

AGENDA

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: Thursday 17 September 2015
Time: 6.45 pm

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

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 .

Please direct any enquiries on this agenda to Kieran Elliott (Senior Democratic Services Officer) on 01225 718504 / kieran.elliott@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

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

Wiltshire Councillors

Nick Blakemore – Adcroft
Ernie Clark – Hilperton
Dennis Drewett – Park
John Knight – Central
Stephen Oldrieve – Paxcroft
(Chairman)

Helen Osborn – Lambrok
Jeff Osborn – Grove
Graham Payne – Drynham
Horace Prickett – Southwick (Vice-Chairman)

RECORDING AND BROADCASTING NOTIFICATION

Wiltshire Council may record this meeting for live and/or subsequent broadcast on the Council's website at <http://www.wiltshire.public-i.tv>. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on the Council's website and available on request.

If you have any queries please contact Democratic Services using the contact details above.

Items to be considered	Time
<p style="text-align: center;"><u>Feedback from Community Area Grants</u></p> <p>To hear from local groups that have received funding from the Area Board on how the funding has been used to support the community.</p>	
<p>1 Chairman's Welcome and Introductions</p> <p>To welcome those present to the meeting.</p>	7:00pm
<p>2 Apologies</p> <p>To receive any apologies for absence.</p>	
<p>3 Minutes (Pages 7 - 12)</p> <p>To confirm as a true and correct record the minutes of the meeting held on 16 July 2015.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements (Pages 13 - 20)</p> <p>To include the following:</p> <ul style="list-style-type: none"> i. An Art Competition to raise awareness for autism ii. Latest news from HealthWatch Wiltshire iii. School Place Planning Strategy - Trowbridge Weds 16th September, 10.00am – 1.00pm (St John's Parish Centre) - To book a place at one of the Workshop/Drop-in Sessions please contact Sara Derrick at sara.derrick@wiltshire.gov.uk or 01225 713804 iv. A petition received encouraging fair-trade produce in Trowbridge shops v. Spitfire Flyby - 6 x Spitfire flypast at approx. 12:45pm – over the War Memorial in the Park. 	7:05pm
<p>6 Partner Updates (Pages 21 - 34)</p> <p>To note the written reports and receive any updates from the following:</p> <ul style="list-style-type: none"> i. Pam Gough from the Office of the Police and Crime Commissioner (PCC) to update and take questions on the Annual Report and Police and Crime Plan 2015/17. ii. Wiltshire Police iii. Wiltshire Fire and Rescue Service 	7:10pm

- iv. Trowbridge Community Area Future (TCAF)
 - v. Town and Parish Councils
 - vi. Tom Ward (Public Protection Officer)
- 7 **Outside Body Updates** (*Pages 35 - 36*) **7:25pm**
- Wiltshire Councillors appointed as representatives to Outside Bodies will report on any recent news, to include:
- i. Transforming Trowbridge
 - ii. Collaborative Schools
 - iii. Trowbridge Shadow Community Operations Board.
- 8 **Local Youth Network** (*Pages 37 - 54*) **7:35pm**
- To ratify expenditure agreed in principle at the last meeting on 16 July 2015 and between meetings of the Area Board.
- To receive an update from the Community Youth Officer on the Youth Service Delivery Plan and any recommendations arising from the last LYN Management Group meeting.
- Recommendations on pages 39 and 43.
- 9 **Community Area Grants** (*Pages 55 - 100*) **7:55pm**
- To consider the following applications to the Community Area Grants scheme:
- a) Councillor Led Grant Applications
 - i) Cllr Jeff Osborn - Artificial Grass for Upper Studley Play Group - £10,000.00
 - ii) Cllr John Knight - Improve security and parking at Studley Green Community Centre and Lambrok sports pitches - \$8846.00
 - b) Community Area Grants
 - i) West Wilts Esprit Gymnastics Club - West Wilts Gymnastics and Fitness Event Seating Project - £3000.00
 - ii) Trustees of North Bradley Progressive Hall - New Chairs and Tables - £858.00
 - iii) Neighbourhoods Group - Community Noticeboards for Central Trowbridge Neighbourhoods - £936.00
 - iv) Trowbridge Girl Guiding Hall - Hall Upgrade - £3605.00
 - v) Trowbridge Fairtrade Town Group - Group Marketing capital materials purchase - £955.00
- 10 **Community Area Transport Group (CATG)** (*Pages 101 - 112*) **8.10pm**
- To consider any recommendations arising from the Community

	Area Transport Group.	
11	Trowbridge Open Space Survey (<i>Pages 113 - 114</i>) The Board is asked to agree a response to the Trowbridge Open Space Survey. A report from Trowbridge Town Council is attached.	8:15pm
12	Child Sexual Exploitation Awareness An introduction from Blair Keltie to the reality of CSE in Wiltshire and how local people can help tackle it.	8:20pm
13	Children's Centres Debbie Hirons, Project Officer, would like to hear your feedback on the re-design of childrens centres in Wiltshire.	8:35pm
14	Visiting Cabinet Representative Councillor Richard Tonge will talk about his responsibilities as Cabinet member for Finance and respond to any questions.	8:45pm
15	Urgent items Any other items of business which the Chairman agrees to consider as a matter of urgency.	9pm
16	Close	9.00pm

Future Meeting Dates

Thursday 12 March 2015 – 7.00pm
The Atrium, County Hall, Trowbridge

Thursday 14 May 2015 - 7.00pm
The Atrium, County Hall, Trowbridge

This page is intentionally left blank

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: 16 July 2015
Start Time: 6.45 pm
Finish Time: 9.10 pm

Please direct any enquiries on these minutes to:

Elizabeth Beale (Senior Democratic Services Officer), Tel: 01225 718214 or (e-mail) elizabeth.beale@wiltshire.gov.uk. Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Nick Blakemore, Cllr Ernie Clark, Cllr John Knight, Cllr Stephen Oldrieve (Chairman), Cllr Helen Osborn, Cllr Jeff Osborn and Cllr Horace Prickett (Vice Chairman), Cllr Philip Whitehead

Wiltshire Council Officers

Libby Beale (Senior Democratic Services Officer)
Rachel Efemey (Community Area Manager)
Mary Cullen (Community Engagement Manager)
Sarah Holland (Community Youth Officer)
Adrian Hampton (Head of Local Highways)
Jo Pattison (Parking Administrator)

Town and Parish Councillors

Trowbridge Town Council- Bob Brice
Hilperton Parish Council- Pam Fisher, Wosley Jameson
North Bradley Parish Council- R. Evans

Partners

Wiltshire Police- Sgt Jim Suter, Sgt Gill Hughes, Angus MacPherson, Chris Chamings
NHS Wiltshire- Dr Toby Cookson
Trowbridge Community Area Future- Margaret Howard

Total in attendance: 45

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
	<p style="text-align: center;"><u>Feedback session</u></p> <p>The Board received feedback from previous grant recipients explaining how their funding had been used to support the community.</p>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed those present to the meeting.</p>
2	<p><u>Apologies</u></p> <p>Apologies for absence were received from Cllrs Dennis Drewett and Graham Payne.</p>
3	<p><u>Minutes</u></p> <p>Resolved:</p> <p>To confirm and sign as a true and correct record the minutes of the meeting held on 14 May 2015.</p>
4	<p><u>Declarations of Interest</u></p> <p>Cllr Ernie Clark declared himself a member of Hilperton Parish Council.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the written updates available in the agenda pack.</p> <p>Cllr Helen Osborn advised that she had received an update on the Court Mills building at Full Council, the property would soon go on the market for a 3 month marketing period.</p> <p>The Chairman thanked Rachel Efemey for all of her hard work supporting the Area Board during her time as Community Area Manager and welcomed Mary Cullen as the new Community Engagement Manager for Trowbridge. Mary's role would be more strategic and community facing, working on the development of the Trowbridge campus.</p> <p>A local resident, raised concerns over a developing gull problem in Trowbridge. Cllr Philip Whitehead advised that Devizes had experienced the same problem and would pass on details of how it had been tackled.</p>
6	<p><u>Partner Updates</u></p> <p>Attention was drawn to the written updates available in the agenda pack and the</p>

