

# AGENDA

**Meeting:** TROWBRIDGE AREA BOARD  
**Place:** The Atrium, Wiltshire Council, Bradley Road, Trowbridge, BA14 0RD  
**Date:** Thursday 20 January 2011  
**Time:** 7.00 pm

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

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**The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.**

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

**Tea, coffee and the opportunity to talk informally from 6:30pm.**

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Please direct any enquiries on this agenda to Penny Bell (Democratic Services Officer) on 01249 706613 / [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk) or Rachel Efemey (Trowbridge Community Area Manager) on 01225 718608 / [rachel.efemey@wiltshire.gov.uk](mailto:rachel.efemey@wiltshire.gov.uk).

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

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## Wiltshire Councillors

Ernie Clark – Hilperton ( <b>Chairman</b> )	Stephen Oldrieve – Paxcroft ( <b>Vice-Chairman</b> )
Peter Fuller – Park	Helen Osborn – Lambrok
Tom James MBE – Adcroft	Jeff Osborn – Grove
John Knight – Central	Graham Payne – Drynham
Francis Morland – Southwick	

Items to be considered	Time
<p>1. <b>Chairman's Welcome and Introduction</b></p> <p>2. <b>Apologies</b></p> <p>3. <b>Minutes</b> (<i>Pages 3 - 16</i>)</p> <p style="padding-left: 40px;">i. To confirm the minutes of the meeting held on Thursday 18 November 2010.</p> <p style="padding-left: 40px;">ii. Matters arising from the previous meeting.</p> <p>4. <b>Declarations of Interest</b></p> <p>Councillors are requested to declare any personal or prejudicial interests, or dispensations granted by the Standards Committee.</p>	<p><b>7:00pm</b></p>
<p>5. <b>Chairman's Announcements</b> (<i>Pages 17 - 20</i>)</p> <p style="padding-left: 40px;">i. Update on the issue of cars being sold on the roadsides</p> <p style="padding-left: 40px;">ii. Dog Control Orders</p>	<p><b>7.05pm</b></p>
<p>6. <b>Partner Updates</b> (<i>Pages 21 - 32</i>)</p> <p>To note the written reports and receive any updates from the following:</p> <p style="padding-left: 40px;">i. Community Area Young People's Issues Group (CAYPIG)</p> <p style="padding-left: 40px;">ii. Wiltshire Police</p> <p style="padding-left: 40px;">iii. Wiltshire Fire and Rescue Service</p> <p style="padding-left: 40px;">iv. NHS Wiltshire</p> <p style="padding-left: 40px;">v. Trowbridge Community Area Future (TCAF)</p> <p style="padding-left: 40px;">vi. Trowbridge Town Council</p> <p style="padding-left: 40px;">vii. Parish Council Nominated Representatives.</p>	<p><b>7.10pm</b></p>
<p>7. <b>Outside Body Updates</b></p> <p>Wiltshire Councillors appointed as representatives to Outside Bodies will report on any recent news.</p>	<p><b>7.20pm</b></p>

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| 8.  | <p><b>Migrant Workers Meeting Update</b></p> <p>An update on the Polish Migrant Workers meeting held with the Head of Equalities.</p>                                                                                                                                                                                                                                                                                                                                                                                                                             | 7.30pm |
| 9.  | <p><b>Street Trading scheme</b> (<i>Pages 33 - 40</i>)</p> <p>To consult on proposals to harmonise the service across the county.</p> <p>The Licensing Manager (North and West) and the Senior Licensing Officer (North and West) will be attending the meeting.</p>                                                                                                                                                                                                                                                                                              | 7.40pm |
| 10. | <p><b>Wiltshire Police Authority - update</b></p> <p>Mrs Joy Hillyer, from the Wiltshire Police Authority, will give a brief presentation on the police budget situation.</p>                                                                                                                                                                                                                                                                                                                                                                                     | 7.55pm |
| 11. | <p><b>Local Transport Plan Funding: Selection of Dropped Kerbs</b><br/>(<i>Pages 41 - 42</i>)</p> <p>To consider requests for dropped kerbs from the Local Transport Plan funding.</p>                                                                                                                                                                                                                                                                                                                                                                            | 8.10pm |
| 12. | <p><b>Visiting Cabinet Representative</b></p> <p>Councillor Fleur de Rhé-Philippe, Cabinet Member for Finance, Performance and Risk, will talk about the Council's budget, and respond to any questions.</p>                                                                                                                                                                                                                                                                                                                                                      | 8.25pm |
| 13. | <p><b>Any Other Urgent Business, Evaluation and Forward Plan</b><br/>(<i>Pages 43 - 44</i>)</p> <p>The Chairman will take any items of urgent business.</p> <p>The meeting is asked to note the future meeting dates below and is reminded to complete the evaluation forms in the packs.</p> <p>The Forward Plan is attached for information.</p>                                                                                                                                                                                                                | 8.35pm |
| 14. | <p><b>Funding</b> (<i>Pages 45 - 66</i>)</p> <p><b>a) Community Area Grants Scheme</b></p> <p>To consider five applications to the Community Area Grants Scheme 2010/11, as follows:</p> <ul style="list-style-type: none"> <li>i. Trowbridge Phoenix Badminton Club - to buy new nets and posts – requested £851.</li> <li>ii. North Bradley Peace Memorial Hall – to carry out a project development study for renewable energy – requested £765.</li> <li>iii. Hilperton Village Hall – improvements to men's toilet facilities - requested £2,775.</li> </ul> | 8.45pm |

- iv. Lavender Fields Residents Association – setting up an interactive website – requested £212.
- v. Trowbridge Town Football Club – to fund coaching courses – requested £1,687.

**b) Performance Reward Grant Scheme**

To consider two applications to the Performance Reward Grant Scheme, as follows:

- i. Wiltshire Alternative Youth Sport Partnership (WAYS).
- ii. Trowbridge Community Area Extended Services.

15. **Close**

**9.15pm**

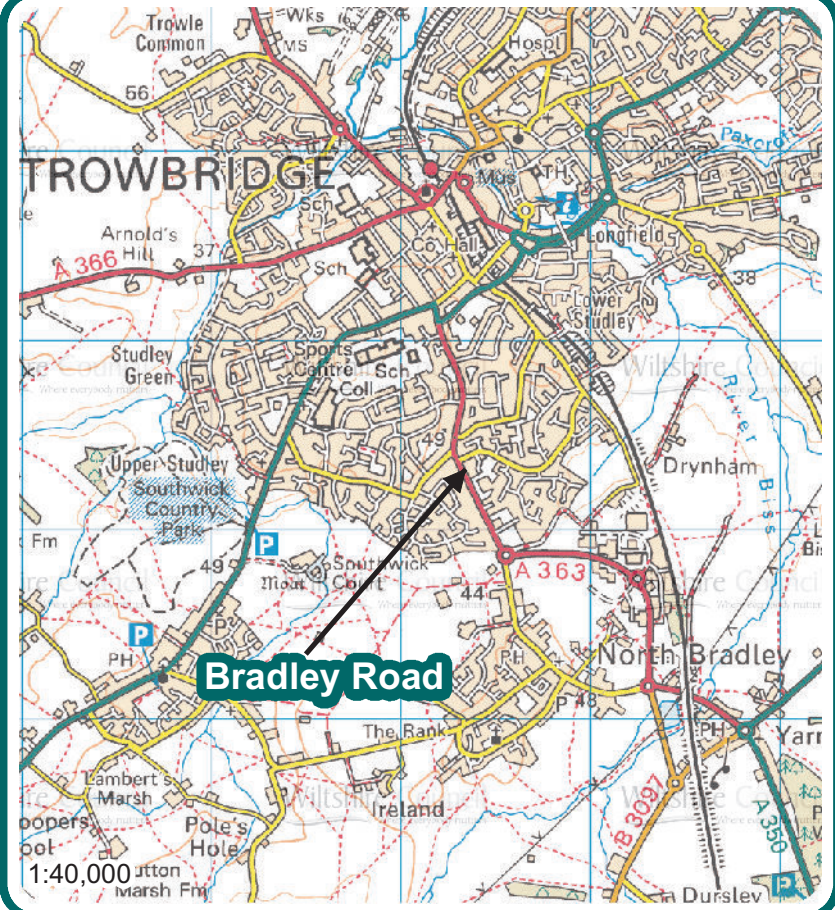
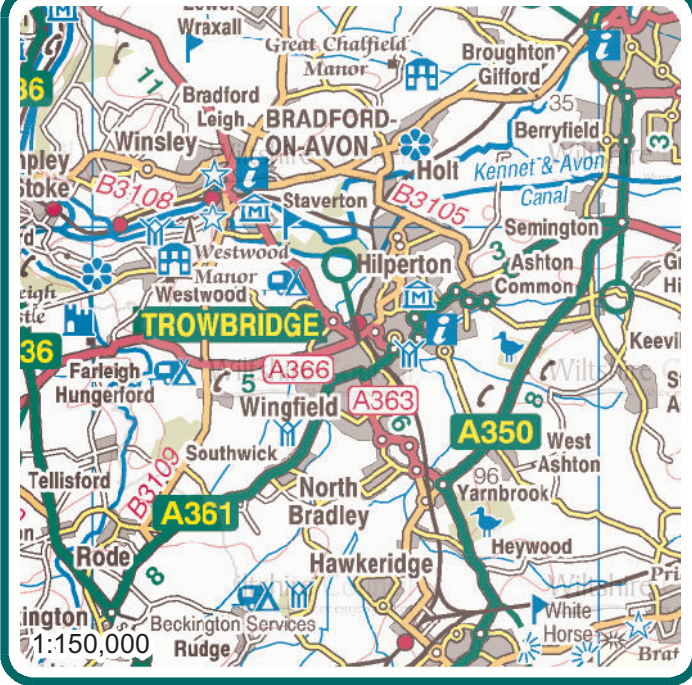
**Future Meeting Dates**

**Thursday 17 March 2011 - 7.00 pm**  
The Atrium, Wiltshire Council Office, Bradley Road,  
Trowbridge

**Thursday 5 May 2011 - 7.00 pm**  
Council Chamber, Wiltshire Council Office, Bradley  
Road, Trowbridge

**Thursday 7 July 2011 - 7.00 pm**  
The Atrium, Wiltshire Council Office, Bradley Road,  
Trowbridge

**Thursday 8 September 2011 - 7.00 pm**  
Venue to be confirmed



**Wiltshire Council**  
 165 Bradley Road  
 Trowbridge  
 BA14 0RD





# MINUTES

**Meeting:** TROWBRIDGE AREA BOARD  
**Place:** The Atrium, Bradley Road, Trowbridge, BA14 0RD  
**Date:** 18 November 2010  
**Start Time:** 7.00 pm  
**Finish Time:** 9.25 pm

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Please direct any enquiries on these minutes to:

Penny Bell (Democratic Services Officer), Tel: 01249 706610 or (e-mail) [penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk)

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 Stephen Oldrieve (Vice Chairman), Cllr Peter Fuller, Cllr John Knight, Cllr Francis Morland, Cllr Helen Osborn, Cllr Jeff Osborn and Cllr Graham Payne

Cllr Dick Tonge (Cabinet Member for Highways and Transport)  
Cllr John Noeken (Cabinet Member for Resources)

### **Wiltshire Council Officers**

Penny Bell, Democratic Services Officer  
Rachel Efemey, Community Area Manager  
David Growcott, Enforcement Manager  
Maggie Rae, Corporate Director for Public Health and Wellbeing  
Siobainn Chaplin – Development Service for Young People  
Jayne Bullock – Extended Services

### **Town and Parish Councillors**

Trowbridge Town Council – R Brice, R Cleere  
North Bradley Parish Council – Roger Evans  
Southwick Parish Council – Stephen Carey, Kath Noble  
West Ashton Parish Council – G Watkin

**Partners**

Wiltshire Police – Inspector D Cullop

Wiltshire Fire and Rescue Service – Mike Franklin

NHS Wiltshire – Jeff James, J Holden, Tony Barron, Jo Howes

Trowbridge Community Area Future – Margaret Howard, Kate Oatley, Doug Ross,  
Gaynor Polglase

