

# MINUTES

**Meeting:** TROWBRIDGE AREA BOARD  
**Place:** Ridgeway space - County Hall, Trowbridge BA14 8JN  
**Date:** 23 May 2013  
**Start Time:** 7.00 pm  
**Finish Time:** 8.40 pm

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Please direct any enquiries on these minutes to:

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## **In Attendance:**

### **Wiltshire Councillors**

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

Cllr Russell Hawker (Westbury Area Board)

### **Wiltshire Council Officers**

Rachel Efemey (Community Area Manager)  
Kieran Elliott (Democratic Services Officer)  
Tim Martienssen (Head of Service - Service Delivery)  
Siobainn Chaplin (Youth Service Locality Team leader)

### **Town and Parish Councillors**

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

### **Partners**

Wiltshire Police - Sgt James Brain, PC Andrew MacLachlan  
Trowbridge Community Area Future - Tracy Sullivan, Colin Kay  
Youth Advisory Group - Becky Bignold, Damian Meaden

**Total in attendance: 34**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
35	<p><u>Welcome and Introductions</u></p> <p>The Democratic Services Officer welcomed everyone to the meeting of the Trowbridge Area Board, and the Members of the Area Board introduced themselves to those present.</p> <p>The procedure for the next item, election of a Chairman for the forthcoming year, was then detailed.</p>
36	<p><u>Election of Chairman</u></p> <p><b><u>Resolved:</u></b></p> <p><b>To elect Councillor Graham Payne as Chairman of the Trowbridge Area Board for the forthcoming year.</b></p>
37	<p><u>Election of Vice-Chairman</u></p> <p>Councillor Graham Payne presided over the election of a vice-chairman for the forthcoming year.</p> <p><b><u>Resolved:</u></b></p> <p><b>To elect Councillor Stephen Oldrieve as Vice-Chairman of the Trowbridge Area Board for the forthcoming year.</b></p>
38	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillor Horace Prickett, Michael Hudson (Service Director: Finance), Mike Franklin (Wiltshire Fire and Rescue Service) and Inspector Lisette Harvey (Wiltshire Police).</p>
39	<p><u>Declarations of Interest</u></p> <p>Councillors Graham Payne, Jeff Osborn, Nick Blakemore, 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>
40	<p><u>Chairman's Announcements</u></p> <p>Through the Chair there were the following announcements:</p> <ol style="list-style-type: none"> <li>1) <u>Wiltshire Local Transport Plan 2011-2026: Further Consultation</u> The written update was noted, and the need to have a future agenda item on traffic and parking issues was agreed.</li> </ol>

	<p>2) <u>Revised Multi-Agency Thresholds for Safeguarding Children 2013</u> The written update was noted.</p> <p>3) <u>Census Information for Wiltshire</u> There was also a discussion on a recent report from the Corporate Director with responsibility for Public Health interpreting the census results of 2011 for the county, and it was agreed this would be circulated to the Area Board Members.</p>
41	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 14 March 2013 were presented for consideration.</p> <p><b><u>Decision</u></b> <b>The minutes of the meeting held on 14 March 2013 were agreed a correct record and signed by the Chairman.</b></p>
42	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> <li><b>i. Wiltshire Police</b> The written update was noted. Sgt James Brain reported on the launch of Operation Magpie to combat the recent rise in non-domestic burglary as well as other intelligence gathering operations and drug arrests.</li> <li><b>ii. Wiltshire Fire and Rescue Service</b> The written update was noted.</li> <li><b>iii. NHS Wiltshire</b> The written update was noted. Issues were raised regarding the stated amount savings that were required to be made by the Clinical Commissioning Group, the implementation of the 111 number service, and potential cut backs to services such as for hip replacements. It was decided to write a letter to the chief officer of the CCG, Dr Steve Rowland to invite him to future meetings and seek answers on the issues raised.</li> <li><b>iv. Trowbridge Community Area Future (TCAF)</b> The written update was noted.</li> <li><b>v. Town and Parish Councils</b> The written update from Trowbridge Town Council was noted. It was confirmed that Cllr David Halik had been appointed Mayor for the forthcoming year, and that there was one vacancy on the Town Council, to be filled by co-option in July 2013. Details of potential land purchases by the Town Council for sports pitches near to the developing Rugby Ground was also raised.</li> </ul>

	<p>An apology from Hilperton Parish Council was reported.</p> <p><b>vi. Youth Advisory Group (YAG)</b>  A verbal update was received, reporting on the installation of skating park lights, the progress of the YAG's video on local democracy to encourage greater youth engagement, and the support of the YAG on the consultation regarding the proposed Trowbridge Campus.</p>
43	<p><u>Outside Body Appointments and update</u></p> <p>The Area Board made appointments to outside bodies as follows:</p> <ul style="list-style-type: none"> <li>i) Transforming Trowbridge - Councillor Dennis Drewett</li> <li>ii) Trowbridge Community Area Future (TCAF) - Councillor John Knight</li> <li>iii) Collaborative Schools - Vacant</li> <li>iv) Youth Advisory Group (YAG) - Councillor Helen Osborn</li> </ul> <p>The Area Board made appointments to working groups as follows:</p> <ul style="list-style-type: none"> <li>i) Community Area Transport Group (CATG) - Membership to be open to all Area Board members.</li> <li>ii) Trowbridge Shadow Community Operations Board (COB) - Councillor Graham Payne</li> </ul> <p><b><u>Resolved:</u></b></p> <ul style="list-style-type: none"> <li><b>i) To appoint Outside bodies and working group representatives for the forthcoming year as stated above.</b></li> <li><b>ii) For TCAF to report updates from Collaborative Schools in their own update to the Area Board.</b></li> </ul>
44	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2012/13:</p> <ul style="list-style-type: none"> <li>i. <u>Trowbridge Community Area Future (TCAF) – Lights, Camera, Action</u>  The sum of £2,680 was requested to purchase two high spec video cameras and accessories to be used by groups throughout the Trowbridge Community.</li> </ul> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £2,680 to Trowbridge Community Area Future (TCAF).</b></p> <p><b><u>Reason:</u> <i>The application met the Community Area Grant Criteria 2012/13.</i></b></p>