	<p>following verbal updates were given:</p> <p>Chris Chammings, Sector Commander Wiltshire Police, introduced the Trowbridge report which highlighted that Antisocial Behaviour in the area had reduced and more people were coming forward to report domestic abuse. Following questions from the Area Board, it was confirmed that more Police resource was being deployed to the frontline to ensure greater presence in the town.</p> <p>A representative from Trowbridge Community Area Future updated that the group had been conducting a survey to identify local priorities and drew attention to the cultural strategy for Trowbridge it had developed.</p> <p>Dr Toby Cookson and Steve Lock advised that the development of the new Trowbridge Health centre was making progress and was expected to be operational by early 2017.</p>
7	<p><u>Outside Body Updates</u></p> <p>David Baker, Transforming Trowbridge, advised that the group was changing to be more business led and had opened dialogue with more local businesses and would be marketing the town. The Trowbridge Business Improvement District (BID) was due to commence shortly to raise money for local businesses to spend it on what they wanted.</p> <p>Colin Kay, from the Shadow Community Operations Board, updated the Board that the group had met with consultants last week and hoped to report back at the September Area Board meeting. It was discussed that although the health element of the campus was considered achievable, the leisure aspect would be expensive. It was noted that a Task Group had been set up to examine Campus developments across the county.</p>
8	<p><u>Local Youth Network (LYN)</u></p> <p>Sarah Holland, Community Youth Officer, explained she would be holding a networking event in the atrium at County Hall in August to promote the funding available locally to support positive activities for young people. The officer had been meeting with young people in Broadmead and the skate park and working with Friends of Trowbridge Park to set up a youth shelter. The Area Board was asked to agree to £490 spent to cover costs for venue hire and refreshments for meetings. It was noted that a report would be needed for the following Area Board meeting to detail this expenditure.</p> <p>Resolved:</p> <p>To agree in principle to the expenditure of £490 to support youth activities in Trowbridge, subject to a full report and ratification at the next meeting.</p>
9	

	<p><u>Funding</u></p> <p>The Area Board considered the applications for community area grant funding.</p> <p>Laura Fenson, Alzheimer’s Support, spoke in support of their application to make their current premises more wheelchair and frame friendly. Councillors spoke in support of the care centre as an impressive facility.</p> <p>Pam Fisher spoke on behalf Hilperton Parish Council’s application for funding towards a community orchard. Area Board members commented they would like to see traditional English trees in the orchard. Cllr Ernie Clark abstained from the vote.</p> <p>Debbie Martindale from Hope Nature Centre requested funding towards purchase and installation of inclusive play equipment for disabled children.</p> <p>Kawel Jeddi, from Trowbridge Mosque asked the Area Board for funding towards a food festival on 12 September 2015. Members fully supported the application and the work of the Mosque to aid integration of different cultures in the town.</p> <p>Rachel and Jenny, Busy Bees Pre-School, introduced their application to enable the group to relocate to a new premises and expand their capacity.</p> <p>An application from Trowbridge Town Council was considered and members commented that they would usually expect applicants to attend to speak to their item.</p> <p>Resolved:</p> <p>To grant Alzheimer’s Support £1000;</p> <p>To grant Hilperton Parish Council £964;</p> <p>To grant Hope Nature Centre £4,737.50;</p> <p>To grant Trowbridge Islamic Trust £800;</p> <p>To grant Busy Bees Pre-School £5000;</p> <p>To grant Trowbridge Town Council £2,207.90</p>
10	<p><u>Trowbridge's new surgery</u></p> <p>Dr Toby Cookson updated the Area Board earlier in the evening under item 6 on the agenda.</p>
11	<p><u>Yerbury Street Residents</u></p>

	<p>Jill Annil and Julie Chowne, Yerbury Street Residents, presented on the process they followed to organise a residents parking scheme where they live. It was commented that although the pilot scheme was very successful, it had been a slow process and could have benefitted from a single point of contact within the council for residents to liaise with.</p> <p>The Area Board thanked Jill and Julie for all of their hard work and feedback. Adrian Hampton, Head of Local Highways, recognised the points raised by the group and would take these into consideration for future schemes.</p>
12	<p><u>Visiting Cabinet Representative</u></p> <p>Cllr Philip Whitehead, Cabinet member for Highways and Transport, was invited to update on priorities within the service area. The Councillor advised that Highways was suffering from budget cuts and consequently tackling additional problems, such as littering, was a challenge. The Council was currently working to prevent littering through education in schools. Following previous years of lesser investment in highways and winter flooding the road network was considered in a poor state but was now being resurfaced according to priorities. Budget restraints were also affecting passenger transport and alternatives, such as community transport, were being investigated.</p> <p>During a question and answer session the meeting was advised that the tender for the T1 bus between Trowbridge and Hilperton had only had one response so far. It was confirmed that the central approach to tackle littering was through prevention and residents commented that littering in local school grounds was high. A local resident expressed concerns over the proposal for a 50mph speed limit on the Hilperton relief road on the basis this could endanger riders and horses. The Cabinet member advised that the speed limit was suitable for the road, with enough visibility and a proposed Pegasus crossing for use by horses.</p>
13	<p><u>Police and Crime Commissioner update</u></p> <p>Angus Macpherson, Police and Crime Commissioner for Wiltshire explained to the meeting that he was currently reviewing the Police and Crime Plan and this was available for public comment until the end of July.</p> <p>Members of the public were then invited to ask questions and the officer explained that he was working with the Youth Parliament and schools to relay key messages to children about keeping safe and to engage with children at an earlier ages. Additionally, Police Cadets would soon be launched in the community area for young people to join. The public were reassured that, despite budget pressures, frontline Police services in Wiltshire would be protected. Questions were raised over Police surveillance and attitudes to multiculturalism and the officer confirmed he aspired for a Police Service to reflect multiculturalism and that surveillance was only used when proportional and lawful.</p>

14	<u>Urgent items</u> There were no urgent items.
15	<u>Close</u> The next meeting of Trowbridge Area Board was to be held on 17 September 2015.



The art of Autism

Art competition

Closing date Friday 18 September 2015

Wiltshire Council, in conjunction with the Wiltshire Autism Partnership Board, is launching an art based competition to help raise awareness of Autism. Art breaks down barriers, promotes equality and healthy self-expression. It is a common language that can be used by all, including those who are on the Autistic Spectrum.

When you look at a piece of artwork you see the creative ability of that person, not whether they have a disability or not.

Help raise the profile of Autism using the art style of your choice. Whether through drawing, painting, sculpture, photography or textile, we look forward to receiving your representation of what autism means to you.

Categories for entries: 17 years and under, over 18 or as part of a group of any age.

Artwork can be submitted at any library in Wiltshire with the following details:

Your name, age, and contact details

Your connection with Wiltshire (resident, studying, working)

A short paragraph describing how your artwork illustrates the impact autism has on people's lives.

Whether you want to collect your artwork after the competition.

