

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Ridgeway Space, County Hall, Trowbridge BA14 8JN
Date: 12 September 2013
Start Time: 7.00 pm
Finish Time: 9.10 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Graham Payne (Chairman), Cllr Stephen Oldrieve (Vice-Chairman),
Cllr Ernie Clark, Cllr Dennis Drewett, Cllr John Knight, Cllr Helen Osborn,
Cllr Jeff Osborn, and Cllr Horace Prickett

Cllr John Thomson (Deputy Leader and Cabinet Member for Highways and
Streetscene and Broadband)

Wiltshire Council Officers

Rachel Efemey (Community Area Manager)
Kieran Elliott (Senior Democratic Services Officer)
Michael Hudson (Service Director, Finance)
Bill Parks (Head of Local Highways and Streetscene North)
Richard Mortimer (Parking Services Manager, Environment Services)
Pat Whyte (Engineer, Highways and Streetscene)
Mark Banks (Community Co-ordinator, Highways and Streetscene)

Town and Parish Councillors

Trowbridge Town Council - Bob Brice, David Halik
North Bradley Parish Council - Roger Evans, Lee Lee

Partners

Office of the Police and Crime Commissioner - Sean Cooper
Wiltshire Police - Sgt Jim Suter
Wiltshire Fire and Rescue Service - Simon Routh-Jones, Chief Fire Officer
Trowbridge Community Area Future - Tracy Sullivan, Margaret Howard
Trowbridge Town Council - Lance Allan, Town Clerk

Total in attendance: 50

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
69	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Graham Payne, welcomed everyone to the meeting of the Trowbridge Area Board.</p>
70	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillor Nick Blakemore, Mike Franklin, Wiltshire Fire and Rescue and Inspector Listte Harvey, Wiltshire Police.</p>
71	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 11 July 2013 were presented for consideration. It was,</p> <p><u>Resolved:</u></p> <p>That subject to a correction of the date 2 September to 16 September under Minute 57(iii) - Partner Updates (TCAF), to APPROVE the minutes as a true and correct record and be signed by the Chairman.</p>
72	<p><u>Declarations of Interest</u></p> <p>Councillors Graham Payne, Jeff Osborn, John Knight and Helen Osborn all declared general, non-pecuniary interests in Trowbridge Town Council issues due to being members of the Town Council.</p>
73	<p><u>Chairman's Announcements</u></p> <p>i) Core Strategy Consultation The written update was noted.</p> <p>ii) Update on Joint Strategic Needs Assessment Community Profiles The written update was noted.</p> <p>iii) Pest Control Update A display was available at the start of the meeting. A written update was provided and is attached to these minutes.</p> <p>iv) South West Fair Trade Day It was announced the South West Fair Trade Day would be held on 21 September 2013 in the Atrium(Ridgeway Space) of County Hall, Trowbridge.</p>

Partner Updates

Updates from partners were received as follows:

i. Office of the Police and Crime Commissioner (OPCC)

The written report was presented, and the OPCC thanked all members of the public who had contributed to the consultation on the first Police and Crime Plan in October 2012 and April 2013, and drew attention to the areas of concern raised in the report.

ii. Wiltshire Police

Sgt Jim Suter presented a written report, drawing attention to an overall drop in crime of 5%, a drop in violent crime of 13.6% and a drop in vehicle crime of 32.7% for the Trowbridge area. Residents were urged to be careful in removing Satnavs when not in use, and noted there had been an increase in swelling burglaries which was the subject of an open investigation.

In response to queries, it was stated that there were no known current plans to reduce spending on Police Community Support Officers (PCSOs).

iii. Wiltshire Fire and Rescue Service

Simon Routh-Jones, Chief Fire Officer, Wiltshire Fire and Rescue Service, presented the written update. It was noted that there had been an increase in fires over the hot, dry summer creating more combustible conditions and during the school holidays which usually led to a small increase in deliberate fires, but that Trowbridge's figures were in line with the rest of the county.

