

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: 12 March 2015
Start Time: 7.00 pm
Finish Time: 9.10 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

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

Wiltshire Council Officers

Tom Ward (Public Protection Officer), Rachel Efemey (Community Area Manager), Sarah Holland (Community Youth Officer), Harry Gavroche-Jones (Youth Work Apprentice), Siobainn Chaplin (Youth and Prevention), Adrian Hampton (Head of Highways and Streetscene – South), Bill Parks (Head of Highways and Streetscene – North), David Parkes (Democratic Service Officer), Chris Clark (Highways), Rhonda Ward (Head of Service, Adult Care Operations), Ella Crerar (Transformation Delivery Manager), Julie Anderson-Hill (Head of Transformational Change) and Tim Martienssen (Head of Service Delivery).

Town and Parish Councillors

Trowbridge Town Council – Lance Allen (Town Clerk), Bob Brice
Hilperton Parish Council
North Bradley Parish Council
Southwick Parish Council
West Ashton Parish Council

Partners

Wiltshire Police – Sgt. Jim Suter.

Trowbridge Community Area Future – Lindsey Millen, Colin Kay, Doug Ross,
Margaret Howard.

Total in attendance: 67

| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u> |
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| 18 | <p><u>Introduction to the Medley Adult Day Opportunity Centre, County Hall.</u></p> <p>A tour of the Medley Adult Day Opportunity Centre was provided for those who wished to look around the facility.</p> |
| 19 | <p><u>2013/14 grant applicant feedback to the Board</u></p> <p>The Board received feedback from 2013/14 grant recipients. It was noted that nothing had been heard from two applicants Beehive Southwick Cricket Club and The Mead Academy Trust who will be written to requesting the reason they did not attend; reaffirming attendance was a condition of their funding and this could jeopardise their chances of applying for a community area grant in the future.</p> |
| 20 | <p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Graham Payne, welcomed everyone to the meeting of the Trowbridge Area Board.</p> |
| 21 | <p><u>Apologies</u></p> <p>Apologies for absence were received from Cllr Horace Prickett and Cllr Nick Blakemore.</p> |
| 22 | <p><u>Minutes</u></p> <p><u>Resolved</u> The minutes of the meeting held on 15 January 2015 were agreed a correct record and signed by the Chairman.</p> |
| 23 | <p><u>Declarations of Interest</u></p> <p>Cllr John Knight declared a non-pecuniary interest as a member of the TCAF steering group and the Trowbridge Town Hall Trust.</p> <p>Cllr Ernie Clark raised his register of interests in relation to the Legacy item (minute 28). The interest was non-pecuniary.</p> <p>The Chairman declared an interest in the funding item (minute 27) as a trustee of Trowbridge Sea Cadets. Cllr Stephen Oldrieve was in the Chair for this item only.</p> |
| 24 | <p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the announcements within the agenda:</p> |

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| | <ul style="list-style-type: none"> • Community Governance Review. • Dementia in Wiltshire. • Governance and boundaries review – Please note, the meeting planned to take place on 24 March at 19:00 at County Hall has been postponed. |
| 25 | <p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ol style="list-style-type: none"> i. Wiltshire Police The written update was noted. Sgt. Jim Suter was present to answer any questions, as Insp. Chammings was unable to attend. Crime was down in all areas. ii. Wiltshire Fire and Rescue Service The written update was noted. The Chairman stated that the possible merger between Wiltshire FRS and Dorset FRS had been approved by Parliament. They would formally merge on 1st April 2016. iii. Trowbridge Community Area Future (TCAF) The written update was noted. It was stated that an application to become a charity had been declined but work was being undertaken to help with the resubmission. Trowbridge Town Council would continue to provide a grant and additional funding would become available should extra work be taken on TCAF. The organisation would likely become more focussed on project work. iv. Town and Parish Councils <ol style="list-style-type: none"> a) Trowbridge Town Council – A written report was circulated. Lance Allen (Town Clerk) was present to discuss the report and answer any questions. The Wiltshire Council Car Parking Review was to be considered at Cabinet. The Town Council would then enter into discussions with Wiltshire Council to discuss the potential transfer of ownership of car parks. The Hilperton Gap was discussed and it was noted that the area would be best used for a new secondary school and sports pitches rather than housing. <p>Cllr Steve Oldrieve stated that public involvement with this consultation would be very important and that there was a need to protect green space. Cllr Ernie Clark stated that Hilperton Parish Council would be considering its response to the DPD on 23 March 2015 and stated his support for keeping the Hilperton Gap a green space.</p> v. Local Youth Network Sarah Holland (Community Youth Officer) was introduced to the Area Board, along with her new Youth Work Apprentice, Harry Gavroche Jones. Sarah had been undertaking a needs assessment in the |

