

# MINUTES

**Meeting:** TROWBRIDGE AREA BOARD  
**Place:** The Atrium, Wiltshire Council, Bradley Road, Trowbridge  
**Date:** 9 September 2010  
**Start Time:** 7.00 pm  
**Finish Time:** 9.40 pm

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Please direct any enquiries on these minutes to:

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Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Ernie Clark (Chairman), Cllr Peter Fuller, Cllr Tom James MBE,  
Cllr Francis Morland, Cllr Stephen Oldrieve (Vice Chairman), Cllr Jeff Osborn,  
Cllr Helen Osborn and Cllr Graham Payne

Cllr Stuart Wheeler (Cabinet Representative for Leisure, Sport and Culture)

### **Wiltshire Council Officers**

Siobainn Chaplin (Youth Development Co-ordinator), Julia Densham (Senior Democratic Services Officer), Rachel Efemey (Community Area Manager), Stephen Helsby (Highways Enforcement and Traveller Services Manager), Mark Stone (Transformation Programme Director), Robin Townsend (Head of Leisure Services)

### **Town and Parish Councillors**

Trowbridge Town Council – Lance Allan (Clerk) and Dee Horscroft  
Hilperton Parish Council – Viv Bielecki  
North Bradley Parish Council – R Evans  
Southwick Parish Council – Kath Noble and Gaynor Polgase  
West Ashton Parish Council – Peter Westlake

### **Partners**

Wiltshire Police – Inspector David Cullop  
Trowbridge Community Area Futures – Margaret Howard, Colin Kay, Doug Ross, Mary Stacey  
Community Area Young Peoples Issues Group – Hannah Alexander  
Extended School Services – Jayne Bullock  
John of Gaunt School – Andy Packer  
Paxcroft Mead Community Foras – Adrian Ingham

SGTARA – John Alford and Betty Wragg  
Trowbridge Chamber of Commerce – David Baker  
Wiltshire College – David Holdsworth  
Wiltshire Police Authority – Joy Hillyer

**Members of Public in Attendance: 27**  
**Total in attendance: 63**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p data-bbox="336 376 1139 414"><u>Chairman's Welcome, Introduction and Announcements</u></p> <p data-bbox="336 443 1299 584">The Chairman welcomed everyone to the Trowbridge Area Board meeting, and introduced himself, his Vice Chairman, the Community Area Manager and the Senior Democratic Services Officer.</p> <p data-bbox="336 629 1299 701">He referred the meeting to the Chairman's announcements in the agenda pack and added the following:</p> <ul style="list-style-type: none"> <li data-bbox="384 741 1299 992">a. West Ashton A350 Phase 1 Works – the A350 was to be closed from the West Ashton crossroads to Littleton Roundabout on Friday 10 September from 1930 hours until Monday 13 September at 0500 hours. Other carriageway works were to be undertaken at night in order to limit disruption to traffic from Monday 13 September to Monday 1 October. Diversions were to be signposted.</li> <li data-bbox="384 1032 1299 1615">b. Consultation planned on possible new Gypsy and Traveller sites following on from the work carried out in April and June this year had been put on hold. The consultation used figures proposed in the draft South West Regional Spatial Strategy as the basis of future need for Gypsy and Traveller sites. The Regional Spatial Strategy had been revoked and it fell to local authorities to determine the right level of site provision. Officers were currently assessing existing information about the level of need for new sites in Wiltshire to make sure the development plan document progressed with the correct local targets for new site provision. This had affected the overall timetable for the preparation of the Gypsy and Traveller Site Allocations document. The Area Board would be informed once a revised project timetable on the provision of new sites for the travelling community was available.</li> <li data-bbox="384 1659 1299 1731">c. Community Payback – a map was available at the meeting to mark up known 'grot spots'.</li> <li data-bbox="384 1771 1299 2018">d. The Council had a statutory duty to review and publish a new Local Transport Plan (LTP) by the end of March 2011. In essence, Local Transport Plans steered the implementation of national transport policies at the local level. In addition, the Local Transport Plan provided the framework for all other organisations with a direct or indirect involvement in transport in Wiltshire. Consultation on the</li> </ul>	