For full terms and conditions visit:

<http://www.yourcareyoursupportwiltshire.org.uk/the-art-of-autism/> or for further information call 0300 003 4566

This page is intentionally left blank



Better Care for Older People in Wiltshire

Health and social care are increasingly working closer together with the aim of better meeting the needs of older people especially. This approach is happening all around the country and is called 'Better Care'. The focus is on making sure that care is provided as close to home as possible with home always the first option. This means that where possible, care will be provided in local communities rather than in acute hospital settings.

Healthwatch Wiltshire (HWW) want to make sure that older people have the chance to say how health and care services are working for them. We are asking people to share their experiences of care, discharge from hospital and care at home. Please get it touch with us to share your views and so we can tell commissioners and providers of services about the experiences of local people. More information here: <http://www.healthwatchwiltshire.co.uk/better-care-plan>

The Care Quality Commission (CQC) inspection of Great Western Hospital (GWH) NHS Foundation Trust September 2015

The CQC is the independent regulator of health and adult social care in England. At the end of September the CQC will be carrying out an inspection of Great Western Hospital (GWH) which will include its acute hospital services as well as adult community health services. These include podiatry, diabetes, dietetics, orthotics, as well as community hospitals. HWW is calling on local people to share their experiences of services. We will be publicising and supporting a CQC 'listening event' as well as providing other opportunities to share your experiences.

Your Care Your Support Wiltshire

HWW, in partnership with Wiltshire Council, has developed a new health and social care information website for the public and professionals. It is called 'Your Care Your Support Wiltshire' - <http://www.yourcareyoursupportwiltshire.org.uk/home/>. The website is still at an early stage which is really exciting for local people as it means that they have a chance to have a say in how it grows. We would like to know what you think about the website so far. Please tell us about local groups, services or general health and care information you would like to see added to the site. You can get involved in focus groups, reader's panels or just provide feedback in a one-to-one interview or via email. This is your chance to help build a really useful health and social care website fit for Wiltshire people. You can contact us about the website on: 01225 434218 or email: contact@healthwatchwiltshire.co.uk

HWW is recruiting new board members

HWW has an exciting opportunity for new members to join our Board of Directors and welcome interest from all sections of the community. This is a great opportunity to join an organisation which is really making a difference to health and social care in Wiltshire.

Chris Graves, Chair of HWW said 'Healthwatch Wiltshire is committed to making every voice count. We need passionate individuals to join us in the challenge of making a health and social care system that meets our needs, and help to ensure we are at the heart of local health and social care provision'. For more information about the post and specific responsibilities of Board Members please download a recruitment pack from http://www.healthwatchwiltshire.co.uk/sites/default/files/board_member_recruitment_pack_2015.pdf

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

This page is intentionally left blank

Chairman's Announcements

Subject:	School Place Planning and Commissioning
Officer Contact Details:	Clare Medland, Head of School Place Commissioning, Clare.medland@wiltshire.gov.uk, Ext 13966
Further details available:	See below

Summary of announcement:

Wiltshire Council has a statutory duty to plan the provision of school places and to ensure that there are sufficient places for all 4 to 16 year old young people in the County. The **Wiltshire School Places Strategy 2015-2020 (draft)** sets out the need to add and where appropriate remove primary and secondary school places in response to changing demographic trends in Wiltshire.

The strategy pulls together the information required to form a strategic view of the need for places across Wiltshire and provides a policy framework for considering statutory proposals including opening, closing and defining the size of schools; implementing new school competition arrangements and supporting the development of academies, UTCs and where appropriate Free Schools.

Through the commissioning of school places, as outlined in this Strategy, the aim is to produce an effective match between pupils and places by providing an infrastructure of high quality school buildings and facilities, where all schools, regardless of status, are of an appropriate size and standard to deliver the curriculum effectively.

The Strategy contains an Implementation Plan setting out the short, medium and long term proposals for primary and secondary school provision and covers the period 2015-2020. The detailed area assessments and Implementation Plan proposals will be reviewed and updated every two years and will inform the Schools Capital Investment Programme in future years.

The Wiltshire School Places Strategy and Executive Summary can be viewed at <http://www.wiltshire.gov.uk/schoolseducationandlearning/schoolplacesstrategydraft.htm>

It is proposed that the Strategy and associated Implementation Plan will be considered for approval by the Cabinet in November 2015. If you have any questions, comments or further information on the draft document that you would like to be considered, **please send an email to SchoolOrganisation@wiltshire.gov.uk no later than Friday 1 October 2015.**

Information workshop/drop-in sessions are being planned during September to explain the Strategy in more detail, for anyone who wishes to find out further information or wishes to provide any feedback.

School Place Planning Information Workshops / Drop In Sessions

Chippenham – Weds 9th September, 10.00am - 1.00pm (Abbeyfield School)

Trowbridge – Weds 16th September, 10.00am – 1.00pm (St Johns Parish Centre)

Salisbury – Weds 30th September, 10.30am – 1.30pm (Red Lion Hotel)

To book a place at one of the Workshop/Drop-in Sessions please contact Sara Derrick at sara.derrick@wiltshire.gov.uk or 01225 713804

This page is intentionally left blank

John of gaunt
Wingfield road
Trowbridge Wiltshire

County Hall,
Bethesda Road,
Trowbridge, Wiltshire
BA14 8JN

Dear council

We are doing a campaign on child slavery and that more fair trade chocolate should be sold in big supermarkets, we are worried that they are selling the products of child slavery to local people in Trowbridge. We want you to encourage local shops to use more Fairtrade products so that it helps reduce the risk of child slavery.

We want all the local shops to sell fair-trade chocolate to try and stop child slavery happening from the world and in Africa.

Lots of people agree with us and we've been doing petitions in school and the local area to show how many people do agree with us. We have 46 Signatures already and are still getting more. We have enclosed a copy of our petition with this letter. We also have 145 people following our campaign on Instagram and Twitter. This shows how many people think this is an important issue.

We would like to know if you would join us in this campaign to make local shops sell only Fairtrade chocolate.

Yours sincerely,

Dylan Jones, Brad Mould & Georgia Forester.

This page is intentionally left blank

Town Clerk's Report 26th August 2015 to Policy & Resources Committee 1st September 2015

1. POLICY

1.1 Community Governance Review – Wiltshire Council's Panel are expected to publish their recommendations in the Summer starting with the smaller parish changes and followed by the more significant changes proposed for the towns. This will allow a period of public consultation continuing into the Autumn; their recommendations are expected to include changes to the town boundary. A final decision is expected to be presented to Wiltshire Council for consideration at a Full Council meeting in November, with implementation of any changes expected in 2017.

2. FINANCE

2.1 First Quarter Accounts 2015/16 - Policy & Resources – (AGENDA ITEM 9)

	Actual Budget		Variance	
April/May/June	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
Gross Expenditure	130	135	5	
Income	1	0	1	
Net Expenditure	129	134	5	

The budgeted net expenditure for the Policy & Resources Committee for the quarter was £134k with the actual net expenditure at £129k which was £5k under budget.

Democratic Services CC401 was £1k under budget with savings on salaries.

Mayor CC402 net expenditure was £1k under budget.

Grants CC403 Overall grants were on budget.

Projects CC404 Projects spend was £2k under budget.

Establishment CC 410 net expenditure was £1k under budget due to savings on salaries.

2.2 First Quarter Accounts 2015/16 – Other Committees

Museum net expenditure came in £1k under budget. Magna Carta exhibition costs amounted to £3k which was matched by grant income. Museum project costs of £28k were funded from earmarked reserves.

Leisure Services net expenditure was £5k under budget which was mainly due to salaries and associated costs. Magna Carta costs to date amounted to £11k which was grant funded.

Establishment net expenditure was £5k under budget many due to savings on salaries and phasing on project spending.