Residents were also asked to take particular care as winter approached to clean chimneys regularly, take care with candles, service heating systems and to be cautious on the roads.

iv. Trowbridge Community Area Future (TCAF)

The written update was noted, with amendments to the dates as attached to these minutes.

v. Town and Parish Councils

The written update from Trowbridge Town Council was noted. There were no other updates received.

vi. Youth Advisory Group (YAG)

No update was received.

75	<p><u>Outside Body Updates</u></p> <p>i) Transforming Trowbridge It was stated the minutes of the latest meeting were not yet complete but that issues regarding the Trowbridge Masterplan and Campus proposals had been discussed, and the minutes would be circulated to Members upon completion.</p> <p>ii) Collaborative Schools It was stated the group had not met over the summer, and their next meeting would be 4 October 2013.</p> <p>iii) Shadow Community Operations Board (SCOB) As the SCOB had an agenda item on the Campus consultation later in the meeting, no update was made under this item.</p>
76	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2013/14:</p> <p>i. <u>Wiltshire Youth Marching Band</u> The sum of £500 was requested to purchase musical instruments for its members.</p> <p><u>Decision</u> The Area Board awarded the sum of £500 to the Wiltshire Youth Marching Band. <i>Reason: The application met the Community Area Grant Criteria 2013/14.</i></p> <p>ii. <u>Gloucester Road Allotment Association</u> The sum of £2850 was requested to build a paved pathway to increase access for Disabled people.</p> <p><u>Decision</u> The Area Board awarded the sum of £2850 to the Gloucester Road Allotment Association. <i>Reason: The application met the Community Area Grant Criteria 2013/14.</i></p>
77	<p><u>Visiting Cabinet Representative</u></p> <p>Councillor John Thomson, Deputy Leader of the Council and Cabinet Member for Highways and Broadband was in attendance and discussed his responsibilities and issues including the continued investment in Highways and increased community engagement with local officer teams on Highways related issues.</p>

	<p>The Yerbury Street Parking Group, a local residents group, detailed troubles with parking related issues in their area, and Councillor Thomson advised a working group be formed with residents, officers and the local member to investigate the concerns and potential solutions as raised by the residents at the meeting.</p> <p>Questions were then asked of the Cabinet Member, and it was stated that a review of Parking would be undertaken in 2014, covering issues such as congestion, pollution, revenue from car parks being used to subsidize bus routes, charging strategy and other issues. Charges in Church Street, Trowbridge, were specifically highlighted. The Highways contract with Balfour Beatty was discussed, along with specific issues relating to tree cutting and maintenance raised.</p> <p>The strategy for the maintenance of area of open green space was discussed, and it was stated the report had not progressed enough to come to the Area Board or Cabinet, but that the Cabinet Member would update the Board as to when it would become available.</p> <p>At the end of discussion, it was,</p> <p><u>Resolved:</u></p> <p>To thank the Cabinet Member for their attendance.</p>
78	<p><u>Report on the Second Phase of the Campus Consultation</u></p> <p>A report from the Shadow Community Operations Board (SCOB) was presented on the completion of the second phase of consultation on the proposals for the Trowbridge Campus which ran from 01 June to 26 July 2013, with 1134 received. Details on the responses were provided as shown in the agenda pack, and the Board was asked to approve the work carried out by the SCOB and the next step of presenting proposals to the Wiltshire Council Cabinet.</p> <p>The Board thanked the SCOB for their work carrying out the consultations and preparing proposals, and in particular Rachel Goff (Wiltshire Council: Campus Delivery Manager). It was queried that the proportion of 18-24 year olds consulted was only 6.10% of responses received, but the hard work of the SCOB to reach out to that age group was noted. There were also comments about the need in future for a Primary Care Centre, and confusion that had arisen from the name 'campus' as not referring to a single site.</p> <p>It was,</p> <p><u>Resolved:</u></p> <p>To accept the content of the consultations as thorough and reflecting the views of the Community, and to approve the SCOB to proceed to the next step of providing information to the Campus Delivery and Operational Models Team.</p>