	<p>draft Local Transport Plan were to run from <b>4 October to 26 November 2010</b>. The preferred method of communication was for comments to be submitted online at: <a href="http://consult.wiltshire.gov.uk/portal">http://consult.wiltshire.gov.uk/portal</a>, where electronic copies of all the documents were available. Paper copies of the summary document, questionnaire and a reference copy of the Local Transport Plan were also available from all libraries and main Council offices.</p> <p>e. Voluntary &amp; Community Sector Awards 2010 - Trowbridge Area Board was asked to nominate a project that had received funding from the area board's community grants scheme for a category within the Wiltshire Voluntary &amp; Community sector awards 2010. The area board nominated West Ashton Village Hall's project for the fitting of photovoltaic panels to the village hall roof. We were notified that this nomination has been shortlisted for an award. We would find out if they had won on 19 October.</p> <p>f. Thanks were given by the Chairman to Julia Densham, Senior Democratic Services Officer, who had worked with the area board since April. She would shortly be taking up a new post as community area manager for the Marlborough community area. The Chairman welcomed the board's new democratic services officer, Penny Bell.</p>	
2.	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillor John Knight and Lee Davis of Trowbridge Amateur Swimming.</p>	
3.	<p><u>Minutes</u></p> <p>a. <b><u>Decision</u></b>  <b>The minutes of the meeting held on 1 July 2010 were agreed and signed as a correct record by the Chairman.</b></p> <p>b. The following matters arising from the previous meeting were discussed:</p> <p>i. An update on the path lighting alongside John of Gaunt School suggested that the school was advised to clear their hedges alongside the path.  <b><u>Decision</u></b>  <b>The Community Area Manager to contact John of Gaunt School.</b></p> <p>ii. No reply to the letter written to the County Court</p>	<p><b>Rachel Efemey</b></p>

	<p>opposing the proposal to close had been received.  <u><b>Decision</b></u>  <b>The Community Area Manager to chase a response.</b></p> <p>iii. No response to the Performance Reward Grant Scheme bid from Studley Green Resource Centre had been received.  <u><b>Decision</b></u>  <b>The Community Area Manager to chase the outcome of the bid.</b></p>	<p><b>Rachel Efemey</b></p> <p><b>Rachel Efemey</b></p>
<p>4.</p>	<p><u><b>Declarations of Interest</b></u></p> <p>Councillor Peter Fuller declared a prejudicial interest on any Trowbridge-related item (Dispensation Granted from the Dispensation Sub-Committee) as a Trowbridge Town Councillor and would view any Trowbridge related items and issues with an open mind.</p> <p>Councillor Jeff Osborn declared a prejudicial interest on any Trowbridge-related item (Dispensation Granted from the Dispensation Sub-Committee) as a Trowbridge Town Councillor and would view any Trowbridge related items and issues with an open mind.</p> <p>Councillor Helen Osborn declared a prejudicial interest on any Trowbridge-related item (Dispensation Granted from the Dispensation Sub-Committee) as a Trowbridge Town Councillor and would view any Trowbridge related items and issues with an open mind.</p> <p>Councillor Graham Payne declared a prejudicial interest at item 14a as a member of the Trowbridge Town Council. He left the room for this item.</p> <p>Councillor Tom James declared a prejudicial interest at item 14a as a member of the Trowbridge Town Council. He did not speak or vote.</p>	
<p>5.</p>	<p><u><b>Partner Updates</b></u></p> <p>The following partner updates were received:</p> <p>a. Community Area Young People’s Issues Group – meetings were to restart and the new school year would bring new faces to their meetings.</p> <p>b. Wiltshire Police – the written report was noted. Inspector</p>	