Direct Services total net expenditure was (£3k) over budget mainly on phasing and salaried costs to cover long term sickness. Capital cost includes the new spring rider in the park playground and refurbishment of the Christmas lights which was funded by the area board.

Civic Centre Management Board total net expenditure was (£6k) over budget with the increase in the level of events. Salaries were over by budget by (£1k) in the venue area and the contract catering included invoices relating to 2014-15 of (£2.6k).

TOTAL - In total the budget net expenditure for the first quarter was £323k. The actual net expenditure was £321k which was £2k under budget overall.

Earmarked Reserves - The summary shows the budget and actual comparisons along with the reserves summary and details for the year to date. **Movements** - The reserves summary shows the opening balance at 1st April '15, movements in and out of earmarked reserves and the closing balance at the 30th June '15. The earmarked reserves total balance has decreased from £118k to £90k which is due to the Museum expansion project. **Balances** - The earmarked reserves closing balances are for the Museum project £74k, contribution balance for the Stallards changing room project £6k, Historic Buildings £2k, E Trowbridge £0.2k, and Sports pitches £7k.

2.3 Community Infrastructure Levy (CIL) – No receipts have been advised yet.

2.4 Local Gov't Act S150(5), Orders For Payment – The finance department is still testing electronic banking, the technical issues have now been resolved between our software suppliers and Lloyds Bank and retraining is now underway.

2.5 Risk and Audit Panel – Met on Tuesday 25th August to consider the first quarter accounts and other matters.

3. PERSONNEL

3.1 Leavers – Nick Allford , Neighbourhoods Officer – 31/07/15

James Hemmings, Sports Coach – 6/08/15

Claire Williams has tendered her resignation as Customer Services Manager and leaves on 18th September. Interviews took place on 26th August for both this role and the new role of Service Delivery Manager. These positions will likely take effect in September.

3.2 Starters – Sean Horobin and Aaron Cockerill, Apprentice Sports Coaches – 15/06/15

Luke Shearing, Sports Coach, 01/08/15

3.3 Job Evaluation Exercise – South West Employers completed the Job Evaluation Exercise with a pay and grading structure in July. Once the future financial position of the council is clearer, following progress with the Community Governance Review, we will be in a position to implement the review.

4. SERVICES

4.1 MUSEUM & TOURISM – The next committee meeting is 22nd Sept 2015 at 6:30pm

4.1.1 Museum Project – the Curator submitted our Round 1 application to the HLF by 19th August. Our application is for £975,000 of development and delivery funding towards a total project cost of £1,700,000 for the expansion of the Museum including the addition of the upper floor at the Shires. The timetable now is that we expect a decision from the HLF in November and if that is positive we would then enter the development phase from January 2016 through to March 2017.

A Round Two bid would then be submitted in Spring 2017 leading to a delivery/construction phase from early 2018 to early 2020. The remaining funding will come from additional grant income from other sources and the town council's ongoing contribution of £25,000 per annum. The Earmarked Reserve for the Museum Project was £101,925 as at 31st March 2015, with annual contributions of £25,000 in 2015/16, 2016/17, 2017/18 and 2018/19 prior to delivery of the project the Earmarked Reserve will be over £200,000 by 2019. Further contributions of £25,000 per annum will then fund borrowing of £416,500.

4.1.2 Magna Carta 'Our Heritage' Funding – the Curator has just completed a final valuation report to submit to their HLF for the 'Our Heritage' fund for our Magna Carta events to enable them to release the final 10% of the £13,700 grant that we secured from them.

4.1.3 WEFT – The West of England Festival of Textiles exhibition was opened by the Mayor, Cllr Roger Andrews on 14th August and the event was well attended. The exhibition runs until 7th November 2015.



4.2 LEISURE SERVICES - The next committee meeting is 22nd Sept 2015 at 7pm.

4.2.1 Sports Pitches Project – We are working with clubs, Wiltshire FA, Sport England and WASP to develop plans for the land at Devizes Road which we purchased with S106 funds from Taylor Wimpey, some of this funding remains (£69,000). Further funding (£225,000) has now been received by Wiltshire Council from Wain Homes (Southview Farm). The remaining S106 funding from Castle Mead (£412,000) and Abbey New Homes (£56,000) is expected by the end of 2015. This will leave over £750,000 to contribute towards the provision and improvement of formal sports pitches and associated buildings in the area. Our lease at Woodmarsh with landowner Doric runs out in 2018 and we are in discussion with them via our agent (Kavanaghs) regarding options of a new lease or purchase of the land. We have agreed with Wiltshire Council and Wiltshire FA that some S106 money can support the purchase of Woodmarsh to secure the future for Trowbridge Town Football Club. We will need to discuss with TTFC future lease and rent, with any income financing the borrowing required and for investment in the new facilities at Devizes Rd. Wiltshire Council is also completing an Open Spaces Study which will inform future policy. I will be submitting a report to Area Board with regard to the Open Spaces Study. We will appoint a consultant in the near future to prepare plans for Devizes Road with a view to making grant applications in 2016. Our project will also consider the purchase of additional land as well as small scale improvements at Innox Road and Seymour to provide facilities for junior teams. Additionally consideration will be given to the future options for Lambrok and The Grove facilities and any further investment in Elm Grove Farm related to potential housing development nearby.

4.2.2 Sports and Play Festival – Our Festival in 2015 was held on Saturday 25th July as part of the town's Magna Carta 800th Charter Fayre and was a great success once again.

4.3 DIRECT SERVICES – The committee next meets on 24th November 2015.

4.3.1 Civic Centre – The Management Board next meets on 12th November 2015.

Installation of SOLAR Photovoltaic Cells on the roof. Based upon the first two months of operation this should generate savings of over £3,500 per annum.

4.3.2 Town Park - following investment in the children's play area, much used since its installation earlier in the Spring, the new Outdoor Gym circuit has now been completed, providing a 1km fitness course around the Park. Future investment is likely to be dependent upon income from Community Infrastructure Levy and grant sources.

Storage Facility at St George's Works - The owners of St George's Works (where the council currently rents a storage facility) is considering redevelopment opportunities and has sought the cooperation of the Town Council to improve this important aspect of the Park, providing a new frontage which looks onto the Park rather than turning its back on the Park as has been the case for over 128 years. The developer has committed to removing old out-buildings and overgrown trees at the back of the bandstand to enable the Council to build a new freehold storage facility for our vehicles and equipment. The Direct Services Committee considered this and made a recommendation to the Policy & Resources committee, due to the potential wider consequences. No financial commitment from the Council is required at the moment, prior to a planning application being made. The Full Council would be required to approve any borrowing by the Town Council to fund construction of the new storage facility. If the Council were to consider borrowing in order to fund the development of the storage facility then in lieu of the current annual cost of the facility in St George's Works (£14,950 including business rates) the Council could borrow £340,000 from the Public Works and Loans Board at fixed interest rates over fifty years, without any increase to the budget. The agent has provided additional information regarding construction vehicle access to the site which has been circulated to members.

4.3.5 Longfield Community Centre Toilets - a decision has now been made to spend two thirds of the designated overall maintenance budget which will be £4.5k; this will be spent effectively on the best outcome for the ladies toilets. Karl Buckingham is working on this project.

5. MARKETING & EVENTS

5.1 Calendar of Events (please see attached at the end of the report).

5.2 Website – The Town Council web-site www.trowbridge.gov.uk provides information about all council activities and services as well as links to other Trowbridge web-sites. Our other web-sites are: www.trowbridgecivic.co.uk for information about the Civic Centre, events and activities & www.trowbridgemuseum.co.uk for the Museum.

5.3 Magazine – Our marketing partners RACS have been providing new materials for each department and have prepared a council magazine to be distributed to homes and businesses.