Community Area Young Peoples' Issues Group – Joseph Stephenson

Trowbridge Community Area Youth Parliament – Julia Bird

**Members of Public in Attendance: 45**

**Total in attendance: 80**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman of the Area Board, Councillor Ernie Clark, welcomed everyone to the meeting and introduced the Cabinet representative in attendance; Councillor Dick Tonge.</p>	
2.	<p><u>Apologies</u></p> <p>Apologies were received from Councillor Tom James, Michael Hudson (Service Director to the Area Board and Interim Chief Finance Officer) and Lance Allan (Trowbridge Town Council Clerk).</p>	
3.	<p><u>Minutes</u></p> <p><b><u>Decision</u></b>  <b>The minutes of the meeting held on Thursday 9 September 2010 were agreed a true record and signed by the Chairman.</b></p> <p>Councillor Jeff Osborn enquired whether the pathway alongside the John of Gaunt School had been cleared satisfactorily. It was suggested that this was the case; however there was an outstanding issue with lighting along the path. This issue was to be referred to Clarence, with the Community Area Manager to monitor.</p> <p>Councillor Helen Osborn announced that the Performance Reward Grant bid from Studley Green Resource Centre had been successful and the project would proceed.</p>	<b>Rachel Efemey</b>
4.	<p><u>Declarations of Interest</u></p> <p>Councillors Jeff Osborn, Helen Osborn, Peter Fuller and John Knight all declared prejudicial interests with regards to agenda item 17.i.c; however they all had dispensations allowing them to remain in the room, speak and vote.</p> <p>Councillor Peter Fuller also declared a prejudicial interest with regards to agenda item 17.i.e, and would leave the room for this item.</p> <p>Councillor Graham Payne declared a prejudicial interest with regards to agenda item 17, and would leave the room for this item.</p>	
5.	<p><u>Partner Updates</u></p> <p>Updates were received as follows:</p>	

	<p><b>i. Wiltshire Police</b>  The written report was noted. Inspector Cullop added that the Comprehensive Spending Review had been announced, and Wiltshire Police would like to attend the next Area Board meeting on 20 January 2011 to talk about the upcoming public consultation on budget matters.</p> <p>Councillor Helen Osborn congratulated Wiltshire Police on the positive results in Table 2 of the report, which showed a decline in reported anti-social behaviour. The Inspector commented that developments in partnership working, particularly with Wiltshire Council, were likely to be the reason for this success as well as the anti-social behaviour panel which was working to identify offenders and intervene at an early stage.</p> <p>Councillor Jeff Osborn had been in communications with Wiltshire Police regarding the Dispersal Order at Studley Green Youth Centre, and commented that he wished to see the Youth Centre re-opened as soon as possible. The Inspector stated that this was a top priority in the area, and a partnership plan was being developed to resolve the issues.</p> <p><b>ii. Wiltshire Fire and Rescue Service</b>  The written report was noted. Mike Franklin reiterated the importance of home fire safety, particularly with regards to chimneys, and encouraged households to have their chimneys swept to reduce the risk of accidental fires. He also announced that free home fire safety checks were available, with 227 being conducted in the Trowbridge area so far this year. Anyone interested in a home fire safety check should call 0800 389 7849.</p> <p><b>iii. NHS Wiltshire</b>  The written report was noted.</p> <p><b>iv. Trowbridge Community Area Future</b>  The written report was noted.</p> <p><b>v. Trowbridge Town Council</b>  The written report was noted.</p> <p><b>vi. Parish Council Nominated Representatives</b>  There were no parish council updates.</p> <p><b>vii. Community Area Young Peoples' Issues Group (CAYPIG)</b></p>	
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	<p>The CAYPIG reported that meetings were being held with other local groups to raise issues, and the findings of this exercise would be presented at the next Area Board meeting.</p> <p>With regards to the Studley Green Youth Centre, a Youth Council was being established to work with partners to get the centre re-opened. Consultation was likely to take place in December 2010, and it was hoped that the Centre would re-open in January 2011.</p>	
6.	<p><u>Outside Body Updates</u></p> <p>i. Extended Services Steering Group</p> <p><b><u>Decision</u></b>  <b>The Area Board nominated Councillor Helen Osborn as the nominated representative to the Extended Services Steering Group.</b></p> <p>ii. Updates from Representatives to Outside Bodies</p> <p><u>Transforming Trowbridge</u>  Councillor Jeff Osborn announced that more of the large retail units in the Gateway were now occupied, with Boots and Argos having moved in. More of the smaller units were starting to open too. Plans were also developing for the Castel Place and Peter Blacks sites, and it was hoped that a joint planning application for a mix of retail and leisure would follow.</p>	Penny Bell
7.	<p><u>Youth Parliament</u></p> <p>A presentation was received from young people of the Trowbridge Community Area Youth Parliament.</p> <p>The Youth Parliament had been formed by the Head Teachers of the local schools in Trowbridge Community Area, and included pupils of all ages from a mix of primary schools and secondary schools.</p> <p>Having consulted with their individual schools, members of the Youth Parliament had chosen anti-social behaviour to be the main issue to focus on. Surveys and questionnaires were carried out amongst pupils in the schools and liaison was also taking place with Wiltshire Police to identify problematic areas and raise public awareness.</p> <p>The Chairman thanked the members of the Youth Parliament for their presentation.</p>	

8.	<p><u>Youth Funding Proposal</u></p> <p>The Area Board considered a joint proposal for funding from the Trowbridge Community Area Youth Parliament and CAYPIG.</p> <p>A presentation was made by representatives of the Youth Parliament and CAYPIG which outlined the proposal. The proposal sought the sum of £7,759 to develop and promote a media campaign against anti-social behaviour, including utilising public transport.</p> <p>Key objectives of the campaign would be:</p> <ul style="list-style-type: none"> <li>• To highlight that the youth of Trowbridge did not support anti-social behaviour</li> <li>• To raise awareness to the public of the routes to report any anti-social behaviour issues encountered or witnessed.</li> </ul> <p><b><u>Decision</u></b>  <b>The Area Board supported the proposal and awarded the sum of £7,759 to the Trowbridge CAYPIG and Youth parliament for the development and promotion of a media campaign against anti-social behaviour.</b></p>	Rachel Efemey
9.	<p><u>NHS Primary Care Centre</u></p> <p>Jeff James, Chief Executive of NHS Wiltshire, provided an update on progress with plans for a new Primary Care Centre in Trowbridge. The main points made were as follows:</p> <ul style="list-style-type: none"> <li>• The plan was to replace the Bradford Road services with a modern, fit-for-purpose facility.</li> <li>• Despite some delays with the plans, the Primary Care Trust (PCT) was still pursuing the project and was committed to trying to bring it forward.</li> <li>• The partnership between the PCT and the GPs was fundamental, particularly as the GPs would own the premises.</li> <li>• The GPs preferred a model where-by one or more practices owned the premises, with the PCT leasing space for various services.</li> <li>• All practices involved and/or affected needed to be in agreement before the plans could proceed.</li> <li>• At a meeting on 1 June, the PCT confirmed to the GPs its willingness to proceed, and asked the GPs to present a business case.</li> <li>• A range of options were being considered, including a single building site and a two-site solution.</li> </ul>	

	<p>Following the presentation, a number of questions and issues arose as follows:</p> <ul style="list-style-type: none"> <li>• In response to a question regarding where the capital funding came from and who was responsible for obtaining it, Jeff confirmed that the funding would be sought commercially, and that the GPs were responsible for obtaining the funding.</li> <li>• Concern was expressed that one of the practices in the area was working beyond capacity and could not obtain permission to expand. In response to this Jeff stated that the PCT was open to proposals that brought together existing services.</li> <li>• In response to a comment regarding the main reasons for the delay, Jeff stated that no party was individually to blame, but the different views of all parties needed to be considered which required patience.</li> <li>• A number of queries arose regarding the need to proceed with plans as soon as possible; otherwise there was the risk that the plans would cease once new arrangements for the PCT were in place. In response to this, Jeff commented that encouraging the process of dialogue helped greatly and the PCT was open to considering all possibilities.</li> </ul> <p>The Chairman thanked Jeff James for his presentation.</p>	
10.	<p><u>Community Issue - Vehicle Trading on Highways</u></p> <p>David Growcott, Enforcement Manager, presented information on the issue of vehicles being advertised and/or sold on the highway. A full briefing paper outlining the current situation was circulated.</p> <p>Legislation being considered to address the issue included the following:</p> <ul style="list-style-type: none"> <li>• The Local Government (Miscellaneous Provisions) Act 1976 - however this legislation required a prosecution process which may prove expensive, unwieldy and ineffective, and so would not usually be the most appropriate option.</li> <li>• The Highways Act 1980 – there were several potential sections under this Act, however all of them suffered the same weaknesses described above.</li> <li>• The Highways Act 1980, Section 143 – discussions were taking place with the legal department regarding an approach using this piece of legislation. By issuing a notice under this Section, it allowed an individual up to one month in which to remove the vehicle, after which the Council could remove them and recover reasonable costs.</li> </ul>	

	<p>The Council was currently running a trial of the use of Section 143 on two sites within close proximity of each other on the outskirts of Salisbury. If this trial proved successful then the Council may seek to roll out the process across the county in appropriate areas.</p> <p>The Chairman thanked David for his presentation and requested that a report was brought back to the Area Board to update on the progress with the trial in Salisbury and if it would be rolled out in Trowbridge Community Area.</p>	<p><b>David Growcott</b></p>
<p>11.</p>	<p><u>Allocation of Grit Bins</u></p> <p>The Area Board considered the allocation of one additional grit bin within the Community Area. A total of 17 requests had been made for additional bins from the town and parish councils.</p> <p>Councillor Tonge announced that, despite only one bin being available to Trowbridge Community Area, parish and town councils could purchase their own grit bins, and the Council could supply one tonne on grit provided that the parish/town had somewhere to store it and someone to fill the bins.</p> <p>Councillors asked that more thought was given to the allocation criteria in future, to ensure a fair approach for all areas in the county.</p> <p><b><u>Decision</u></b>  <b>The Area Board decided to delegate authority to allocate the one additional grit bin to the Community Area Transport Group and requested guidance from a technical officer on prioritising the requests.</b></p>	
<p>12.</p>	<p><u>Local Transport Plan Funding Allocation</u></p> <p>The Area Board considered recommendations from the Community Area Transport Group for small-scale transport and highway improvement schemes for the Trowbridge Community Area.</p> <p><b><u>Decision</u></b>  <b>The Area Board agreed that the following schemes should proceed:</b></p> <ul style="list-style-type: none"> <li><b>i. Dropped kerbs - to ring fence the sum of £5,000 for the provision of dropped kerbs.</b></li> <li><b>ii. Trowbridge, Gloucester Road junction with Bond Street – 1 x dropped kerb.</b></li> <li><b>iii. Southwick, Hollis Way – 1 x dropped kerb.</b></li> <li><b>iv. Lark Down – costings for proposals of either a refuge/pedestrian build out adjacent to the bus stop.</b></li> <li><b>v. Eastbourne Gardens – investigation into pedestrian</b></li> </ul>	

	<p style="text-align: center;"><b>provision/informal crossing adjacent to Tesco Express.</b></p> <p>It was noted that there was still provision in the budget for a further five dropped kerbs to be considered. Any suggestions or proposals should be sent to the Community Area Manager for the Area Board to consider at the next meeting.</p>	
13.	<p><u>Car Parking Strategy Consultation Feedback</u></p> <p>Councillor Dick Tonge, Cabinet Member for Transport and Highways, provided feedback on the Car Parking Strategy consultation which had been conducted recently to address the inconsistency inherited from the former district councils.</p> <p>Councillor Tonge explained that parking was wider than just charging, and it made up an important part of local transport policy (e.g. improving street scenes, reducing traffic conflicts and supporting bus services). It was also important to review parking policy to ensure it was fit-for-purpose for new developments.</p> <p>During the consultation, responses had been received from some 600 people, making over 5,000 comments. One petition had also been received.</p> <p>In the Trowbridge Community Area, a total of 7 responses had been received, with the following points being raised:</p> <ul style="list-style-type: none"> <li>• If car parking at the Country Park was made chargeable then it would encourage parking elsewhere, causing problems in other areas e.g. Frome Road.</li> <li>• Trowbridge should be given one-hour free car parking, then chargeable as they have currently in Westbury and Melksham. It is vitally important to keep people visiting Trowbridge.</li> <li>• Long stay commuter parking provision should be assessed where adequate sustainable transport alternatives exist, not automatically reduced.</li> </ul> <p>The next steps in the process included a Cabinet decision meeting on 14 December 2010, with statutory procedures taking place from January to March 2011. It was planned that the implementation of changes would take effect from April 2011.</p> <p>Following Councillor Tonge's presentation, a couple of comments were made as follows:</p> <ul style="list-style-type: none"> <li>• Consideration should be given to utilising the land near the train station for car parking, as this could prevent cars from parking on the streets.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Parking at the library in Trowbridge was currently free and it was hoped that this would remain the case when the library moved to County Hall. There was, however, the issue of staff and members of the public using the free spaces when not using the library.</li> </ul> <p>The Chairman thanked Councillor Tonge for his presentation.</p>	
14.	<p><u>Reducing Unnecessary Street Lighting</u></p> <p>Doug Ross, Joint Project Officer of Trowbridge Community Area Future (TCAF) provided an update on the initiative to reduce unnecessary street lighting.</p> <p>Although there had been some initial interest from parish councils in this project, that interest was lost when it transpired that the dimming of street lights was not available in the first round. It was felt that, to turn street lights off completely, could jeopardise highway safety and household security.</p> <p>It was hoped that there would be a good chance of reviving local support for this project in the next round, if the funding could be used for dimming street lights.</p> <p>Councillor Tonge requested to be informed if Trowbridge Community Area had no interest at this stage, as the funding could be utilised by other areas across the county.</p>	
15.	<p><u>Visiting Cabinet Representative</u></p> <p>Councillor Dick Tonge, Cabinet Member for Highways and Transport, provided an overview of his responsibilities, which included performance and strategy for transport, highways maintenance and improvements, traffic management including car parking, road safety and passenger transport, litter and cleansing, rights of way, public toilets, grounds and open space including allotments, cemeteries and markets.</p> <p>Councillor Helen Osborn sought advice on two local matters; the locations of bus stops and speeding issues on Brook Road in Trowbridge. Councillor Tonge advised that Community Speedwatch could be used for the speeding issues. He also advised that a survey had been carried out in Corsham by the Community Area Partnership in relation to bus stops, and perhaps a similar exercise could be carried out by Trowbridge Community Area Future in the Trowbridge Community Area.</p>	
16.	<p><u>Any Other Urgent Business, Evaluation and Forward Plan</u></p> <p>The Chairman thanked everyone for attending the meeting and</p>	