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| | <p>community area. She planned to visit local schools to ensure their voices were heard. Members discussed detached youth work, with specific reference to urban areas. Sarah was encouraged to visit Trowbridge Park to meet those who are hardest to reach.</p> |
| 26 | <p><u>Outside Body Updates</u></p> <p>i. Transforming Trowbridge – Cllr Dennis Drewett provided an update and stated that the Chairman had resigned; a replacement was being sought. It was noted that Wiltshire Council was likely to remove admin support to the group. Tim Martienssen (Head of Service Delivery, Wiltshire Council) discussed vision partnerships and how area boards had replaced much of their role. There were a decreasing number of officers available to support these groups.</p> <p>ii. Trowbridge Shadow COB – The procurement of a consultant had now begun and it was hoped that they would be ready for 24th March 2015. Progress was being made but at a slower pace than was initially hoped.</p> |
| 27 | <p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme:</p> <p>1.1 The Big Community Grow The sum of £1,325 was requested for the purchase of medieval tent and games for the Magna Carta Big Lunch.</p> <p>Resolved: To award £1,325 on condition that The Big Community Grow represent Trowbridge Community Area at the County Wide Magna Carta event/pageant in Salisbury on Mon 15 June 2015.</p> <p>1.2 Trowbridge Sea Cadet Unit – Replacement of Boat Storage Shed - £1,305 requested. At this point the Chairman, having declared an interest in this item, vacated the Chair and was replaced by the Vice-Chairman (Cllr Steve Oldrieve). Cllr Payne remained present but took no part in the discussion or voting thereon.</p> <p>Resolved: To award £1,305 to Trowbridge Sea Cadet Unit.</p> <p>After this item was resolved, Cllr Oldrieve vacated the Chair and the rest of the meeting was Chaired by Cllr Graham Payne.</p> |

1.3 Help Counselling Services – Relocation costs - £5,000 requested

Resolved:

To award £2,500 to Help Counselling Services.

1.4 Owlets Outdoor Play Parent and Toddler Group - Set up costs for Forest School Parent & Toddler Group - £965 requested

Resolved:

To award £965 to Owlets Outdoor Play Parent and Toddler Group.

1.5 Alabare Christian Care & Support – Replacement furniture & equipment for the Trowbridge Drop in Centre - £2,400 requested

Resolved:

To award £2,400 to Alabare Christian Care & Support.

1.6 Friends of Biss Meadows Country Park – Purchase of Tools Container - £1,499.80 requested

Resolved:

To award £1,499.80 to Biss Meadows Country Park.

1.7 Collaborative Schools Ltd – First phase of creating a physical space to deliver art therapy for the community - £3,265 requested

Resolved:

To award £2,000 to Collaborative Schools Ltd.

1.8 1st Hilperton Scout Group – Replacement of secure storage - £990 requested

Resolved:

To award £990 to 1st Hilperton Scout Group.

1.9 Trowbridge Community Area Future (TCAF) - Wiltshire Time Credits Trowbridge initiative set up costs - £3,240 requested

Resolved:

To award £3,240 to Trowbridge Community Area Future.

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| | <p>1.10 Hilperton Village Hall – Refurbish Village Hall front entrance - £4,497.50 requested</p> <p>Resolved: To award £4,497.50 to Hilperton Village Hall.</p> <p>1.11 West Ashton Village Hall - Village Hall entrance improvements - £2,422.50 requested</p> <p>Resolved: To award £2,422.50 to West Ashton Village Hall.</p> <p>1.12 West Ashton Village Hall - To erect Village Hall Boundary Fence - £486.49 requested</p> <p>Resolved: To award £486.49 to West Ashton Village Hall.</p> <p>2 To consider 3 x Councillor led applications</p> <p>2.1 Councillor Graham Payne - Equipment for Trowbridge Cricket Club Youth coaching scheme - £7,500 requested</p> <p>Resolved: To award £7,500 to Trowbridge Cricket Club.</p> <p>2.2 Councillor Dennis Drewett – Trowbridge Christmas Lights refurbishment - £5,000 requested</p> <p>Resolved: To award £5,000 for the Trowbridge Christmas Light refurbishment.</p> <p>2.3 Councillor John Knight – Trowbridge Town Hall equipment - £6,150 requested</p> <p>Resolved: To award £6,150 for Trowbridge Town Hall equipment.</p> |
| 28 | <p><u>Legacy including Magna Carta events in Trowbridge</u></p> <p>Lance Allen (Town Clerk) and Rachel Efemey (Community Area Manager) presented the Legacy item. The Community Area Manager discussed the circulated handout which highlighted countywide events, including The Big Pledge, Cycle Wiltshire and the Wiltshire Business & Sports Dinner. The Big</p> |