5.3 Magna Carta 800th 1215-2015 – Our Magna Carta 800th celebration year culminated in a series of events over the Charter Fayre weekend, including contributions from St James' Church, Trowbridge In Bloom, Active Trowbridge, Trowbridge Museum, Trowbridge Chamber of Commerce, Trowbridge Town Team, The Big Community Grow and others. Horrible Histories was also a great success in the Civic Centre, with raked seating installed for the first time. The week-long festival at St James' was attended by hundreds of people to see the flowers, displays, windows and flower beds in the churchyard. The town clerk's Magna Carta bike ride has now raised over £3,500 for the two charities – Dorothy House and Re~cycle (Bikes for Africa) and a further £533.61 was raised through donations received during the Civic Service.

6. TOWN DEVELOPMENT – Committee meets 8th Sept, 29th Sept and 20th October.

6.1 Town Centre Developments

St Stephen's Place [//ststephensplacetrowbridge.co.uk/](http://ststephensplacetrowbridge.co.uk/) – There is one remaining unit to let.

Cradle Bridge – Marks & Spencer Simply Food, Toby Carvery, 150 parking spaces, two retail units and a footbridge to St Stephen's Place was approved by Wiltshire Council on 29th April. www.mrmultd.co.uk/index.php/projects/cradle-bridge-retail-and-leisure-development MRMU are now seeking an investment purchaser for the site having obtained permission for the development.

Bowyers – Morrisons included the site in a list for disposal for Residential/Retail/Mixed use development on Tuesday 9th June, with bids to be in by 6th July.

www.rapleys.co.uk/property/trowbridge-ba14-8hh/retail-residential-mixed-use-development-opportunity/438/

6.2 Housing – The following major sites are under development.

H9 Southview Farm, Wain Homes, 300 houses for sale.

www.wainhomes.net/southwest/development-details.php?itemID=47

H11 Castle Mead, Persimmon & Charles Church 650 houses for sale, West Ashton Rd link and Hilperton Gap Rd (Elizabeth Way) opening soon. www.persimmonhomes.com/castle-mead-2206

Speed limits - Wiltshire Council has confirmed a 30mph limit on Leap Gate through the estate, and 20mph on the residential streets within Castle Mead.

H8c The Pastures off Parsonage Way, Abbey New Homes 180 houses for sale.

www.abbeynewhomes.co.uk/PASTURES%20Trowbridge/home.html

Baron's Park, Green Lane – Green Square, 90 houses.

<http://www.greensquarehomes.com/baronspark/index.htm>

Ashton Park – Mainly in West Ashton and North Bradley parishes, an outline application (15/04736/OUT) for 2,500 houses, employment, 2x local service centres, 2x primary schools, site for secondary school, ecological visitor facility, open space and A350 West Ashton and Yarnbrook improvement has been received. The Town Council responded with particular issues relating to cycle and pedestrian routes at this stage. An application for 120 homes on a small area of the strategic site off Drynham Lane (East of railway) has also been submitted by Wain Homes.

6.3 Wiltshire Local Development Framework



6.3.1 Housing Site Allocations Plan - The Town Clerk met with Spatial Planning officers from Wiltshire Council on Thursday 7th May to discuss the issues raised regarding the Hilperton Gap and other aspects of the Town Council's response to the potential sites. Meetings have also been held with those promoting site 3260 between Frome Road and Spring Meadows and site 613 at Elm Grove Farm off Drynham Lane (West of railway). Full public consultation will be undertaken by Wiltshire Council early in 2017.

6.4 Planning Applications - The licensed premises on the corner of Castle Street and Court Street currently known as 'The Beach' has applied to return the paintwork to the former black and white design following enforcement action being taken by Wiltshire Council.

6.5 Bus Services – Wiltshire Council and the Traffic Commissioners were given the statutory 56 days' notice by First Bus that they would be withdrawing from operating commercially; Service 234 (Chippenham – Trowbridge - Frome) and Service T1 (Trowbridge Town). This took effect from 2nd August. Wiltshire Council has ensured that the X34 will continue to be operated by Faresaver on the Chippenham – Trowbridge – Frome route, with some additional services early morning and late afternoon to fill the gaps. Faresaver will continue to operate the service 60 between the town centre and Wiltshire Drive/Studley Green from 1st September on a commercial basis with some minor alterations in the late afternoon. The St Thomas Rd/Victoria Rd/Hilperton areas are being covered by route adjustments to the X34.

Further changes to other services can no doubt be expected in future, resulting from reductions in budget available to Wiltshire Council for subsidised services and shortage of bus drivers in the region. There are currently a number of Trowbridge Town services which run on a generally hourly frequency Monday to Friday:

60 Dursley Rd, Wiltshire Drive, Marston Rd, Silver Street Ln, Studley Green, College Rd, Holbrook Lane.

65 Wingfield Rd and Broadmead.

66 Longfield, Green Lane and Ashton St.

67 Ashmead and North Bradley.

68 Seymour and Staverton.

6.6 Trowbridge Railway Station - Improvements to the Forecourts have been completed.

6.7 Electrification – Alterations to services during the Summer were due to be completed by 31st August. www.networkrail.co.uk/great-western-route-modernisation/wiltshire/

6.8 Fracking – Information about recent license applications for onshore oil and gas exploration which include Trowbridge has been circulated electronically to members.

7. TROWBRIDGE PARTNERSHIPS

7.1 Transforming Trowbridge – www.transformingtrowbridge.org.uk The focus of the new group will be on economic development, but with links to other aspects of the community, which can influence and be influenced by the economy. Leisure, Cultural and Education services have a key role to play in attracting quality jobs to the community.

7.2 Trowbridge Community Area Future (TCAF) <http://tcafuture.wordpress.com/>

Lindsey Millen and Julie Baptista are the officers for TCAF. Meetings not detailed elsewhere are:

TCAF Neighbourhood Partnership 7th September 18:00 Civic Centre

TCAF has agreed to end meetings of the Steering Group and combine meetings with Transforming Trowbridge.

7.3 Trowbridge in Bloom – this is now being facilitated by TCAF. A meeting was held on 9th July. <http://www.trowbridge.gov.uk/trowbridge+in+bloom>

7.4 Trowbridge Arts – Their project Evaluation Report was circulated to councillors on 21st May. The Town Council provides a grant to Trowbridge Arts to support their activities and the Trowbridge Arts Festival.

7.4.1 Town Hall Trust – Is working with the Arts Council to secure funding for the Town Hall to restore it and establish it as a permanent Arts Centre.

7.4.2 Bridge House – The Charity has sold Bridge House to Professor Anita Taylor to set up as an arts workshop and education space. Prof. Taylor is working with Trowbridge Arts and the Town Hall Trust and has agreed to become chair of the BA14 Culture group.

7.5 Chamber of Commerce – Emma Roberts is President of the Trowbridge Chamber of Commerce. They held a successful Business Expo in the Civic Centre as part of the Magna Carta Charter Fayre weekend.

7.6 Holy Trinity War Memorial – The White Ensign Association has received grant funding from the War Memorials Trust and James Long (Masons) Ltd. is undertaking the refurbishment work. A service of re-dedication is being arranged for Sunday 13th September 2015 at 3.00 pm followed by afternoon tea & refreshments at the Wesley Road Club.

7.7 Cockhill Solar Farm Community Fund. - The owners are setting up the £15,000 per annum fund with the Wiltshire Community Foundation. The Council will need to appoint a panel to advise the WCF on distribution of the funds later this year.