	<p>requested that people completed their evaluation forms.</p> <p>The Forward Plan of future provisional agenda items was included in the agenda for information.</p> <p>The next meeting of the Area Board would take place on Thursday 20 January 2011, 7.00 pm at Wiltshire Council Offices, Bradley Road, Trowbridge.</p>	
17.	<p><u>Allocation of Funding</u></p> <p><b>i. Community Area Grants</b></p> <p>Councillor Graham Payne left the room.</p> <p>The Area Board considered five applications for funding from the Community Area Grant Scheme as follows:</p> <p>a. <u>West Ashton Village Hall</u> The sum of £5,000 was requested for the creation of a small meeting room attached to the village hall to provide additional useable space.</p> <p><b><u>Decision</u></b> <b>The Area Board awarded the sum of £5,000 to West Ashton Village Hall conditional upon the applicant being able to provide evidence that the remaining £29,720 funding had been raised before the grant was released.</b> <b><i>Reason The application met the Community Area Grants Criteria 2010/11 and would provide valuable additional space.</i></b></p> <p>b. <u>Larkrise Community Farm</u> The sum of £4,000 was requested for construction of a barn for the storage of animal feed.</p> <p><b><u>Decision</u></b> <b>The Area Board awarded the sum of £4,000 to Larkrise Community Farm, conditional upon the applicant receiving planning permission for the barn.</b> <b><i>Reason The application met the Community Area Grants Criteria 2010/11 and demonstrated many links to the Trowbridge Community Area Plan.</i></b></p> <p>c. <u>Trowbridge Town Council</u> The sum of £4,980 was requested towards the Trowbridge Christmas Lights Extravaganza event.</p>	<p>Rachel Efemey</p> <p>Rachel Efemey</p>

	<p><b><u>Decision</u></b> The Area Board awarded the sum of £4,980 to Trowbridge Town Council on the condition that the applicant did not apply for this event on an annual basis as it would then constitute regular running costs. <b><i>Reason The application met the Community Area Grants Criteria 2010/11 and demonstrated links to the Trowbridge Community Area Plan.</i></b></p> <p>d. <u>Trowbridge Westbourne Sports Club – Tennis Section</u> The sum of £734 was requested for the purchase of equipment to increase junior membership and offer competitive opportunities for children in the local community.</p> <p><b><u>Decision</u></b> The Area Board awarded the sum of £734 to Trowbridge Westbourne Sports Club – tennis section. <b><i>Reason The application met the Community Area Grants Criteria 2010/11 and would enable the purchase of this additional equipment.</i></b></p> <p>e. <u>Trowbridge Town Football Club</u></p> <p>Councillor Peter Fuller left the room.</p> <p>The sum of £2,446 was requested for the purchase of training and match equipment for the youth, girls and adult football club teams.</p> <p><b><u>Decision</u></b> The Area Board awarded the sum of £2,446 to Trowbridge Town Football Club. <b><i>Reason The application met the Community Area Grants Criteria 2010/11 and demonstrated a link to the Trowbridge Community Area Plan.</i></b></p> <p>Councillor Peter Fuller returned to the room.</p> <p>ii. <b>Area Board Projects</b></p> <p>The Area Board considered one application for funding under the Area Board Projects scheme as follows:</p> <p>a. <u>Registry Office Bench</u></p>	<p>Rachel Efemey</p> <p>Rachel Efemey</p> <p>Rachel Efemey</p>
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	<p>The sum of £638.93 was requested for provision of a bench outside the registry office in Trowbridge.</p> <p><b><u>Decision</u></b>  <b>The Area Board awarded the sum of £638.93 for the provision of a registry office bench.</b></p>	<p><b>Rachel Efemey</b></p>
18.	<p><u>Close</u></p> <p>The meeting closed at 9.25 pm.</p>	



**Trowbridge Area Board 20 January 2011**

Item 5i

## **Chairman's Announcements**

### **Update on cars being sold on the roadside**

The serving of a control order on two areas of land in Salisbury has brought about a marked reduction in vehicles being placed for sale in these locations. Since the control order became active only one vehicle has been placed for sale and this was removed within three hours of the seller being advised that our contractors would be removing the vehicle the following day. There is no requirement for us to provide this period of notice under the terms of the control order but best practice would incline towards a brief period of notice when the evidence suggests it is the first breach of the order by an individual. As yet there have been no reports of new vehicle sale 'hotspots' appearing elsewhere following the control order on this land, though this may become clearer now that the Christmas break is over.

That the control order appears to have reduced the instances of cars being placed for sale in these locations can certainly be viewed as a success, though we will not truly know how successful the orders are until - and if - they are challenged in a magistrates' court. However, at this point officers are content to extend the scheme to include areas in Trowbridge.

Officers are scheduled to meet with the Area Board Manager (19 January) to review problem areas in Trowbridge and identify areas on which to serve control orders in the first instance. A further update on the progress of this scheme will be provided at the March Area Board.



**Trowbridge Area Board 20 January 2011**

**Chairman’s Announcements**

**Invitation to comment on proposed Dog Control Orders in Wiltshire**

Dog Control Orders can be made by the Council regarding any land to which the public have a right of access:

1. Requiring the person in control to clean up after a dog has fouled;
2. Prohibiting Access by dogs;
3. Requiring dogs to be kept on leads;
4. Requiring dogs to be put on a lead when required by an authorised officer of the Council.
5. Restricting the number of dogs that can be in the control of one person on certain land.

In exercising its powers, the Authority is required to adopt a fair balance between the needs and aspirations of dog owners and non-dog owners. It is also essential that any orders should be capable of being enforced within reasonable resources.

Currently, there are a variety of inconsistent Orders covering the areas of the four predecessor Districts. It is intended to replace all existing Orders with one consistent set. The proposals are summarised in the table below:

Order	Proposal	Comments
Dog Fouling	Make generic County Wide order	Aim to cover most land.
Dog Exclusion	Make generic County wide order	Enclosed Children’s play areas only plus land covered by existing orders
Dogs on Lead	No Generic Order	Confirm existing order, discourage further use.
Dogs on Lead on request of authorised officer	No Generic Order	Discourage use
Maximum number of dogs in control of one person	No Generic order	Discourage use

In order to help frame the proposals which will go to a formal consultation process comments on behalf of Area Boards, Council Members, Parish Councils and other interested bodies and individuals are being sought. The consultation paper, including full details of the proposal can be accessed at the following link, together with a questionnaire for making comments, by **7 February 2011** <http://www.wiltshire.gov.uk/council/consultations.htm>

Further information is available from:

Simon Cleaver, Pest Control and Dog Warden Service Manager  
 165 Bradley Road, Trowbridge, Wiltshire BA14 0RD, [simon.cleaver@wiltshire.gov.uk](mailto:simon.cleaver@wiltshire.gov.uk)







## **Crime and Community Safety Briefing Paper Trowbridge Community Area Board 20<sup>th</sup> January 2011**

### **1. Neighbourhood Policing**

#### **Current Priorities:**

Up-to-date details of the current news about Neighbourhood Policing Teams, including, profiles, priorities and forthcoming community consultation events can be found on the Wiltshire Police Website.

🖥️ Visit the new and improved website at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk)

#### **Team News:**

There have been no team changes since the last Board Meeting.

#### **Police Authority Representative**

**Mrs Joy Hillyer** is an Independent Member of the Wiltshire Police Authority and has the responsibility for overseeing police matters in the Community Area. She can be contacted via Wiltshire Police Authority: ☎️ 01380 734022 or 🖥️ <http://www.wiltshire-pa.gov.uk/feedback.asp>

### **2. Comprehensive Spending Review**

Work is ongoing to deliver a new policing model to meet the projected funding cuts over the next 4-years. Wiltshire Police

Authority is currently consulting with the public, stakeholders and partners about plans to save about £15 million. Mrs Hillyer from WPA will be at the meeting to make a short presentation as part of the consultation process.

You are requested to take part in the consultation by completing an on-line questionnaire that is now available by visiting the WPA website – [www.wiltsire-pa.gov.uk](http://www.wiltsire-pa.gov.uk)

### 3. Performance

There has been a small decrease in reported crime over the 2-year period. Full details can be found at **Table 1**.

The holiday period has been the quietest for several years. Additional foot patrols were deployed on Christmas and New Year's Eve to provide a highly visible presence in the town centre.

The trend for dwelling burglaries continues to decrease following the successful capture and prosecution of a number of prolific offenders during the summer months.

The overall detection rate is the highest in the county.

**Table 1 – Reported Crime Figures**

**1<sup>st</sup> Jan 2009 – 31<sup>st</sup> Dec 2010**

TROWBRIDGE SECTOR						
TROWBRIDGE	CRIME				DETECTIONS	
	JAN 2009 - DEC 2010				JAN 2009 - DEC 2010	
	2009/10	2010/11	+ / -	% Change	2008/09	2009/10
Violence Against the Person	657	708	51	7.8%	54.0%	52.0%
Dwelling Burglary	107	175	68	63.6%	10.3%	18.9%
Criminal Damage	731	571	-160	-21.9%	16.4%	13.1%
Non Dwelling Burglary	192	154	-38	-19.8%	8.9%	6.5%
Theft from Motor Vehicle	118	174	56	47.5%	0.8%	23.6%
Theft of Motor Vehicle	55	69	14	25.5%	23.6%	18.8%
<b>Total Crime</b>	<b>3017</b>	<b>3003</b>	<b>-14</b>	<b>-0.5%</b>	<b>33.8%</b>	<b>31.7%</b>

There has been a small increase in reports of anti-social behaviour during the last quarter compared to the previous year. A high proportion of reports during December relate to snow-balling. Officers have adopted a sensible approach and have only followed-up incidents where there has been evidence of behaviour that is more than just 'horse-play'.


**Table 2 – Reported Anti-Social Behaviour Figures  
1<sup>st</sup> Jan 2010 – 31<sup>st</sup> Dec 2010**

JAN-MAR 2010	APR-JUNE 2010 (2009)	JULY-SEPT 2010 (2009)	OCT – DEC 2010 (2009)	YEARLY AVE (10/11)
568	703 (735)	708 (849)	632 (565)	652.8

#### 4. TCAF – Safer Trowbridge

The workshop arranged by **Safer Trowbridge** with Councillors, WC Officers and NPT staff was held on Wednesday 24<sup>th</sup> November to examine a best practice partnership approach to tackling community issues. The meeting was well received by those in attendance. A further workshop is being planned in the spring.

The next Safer Trowbridge meeting will be held at Trowbridge Town Council Offices at 6pm on Thursday 17<sup>th</sup> March. If you have concerns about any safety issues in the Community Area and want to get involved in finding innovative solutions you are very welcome to attend. For further details please contact Mr. Doug Ross: ☎ 01225 765072 or [✉ doug.ross@trowbridge.gov.uk](mailto:doug.ross@trowbridge.gov.uk)



**David W Cullop**  
Sector Inspector

04/01/11



## **NHS Update – December 2010**

### **Preferred provider organisation confirmed for community-based health services in Wiltshire**

Great Western Hospitals NHS Foundation Trust has been named as the preferred provider for community-based health services in Wiltshire from 1 April 2011, NHS Wiltshire announced today.

The announcement means that community-based NHS services for the whole of Wiltshire, plus maternity services for Bath & North East Somerset and parts of Somerset, will transfer to Great Western Hospitals NHS Foundation Trust. Services to patients will continue unchanged as this is a transfer of organisational responsibility and not a change to the way services are delivered or the places where they are provided. The transfer is subject to the completion of legal formalities between NHS Wiltshire and Great Western Hospitals NHS Foundation Trust and approval of the transfer by Monitor (the independent regulator of NHS Foundation Trusts Monitor). Because of the preparatory work undertaken by the two organisations, neither of these processes is thought to pose particular difficulties.

