	Splash in Trowbridge	Splash part of Community First	£5000

Submitted: 09/12/2020 15:53:36

ID: 3977

Current Status: Application Appraisal

To be considered at this meeting:

Yes

1. Which type of grant are you applying for?

Youth Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Splash in Trowbridge

6. Project summary:

Splash provides positive activities and youth worker support for young people facing challenges in their lives including those who are Looked After with SEN and young victims of crime. Often challenges such as isolation mental health issues poverty or bullying negatively impact a young persons confidence self-esteem. Without interventions this can affect their attainment and future aspirations. Splash provides fun opportunities where young people learn help and support one another and begin to see that they are liked accepted and valued. Our activities raise aspirations confidence, self-esteem and empower young people to realise their own capabilities and potential.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?

ba14 7sy

9. Please tell us which theme(s) your project supports:

Health and wellbeing

Our Community

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£ 166668.99

Total Expenditure:

£ 180940.74

Surplus/Deficit for the year:

£ 14271.75

Free reserves currently held:

(money not committed to other projects/operating costs)

£ 0.00

Why can't you fund this project from your reserves:

We currently hold 38000 in reserves this is within our reserves policy and includes restricted funds pledged for specific Splash projects across the county.

10b. Project Finance:

Total Project cost	£11,500.00		
Total required from Area Board	£5000.00		
Expenditure (Itemised £ expenditure)	Income (Itemised income)	Tick if income confirmed	£
150 places on Splash online activities	1,500		
100 face to face Splash activity	8,000		

places 80 per
place

100 individual
sessions with a
Splash Youth
Support
Worker

2,000

Total

£11,500

£0

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Splash is an early help intervention that is available to young people during the most challenging times in their lives. Our current reach has been significantly reduced due to government guidance relating to COVID-19 however since Lockdown 1 we have engaged with 35 young people from Trowbridge. Last year 67 young people from Trowbridge engaged with Splash which was the highest cohort outside of Swindon in the county we know demand for our provision in Trowbridge is already there and will undoubtedly increase as the effects of the pandemic surface. From referral we will carry out a needs assessment with each young person followed by Action Planning with them to help them identify the challenges they face the impact those challenges have and to set themselves goals to develop resilience to these challenges. To enable each young person to progress and develop we will provide up to 6 remote group activities which will include fun interactive activities with peers such as quizzes themed activities and scavenger hunts. Up to 4 face to face small group activities. Up to 4 one to one sessions with a Splash youth worker providing coaching mentoring and Action Planning. This offer will enable each individual to enjoy time with peers in a structured supportive environment both virtually and face to face enabling them to develop in confidence and self-esteem and develop feelings of self-worth which will empower them and provide them with increased resilience to the challenges they face. Our activities will take place during evenings weekends and during school holidays to enable us to accommodate more young people as group size restrictions are expected to remain in place during this time. All of our support offers complement each other and ensure that young people facing challenges in their lives have regular easy access to the Splash team. Splash is applying to Trowbridge area board for 5000 towards a project total of 11500 to provide up to 100 contact places on group work activities including free transport to and from activity venues 150 places on online group activities and up to 100

one to one sessions for 25 young people from Trowbridge who are facing challenges in their lives.

14. How will you monitor this?

We will carry out 6 monthly parent referrer feedback surveys collating the responses of perceived impact. We will also use self reflection methods to record individual progress and achievements within the individual Action Plans.

15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project

As part of Community First we operate to a comprehensive safeguarding policy which includes as a minimum all volunteers and staff to hold an Enhanced DBS Clearance and to maintain regular safeguarding training. In addition our staffing team undertake sector training regularly including Child sex exploitation radicalisation FGM neglect county lines and substance misuse awareness. The Head of Youth Action Wiltshire is our organisational lead for safeguarding and he reports to our Safeguarding HR representatives on our board of trustees

16. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

We will continue to secure funding from charitable and grant giving trusts through private donors and once permitted through resuming a programme of fundraising events.

17. Is there anything else you think we should know about the project?

This application forms part of the wider Splash delivery which is forecast to have a total expenditure of 177977.00 for 2020-21

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

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