7.8 CQC Listening Event for the Great Western Hospitals NHS Foundation Trust inspection is being held on 24 September, 6pm at **Trowbridge Town Hall**, Market Street, Trowbridge. BA14 8EQ.

8. WILTSHIRE

8.1 Wiltshire Council - The parish newsletter is now published weekly and is circulated to members. www.wiltshire.gov.uk/council/parishnewsletterhome.htm

8.1.1 Area Board – The next meeting is on 17th September at County Hall. The Community Area Web Site is at www.trowbridge.ourcommunitymatters.org.uk . Area Board Manager Rachel Efemey has now left Wiltshire Council. The new Community Engagement Manager for Trowbridge is Mary Cullen.

8.1.2 Community Area Transport Group (CATG) – Has a budget of £21,536 for 2015/16 and has approved 50/50 funding for a dropped kerb set on Green Lane (£1,000) and a new lighting column in Keates Close (£1,500), with equal funding from the Town Council which has a Town Projects budget of £10,000 this year. CATG is also considering funding for the 20mph zone on the College estate, with a £1,000 contribution from the Town Council already committed, subject to a decision from Selwood Housing to make a contribution. The Town Council has also agreed to provide £5,000 towards implementation of a cycle path between John of Gaunt and Lambrok Road along the south side of Wingfield Road, with the majority of the funding coming from Wiltshire Council's major project fund now approved. The next meeting is on 7th September.

8.1.3 Local Youth Network – Sarah Holland, Youth Network Officer is working with groups to identify service gaps and projects which may apply for grants. The LYN Management Group will make recommendations to the area board for grants to support youth activities. I will be acting as interim Chair until a young person has been appointed to the role, and then I will act as mentor. A young persons' networking event was held in the Atrium on 19th August 2015.

8.1.4 Market Towns Network – The next meeting is being held in the Trowbridge Civic Centre on 16th September.

8.1.5 Highways & Streetscene - All issues should be reported via the website. www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwaysstreetcare/mywiltshireregister.htm Councillors are also requested to contact Bill Austin the Head of Direct Services on

bill.austin@trowbridge.gov.uk with issues in their ward which we will then discuss with Wiltshire Council or resolve if a Town Council responsibility.

8.1.6 Campus – Consultants have now presented options for the development of the new-build element of the Campus as part of an overall redevelopment of the Bythesea Road East site owned by Wiltshire Council, including Court Street Car Park, which will also accommodate some commercial development to support the financing of the leisure element of the Campus new-build. The NHS has confirmed a requirement of 1500m² and requires a decision to proceed within 18 months and opening in 3 to 4 years. Demolition of the buildings on the site has been approved and is due to commence before the end of the year.

8.1.7 Car-parking - The trial residents' parking scheme is ready to be implemented in Yerbury Street now that details have been agreed.

8.1.8 Asset & Service Delegation - We continue to discuss the potential transfer of car-parking to the town council with Wiltshire Council as part of a cost-neutral package of asset & service transfers (Similar to one agreed with Salisbury City Council recently). The package is likely to include the recreation grounds owned by Wiltshire Council (Stallards, including the former Innox Hall site and Seymour), open spaces such as Biss Meadows and children's play areas including Cornbrash Rise, St Thomas' and Yeoman Way (all of which have S106 funds available for improvements) as well as bus shelters.

8.2 Police and Community Safety – Inspector Chamings reports regularly to Full Council and the Area Board. The new area policing pilot commences on 14th September. Over the last two years the town centre has been blighted by racist graffiti. The Police have arrested a 50 year old local man in connection with these offences, and he is currently on police bail, due back to the police station at the beginning of September.

8.2.1 Public Spaces Protection Order (PSPO) (AGENDA ITEM 10) – Wiltshire Council is working with the Town Council and other partners to develop a proposal for a PSPO to be implemented to cover a variety of anti-social activities across the town. Following discussions it is unlikely that the proposal will include smoking in bus shelters due to the lack of evidence and issues with enforcement. The order is likely to include prohibition of urinating and defecating in public and also limitations on consumption of alcohol in public (including the park and recreation grounds). The pros and cons of either a complete ban on consumption of alcohol or a time restriction have been considered and the working group would like to view of the Town Council.

A complete ban would be very clear to the public and the enforcement authorities including the police, but would potentially cause issues for people consuming alcoholic drinks as part of a quiet picnic in the Park for example and would lead to issues for the justification of enforcement against some and not others. A time limited restriction would allow the quiet enjoyment at certain times of the day whilst allowing full control at unsuitable hours. The proposal is that the restrictions should apply to the whole town.

RECOMMENDATION: That the Committee considers supporting a time limited restriction between the hours of 10pm and 12noon each day.

8.3 Wiltshire Fire & Rescue Service – Further information about Wiltshire Fire & Rescue Services is available on their web-site and in their QM magazine. www.wiltshirefire.gov.uk/qm

8.4 Health Services – The new Bradcroft surgery has now received planning permission and work should commence before the end of the year. The Wiltshire CCG remains committed to providing additional capacity in the new build element of the Campus on the Bythesea Road Site or on a new development adjacent to the Hospital.

8.5 Wiltshire Association of Local Councils (WALC) – Newsletters are regularly circulated or available on their website www.wiltshire-alc.org.uk

8.6 Selwood Housing – Recently announced that they have taken over the Learning Curve, a local training provider.

8.7 Care Quality Commission (CQC) - Miriam Long, the new Senior Regional Public Engagement Officer for South West England for the CQC is organising a public engagement event on 22nd August in the Brunel Plaza, Swindon to gather intelligence to influence their inspection programme to find out people’s experiences of services provided by the Great Western Hospitals NHS Foundation Trust.

9. CIVIC & DEMOCRATIC ACTIVITIES

9.1 Council Meeting Dates. Council and committee meetings for the next few months are:

Tuesday 1 st September	Policy & Resources
Tuesday 8 th September	Town Development (4 weeks)
Tuesday 15 th September	Full Council
Tuesday 22 nd September	Museum & Tourism (6:30pm)
Tuesday 22 nd September	Leisure Services
Tuesday 29 th September	Town Development
Tuesday 6 th October	NO MEETING
Tuesday 13 th October	NO MEETING
Tuesday 20 th October	Town Development
Tuesday 27 th October	NO MEETING
Tuesday 3 rd November	Policy & Resources

9.2 Dates for your 2016 diary

- Trowbridge Civic Dinner – Saturday 5th March 2016
- Annual Town Meeting and Town Gathering – Tuesday 12th April 2016
- Trowbridge Civic Service – Sunday 17th July 2016
- Remembrance Sunday – Sunday 8th November 2016

9.3 Twinning

9.3.1 Leer/Germany – Deputy Mayor, Hauke Sattler, Councillor Ulf Heinrichsdorf, Leader of the Council Mrs Beata Stammwitz, and Cllr Mrs. Engeline Kramer visited Trowbridge for the Magna Carta celebrations. They are currently facilitating links with Dorothy House and a hospice in Leer; Fairtrade (Cllr Steve Oldrieve, Chair of Fairtrade, and his wife, will be joining a party of visitors to the Gallimarkt in October 2015 including the Mayor, Cllr Andrews, his wife and some twinning members); a meeting was held between Stadt Leer’s Deputy Mayor, members of the Town Hall Trust, Cloth Road Artists and Trowbridge Arts with a view to possibly holding an International Arts Festival in the Town Hall, Trowbridge in 2016. In addition, the Leisure Services Manager will be participating along with 16 other Avon Valley Runners in a 10k run in Leer in September, linking the two running groups.

9.3.2 Elblag/Poland – a small group of Troubadors from Elblag visited Trowbridge during the Magna Carta celebrations including the Civic Service.