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| | <p>Community Grow with Magna Carta celebrations around Salisbury Cathedral was discussed. A parade was planned and fireworks would close the event.</p> <p>The Town Clerk discussed legacy events focussing on the Trowbridge Community Area. Trowbridge's important place in the history of the Magna Carta was discussed. It was heard that the Trowbridge Museum had its own Magna Carta exhibition which was already open. The Town's history and relationship with King John was discussed and academics would visit the Civic Centre as part of the celebrations.</p> <p>The Trowbridge in Bloom floral display was raised, as well as bell ringing at St James' Church. The Town Clerk would be cycling 800 miles over one week, visiting all the baron towns to raise money for charity. Events including the Business Expo and Town Criers' competition were highlighted, as well as a jousting display in the Park. A range of organisations would be involved with and sponsoring the events. Visit Wiltshire were helping to promote the celebrations and the engagement of local schools would be encouraged. The Big Community Grow were keen to attract individuals to help with producing a tapestry.</p> |
| 29 | <p><u>Public Space Protection Order</u></p> <p>The item was presented by Tom Ward (Public Protection Officer, Wiltshire Council) who discussed the implementation of the PSPO. The presentation discussed the restriction of the consumption of alcohol, replacing dog control orders, replacing gating orders and some bylaws. The aim was to prevent public nuisance and the enforcement of the order would fall to the police. There would be a single order in Trowbridge that would last three years before being reviewed.</p> <p>Breaching a PSPO was a criminal offence and the process of obtaining the order was explained. Evidence would be collected - predominately from the police - to ensure the notice could be justified. An endorsement from the Board was sought to continue this work in the Trowbridge Community Area.</p> <p>A public consultation period was likely for three months. PSPOs were restricted and it would be Full Council who formally made the order. The order would be published in the local press and signage would be used. With the endorsement of the Board, a project plan would development. Updates would be provided at each Area Board meeting.</p> <p>An opportunity for questions was provided. The Chairman asked about capacity issues. The Public Protection Officer stated that Trowbridge would be the first community area to receive a PSPO. Members discussed potential boundaries for such an order.</p> <p>Resolved: To endorse the work towards the PSPO and to request a quarterly update to the Board from the Public Protection Officer.</p> |

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| 30 | <p><u>Litter Picking</u></p> <p>Bill Parks (Head of Local Highways and Streetscene - North) and Adrian Hampton (Head of Local Highways and Streetscene -South) presented to the Board on this item. A Parish and Town Council event would be held at County Hall on 21st April 2015, examining litter issues.</p> <p>What could be expected from the Local Authority on litter picking was discussed, as well as the code of practice for litter and refuse. It was stated that the Council had a statutory duty to clean dirty streets and would respond to where the need was greatest. The current focus was on communication - the website and 'app' was available to ensure every issue went into a single system. Feedback on performance was encouraged but this would depend on available capacity.</p> <p>An opportunity for questions was provided. The role of Trowbridge Lions was discussed and the involvement of schools in educating young people on littering issues was raised. The 21 March 2015 was highlighted as 'National Clear Up Day' and was being promoted by Central Government. A press release would be released shortly to encourage local communities to litter pick in their own neighbourhoods. Champions would be trained in communities to help with the issue. Loan equipment was available from Wiltshire Council for local communities to use. It was requested that information on loan equipment be circulated.</p> <p>The Chairman raised concern in regards to the amount of litter that could be seen on highways and railways. This would be raised with National Rail. It was noted that the amount of litter deposited on Britain's streets was consistently increasing year on year.</p> |
| 31 | <p><u>Visiting Portfolio Representative</u></p> <p>Cllr Horace Prickett was unable to present this item due to a clash of meetings.</p> |
| 32 | <p><u>Any Urgent Business and Forward Plan</u></p> <p>There was no urgent business.</p> |
| 33 | <p><u>Close</u></p> <p>The Chairman closed the meeting.</p> |