The announcement of the preferred provider organisation is a key milestone in the Transforming Community Services project in Wiltshire, which sees health services currently provided by Wiltshire Community Health Services, such as district nursing and maternity services, transfer to new employing organisations. The project started in July 2010, following the Government's publication of the revised Operating Framework for the NHS in England for 2010-11, which requires primary care trusts to transfer the provision of services to different organisations by 1 April 2011. This transfer does not change the range of services provided, nor the places where they are provided. The change is a transfer of responsibility from one organisation to another.

The formal transfer of the services to the new employer will take place at midnight on 31 March 2011. Clinical staff and some non-clinical support staff who work in the transferring services, such as nurses, midwives, physiotherapists and occupational therapists, will all transfer to the new organisation at the same time.

NHS Wiltshire Chief Executive Jeff James said:

“Our provider arm, Wiltshire Community Health Services, is a first-class organisation, that has shown over the last four years that it leads the way in developing services in the community. To take two examples, our maternity services and community nursing and therapy services have been nationally recognised as setting the example for others to follow.

“In responding to the Government policy to transfer services to other providers we have had three aims:

- To safeguard the quality of services to patients
- To safeguard the conditions for effective clinical practice
- To minimise disruption and lost opportunities for our staff”

“We have run Transforming Community Services in Wiltshire as a ‘managed transfer’ process enabling local organisations to bid to run the services from next year. Following a thorough and tough evaluation of the submissions we received from local NHS provider organisations, we have agreed that community-based services in Wiltshire, and Wiltshire Maternity Services which provides care for women in north and west Wiltshire, Bath & North East Somerset, and parts of Somerset, will transfer to Great Western Hospitals NHS Foundation Trust with effect from 1 April 2011.”

### **Full steam ahead for Westbury Primary Care Development**

The planning application for a new Primary Care Development in Westbury has been approved by Wiltshire Council. The development, which will be located at Leigh Park, will include an extended modern GP surgery which combines the Eastleigh Surgery and the White Horse Surgery with a range of other health care services, all under one roof.

Bill Fanning, Chairman of the Westbury Patients Forum, said: “This is great news for people in Westbury and the surrounding area. The development is a modern, purpose-built centre with the space and health facilities to serve the town properly. Initially there were a few concerns about transport, and we have worked hard to resolve the details with Wiltshire Council and colleagues from voluntary services. We’re delighted that we can now proceed”.

Plans for its development have evolved through the work of a Steering Group with members drawn from the Westbury Group Practice, Patients’ Forum, League of Friends, the Town Council and NHS Wiltshire.

Dr Debbie Beale, a GP at Eastleigh Surgery, said: “This is an exciting time for Eastleigh Surgery, its patients and its staff. The approval endorses all the hard work and commitment from everyone involved in our project. The new development will give us the space to look after our patients in modern purpose-built rooms, ensuring that we can continue to deliver high-quality GP care with privacy and dignity, and being located alongside the other health facilities on the site will ensure patients receive care which is a smooth and seamless as possible”.

Jeff James, Chief Executive of NHS Wiltshire said: “This development is fantastic for the people of Westbury and also excellent news for the NHS in Wiltshire, as it sets a high standard for the ongoing development of the other Primary Care Centres elsewhere in the county – Devizes, Trowbridge and Salisbury”.

The Primary Care Development will accommodate all the services that are currently provided from Eastleigh and White Horse Surgery, and in addition to this there will be a number of new services available that Westbury people currently have to travel to other towns to access. The services available will be:

## **Staying healthy this winter**

With a nip of frost in the air, the NHS is gearing up for its busiest season of the year. Common viruses such as flu and the 'winter vomiting' bug, norovirus, often take hold just as the cold weather starts to bite, causing extra challenges to our health services. One of the biggest problems is keeping viruses from spreading, and the best contribution we can all make is – if we're suffering, stay at home and use the phone to ring your GP or NHS Direct.

### **Flu vaccinations**

GP practices around the county have started running flu vaccination clinics. This year the vaccine contains protection against H1N1 (no longer considered a pandemic, but one of this season's predominant strains of flu) as well as other strains of the virus. One simple injection should provide complete protection, and we're urging anyone who hasn't already been vaccinated to contact their GP.

### **Military families trained to improve health and wellbeing**

The family members of service personnel based at Tidworth, Larkhill and Bulford have been involved in a successful pilot scheme to become Health Trainers. The scheme is commissioned and funded by NHS Wiltshire and managed by Community First.

Health Trainers provide information, motivation and practical support to individual adults on a one-to-one basis to make changes to lifestyles, to improve health and well being and to minimise health risks, as well as supporting behaviour change – which includes support to stop smoking, promotes physical activity and signposts to specialist support such as drugs and alcohol services. Health Trainers also support healthy eating linked to weight loss. All the initiatives have impacts on people's emotional health and well being.

Maggie Rae, Corporate Director of Public Health and Well Being, said:

"The positive impact which this programme will have on the families of our servicemen and women in terms of health and well being is extremely encouraging. By providing families in Tidworth with the knowledge, skills and support needed to lead healthier lifestyles, Health Trainers can encourage other members of the community to improve their health, as well as help to reduce health problems. These Trainers are now part of the Public Health community and are able to deliver really serious support to people and their colleagues".

### **Mental Health Services**

NHS Wiltshire and Avon and Wiltshire Mental Health Partnership (AWP) have been working on re-designing mental health services in Wiltshire since spring 2010. With wide engagement from service users and clinicians, the work builds on a programme within AWP of reviewing and modernising their services and has received a positive response from the Health Overview and Scrutiny Committee. The new service model is 'ageless' and establishes pathways for any adult over 18 years. Part of the Trust's plans include a shift in resources from inpatient beds to community services, with fewer

inpatient beds clustered onto fewer sites to improve the safety and clinical quality of services. There will be 24/7 access to services with a focus on re-enablement and supporting people to live their lives, faster access to assessment services and the most appropriate AWP service and direct access to specialist services. This will result in the closure of twenty inpatient beds at Green Lane Hospital, Devizes. AWP's Clinical director Dr Julie Hankin said the money saved by the bed closures would be re-invested in the service. "We're spending public money on keeping beds open which aren't being used and we feel this is a fantastic chance to use that money more effectively," she said. "The money is being invested in other parts of the service, so although it's about efficiencies, it's not about ripping money out of the service." The redesign is expected to save £3.3million which will be reinvested in the new services.

The Annual General Meeting and Board meeting of NHS Wiltshire will be held on **Wednesday 19 January at 10am - 2011 at Southgate House**. Members of the public are welcome to attend.

Papers are published a week before the meeting on [www.wiltshire.nhs.uk](http://www.wiltshire.nhs.uk) or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: [stacey.saunders@wiltshire.nhs.uk](mailto:stacey.saunders@wiltshire.nhs.uk)). For further information or copies of documents referred to above, please contact Jo Howes, Community Engagement Manager, 01380 733929 or [jo.howes@wiltshire.nhs](mailto:jo.howes@wiltshire.nhs)



## Town Council Report to Area Board, January 2011

### 1 Museum & Information Centre

**Exhibitions** - Dancing Days and Christmas exhibitions are currently open. Dr Andrew Murrison, MP will open our next exhibition 'Trowbridge Villages' on Saturday 19<sup>th</sup> March at noon.

**Tourism Event** – is to be run on Saturday 7<sup>th</sup> May to coincide with the Lions May Fair.

**Marketing** - the Washington Post has recently used Trowbridge Museum as a resource for a story about teasels and publicized our details in the paper and on their website.

### 2 Community Services

**Sunday Club** – Next one is 13<sup>th</sup> February at Longfield Community Centre.

**Pancake Race** – Will take place in the town centre on Shrove Tuesday, 8<sup>th</sup> March 2011.

**Mayor's Garden Party** – Sunday 8<sup>th</sup> May, to be hosted by Trowbridge Cricket Club.

**Wiltshire British Armed Forces & Veterans** – Plans are now in hand for June 25<sup>th</sup> and 26<sup>th</sup> which the council are supporting with a grant.

**Active Trowbridge** – planning is underway for National Play Day on Saturday 6<sup>th</sup> August.

**Summer Show** – Will be combined with the Carnival Country Fair on Saturday 3<sup>rd</sup> September.

**Carnival** – Will once again take place in October in 2011 on Saturday 22<sup>nd</sup>.

**Christmas Lights** – In 2011 we anticipate holding the switch-on on Friday 25<sup>th</sup> November and a community street market on Saturday 26<sup>th</sup>.

### 3 Town Development

The Association of Town Centre Managers gave a glowing report on the town in early December.

**Gateway.** Boots and Argos now open.

**Cradle Bridge & St Stephens Place.** Owners; Parkridge and Legal & General are considering a joint development scheme.

**Bradley Road** – Comet now open, Matalan underway.

**County Hall Remodelling** – plans were considered at committee on 4<sup>th</sup> January, raising no objection, but expressing concerns about access for pedestrians and parking for library users.

**Persimmon: H8c Green Ln N & H8d N Paxcroft Way**, each have approval for 150 homes. **H11 Green Lane S**, has approval for 650 homes, primary school and sports pitch contribution. Expected to commence late 2011.

**Wain Homes; H9 Southview Farm.** Homes now occupied including Wiltshire Council homes.

**Strategic Planning & the Localism Bill** – The Bill has been published, promising powers over neighbourhood planning for parish and town councils. **New Homes Bonus**; NALC have responded to the consultation suggesting the following allocations; In Unitary 93% principal authority and 7% parish and in other areas 75% district, 20% county and 5%

parish. We await confirmation of how WC will implement the **Community Infrastructure Levy**.

## **4 Properties**

**Civic Centre Project** – Beard of Swindon have been awarded the contract following termination with the previous contractor. The steel framework has arrived on site and is currently being erected. Completion is now due on November.

## **5 Policy**

**County Court Closure** – HMCS have confirmed that the County Court will close.

**Street Trading** – The Town Council will be considering a recommendation to request that Wiltshire Council undertakes a review of the street trading policy to reduce the extent and nature of street trading and in particular food sales.

**Governance Review** – The town council has been discussing the possibility of a Governance Review of the town boundaries with WC, a requirement identified by the Implementation Executive prior to the establishment of Area Boards. The Town Council considers that there are a number of areas around the town where it would be appropriate to consider revisions and others where it would not, due to impact on electoral divisions, parish councils and community identity.

## **6. Finance**

**Budget 2011/12** – The Town Council will be considering its budget and precept request on Tuesday 18<sup>th</sup>, with an expectation that there will be an increase of 3.1%.

## **7. Marketing/promotion**

**Newsletter** – The next issue will be published in March 2011, using recycled paper.

**Website** – the new web-site was launched in early January.

## **8. Partnership**

### **Wiltshire Council**

**Community Area Transport Group** – The Town Council is supporting those proposed by residents groups and for St Thomas Road.

**Neighbourhood Services Department** – The town council has been advised of staff changes for highways and streetscene based at the Melksham depot.

**Allotments** – Discussions on transfer are currently on hold pending legal analysis by WC.

**Stallard Playbuilder** – copies of the proposal for new equipment at the play area have now been provided by WC and circulated to those members requesting a copy.

**9. Meeting Dates.** Council and committee meetings for the next 2 months are:

Tuesday 25 <sup>th</sup> January	Town Development	TTC Office
Tuesday 1 <sup>st</sup> February	NO MEETING	
Tuesday 8 <sup>th</sup> February	Community Services	TTC Office
Tuesday 15 <sup>th</sup> February	Town Development	TTC Office
Tuesday 22 <sup>nd</sup> February	Museum & Tourism	TTC Office
Tuesday 22 <sup>nd</sup> February	Properties	TTC Office
Tuesday 1 <sup>st</sup> March	Policy & Resources	TTC Office
Tuesday 8 <sup>th</sup> March	Town Development	TTC Office
Tuesday 15 <sup>th</sup> March	FULL COUNCIL	Longfield Community Centre

**Lance Allan**  
Town Clerk





**WILTSHIRE COUNCIL**

**TROWBRIDGE AREA BOARD**

**20 JANUARY 2010**

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### **Street Trading Scheme**

#### **Executive summary**

Wiltshire Council is planning to introduce a new, harmonised consent street trading scheme by adopting powers under Schedule 4 of the 1982 Local Government (Miscellaneous Provisions) Act.

In a consent street trading scheme, it is illegal to trade in a consent street without obtaining permission from the council. The council grants permission to trade, known as a Street Trading Consent, to individual street traders who pay a fee to the council and are subject to terms and conditions. The council can remove or refuse to renew a Street Trading Consent at any time if fees are not paid or the street trader does not adhere to the council's terms and conditions.