79	<p><u>Neighbourhood Budgets Update</u></p> <p>Michael Hudson (Wiltshire Council: Service Director, Finance) and Lance Allan (Trowbridge Town Council: Town Clerk) delivered a presentation on the Department of Communities and Local Government (DCLG) “Our Place” scheme on Neighbourhood Budgets. The focus of the scheme was to increase democratic engagement by giving communities direct influence on services and spending, targeted most effectively at specific local areas and issues.</p> <p>It was stated that twelve pilot neighbourhoods, encompassing parishes, local authorities and voluntary and community had been testing the scheme, with the intent from the DCLG to roll out the scheme in another 100 areas with £4.3 million in grants and advice to support the scheme.</p> <p>It was announced the Trowbridge Town Council, with the support of Wiltshire Council, would put together a bid to be among the second phase areas of the scheme when details on how to apply were received from the DCLG. In response to queries it was stated that the partnership or involvement in the scheme from Parish Councils in the Trowbridge Community Area would not be known until further details were received from the DCLG regarding the bid process.</p> <p>Following questions, it was,</p> <p><u>Resolved</u> To note the update.</p>
80	<p><u>Peter Black Site Update</u></p> <p>The written report from Stephen Hawkins (Team Leader, Enforcement, Wiltshire Council) was presented, along with an additional note as attached to these minutes.</p> <p><u>Resolved:</u> To note the report and request further updates as necessary.</p>
81	<p><u>Any Urgent Business and Forward Plan</u></p> <p>It was noted that it had been a year to the day since the opening of the new Trowbridge Library contained at County Hall, and with the agreement of the Board it was decided that the Chairman should write to the Head Librarian and their staff congratulating them and thanking them for all their excellent work in setting up and running the library.</p> <p>The Future Work Programme was noted.</p> <p>The date of the next meeting was confirmed as 14 November 2013, and would begin at 18:15 instead of 19:00 for presentations from successful grant recipients.</p>
82	<p><u>Close</u></p>

Subject:	Pest Control Update
Officer Contact Details:	Claire Francis - Public Protection Manager Telephone: 01249 706309 E-mail: claire.francis@wiltshire.gov.uk

Wiltshire Councils Pest Control team are pleased to be able to visit the Area Board meetings to offer advice on the services available to the general public, local businesses, Parish councils, and Town councils. The pest control team covers the whole of Wiltshire with all officers fully trained to deal with a wide variety of public health pests.

A recent study by the Chartered Institute of Environmental Health¹ asking residents their views on pest control found that 85% of those questioned believe that their pest control department is an important part of public health protection in their area.

The pest control team provides treatments for Rats, Mice, Wasps, Fleas, Bedbugs, Clusterflies, Carpet Moth, Squirrels, and Cockroaches. In order to ensure the service is accessible to all the community discounts of up to 50% are offered for certain means tested benefit.

To give you an idea of the number of pests we deal with during the winter of 2012/13 we treated just fewer than 1000 rodent problems and in August 2013 we treated 514 wasp nests affecting homes and businesses in Wiltshire.

Pest control officers work closely with Environmental Health Officers often identifying vulnerable residents who may require further assistance and referring the customer to other services.

If you or someone in your community has a pest problem advice and information can be found on the web pages [/www.wiltshire.gov.uk/communityandliving/publicprotection/pestcontrol](http://www.wiltshire.gov.uk/communityandliving/publicprotection/pestcontrol). We can be contacted via our on-line [pest control enquiry form](#) or through the Councils 0300 4560100 telephone number.

¹ <http://cieh.org/WorkArea/linkit.aspx?LinkIdentifier=id&ItemID=46952>

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**Trowbridge Community Area Future
Trowbridge Civic Centre
St Stephens Place, Trowbridge, Wiltshire.
BA14 8HA
Tel: 01225 765072
tcaf@trowbridge.gov.uk**



We're making a difference

TCAF Report to Area Board 12th September 2013

Steering Group update:

We have funded a Red Cross First Aid Training day for individuals belonging to community groups. The training is on Monday 23rd September, 9am-5pm at the Civic Centre, Trowbridge and attendees will be awarded a first aid certificate valid for 3 years. We have a couple of places available. Please contact Kate on tcaf@trowbridge.gov.uk if you are interested in taking up a space.

TCAF will be holding their AGM on Monday 7th October, 7pm at the Town Hall. The AGM will have an environmental theme and Ffinfo Costain from the Wiltshire Energy Alliance will be presenting. Please do come along if you can to support us and network with community groups. Light refreshments will be available.