9.3.3 Charenton/France – the French twinning members are planning a visit to Trowbridge from 5 - 8 May 2016.

Lance Allan Town Clerk
Trowbridge Town Council,
The Civic Centre,
St Stephen’s Place,
TROWBRIDGE,
Wilts,
BA14 8AH

info@trowbridge.gov.uk
01225 765072
@Trowbridgegov
#DiscoverTROWBRIDGE
www.trowbridge.gov.uk



www.trowbridgecivic.co.uk

www.trowbridgemuseum.co.uk



**2015****AUGUST**

28	Farmers' Market	Fore Street
----	---------------------------------	-------------

SEPTEMBER

2	Weekly Market	Fore Street
2	Blood Donor Sessions	Civic Centre
5	Carnival Country Fayre	Trowbridge Park
6	Wiltshire Weddings Fayre	Civic Centre
9	Weekly Market	Fore Street
11	Farmers' Market	Fore Street
13	Sunday Club	Civic Centre
16	Weekly Market	Fore Street
25	Farmers' Market	Fore Street
26	Rock Diabetes	Civic Centre
30	Weekly Market	Fore Street
30	Blood Donor Sessions	Civic Centre

OCTOBER

4	'Rumble In The Jumble'	Civic Centre
7	Weekly Market	Fore Street
7	Senior Well-Being Event	Town Hall
7	'Islands in The Stream'	Civic Centre
9	Farmers' Market	Fore Street
10	'Magic of The Beatles'	Civic Centre
11	Sunday Club	Civic Centre
14	Weekly Market	Fore Street
16, 17, 23, 24	'Moulin Rouge' Ladies' Nights	Civic Centre
21	Weekly Market	Fore Street
21	Blood Donor Sessions	Civic Centre
23	Farmers' Market	Fore Street
24	West of England Festival of Textiles ends	Museum
27	'Misstasia'	Civic Centre
28	Weekly Market	Fore Street

All of the above information is correct as at August 26th 2015. All event dates, timings and locations are subject to change.



NOVEMBER

1	‘Toyah: Acoustic, Up Close and Personal’	Civic Centre
4	Weekly Market	Fore Street
7	The Great Gatsby Charity Ball	Civic Centre
11	Weekly Market	Fore Street
12	Doug Allan – Life Behind The Lens	Civic Centre
13	Farmers’ Market	Fore Street
14	The Rat Pack Vegas Spectacular	Civic Centre
15	Sunday Club	Civic Centre
18	Weekly Market	Fore Street
18	Blood Donor Sessions	Civic Centre
20	Abba Mania	Civic Centre
25	Weekly Market	Fore Street
27	Farmers’ Market	Fore Street
28 & 29	Christmas Craft and Food Fair	Civic Centre

DECEMBER

2	Weekly Market	Fore Street
5	Motown @ The Civic ft. ‘Soulside’	Civic Centre
9	Weekly Market	Fore Street
11,12,18,19	Christmas Party Nights	Civic Centre
16	Weekly Market	Fore Street
23	Weekly Market	Fore Street
30	Weekly Market	Fore Street

**Great ‘Comedy @ The Civic’ is on its way for 2016!!
February sees the return to the Civic Centre of [Roy Chubby Brown](#),
and in May 2016 we look forward to welcoming [Bill Bailey](#).**

**Just announced also for 2016 . . . May 11th – [The Fureys](#)
May 20th – [A Night of Dirty Dancing](#)
June 10th – [The Magic of Motown](#) June 24th – [Buddy Holly’s Winter Dance Party](#)
July 23rd – [The Bon Jovi Experience](#)
October 1st – [Johnny Cash Revisited](#)**

All of the above information is correct as at August 26th 2015. All event dates, timings and locations are subject to change.

This page is intentionally left blank



We're making a difference

TCAF Progress report September

Neighbourhood Group

TCAF are working with eight resident associations on a neighbourhood questionnaire; Studley, Newtown, Seymour, Paxcroft Mead, Longmeadow, Dursley Road, Bradley Gardens, College.

The project aims to help create resilient communities in Trowbridge, with an understanding of each others' key concerns and present an opportunity to work with statutory, voluntary and community groups to improve the area in which they live. The questionnaire and listening were collected in July 2015. The report will be available as of 14th September.

400 responses in Total

315 number of people who filled out the questionnaire

<i>83 number of people who took part in the listening (semi-structured interviews)</i>

Key Outcomes

Lack of communication and awareness of what is available and how to get involved
--

Upkeep and maintenance of the neighbourhoods
--

Speeding

Parking

Lack of community spirit

Meeting to be held 9th September ;

Chairs of the Resident Associations to discuss results of the report, further engagement and prioritise actions.

BA14 Culture

Professor Anita Taylor from Bridge House, Trowbridge has kindly agreed to be Chair of BA14 Culture as of October 2015.

EVENT

BA14 Culture will host a 'Cultural Gathering and Exchange' as a launch for the Trowbridge Arts festival on 16th October 6pm. The event will be hosted by Trowbridge Museum and will give a tour of the top floor of Home Mill, what was the last working Mill in the town.

The tickets for the Cultural Gathering are now available to be booked via Trowbridge Arts website:

<http://www.trowbridgeartsfestival.co.uk/events2/item/cultural-exchange.html>

Youth Involvement

TCAF and Wiltshire Council (Sarah Holland – Early Years) are working in partnership with a group of young people to develop the skate park at Stallards Park. Sarah Holland will update. Next Meeting 9th September.

The Charity Commission

Draft Charity Commission application completed. The application will be submitted in September. A new website has also been commissioned and developed to echo TCAFs new objectives and focus for 2015/2016.

Time Credits

Meeting with SPICE – 6th October to discuss support and focus of spend partners. SPICE will also confirm what support they can offer in the future.

Trowbridge Town Council continue their commitment to offer the TIB as the HUB for Time Credits in Trowbridge.

Trowbridge In Bloom

Another successful year for Trowbridge In Bloom, celebrating the colours of the Magna Carta. The new category; Family Garden was popular and adds another element to the competition.

Open Gardens also attracted a large number of visitors; July 2015, to the 16 gardens that were volunteered. It was a great opportunity to see a variety of gardens throughout Trowbridge.

TCAF objectives have not changed and continue to be

1. **Direct engagement** of the TCAF team;
To provide additional direct support to community projects that are unable to maintain an effective operating management structure; for example providing secretariat and communication support. This allows community groups and projects to continue that may otherwise fold.
2. **As a Consultant Service;**
for grant application, best practise guidance and working with communities to establish insight into potential working groups / theme groups
3. **Connecting Organisations;**
with common goals and objectives; TCAF uses the networks it establishes to introduce groups with similar objectives. The ultimate outcome in some cases can be to create self-sufficient groups of volunteers and interested parties to generate and take forward ideas for improving the communities they live in.

Lindsey Millen
TCAF Projects Officer
tcaf@trowbridge.gov.uk



Trowbridge Shadow Community Operations Board

Report to Trowbridge Area Board

Meeting with John Thompson and Laurie Bell

It proved impossible to arrange this meeting during July and August and it is now likely to take place on Monday 7th September.

Final Consultants Report

We are still awaiting the final report from the Consultants. The COB has expressed concerns about some of the assumptions in the costings included in the report. The COB has asked for a further meeting to discuss these, but one has not yet been arranged.