A new scheme needs to be introduced to ensure:

- all street traders in Wiltshire have the same rights, pay the same fees and are subject to the same application procedure and terms and conditions
- the council has adequate powers to remove illegal street traders to protect legal street traders and local businesses from unfair competition.

Currently the council operates three different street trading schemes in three of the former district council areas:

- In the north and west there are two different consent street trading schemes with different fees, application procedures and terms and conditions
- In the east there is a prohibited street trading scheme for a limited number of streets in town centres- street trading is banned in some specific streets in town centres

In the south there is no street trading scheme, which means the council cannot remove illegal traders.

Formal consultation on the new street trading scheme will begin in January 2011 and will finish in March 2011.

## **What the scheme will cover**

Street trading is selling, exposing or offering articles for sale in a street. This includes trading from mobile and static structures, including kiosks, the sale of food and drink, ice-cream vans, mobile artists and musicians who sell their work on the street, advertising cars for sale on the street and the sale of Christmas trees and other festive items.

Street trading does **not** include the sale of gas, electricity or other domestic services, subscriptions to motor breakdown organisations or handing out promotional literature for goods, services or venues.

The scheme will cover **all streets in Wiltshire**. A street is any area that the public can access without payment, including private land.

**All streets will be designated as consent streets, except for a small number of highway lay-bys which will be designated as prohibited streets (where all street trading is illegal) for safety reasons.**

## **Types of Street Trading Consent**

The council will offer three types of Street Trading Consent:

- **Annual Street Trading Consent** for trading on all days of the year, including all bank holidays
- **Daily Street Trading Consent** for trading on a single day, a number of days, or a specific day for the year, including bank holidays where these fall on the days included in the consent. For example trading for a full week once a year, on all Mondays for one month, or all Saturdays throughout the year.
- **Block Street Trading Consent** for organisers of large street trading events, where the event organiser is responsible for all street traders at the event. For example farmers markets, car boot sales, fetes, carnivals and static structures on Town and Parish Council, such as kiosks in parks leased out by the Town or Parish Council.

Applications for Annual and Daily Street Trading Consents will be considered four times a year: in March, June, September and December.

**All applications will be processed within 90 days.**

Applications for Block Street Trading Consents will not be subject to the consultation procedure and will be considered as and when they are submitted.

Applications will need to be submitted with a **non-refundable deposit of ten percent of the total fee payable.**

## **How applications will be determined**

Applications will be determined by licensing officers and the licensing manager, acting on delegated powers from the Licensing Committee.

Licensing officers will assess applications against the scheme criteria and will take objections from consultees into account.

The consultees will usually include the Town or Parish Council, the local Councillor and local community area manager, members of the public, local businesses, Wiltshire police, Wiltshire fire and rescue service, environmental health officers, food safety officers, planning officers, highways officers, and health and safety officers.

The licensing manager will decide to approve or reject applications on the basis of recommendations from licensing officers.

Where an application meets the criteria and there are no reasonable or appropriate objections the licensing officer will recommend approval of the application.

If the application does not meet the criteria or there are reasonable and appropriate objections the licensing officer will **arrange to meet with the applicant and will contact objectors in to attempt to overcome the potential reasons for refusal. This may include a consultation meeting arranged by the community area manager between the local councillor, members of the public and the licensing officer.** The licensing officer, applicant and objectors will discuss

- changes that could be made to the proposed location, goods or trading hours and
- additional conditions that could be introduced.

Applicants who feel aggrieved by the licensing manager's decision to refuse an application or to introduce additional conditions will have the right to appeal to the Licensing Committee.

Please see the flowchart in Appendix 1 for more detail on the proposed procedure for determining applications for Street Trading Consents.

### **Fees**

There will be **two different sets of fees** for Annual and Daily Street Trading Consents:

- fees for town centre traders, and
- fees for all other traders.

**Fees for town centre traders will be higher than fees for all other traders to reflect the higher footfall and greater commercial benefit of a town centre location.**

A higher fee will be charged for Daily Street Trading Consents to trade on Saturdays.

Block Street Trading Consents will be offered to organisers of street trading events.

The council will not charge for a Block Street Trading Consent if the **proceeds from both the street trading activity and the event as a whole will go to a registered charity or will not be used for private gain.**

Please see Appendix 3 for the proposed street trading fees. The level of fees will be reviewed by the council on an annual basis.

### **Appendices**

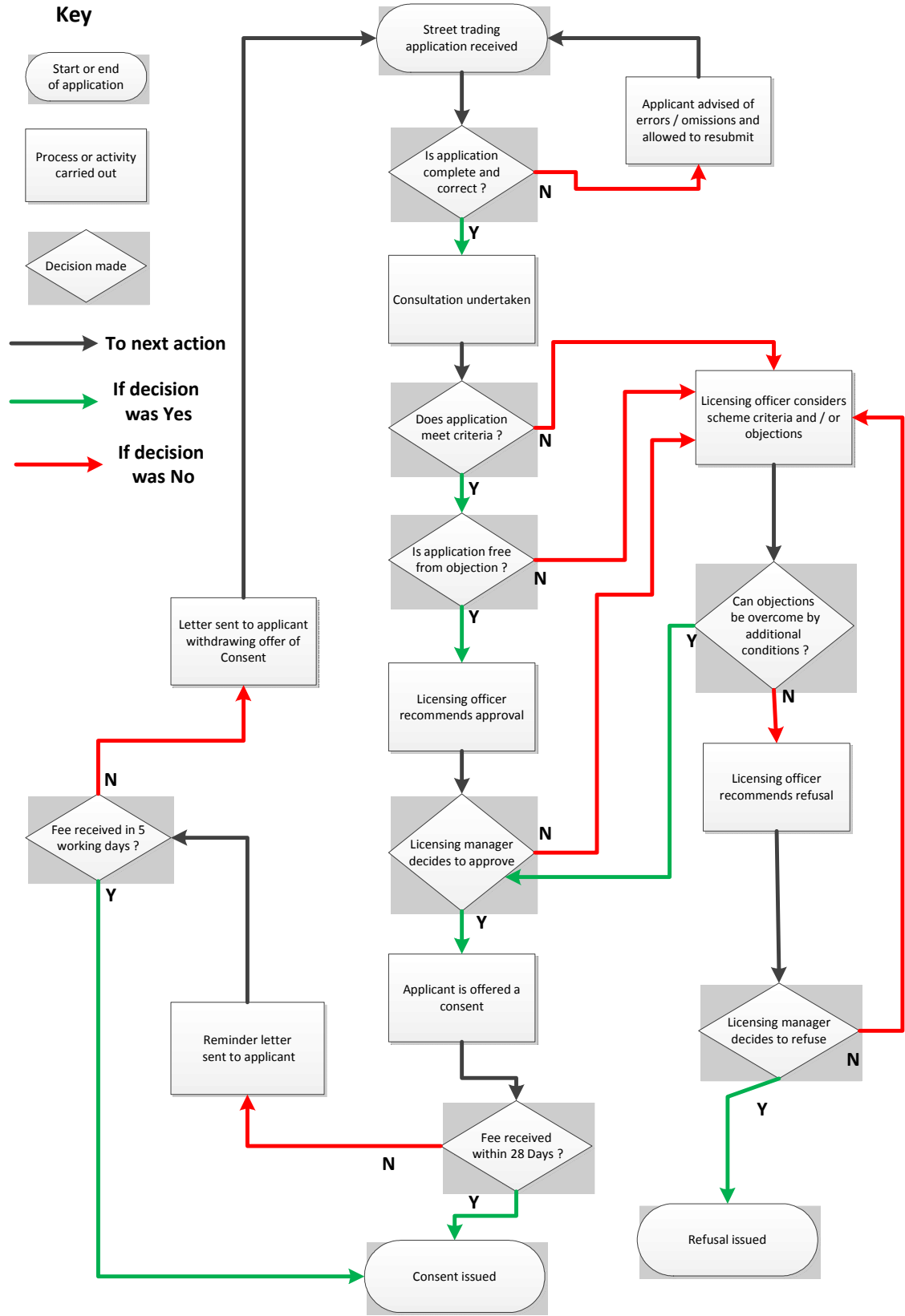
Appendix 1: Proposed procedure for determining applications for Street Trading Consents

Appendix 2: Proposed criteria for determining applications for Street Trading Consents

Appendix 3: Proposed street trading fees



# Appendix 1: Proposed Procedure for determining applications for Street Trading Consents



## **Appendix 2: Proposed criteria for determining applications for Street Trading Consents**

The licensing officer will assess applications for Street Trading Consents against the following criteria:

- **Site safety.** The location should not present a substantial risk to the public in terms of road safety, obstruction and fire hazard. The street trading activity should not present a significant risk of nuisance from noise, smells or fumes to households and businesses in the vicinity. Observations from council officers will be taken into consideration.
- **Public order.** The street trading activity should not present a risk to public order in the locality in which it is situated. Observations from Wiltshire police and council officers will be taken into consideration.
- **Avoidance of nuisance.** The street trading activity should not present a substantial risk of nuisance from noise, smells or fumes to households and businesses in the vicinity of the proposed street trading site. Observations from council officers and residents will be taken into consideration.
- **Needs of the area.** Applicants will have to demonstrate the need for the proposed street trading activity in relation to:
  - (i) the presence of other like outlets already existing in the immediate locality of the street trading site, and
  - (ii) the general needs of a locality if no comparable outlets already exist.
- **Compliance with legal requirements.** The proposed street trading unit should comply with all the relevant legislation. Observations from officers on the requirements of food safety, health and safety, environmental health and fire safety legislation will be taken into consideration. In addition, for those applying to sell food the result of the unit inspection will be taken into consideration.
- **Consultees observations.** Consideration will be given to written objections from consultees. Objections and recommendations will be assessed by the licensing officer for reasonableness and appropriateness before they are taken into consideration.
- **Permitted trading hours.** In town centres street trading hours will normally mirror those of shops in the immediate vicinity. However, the council will consider each application on its merits before agreeing permitted trading times. The council retains the right to specify

permitted trading hours that are less than those applied for. Any trading involving hot food between 11pm and 5 am will require a separate application under the Licensing Act 2003.

- **Planning Permission.** No Street Trading Consent shall be issued where planning permission is required but has not been applied for or granted. Observations from Wiltshire Council planning officers will be taken into consideration.
- **Suitability of the applicant to hold a consent.** The council may take relevant unspent convictions, complaints received about the applicant's previous street trading activity and any previous revocation or surrender of a Street Trading Consent into account.
- **Proximity to schools and colleges.** No Street Trading Consents will be granted for trading at locations within a 500 metre walk using the public highway of a school or sixth form college.

All the criteria will need to be satisfied and equal weight will be applied to all criteria.

### **Appendix 3: Proposed street trading fees**

#### **Town centre traders**

<b>Type of Street Trading Consent</b>	<b>Fee</b>
<b>Annual Street Trading Consent</b> – all days of the year, including all bank holidays.	£ 2800
<b>Daily Street Trading Consent-Sunday to Friday</b> , including bank holidays where these fall on the days included in the consent.	£ 20 per day
<b>Daily Street Trading Consent-Saturday.</b>	£ 40 per day
<b>Block Street Trading Consent-events for private gain</b>	£ 40 per day
<b>Block Street Trading Consent-events where the proceeds will not be used for private gain or will go to a registered charity</b>	No charge

#### **All other traders**

<b>Type of Street Trading Consent</b>	<b>Fee</b>
<b>Annual Street Trading Consent</b> – all days of the year, including all bank holidays.	£ 1400
<b>Daily Street Trading Consent</b> -including bank holidays where these fall on the days included in the consent.	£ 10 per day
<b>Block Street Trading Consent-events where the proceeds will be used for private gain</b>	£ 40 per day
<b>Block Street Trading Consent-events where the proceeds will not be used for private gain or where the proceeds will go to a registered charity.</b>	No charge

WILTSHIRE COUNCIL

TROWBRIDGE AREA BOARD

20 JANUARY 2010

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**LOCAL TRANSPORT PLAN SMALL-SCALE TRANSPORT AND HIGHWAY  
IMPROVEMENT SCHEMES – ALLOCATION OF DROPPED KERBS**

**Purpose of the Report**

1. To allocate up to 5 x dropped kerbs from 8 requests received.

**Background**

- 2.1 At the 18 November 2010 Area Board meeting the following recommendation was approved by the Board, £5,000 ring fenced for dropped kerbs (will provide 7 single dropped kerbs).
- 2.2 The Board approved 2 requests for dropped kerbs leaving funds available to allocate up to a further 5 kerbs.
- 2.3 Eight more requests have now been received for the Board to consider.