	<p>Dave Cullop added the following points:</p> <ul style="list-style-type: none"> <li>• anti-social behaviour figures were down 4% compared with the same period last year</li> <li>• a multi-agency approach was being considered to resolve outdoor drinking issues</li> <li>• improved ways of working with elected councillors for a safer Trowbridge were being investigated</li> <li>• police dogs and handlers had successfully been deployed in the town centre over a weekend resulting in some fines.</li> </ul> <p>c. Wiltshire Fire and Rescue Service – the written report was noted.</p> <p>d. Trowbridge Community Area Future – the written report circulated at the meeting was noted. Doug Ross made the following points:</p> <ul style="list-style-type: none"> <li>• cuts to the local transport budget led to concern over the planned town traffic infrastructure</li> <li>• 67 shops in the town centre were currently vacant</li> <li>• the part night lighting scheme was to go forward to the parish council liaison group for consideration at their next meeting</li> <li>• little progress had been made regarding the primary care centre and it was hoped that this matter would come to a future area board meeting</li> <li>• the importance of the Trowbridge Vision’s role in the economic development of the town was stressed.</li> <li>• Cllr Jeff Osborn expressed disappointment that the Local Integrated Transport budget had been cut by £90,000 which would imperil the Transforming Trowbridge Project. Cllr Osborn requested that this issue be taken up with Cllr Dick Tonge, Cabinet member for Highways and Transport.</li> </ul> <p><b><u>Decision</u></b>  <b>The general practitioners to be invited to the next area board meeting to consider the issues relating to the proposed primary care centre.</b></p> <p>e. Trowbridge Town Council – the written report circulated at the meeting was noted. Lance Allan, town clerk, made the following points:</p> <ul style="list-style-type: none"> <li>• an overview of the report was given that contained</li> </ul>	<p>Cllr Clark</p> <p>Rachel Efemey</p>
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	<p>updates about the carnival, Civic Centre, a response to the proposed closure of HM Court Service in Trowbridge, council tax referendum, traffic planning, leisure facilities review and health service</p> <ul style="list-style-type: none"> <li>• the town council had again been accredited as an Investor in People</li> <li>• Trowbridge in Bloom, backed by a grant from the area board had been successful.</li> </ul> <p>Mr Allen responded to a question regarding the subsidies for sports apprenticeships in village primary schools. The town council had failed in its bid to the Performance Reward Grant Scheme for funding for this scheme and was unable to include village schools in its sponsorship. This item was to be included on the next Parish Council Liaison Group agenda.</p> <p>f. Parish Council Nominated Representatives – no reports were received.</p>	
6.	<p><u>Outside Body Updates</u></p> <p>Updates were received from the following:</p> <p>Transforming Trowbridge – Councillor Jeff Osborn updated on the following:</p> <ul style="list-style-type: none"> <li>• Boots and Argos were to move into the Gateway shopping mall</li> <li>• a scoping exercise was underway regarding the positioning of facilities</li> <li>• concern was expressed due to the lack of progress with the transport plan which was needed to support the additional housing.</li> </ul> <p>Arc Theatre – Councillor Oldrieve updated on the following:</p> <ul style="list-style-type: none"> <li>• the permanent posts of Art Director and Manager had been appointed</li> <li>• a business plan was in place</li> <li>• marketing was underway.</li> </ul>	
7.	<p><u>Update on the Transformation of County Hall and the Library</u></p> <p>Mark Stone, Transformation Programme Director, gave an update on the plans to transform County Hall and the library. He made the following points:</p> <ul style="list-style-type: none"> <li>• outline drawings were slightly behind schedule</li> <li>• the consultation on the new plans would be launched at</li> </ul>	