45	<p><u>TCAF Funding Agreement</u></p> <p>A report was presented on the proposed funding agreement for the Trowbridge Community Area Future (TCAF). In an addition, it was stated that the proposed 'Spice Times Credits' volunteering scheme would not be ready to be rolled out for the forthcoming year, and the proposed funding agreement's inclusion of £2,141 for that purpose was no longer appropriate.</p> <p>The Board discussed the proposed funding agreement and the work of TCAF, as well as the need to publicise the work taking place and promote the town. It was also recommended TCAF include a focus on Environmental issues in their workplan.</p> <p><b><u>Decision</u></b></p> <p><b>To approve the funding agreement for TCAF of £15,556.</b></p>
46	<p><u>Policy for small non-strategic areas of green space</u></p> <p>A written update from Neil Ward (Wiltshire Council: Head of Strategic Property Services) on the progression in development of a County-wide policy for small non-strategic areas of green space was presented for consideration and comment.</p> <p>The report was welcomed, and it was note the policy, having been raised by the Area Board, was a county-wide policy and as such was being consulted upon, and a future update on its completion was supported.</p> <p><b><u>Decision</u></b></p> <p><b>To receive a further update on the policy for small non-strategic areas of green space when the item is ready for presentation to the Cabinet.</b></p>
47	<p><u>Collaborative Schools Update</u></p> <p>Jayne Bullock from Collaborative Schools delivered a presentation explaining the structure and aims of Collaborative Schools, bound by legislation, explaining that the group now encompassed 21 schools in the Trowbridge area to promote and advance education.</p> <p>It was explained that Collaborative Schools had a large focus on partnership working, and undertook multiple measures to promote sustainable development in schools as the role of Local Authorities was reduced, including but not limited to training and development, educational research, school to school support, counselling, consultancy work and advice centres.</p> <p>It was stated that engagement with the Area Board was welcomed, and it was noted that the aim of the work was to prevent schools from competing against each other, but instead to support each other.</p>

	<p>The Board gave thanks for the presentation and looked forward to future updates on Collaborative Schools work.</p>
48	<p><u>Peter Black Site Update</u></p> <p>The written reports from Stephen Hawkins (Team Leader: Enforcement) and Alistair Cunningham (Service Director: Economy and Regeneration) were presented for consideration and comment.</p> <p>The Board noted the contents of the updates and the notice served on the owners of the site to clean up the site, and expressed continued interest in receiving updates and briefings on developments, including commercially sensitive and therefore confidential briefings from the Service Director (Economy and Regeneration) which had been offered, and noted that the enforcement notice deadline would have expired by the next Area Board meeting.</p> <p><b>Resolved:</b></p> <ol style="list-style-type: none"> <li><b>1) That the Area Board Members receive a confidential briefing from the Service Director (Economy and Regeneration) on further commercially sensitive details regarding the Peter Black site; and</b></li> <li><b>2) That the Area Board receive a further update on progress at the Peter Black site at its next meeting on 11 July 2013.</b></li> </ol>
49	<p><u>Trowbridge Master Plan</u></p> <p>Tim Martiensen (Head of Service - Service Delivery, Wiltshire Council) gave a presentation on the development of the Trowbridge Masterplan.</p> <p>An update from sessions with stakeholders was provided, detailing how the East Wing complex of County Hall had been suggested strongly as a sensible location for a future Trowbridge Campus site, although concerns regarding the drainage had also been expressed and would need resolving.</p> <p>The need of the Masterplan to improve the culture and leisure provision of the town, as well as opening up the river and take advantage of riverside heritage sites currently unexploited, was also discussed at the meetings, in addition to the need to link up any development on the old Bowyers site and the town centre, housing developments on the outskirts with the town centre, and to create a long term strategy to combat significant retail vacancies.</p> <p>It was explained that the original plan had been to begin the public consultation phase on the Masterplan from approximately June 2013, but that it had been decided to delay that stage until the final consultation on the Wiltshire Core Strategy had been completed, and which would also enable parking research to be commissioned.</p>

	<p>The Area Board considered the update, highlighting the need for the marketing of the town to have more time to improve, meaning a delay may not be a negative, although it was stressed that there would be concerns if the delays lasted into the autumn, which the officer assured the Area Board it would not.</p>
50	<p><u>Any Urgent Business and Forward Plan</u></p> <p>Queries were raised about the provision of grit bins as agreed at previous Area Board meetings, and it was stated that the bins had been purchased and would be in place by September 2013.</p> <p>Owing to the availability of the Cabinet Member, it was agreed to move the On-street parking item on the forward plan to September 2013, and it was agreed to add an item on the county wide policy on green space at a future date.</p>
51	<p><u>Close</u></p>