**Dropped Kerb Requests**

- 3.1 The following 8 requests have been received:

3.1.1. Marston Road, suggested by Bradley Gardens Residents Association – from last lay by on Marston Rd heading to Kingdown Rd across to Boundary Walk – or suitable adjacent location. To allow people to cross to Boundary Walk, affording access to this side of the estate and improves access to the local shops

3.1.2 On St Thomas Road, as per the long term Wiltshire Highways list, to provide a safe route to the town centre, as follows:

- a. Bellefield Crescent. (West) x 2 at junction with St Thomas Rd.
- b. Bellefield Crescent. (East) x 2 at junction with St Thomas Rd.
- c. Delamere Road x 1 close to junction with St Thomas Rd opposite existing driveway.
- d. Stancomb Avenue x 2 at junction with St Thomas Rd (one of the two may not be required due to the existing kerb profile)

**Environmental Impact of the Proposals**

4. At this stage of agreeing the budget allocation there is no environmental impact

### **Financial Implications**

5. £5,000, which will provide 7 dropped kerbs, has been allocated for dropped kerbs. Two dropped kerbs have previously been agreed so there remain funds for 5 dropped kerbs.

### **Legal Implications**

6. None

### **HR Implications**

7. None

### **Equality and Diversity Implications**

8. All proposals will increase access to the highway for pedestrians with mobility issues

### **Recommendations**

9. It is recommended that the Area Board approves up to five of the dropped kerb requests.

Report Author: Rachel Efemey -Trowbridge Community Area Manager

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## TROWBRIDGE AREA BOARD FORWARD PLAN

Please note that this is a working document which is subject to change due to availability of the relevant officers/partners and relevant time scales.

Date	Location	Area Board Agenda Items (including officer contact details)	Cabinet Member Attending
Thursday 17 March 2011	Wiltshire Council Offices, Bradley Road, Trowbridge, BA14 0RD	<p><b>Community Items:</b> Community Asset Transfer - Southwick Allotments Trowbridge Community Area Plan</p> <p><b>Corporate Items:</b> Workplace Transformation Programme</p> <p><b>Display Stands</b> Results of the Community Flooding Consultation</p> <p><b>Community Area Grants will be considered</b></p>	To be confirmed

**Officer Contacts:**

Community Area Manager: Rachel Efemey ([rachel.efemey@wiltshire.gov.uk](mailto:rachel.efemey@wiltshire.gov.uk))

Democratic Services Officer: Penny Bell ([penny.bell@wiltshire.gov.uk](mailto:penny.bell@wiltshire.gov.uk))

Service Director: Michael Hudson ([michael.hudson@wiltshire.gov.uk](mailto:michael.hudson@wiltshire.gov.uk))





<b>Report to</b>	<b>Trowbridge Area Board</b>
<b>Date of Meeting</b>	<b>20 January 2011</b>
<b>Title of Report</b>	<b>Community Area Grants</b>

## **Purpose of Report**

To ask Councillors to consider 5 applications seeking 2010/11 Community Area Grant Funding

1. Trowbridge Phoenix Badminton Club - to buy new nets and posts – requested £851
2. North Bradley Peace Memorial Hall – to carry out a project development study for renewable energy – requested £765
3. Hilperton Village Hall – improvements to men’s toilet facilities - requested £2,775
4. Lavender Fields Residents Association – setting up an interactive website – requested £212
5. Trowbridge Town Football Club – to fund coaching courses – requested £1,687

**Total Amount requested = £6,290**

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons as to why this should justify an exception to the criteria. In accordance with the Area Board Grants Guidance officers are required to provide recommendations in their report, however, the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.3. Trowbridge Area Board has been allocated a 2010/2011 budget of £77,592 for community area grants, community partnership core funding and councillor led initiatives. To date £57,762.93 has been allocated from this budget. Plus £1,050 has been returned to the Area Board from an under spend in a 2009/10 grant to West Ashton Village Hall, plus a £257 community grants under spend (2009/10).  
Community area grants allocated so far this year:
  - Southwick Playing Field – £5,000 for the construction of a tarmac path around the playing field
  - Newtown School – £2,300 to upgrade changing facilities and provide temporary cover over the outdoor swimming pool
  - Newtown Area Residents Association – £930 to provide security lighting at Bond Street Buildings to increase community safety.
  - North Bradley Peace Memorial Hall – £993 for energy saving and security equipment
  - Friends of Trowbridge in Bloom – £5,000 for a participatory programme of events
  - Hilperton Village Hall – £3,253 to upgrade toilets to include fitting of disabled toilet.
  - West Ashton Village Hall - £5,000 for the creation of a small meeting room attached to the village hall to provide additional useable space.
  - Larkrise Community Farm - £4,000 for the construction of a barn to store animal feed.
  - Trowbridge Town Council - £4,980 for Trowbridge Christmas Lights Extravaganza event.
  - Trowbridge Westbourne Sports Club -Tennis Section - £734 to purchase equipment to increase junior membership & offer competitive opportunities for children in the local community.
  - Trowbridge Town Football Club - £2,446 for the purchase of training and match equipment for the youth, girls and adult football club teams.

**This gives a current remaining total of £21,136.07 available to allocate.**

- 1.4. A decision has been made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.5. The 2010/2011 funding criteria and application forms are available on the council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) or paper versions are available from the Community Area Manager.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• Community Area Grant Application Pack 2010/11</li><li>• Trowbridge Community Area Plan</li><li>• Local Agreement for Wiltshire</li></ul>
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## **2. Main Considerations**

- 2.1. Councillors will need to be satisfied that grants awarded in the 2010/11 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be one further round of funding during 2010/11. Decisions will be made at the Area Board meeting on 17<sup>th</sup> March 2011. The deadline for applications is 6 weeks prior to the Area Board meeting

## **3. Environmental Impact of the Proposals**

- 3.1. Community Area 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.

## **4. Financial Implications**

- 4.1. Awards must fall within the Area Boards budget allocated to the Trowbridge Area Board.
- 4.2. If grants are awarded in line with officer recommendations, Trowbridge Area Board will have a balance of £14,846.07 remaining in its budget.

## **5. Legal Implications**

- 5.1. There are no specific Legal implications related to this report.

## **6. HR Implications**

- 6.1. There are no specific HR implications related to this report.

## 7. Equality and Diversity Implications

- 7.1. Community Area Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations” where appropriate.

## 8. Officer Recommendations

The full applications are available at [www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)

Applicant 8.1	Project summary	Funding requested
Trowbridge Phoenix Badminton Club	To buy new nets and posts to increase participation of juniors	£851

- 8.1.1. The applicant meets the grant criteria 2010/11.
- 8.1.2. The application demonstrates indirect links to the Trowbridge Community Area Plan Theme 3 Culture including leisure, recreation, heritage & the arts & Theme 6 Lifelong Learning
- 8.1.3. The application demonstrates links to the Local Agreement for Wiltshire ambition “Building Resilient Communities.”
- 8.1.4. The applicant is not contributing any other funds towards the overall project but does only hold a small amount of reserves.
- 8.1.5. The applicant states that if the project is not awarded the full amount it would also decrease their capacity to cope with those juniors they hope will be generated by the work they are doing with the Community Badminton Network and the two schools they are associated with, John of Gaunt and St Augustines.
- 8.1.6. **It is recommended that a grant of £851 is approved**

Applicant 8.2	Project summary	Funding requested
North Bradley Peace Memorial Hall	To carry out a project development study for renewable energy	requested £765

- 8.2.1 The applicant meets the grant criteria 2010/11
- 8.2.2 The application demonstrates a link to the Trowbridge Community Area Plan Theme 4 Environment inc countryside and land
- 8.2.3 The application demonstrates links to the Local Agreement for Wiltshire ambitions “Building Resilient Communities,” & “Protecting the Environment”
- 8.2.4 The applicant has raised over £2,000 funding towards the project
- 8.2.5 The applicant states if they do not receive the funding requested the project would not be able to continue.
- 8.2.6 **It is recommended that a grant of £765 is approved**

<b>Applicant 8.3</b>	<b>Project summary</b>	<b>Funding requested</b>
Hilperton Village Hall	Improvements to men's toilet facilities in the hall	£2,775

- 8.3.1 The applicant meets the grant criteria 2010/11
- 8.3.2 The applicant demonstrates no specific links to the Trowbridge Community Area Plan.
- 8.3.3 The application demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities"
- 8.3.4 The applicant is contributing 50% towards the project
- 8.3.5 The applicant states if they do not receive the funding requested the project would be delayed and may have to be cancelled.
- 8.3.6 **It is recommended that a grant of £2,275 is approved with the condition that the applicant does not apply to the Area Board for further funds towards the refurbishment of the village hall's toilet facilities.**

<b>Applicant 8.4</b>	<b>Project summary</b>	<b>Funding requested</b>
Lavender Fields Residents Association	To set up an interactive website to improve two way communication with local residents	£212

- 8.4.1 The applicant meets the grant criteria 2010/11
- 8.4.2 The applicant demonstrates links to the Trowbridge Community Area Plan Theme 2 Housing & Built Environment
- 8.4.3 The application demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities."
- 8.4.4 The applicant has provided some of its own funds towards the project
- 8.4.5 The applicant states that if the funding is not awarded the project would be completed but more difficult savings would have to be made
- 8.4.6 **It is recommended that a grant of £212 is approved.**

<b>Applicant 8.5</b>	<b>Project summary</b>	<b>Funding requested</b>
Trowbridge Town Football Club	To fund 29 managers and coaches to attend required FA courses to maintain and progress the standard of coaching to the youth and girls teams, and to comply with the requirements expected of an FA Charter Development Club.	£1,687

- 8.5.1 The applicant meets the grant criteria
- 8.5.2. The applicant demonstrates a link to the Trowbridge Community Area Plan Theme 3 Culture including leisure, recreation, heritage & the arts
- 8.5.3. The applicant demonstrates links to the Local Agreement for Wiltshire ambitions "Building Resilient Communities" & "Lives not Services"
- 8.5.4. The Club has had to invest most of its finances into refurbishment and replacement

of the changing rooms and other facilities at Woodmarsh which has meant that little or no resources are available to ensure that the standard requirements in terms of coaching qualifications, First Aid and Child Protection are being met in terms of quality of coaching and professionalism.

8.5.5. The applicant is providing match funding for the bid

8.5.6. The applicant states if funding is not awarded the club would be unable to sustain a high quality of training and playing of football across its present range of gender and age groups. There would also be a real risk that the FA would withdraw the Charter Development Club status that it presently holds, this would include the removal of teams from all league football.

8.5.7. **It is recommended that a grant of £1,687 is approved**

<b>Appendices:</b>	<b>Appendix 1 Grant applications</b>
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<b>Report Author</b>	Rachel Efemey - Community Area Manager Tel. 01225 718608 Email: rachel.efemey@wiltshire.gov.uk
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Ref number:



# Performance Reward Grant Scheme

## APPLICATION FORM

To be returned to:

Karen Spence, Performance Manager, Performance Team

Email: [wiltshirelaa@wiltshire.gov.uk](mailto:wiltshirelaa@wiltshire.gov.uk)

Area Board	Trowbridge	
Form submitted by (contact for all queries)	Chrissy Adenaïke WAYS Project Co-ordinator	
Name of initiative	Wiltshire Alternative Sports Hub Development	
Brief Description of Initiative	<p>Working in partnership with Active Trowbridge and mapping the current provision locally has identified a clear need for an alternative sports club in Trowbridge. Development of a new alternative sports hub in Trowbridge providing alternative sports to all young people in Trowbridge. The project will use this hub to reach out to young people giving them something to do in the evening thus combating anti social behavior and giving them somewhere to participate in alternative sports weekly. The project activities will allow young people to meet new people and stay healthy by participating in a minimum of one hour of physical activity a week. The project will also enable young people to learn new skills and build on existing skills. There will be volunteering opportunities at the clubs and young leadership opportunities at forums. The young leader-volunteering program will make the club sustainable as these young people that will be trained in the varying sports can then go ahead and deliver the sports for the club. Gaining experience. As the hub focus on alternative activities, they therefore target many young people who would not usually participate in traditional team sports. Often young people involved in alternative sports are more isolated and less socially engaged than team sports players and so this project will be promoting inclusion and helping to develop new outlets for socially isolated young people. WAYS will work in partnership with Trowbridge Active and both organizations will be managing and developing the club.</p>	
Please put a cross against the ambition(s) that this initiative will support	Building resilient communities	√
	Improving affordable housing	
	Lives not services	√
	Supporting economic growth	