	<p>County Hall on 11 October – all were welcome to attend</p> <ul style="list-style-type: none"> <li>• statutory consultees would be engaged</li> <li>• the designs would be available at the next area board on 18 November</li> <li>• the library designs would be undertaken by professional library designers, staff and the BA14 group</li> <li>• the quad was to be designed as an open space with a flexible interior space</li> <li>• the registry office was to be accommodated within County Hall</li> <li>• the consultation could be brought to any group on request.</li> </ul> <p><b><u>Decision</u></b>  <b>The outline designs to be added to the agenda of the next area board meeting on 18 November meeting.</b></p>	<p>Rachel Efemey/ Mark Stone</p>
<p>8.</p>	<p><u>Trowbridge Area Extended Schools Service</u></p> <p>Andy Packer, Head Teacher of John of Gaunt School, gave a presentation on the role of the Extended Schools Service. He made the following points:</p> <ul style="list-style-type: none"> <li>• the service was introduced in 2005</li> <li>• the inclusion of children and young people was key to the transformation of Trowbridge</li> <li>• the service included families and the wider community</li> <li>• the steering committee met weekly and had a broad membership</li> <li>• it had successfully employed parent support advisors – 135 families had been supported in the last year</li> <li>• offered a ‘free time subsidy’ that allowed poorer families to participate in activities that they may not ordinarily be able to access</li> <li>• 72% were participants in after school activities</li> <li>• a parents’ network supported parents to support their children</li> <li>• multi-agency drop-in clinics were run through the extended services community hub</li> <li>• it was recognized that collaborative working enabled the service to continue in times of reduced funding and linked the agendas of hard to reach groups</li> <li>• building relationships with a ‘can-do’ approach was key to its success</li> <li>• improvements in young people’s confidence through their engagement with the programme had been noted.</li> </ul> <p>The Chairman thanked Mr Packer for his presentation.</p>	



9.

Leisure Facilities Review and Questions for the Cabinet Representative

- a. Councillor Stuart Wheeler, cabinet member for leisure, sport and culture, gave a presentation on the Council's proposals for leisure provision in the county over the next 25 years.

Wiltshire Council had inherited some form of financial responsibility for 23 leisure facilities on 1 April 2009 and it was considered that the present indoor leisure facility stock was broadly outdated, inefficient and unsustainable. £93 million would be required over the next 25 years to sustain the existing buildings, and this did not include any service or building enhancements, which were much required in some of the centres.

Councillor Wheeler made the following points pertinent to Trowbridge community area:

- the indoor leisure facilities in Trowbridge were considered of strategic significance
- a new indoor facility within a community campus was proposed to replace existing facilities at Castle Place and Trowbridge Sports Centre
- the proposed facilities included a 25m pool, learner pool, leisure pool with flume, diving facilities, large sports hall, large fitness suite, multi-activity rooms, squash courts and a climbing wall
- the new facility was to be the largest in the county and would support the regeneration of the county town
- aimed to be complete by 2017
- the existing facilities were to remain available until the new facility was opened.

Following Councillor Wheeler's presentation, various comments and questions were raised, as follows:

- the Chief Executive had assured delivery of this programme by 2017 despite the proposed cuts in spending
- detailed costings had included the aging and maintenance of the existing facility until the new campus opened
- the future of Clarendon Pool was to be discussed with Clarendon School
- the consultation process was to include engagement with all local sports clubs

	<ul style="list-style-type: none"> <li>• a 50m pool was too expensive to consider</li> <li>• the plan dovetailed well with the Transforming Trowbridge plan.</li> </ul> <p>b. As a cabinet member, Councillor Wheeler responded to the following points:</p> <ul style="list-style-type: none"> <li>• the car parking review was not being considered in conjunction with the leisure facilities review as parking came within the workplace transformation programme</li> <li>• the councillor was prepared to consider an application for a cultural festival from Trowbridge Town Council</li> <li>• there was a meeting on 16 September to consider outdoor leisure facilities.</li> </ul> <p>The Chairman thanked Councillor Wheeler for his presentations.</p>	
10.	<p><u>Hilperton Allotments</u></p> <p>Councillor Vic Bielecki, Hilperton Parish Council, gave a presentation on the successful formation of the Hilperton Allotment Scheme. He included the following points:</p> <ul style="list-style-type: none"> <li>• the allotment acts of 1908 and 1950 required six formal applications for plots before the issue could be considered</li> <li>• in 2008 more than 20 letters of interest had been received</li> <li>• a working party was formed that considered the key constraints and actions required, the land acquisition including planning and legal matters and financial considerations</li> <li>• the process of identifying and negotiating on suitable land</li> <li>• planning, fencing and cultivating the land</li> <li>• the formation of Hilperton Allotment Association</li> <li>• further land acquisition</li> <li>• the land costs were approximately £23,000</li> <li>• membership of the association was £7 per annum</li> <li>• the cost of a full-size plot was £50 per annum and a half-size plot was £32 per annum.</li> </ul> <p>The Chairman thanked councillor Bielecki for his presentation.</p>	
11.	<p><u>Community Issue</u></p> <p>The Chairman led a discussion on the sale of cars on the roadside in Trowbridge. Stephen Helsby, Highways Enforcement and Traveller Services Manager, outlined the issues:</p>	