TCAF's next Steering Group meeting will be on Monday 11th November, 4-6pm at the Civic Centre.

TCAF is working in partnership with Action for Market Towns (AMT) to assess the town centre which will include information collated on footfall, car-parking, vacant premises, types of stores in the town centre, user confidence surveys and business confidence surveys. Results will be made available in the Spring-time. Anyone wishing to volunteer their time to help collate the information can contact Kate Oatley on tcaf@trowbridge.gov.uk

TCAF has worked collaboratively with Wiltshire Council, the Police, Citizens Advice and the Polish community to secure funding from the Innovation fund run by the Police Crime Commissioner. The funding will be used to run two events for the Polish Community to attend and gain information from a range of service providers that the community may not be familiar with. Interpreters will be available for the events. The first event is on Wednesday 24th October, 6.30-8.30pm in The Atrium and the second event is Monday 28th October 12-2pm at the Civic Centre. *28th*

We have attached a list of tcaf meetings for your information. If you would like to join any of the theme groups please contact Kate or Tracy on tcaf@trowbridge.gov.uk

BA14 Culture

There is an EGM and meeting of BA14 Culture at 7.30pm on Monday 16th September, all are welcome contact Kate for an Agenda.

The brochure is now out for the upcoming Trowbridge Arts and Trowbridge Festival events. The Festival dates are 18th October until 3rd November. There really is something for every taste so do show your support for Trowbridge by attending an event or two. Trowbridge Arts' current brochure runs until the end of January 2014 with lots of exciting events and workshops across the town. Tickets are available online www.trowbridgearts.com, from the Box Office on 01722 321 744 or from the Trowbridge Information Centre.

Trowbridge Arts Launch event.

All are welcome to find out more about the Trowbridge Arts Project and Trowbridge Festival at 6pm, **Monday** 16 September at Paxcroft Community Centre. You are welcome to purchase tickets and join us for the first event of the season which will directly follow the launch at 7.30pm. If you would like to attend please email trowarts@gmail.com

Colin Kay
TCAF Chair

TROWBRIDGE COMMUNITY AREA FUTURE PARTNERSHIP											
SCHEDULE OF MEETINGS in 2013											
	Sept	Oct	Nov	Dec							
1 Area Board Meetings Thursdays @ 7.00pm	12		14								
ABC Meetings re Agendas Thursdays @ 10.30am @ Longleat rm County Hall		3		5							
Our Reports etc to be with WC Tuesdays		22									
Agenda Despatch Dates Thursdays											
TCAF Steering Group (Mon 4-6 pm @ Civic)	9		11								
2 TCAF Parishes Liaison Group (Thurs 7pm Visited Meeting Places)											
3 TCAF Neighbourhoods Partnership & Tasking (Mon 6 pm @ Civic Centre)	16		11								
4 Economy and Transport Themes Group (Thurs 2.00 pm @ WGS)											
5 Housing & the Built Environment Theme Group (Mon 6pm @ Civic)											
6 Culture Leisure, recreation, heritage & the arts TG (Mon 7pm @ Civic Centre)	16			9							
7 Trowbridge in Bloom 10-12pm Civic Centre	12	10									
8 Collaborative Schools - Education TG, The Hub, J Of G School, 9.30-11.30		4	22								
9 Health and Social Care TG (12.30-1.45 pm @ Civic Centre)	16			12							
10 Community Safety TG to meet as Tasking group actions require											
11 Transforming Trowbridge (Wed 10-12 (midday) @ WC)											
Sport & Active Leisure Group											
12 Totals											
School Holidays	30										
NB Bank Holidays(6)											

Wiltshire Council

Trowbridge Area Board

12 September 2013

Peter Black Site Update to Report

I would be grateful if the Area Board could be informed that Highways have assumed responsibility for the land outside the site's physical boundaries and have arranged for it to be maintained. My understanding is that this will occur in the near future but the contractor could not provide a calendar date.

Stephen Hawkins

Team Leader (Enforcement)

E-mail Stephen.Hawkins@wiltshire.gov.uk

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