	Safer communities	√
	Protecting the environment	
	Action for Wiltshire – combating the recession	
Amount of funding sought	£ 5900	
What will this money be spent on? (please show split between capital and revenue. For capital expenditure guidance – see Appendix 1 in the Bid Pack)	<p>All of the money will be revenue costs:</p> <ol style="list-style-type: none"> <li>1. Facilities – in kind support from John of Gaunt School</li> <li>2. Coaches- £3000</li> <li>3. Equipment- £ 250</li> <li>4. Travel expenses- £800</li> <li>5. Promotional material- £150</li> <li>6. Trip Subsidies- £ 1000</li> <li>7. Young leader project- £500</li> <li>8. Management of club- in kind support</li> <li>9. Miscellaneous - £200</li> </ol>	
Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken	<p>Lives Not Services</p> <ul style="list-style-type: none"> <li>- This project will considerably contribute to the long-term health and wellbeing of young people involved in the activities provided through it. Many young people involved in alternative sport are those who are dis-engaged from mainstream sports. Consequently, without regular physical activity they are prone to developing sedentary lifestyles. This could increase the chances of developing coronary heart disease or diabetes as well as reducing self-esteem, energy levels and the ‘feel good’ factor associated with involvement in exercise.</li> <li>- By engaging young people in regular alternative sport sessions, the project will provide young people with positive healthy activities and give them the opportunity to learn new skills and achieve. This could lead on to roles within sport as a volunteer or coach if the interest is maintained and life skills learned that will play a large role in career and life development.</li> <li>- The development of independent alternative sports activity centres will allow young people to take part in a new and exciting project that will be relatively easily accessed. All of which contribute to greater opportunities in their lives and a sense of belonging, identity and wellbeing.</li> </ul> <p>Safer Communities</p> <ul style="list-style-type: none"> <li>- Activities provided on a regular basis for young people in alternative sports can contribute to reducing anti social</li> </ul>	



	<p>behaviour in local areas. Projects tend to be delivered in partnership with local youth development service workers and at the time of the day that would see most anti social behaviour perpetrated. Therefore by delivering activities to counter this will</p> <ul style="list-style-type: none"> <li>- a) Attract young people who are not engaged in other sports and consequently at a higher risk of committing anti social behaviour.</li> <li>- b) Enable youth development workers to work more closely with these young people in an environment that suits the young person.</li> <li>- c) Engage hard to reach young men who are often the same group who engage in antisocial behaviour, and divert their activity into constructive channels e.g. away from free-running in inappropriate areas to proper parkour training.</li> </ul> <p>Building Resilient communities</p> <ul style="list-style-type: none"> <li>- This project would only be successful with partnership working. Therefore it will require differing organisations across Wiltshire to work together in order to make it successful.</li> <li>- The project will promote opportunities across both the voluntary and statutory youth work sector and will provide volunteering opportunities for both young people and people within the wider community.</li> <li>- The main aim of the hubs is to promote inclusion for all and allow people within the community to get involved in both the running and the development of the hubs.</li> <li>- Development of the alternative sports will allow young people to succeed at school as it allows them to develop new skills and build on existing skills. Developing stronger resilient young people. It also allows them to participate in positive activities whilst socialising and having fun. The sports promote teamwork and effective communication.</li> </ul>
<p>What makes this initiative a local priority (eg evidence from research and local support)</p>	<p>Throughout the past 3 years there have been numerous alternative sports projects in Trowbridge, including rock it ball and indo boarding at the John of Gaunt, Clarendon and St Augustine's Secondary Schools. These have been successful projects. National research conducted by Bath and Gloucestershire University Departments as well as international research shows a clear growth in alternative sport and teenagers wishing to engage in it. Furthermore, it has been proven to engage the children and young people that do not usually engage in mainstream activities creating a social environment for those children to engage in. There is local support through Active Trowbridge who will be heavily involved in all aspects of the project. The School Sport Partnership Coordinators are also firmly behind the project and believe it</p>

	<p>will complement and create an evening pathway for the current alternative initiatives running within the schools. The success of the Tidworth and Pewsey Alternative sports Hubs show that there is a clear need for alternative positive activities for young people in Wiltshire to engage in.</p> <p>There is a clear need for alternative sports in Wiltshire based on the number of young people who turn up to our alternative sports taster sessions. In 2009/2010 alone we had 759 young people attend taster sessions that we organized and over 250 attend our current existing alternative sports clubs.</p> <p>A recent Tomorrow's Voice survey (surveying 1695 young people) showed that 43% of young people would like engage in alternative sports. Over 65% of young people requested an external professional to lead these sessions and between 20-23% expressed interest in alternative sports coaching, umpiring or event volunteering.</p> <p>There is clear need for alternative sports due to increased number of sports unlimited bids through schools to run 6-8 week alternative sport sessions.</p> <p>There has also be a growing interest in Alternative sports across Wiltshire as expressed in the Wiltshire Skate Jam series facebook site having attracted over 250 young people in its first 10 hours of launching. The recent Wiltshire Skate Series attracted over 150 contestants and 200 spectators.</p> <p>The demand from local organisations and schools for alternative sports coaching courses also signifies that there is an increase in need for alternative sports coaches providing activities for young people.</p> <p>Since its launch 3 years ago T2A has had over 100 young people attending sessions and has become so popular that we actually have to turn people away. We want to train more coaches so that we do not have to turn away any young people.</p>
<p>How will you know you have been successful?</p>	<p>Success will be measured by quarterly figures and an increase in numbers annually. Success will also be measured by an increase in regular activity sessions.</p> <p>Success will also be measure by the number of young leaders trained in order to increase the suitability of the club.</p>
<ul style="list-style-type: none"> <li>• How will you measure the impact? (may have more than one measure)</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluation forms</li> <li>• Video evidence ( production of a DVD)</li> <li>• Attendance registers with participation data</li> <li>• Tomorrow's voice survey</li> <li>• School Sports Partnerships Data</li> </ul>

<ul style="list-style-type: none"> <li>• What is your improvement target (s), and when do you expect to achieve this/these?</li> </ul>	<p>In some cases improvement may be achieved in stages, so you may want to give more than one improvement target</p> <ul style="list-style-type: none"> <li>- Annually provide a minimum of 45 one-hour alternative sports sessions for young people in Trowbridge.</li> <li>- Over the initial one year of the project, engage 75 young people in alternative sports that previously had no engagement with team or organised sports.</li> <li>- Actively work to increase the participation and engagement of marginalized young people so that 15% of all BME, disabled and rural young people in Wiltshire will have engaged in at least one alternative sports session within the three years of the project.</li> <li>- Engage 5 young people in specific accredited volunteering opportunities based around alternative sports.</li> <li>- Provide opportunities for 5 young people over two years to gain National Government Body certified coaching qualifications in a range of alternative sports.</li> </ul>
<ul style="list-style-type: none"> <li>• How will you ensure that the improvement continues after the end of the initiative?</li> </ul>	<p>The improvement will continue through the development of the hubs as they will be sustainable and we ensure that we:</p> <ul style="list-style-type: none"> <li>- Develop volunteer coaches to deliver sessions</li> <li>- Seek external funding</li> <li>- Negotiate facility hire</li> <li>- Seek assistance from youth service and other statutory organisations.</li> <li>- Include participant membership fees and activity fees.</li> </ul>
<p>Who will benefit from this initiative?</p>	<ul style="list-style-type: none"> <li>• Young people’s participation in positive leisure activities builds vital social and emotional skills. It is highly important to their personal development and overall health and well being and can counteract negative influences.</li> <li>• Young people are learning key life skills such as</li> </ul> <p>Assessing strength and weaknesses  Solving problems  Planning time and energy  Coping with stress and tension  Resolving conflicts  Seeking out information and advice  Deal with people in power and authority  Evaluating ones own performance  Communication  Carrying through agreed responsibility  Making decisions</p> <ul style="list-style-type: none"> <li>• Trowbridge will help young people with their developmental needs such as:-</li> </ul> <p>Emotion – being able to describe and discuss feelings Social –</p>

	<p>build and maintain relationships  Physical – balance, co-ordination, speed and stamina  Cognitive – thinking skills – defining, comparing contrasting, analysing, thinking creatively  Spiritual – sense of right or wrong, ethical base for life respecting others beliefs academic,  Empowerment – Young people need to be able to make decisions about who they want to be and how they want to live their lives</p> <p>Trowbridge can:</p> <ul style="list-style-type: none"> <li>• Builds relationships with young people and their families through delivering affordable, extreme activities with health and safety procedures strictly adhered to.</li> <li>• Raise self esteem, confidence, skills for volunteering opportunities.</li> <li>• Works towards qualifications such as sport leaders awards, first aid courses etc</li> <li>• Signposts onto other activities.</li> <li>• Peer mentoring -older young people go onto mentoring younger children.</li> <li>• Young people are provided with acceptable risk taking activities. They learn to be responsible for themselves and their actions</li> <li>• Have acceptable boundaries through democratic participation.</li> <li>• Meets the five outcomes of every child matters</li> </ul>
<p>Confirm no unfunded commitments from this initiative</p>	<p>Please delete the statement that does innot apply:</p> <ol style="list-style-type: none"> <li>1. I confirm that there will be no unfunded financial commitments arising from this initiative</li> </ol>
<p>What are the key risks to success and how will these be managed?</p>	<ol style="list-style-type: none"> <li>1. Limited access to facility time- this will be managed by forging affective relationships with local leisure providers to ensure that facility time is negotiated and ongoing.</li> <li>2. High level of coaching costs- development of a local pool of coaches to reduce costs.</li> <li>3. Insufficient Storage of equipment- negotiate storage facilities with leisure providers, schools and local youth centres.</li> </ol>
<p>Who will manage the initiative</p>	<p>Christina Adenaike  Wiltshire Alternative Youth Sports</p>

Signed:

Chairman of Area Board

Dated:



# Performance Reward Grant Scheme

## APPLICATION FORM

To be returned to:

[wiltshirelaa@wiltshire.gov.uk](mailto:wiltshirelaa@wiltshire.gov.uk)

Area Board	Trowbridge Area Board
Form submitted by (contact for all queries)	Jayne Bullock The Hub Community Health and Resource Centre
Name of initiative	Trowbridge Parenting Network
Brief Description of Initiative	<p>The Health and Resource Centre is a community build, originally funded via the Extended Services agenda. This agenda has always been non legislative.</p> <p>This exciting initiative has evolved massively over the past 5 years and in order to embed further into Trowbridge and its surrounding areas, is now focused on enabling whole communities to access advice on a variety of health and wellbeing issues.</p> <p>Since its completion 12 months ago, The Resource Centre has been able to offer many new welfare supports, based on the needs identified by partner professionals, parents, families and young people. It is currently being utilised by wide variety of community groups, partner agencies and young people and families from across Trowbridge and its surrounding Parishes.</p> <p>The overall ethos of the centre is to ensure that the 'right support', as identified by local people and families, is available for all. We aim to help communities to help themselves providing sound advice, information and support in a safe and welcoming environment.</p> <p>Equality of access was a key driver when determining the location of the build and many options were considered. The location on The John of Gaunt School site ensures a central position within the community, in a safe and well lit environment. The building ensures direct access, allowing parents and young people to visit without crossing the main school site. It houses separate amenities, disabled facilities and offers extended opening hours.</p>

<p>Please put a cross against the ambition(s) that this initiative will support *It is only necessary to identify those ambitions on which you feel your bid will make a significant impact.</p>	<table border="1"> <tr> <td data-bbox="528 338 1305 376">Building resilient communities</td> <td data-bbox="1305 338 1474 376"></td> </tr> <tr> <td data-bbox="528 376 1305 414">Improving affordable housing</td> <td data-bbox="1305 376 1474 414"></td> </tr> <tr> <td data-bbox="528 414 1305 452">Lives not services</td> <td data-bbox="1305 414 1474 452">x</td> </tr> <tr> <td data-bbox="528 452 1305 490">Supporting economic growth</td> <td data-bbox="1305 452 1474 490"></td> </tr> <tr> <td data-bbox="528 490 1305 528">Safer communities</td> <td data-bbox="1305 490 1474 528">x</td> </tr> <tr> <td data-bbox="528 528 1305 566">Protecting the environment</td> <td data-bbox="1305 528 1474 566"></td> </tr> <tr> <td data-bbox="528 566 1305 604">Action for Wiltshire – combating the recession</td> <td data-bbox="1305 566 1474 604"></td> </tr> <tr> <td data-bbox="528 604 1305 642">Improving outcomes for Children and young people</td> <td data-bbox="1305 604 1474 642">x</td> </tr> </table>	Building resilient communities		Improving affordable housing		Lives not services	x	Supporting economic growth		Safer communities	x	Protecting the environment		Action for Wiltshire – combating the recession		Improving outcomes for Children and young people	x
Building resilient communities																	
Improving affordable housing																	
Lives not services	x																
Supporting economic growth																	
Safer communities	x																
Protecting the environment																	
Action for Wiltshire – combating the recession																	
Improving outcomes for Children and young people	x																
Amount of funding sought	£8,428																
What will this money be spent on?	<p>One of the initial pilot projects aiding community involvement was the development of the Trowbridge Parenting Network, a co-ordinated approach to meeting the parenting needs of families across the cluster. The network, operating out of the centre, delivers an ongoing programme of free Parent Support Groups, providing the opportunity for parents to share ideas and best practice surrounding the challenges of parenting.</p> <p>The network incorporates all partner agencies who deliver parenting programmes. A planner of local provision is continually kept updated and when bookings are received families are either signposted to existing programmes, or if none are available The Resource Centre hosts its own forums. This way of working ensures non duplication of support, full use of resource and also ensures that support is available locally at a time that is right for the people who need it.</p> <p>This approach allows us to <b>react to need identified</b> by the community, as opposed to an organisation choosing to host a parenting group and then working to engage families, some of whom who may not be ready for this type of input.</p> <p>We believe this model, which provides a central co-ordination of parenting programmes incorporating all partner agencies, to be unique. If successful with obtaining additional funds we would be happy to share our model with other Wiltshire areas.</p> <p>All courses are facilitated by 1 trained professional (a current legal requirement) and a supporting co-facilitator, ensuring a high class delivery of safe and recommended parenting approaches.</p> <p>On completion, all programmes have been evaluated identifying positive results amongst 98% of users. One of the key outcomes to date highlights increased</p>																

confidence amongst parents promoting parental responsibility and impacting positively on family enjoyment.