	<ul style="list-style-type: none"> <li>• this was a county-wide problem</li> <li>• there were only two recorded issues via the area board (Frome road and near the Fire Station)</li> <li>• road safety was a priority.</li> </ul> <p>This was followed by a discussion that included the following points:</p> <ul style="list-style-type: none"> <li>• this had been a long term problem in a great number of locations</li> <li>• Swindon Borough Council had an enforcement policy that enabled them to issue notices but this arrangement did not apply under Wiltshire Council.</li> </ul> <p><b><u>Decision</u></b>  <b>The locations of parked cars for sale on highway to be submitted by area board and parish councillors for collation and an officer to be invited to the November meeting to talk to the issue.</b></p> <p>The Chairman thanked Mr Helsby for his attendance.</p>	Rachel Efemey
12.	<p><b><u>Parish Steward Scheme</u></b></p> <p>The officer was unable to attend. This item was subsequently withdrawn from the agenda. Further information on the scheme was available at the link below:</p> <p><a href="http://www.wiltshire.gov.uk/parishstewardsscheme.htm">http://www.wiltshire.gov.uk/parishstewardsscheme.htm</a></p>	
13.	<p><b><u>Any Other Urgent Business, Evaluation and Forward Plan</u></b></p> <p>Agnieszka Klien-Buchalska asked how the Polish community could co-operate with the area board to help Polish migrant workers to become active citizens. A meeting was arranged for 22 September between the Head of Equality and the Migrant Worker Take Part Group to focus on how joint work could be developed around active citizenship.</p> <p><b><u>Decision</u></b>  <b>Mayur Bhatt, Head of Equality, to report on the meeting regarding Migrant Workers at next area board meeting on 20 January 2011.</b></p> <p>The next two area board meeting dates and Forward Plan were noted.</p>	Rachel Efemey/ Mayur Byatt

	The meeting gave an electronic evaluation via the voting handsets on the overall success of the meeting.	
14.	<p><u>Allocation of Funding</u></p> <p>The Wiltshire Councillors considered two applications to the Community Area Grants Scheme 2010/11, as follows:</p> <p>Stefen Smith addressed the meeting on behalf of the Trowbridge Rangers Football Club.</p> <p><b><u>Decision</u></b>  <b>The application from Trowbridge Town Council was deferred.</b></p> <p><b><u>Reason</u></b>  <b><i>Further details were required to support the application.</i></b></p> <p><b><u>Decision</u></b>  <b>Trowbridge Rangers Football Club was awarded £980 for start-up costs to run a mixed ability football club.</b></p> <p><b><u>Reason</u></b>  <b><i>The application met the Community Area Grant Criteria 201/11 and demonstrated links to the Local Agreement for Wiltshire ambition 'Building Resilient Communities'.</i></b></p>	<p>Rachel Efemey</p> <p>Rachel Efemey</p>
15.	<p><u>Performance Reward Grant Scheme</u></p> <p>Lance Allan addressed the meeting on the effectiveness of the Performance Reward Grant Scheme in the Trowbridge community area.</p> <p>The Wiltshire Councillors were asked to consider two bids to the scheme, as follows:</p> <p><b><u>Decision</u></b>  <b>Trowbridge Area Board supported the bid from Wiltshire is Saving Energy (WiSE) and recommended that it go forward for consideration by the Performance Reward Grant panel.</b></p> <p><b><u>Decision</u></b>  <b>Trowbridge Area Board supported the bid from Wiltshire Voices and recommended that it go forward for consideration by the Performance Reward Grant panel; the identified local focus group to be the Polish migrant worker community.</b></p>	<p>Rachel Efemey</p> <p>Rachel Efemey</p>
16.	<p><u>Close</u></p> <p>The Chairman thanked those for attending. The next meeting would be held in the Atrium, Wiltshire Council, Bradley Road, Trowbridge on 18 November 2010.</p>	