We would like to build on the success of this existing provision, to ensure delivery meets **all** needs and be accessible to all minority groups.

To date two key gaps have been identified:

- The accessibility of provision for families where English is an Additional Language (EAL) due to language barriers.
- Lack of specialist programmes for families caring for children with severe and profound Special Educational Needs and Disabilities (SEN).

To date the 'Trowbridge Parenting Network' has been 'match funded' by Extended Services and the Trowbridge Area Schools Collaborative. The conclusion of further Extended Services funding from the government, has required us to look at more creative routes to gaining alternative funds, in order to maintain the continuation and to further enhance this community provision. This bid is based on a match funding proposal from the Trowbridge Schools Cluster.

If successful with this community bid we would utilise the funds in the following ways:

- Maintain the delivery of 6 parent groups per year for the next 24 months providing universal and targeted support.

**Revenue expenditure**

**Facilitation cost per group = £750 x 12 groups = £9000**

- Provide translation, when identified as a barrier to access, ensuring the inclusion of EAL families. The network is currently promoted in many community venues and we would ensure all advertising materials are translated into key languages. Enabling inclusion from this minority group would ensure a generic support, as opposed to developing an additional network promoting further development of segregated communities.

**Revenue expenditure**

**Verbal translation cost = £30 per hour x 48 = £1440**

**Written translation has been agreed to be provided by the Ethnic Minority Achievement Service.**

- Provide specialist programmes to families caring for children with severe and profound SEN's.

**Revenue expenditure**

**Facilitator and programme cost = £800 x 2 = £1600**

- **Total = £12,040**

	30% cluster schools contribution= £3612 <b>70% bid request = £8428</b>
Is planning permission required? Yes/No	No
Have quotes been obtained? Yes	The costs of delivery of the programmes used are set at fixed prices. To date 1 verbal quote has been obtained for translation services, as we have currently only been able to source 1 local provider.
<p><i>Note: Bids will only be considered if they help us to achieve our ambitions in the Local Agreement for Wiltshire. It is important that initiatives have a positive local impact, and that we are able to show success. In this section you are being asked to provide information about how your project contributes, and how you will measure that success. The level of improvement we expect to see will be proportional to the level of the bid: i.e. the more funding required, the greater the level of impact and improvement that will be necessary.</i></p>	
Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken	<p><b><u>Lives not Services</u></b></p> <p>The ethos of the parenting support provided is to aide confidence amongst families, impacting positively on not just their skills as a parent, but also within other aspects of their lives.</p> <p>The discussion forum encourages parents to reflect on their own practices and recognise their own needs. This is then built on by the wide range of health and wellbeing information that is promoted within the Resource Centre, providing additional advice and support. We aim to equip people with the right information to help them make their own choices.</p> <p>A parent is at the core of any home. Empowering a parent to positively take control of their family lives can impact a child's wellbeing in many ways eg encouraging healthy eating.</p> <p>Larkrise Special School is based within our community but it has a catchment area County wide. This has resulted in the school and partner professionals, encouraging and removing barriers for parents from <b>across Wiltshire</b> to access parenting programmes. Unfortunately we currently do not have the resources to meet this need.</p> <p>Our promotion of the Parenting Network within key community areas eg GP surgeries and schools ensures accessibility to all families, and this is reinforced by the number of parents currently self referring. The use of the network by a range of professionals ensures our most vulnerable families are targeted to attend by workers who have gained their trust, ensuring the programmes are accessed by families living within the more deprived pockets of Trowbridge.</p> <p>When developing the network and this way or working, we were mindful that what we didn't want to do was to host programmes</p>



	<p>and then try to fill places. We wanted parents to have an access route to support when <b>they</b> felt ready to engage and if <b>they</b> felt there was a need. We didn't want to try to change the way that people live unless they wanted that change.</p> <p><b><u>Safer Communities</u></b></p> <p>Delivery of effective parenting programmes is a truly early intervention method to improve and provide a safer Trowbridge community, both now and in the future. Equipping carers with the skills to positively raise their children to become responsible adults, and by creating happier households, will impact, on issues such as:</p> <ul style="list-style-type: none"> <li>- Anti social behaviour</li> <li>- Drug and alcohol misuse and other community concerns</li> <li>- Youth offending</li> <li>- Domestic violence</li> <li>- Road crimes</li> </ul> <p><b><u>Improving Outcomes for Children</u></b></p> <p>Parents are the key role model for their children. Children copy the behaviours and attitudes to life that are witnessed within the home environment. National evidence and research identifies that positive parenting truly does alter a child's life chances in almost every key area including health, education, ambition and achievement and social relationships.</p>
<p>What makes this initiative a local priority (e.g. evidence from research and local support)</p>	<p>One of the reasons for piloting The Trowbridge Parenting Network was to ascertain if there really was more than a perceived need for these types of groups, and to establish if parental engagement could be secured. It is really only now, 12 months on, that we feel that question can be answered.</p> <p>Access to the network is available by the completion of a simple booking form or via a telephone booking. Forms are currently being submitted by a wide variety of sources including parents self referrals, health professionals, GP's, schools and educational support services, local charitable organisations, Children Centres and NHS agencies. Of the bookings received, 84% of parents have then accessed the support offered. The numbers of bookings received (79 over a 12 month period), and the subsequent high take up, identifies that this is an area of support that is required by the community, both on a universal and targeted basis. Participation also identifies a significant percentage of attendance from parents living in our most vulnerable areas.</p>

	<p>We are aware, from our strong partnership working, that this is an area of support for families that is not currently provided, to this extent locally. As mentioned, demand to date identifies a need within the community, however we do not want to duplicate an already existing provision. We work with agencies eg Relate, Barnardos and 'ask' to ensure that all families individual needs are supported.</p> <p>This is a community bid based on use to date, which highlights parenting support as being a local need - the network simply reacts to that need.</p>
<p>How will you know you have been successful?</p>	<p>Since the launch of the Resource Centre, 6 programmes, each of 8 week duration have been delivered, including 2 evening programmes. These programmes have provided support and advice to 57 parents across the Trowbridge area, with other families being signposted to already available support. Success would dictate a continued rolling programme of support groups, running at capacity.</p> <p>We will also be able to determine success by hosting one 10 week programme per year, attended at capacity, focusing on the very specific issues faced by parents and carers of children with severe SEN needs.</p> <p>We will monitor attendance from parents with EAL and expect to see increased uptake.</p>
<p>• How will you measure the impact? (may have more than one measure)</p>	<p>All programmes delivered are evaluated by both the parents and the facilitators. Evaluations are then reviewed and feedback reacted to in order to continually improve delivery.</p> <p>We are able to ascertain short term impacts, as perceived by the parents as users, as families complete a personal scaling assessment prior to and on completion of a programme. Short term impacts to date identify:</p> <ul style="list-style-type: none"> <li>- Increased confidence amongst parents in their own skills and abilities.</li> <li>- Increased use of positive parenting strategies</li> <li>- Increased enjoyment of family life.</li> <li>- 25% of parents have gone on to access further education programmes.</li> <li>- A significant % of parents feel confident to seek further advice, in other areas.</li> </ul> <p>If successful with this bid we will:</p> <ul style="list-style-type: none"> <li>- Continue to evaluate and scale assessments as identified above</li> </ul>

	<ul style="list-style-type: none"> <li>- We would also undertake a 'longitudinal' study to determine if engagement with a parenting group has any <b>significant</b> lasting impact. Using the same scaling assessments, we will revisit a sample of parents who have undertaken courses to date, establishing if further progressions have been made, any initial improvements maintained or if time has lessened any original benefits.</li> </ul> <p>With parents permissions contact will also be made with a child's school, to ascertain impact on attendance and behaviours within that environment.</p>
<ul style="list-style-type: none"> <li>• What is your improvement target (s), and when do you expect to achieve this/these?</li> </ul>	<p>Please see above.</p>
<ul style="list-style-type: none"> <li>• How will you ensure that the improvement continues after the end of the initiative? <i>(this is one-off funding)</i></li> </ul>	<p><b>Sustainable improvement</b></p> <p>The parenting programmes delivered are grounded by evidence confirming that sustainable parenting progressions result from enhancing parent empowerment and raising self esteem. The content, whilst inclusive of facilitator suggested strategies, very much encourages families to share their own practices and experiences, learning from each other. This type of delivery creates a group trust that commonly lasts beyond the programme length.</p> <p>Parents from 4 of the courses delivered to date are continuing to gather and have created their own support networks. We aim to utilise the commitment and experiences of these parents, encouraging them to work alongside a trained facilitator to co-deliver programmes. This will further enhance self esteem, lower delivery costs and aide our future delivery capacity.</p> <p>As mentioned previously, it is currently statutory that parent facilitation programmes are delivered by at least 1 accredited professional. However this may change, and if so we aim to utilise parent volunteers, trained in the way mentioned above, to continue delivery into the future.</p> <p>Courses would carry on being delivered out of the Health and Resource Centre, ensuring ongoing facilitator support from staff and also allowing content and quality to be monitored. Should legislation not change and parenting programmes continue to require a minimum of 1 trained professional, then this model of parent programme delivery would cease.</p> <p>By this point in the future however, we would have developed a very strong and hopefully self generating model of parent led support networks, running at no cost, which new families can be</p>

	<p>encouraged to engage with. We would also have established by that date further and more enhanced impact evidence, which could be instrumental in securing additional funding.</p> <p>In the ways suggested above, parent self generated support could be sustained for SEN families.</p> <p>Using a very similar approach, we would encourage EAL parents, who have gained positively from attendance at a group to promote their learnt skills. We would also expect that by engaging these families in a 'generic' support network, their own language skills would improve which could result in them being willing translators into the future.</p>
<p>Who will benefit from this initiative?</p>	<p>As mentioned the number of bookings currently requires an ongoing delivery of programmes. The maximum number, to ensure effective delivery is 15 parents per course. We hope to deliver 6 'generic' programmes per year with full attendance, and a minimum of 1 SEN specialist programme per year. This would result in direct input with 210 families. We would also hope that the positive approach to parenting would be shared by recommendations and 'word of mouth' - skills being discussed amongst friends and families. Evidence to date identifies that the benefits on the children and young people of these families are often quite profound, altering lifestyles, aspirations, improving social friendships and achievements into adult hood.</p> <p>As mentioned previously, impact is suggestive of greater engagement with additional support and welfare services on completion of a parenting programme, and increased participation in further education programmes. The result on future employment, health of an entire family and their aspirations could be remarkable and play a profound effective on the Trowbridge community into the future.</p>
<p>Confirm no unfunded commitments from this initiative</p>	<p>Please delete the statement that does not apply: 1. I confirm that there will be no unfunded financial commitments arising from this initiative, or</p>
<p>Will ongoing maintenance of</p>	<p>This expense is met by the Trowbridge Area Schools</p>

premises/equipment be necessary?	Collaborative (TASC). The locality of The Hub Community Health and Resource Centre has ensured an ongoing commitment to build upkeep, maintenance and utility costs.
What are the key risks to success and how will these be managed?	The key risk would be that the volume of bookings lessens. We would address this by educating professionals about the programmes, and access routes and also by a parent promotion campaign. This campaign, we would hope to be led by parents who have attended and benefited to date.
Who will manage the initiative	<i>Name, role, organisation, contact details</i> Jayne Bullock Extended Services and TASC Co-ordinator

Signed:

Chairman of Area Board

Dated:

**NB: It is the responsibility of the Area Board to ensure that:**

- **bids are robust and well-founded**
- **public money is spent appropriately and in accordance with the details of the bid and with any conditions placed on approval by the PRG Panel**
- **the initiatives are managed well to achieve the benefits and that performance improvement is reported**