Colin Kay

September 2015

This page is intentionally left blank

Report to Trowbridge Area Board
Date of meeting 25th August 2015
Title of report Youth Grant Funding – Recommendations from the Lyn MG Group

Purpose of the Report:

To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

Applicant	Amount requested	LYN Management Group recommendation
LYN MG Group – To support Training for existing and new groups in the Trowbridge Area	£310.00	Full recommendations from the whole group to support this training course delivered by the Community Youth Officer and colleagues in the West Hub. To increase the knowledge of Youth Work and to ensure all volunteers or workers are providing positive activities to young people and ensuring safeguarding procedures. The training will be directed at young people as well who wish to build a career in youth work.
XXX	£££	
XXX	£££	
XXX	£££	

1. Background

The recommendation from the LYN Management Group has been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities Toolkit for Community Area Boards
- To support the Needs Assessment and working with the Community Youth Officer to gain a better understanding of the needs of the young people.

2. Main Considerations

Young people have considered this application and identified it as a priority for Area Board funding. 2. Main Considerations

2.1. Councillors will need to be satisfied that Youth Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding.

The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.

- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.
3. Environmental & Community Implications
Youth Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.
4. Financial Implications
Financial provision had been made to cover this expenditure.
5. Legal Implications
There are no specific legal implications related to this report.
6. Human Resources Implications
There are no specific human resources implications related to this report.
7. Equality and Inclusion Implications
Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.
8. Safeguarding Implications
The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Community Youth Officer has assessed this application agreed it meets safeguarding requirements.

3. Report for Funding

A training programme has been designed to support new and existing groups in all the areas of Wiltshire to ensure that the true value of Youth Work is being delivered and understood by the volunteers starting these groups. The course would be delivered by the Community Youth Officers (CYO) in each of the areas, if a need is shown. At the recent networking event held by the Trowbridge CYO there was a definite need and desire to gain further knowledge of interventions with young people. The training course will be delivered in 5 evening sessions of 3 hours. It will include safeguarding protocol, dealing with challenging young people, interventions and sharing good practice and tools that can be used to engage and empower young people.

The course has the potential of being a stepping stone for young people and workers to build a career in youth work and move forward in their educational needs. Listed below are the costs for hiring a room for the training course for the five sessions, refreshments for the entire training and resources needed to deliver the training. The Trowbridge CYO will be working with colleagues and the Youth Work apprentice to build on his knowledge.

Equipment	Costs
Hire of Meeting rooms for the Training course – West Ashton Village Hall – 5 x 3 hour sessions (£8.00 per hour)	120.00
Refreshments – Tea, coffee, pre-packed biscuits, sugar and Milk	40.00
Resources for the Training Course (flip Chart paper, pens, note pads, paper, markers, activities resources)	150.00
Total	310.00

4. Recommendations

The LYN MG Group are asking for the Trowbridge Area Board to approve this funding for this provision to the Trowbridge Community.

This page is intentionally left blank

Report to Trowbridge Area Board
Date of meeting 16th June 2015
Title of report Youth Grant Funding

Purpose of the Report:

To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

Applicant	Amount requested	LYN Management Group recommendation
LYN MG Group – Skate Group – Needs Assessment	£490.00	Full recommendations from the whole group to support this support to help with the consultation for young people in relation to the development of the skate park.
XXX	£££	
XXX	£££	
XXX	£££	

1. Background

The recommendation from the LYN Management Group has been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities Toolkit for Community Area Boards
- To support the Needs Assessment and working with the Community Youth Officer to gain an understanding of the needs of the young people.

Young people have considered this application and identified it as a priority for Area Board funding.

2. Main Considerations

2.1. Councillors will need to be satisfied that Youth Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.

- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.
3. Environmental & Community Implications
Youth Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.
4. Financial Implications
Financial provision had been made to cover this expenditure.
5. Legal Implications
There are no specific legal implications related to this report.
6. Human Resources Implications
There are no specific human resources implications related to this report.
7. Equality and Inclusion Implications
Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.
8. Safeguarding Implications
The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Community Youth Officer has assessed this application agreed it meets safeguarding requirements.

3. Report for Funding

A proposal for funding the Opline skate group was given in the Trowbridge LYN Management group. The group has been working with the Community Youth Officer in gaining valuable information about the skating community in the Trowbridge community and wish to help gather information based around the needs of this community. The group have no ability at present to secure funding for themselves as they need to gain an understanding of policies and procedures and only one member of the group is over 18. They have the support of TCAF, who is willing to help with funding bids, however this could be a few months before all aspects are fully recognized. The group needs the support to be able to engage with the youth people now and with the support of the CYO, Trowbridge Apprentice and Lindsey from TCAF our sre aim is to support them with team building activities, understanding around child protection, safeguarding and aspects of providing positive activities for young people. To build on these relations with Young people the CYO and TCAF need a suitable place to meet the group on a monthly basis and costs for team building activities to move the group forward and gain a high level of information based around the needs of the young people.

The costs listed below are documented as the requirements to the LYN MG Group to support this group and help to increase the needs assessment around the needs of the youth community and to develop the skate park of Trowbridge.

Equipment	Costs
Hire of Meeting rooms to meet needs	180.00
Refreshments	100.00
Team Building Activities	210.00
Total	490.00

4. Recommendations

The LYN MG Group are asking for the Trowbridge Area Board to approve this funding for this provision to the Trowbridge Community and to help build on the Needs of young people in the local area.

This page is intentionally left blank

Local Youth Network Management Group Record

Trowbridge and Wider Area

Area	Trowbridge				
Date	25/08/2015	Times	4pm-6pm	Venue	Civic Centre, Trowbridge
Present	Lance Allan – Town Clerk – Trowbridge – Acting Chair Sarah Holland – Community Youth Officer Harry Jones – Apprentice Youth Worker Laura Pictor – Engagement Officer – Selwood Housing Mary Cullen – Community Engagement Manager Cherry – BoA Chair LYN MG Carrie Creamer – WYAP Simon Partington – Police				
Apologies	Hayleigh Bell – Leisure Manager – Town Council Lindsey Millen – TCAF Matthew Till – Police Cllr Dennis Drewett – Area Board representative Kerin Stacey – Active Young Person				
Agenda Items					
1	Welcomes and Apologies				
2	Agreed Group Record of last Meeting				
3	Update from CYO: 1) Opline 2) Promotional Stand 3) Networking and Young People Event 4) Visits – Other areas and groups				

	<p>5) Schools</p> <p>6) Police</p> <p>7) Detached</p>
4	<p>Introduction to BoA Chairs – Presentation about the working group:</p> <ul style="list-style-type: none"> •Young person came in and gave us some feedback, about how's it's working. •Good to have all the points in the scoring system especially the safeguarding aspects. •Bid funding – bike rides, summer activities, •No plans to continue the presentation however the groups will attend. •Bids – all bids need full policies before it can or should be marked <p>(Cherry Riley Full report attached to the LYN MG Minutes and Agenda)</p>
5	<p>Next Steps after the Networking event</p> <ul style="list-style-type: none"> • Laura Pictor – Contact with clarendon
6	<p>Banner / posters and leaflets for the LYN funding.</p> <ul style="list-style-type: none"> • Send out posters •
7	<p>Bids :</p> <ul style="list-style-type: none"> • Needs of volunteers and young people in Trowbridge. Training in Youth Work – Funding to support the CYO to raise the level of youth work in the area and to help promote the positive activities agenda. Full report on the bid is attached with this agenda and minutes of the meeting. • No other bids have come in, however there are several people interested in
8	<p>Youth Work Training – October / November 2015 How should attend? Just youth workers or all volunteers working with young people. Discussion around – venue, costs etc.</p>
9	<p>Equalities Training – Progress</p>
<p>Decisions</p>	
1/2	<p>Introductions and Apologies were given and listed in these records. The previous minutes were agreed from the last meeting and passed as a true account of the meeting.</p>
3	<p><u>CYO updated the group:</u></p> <p>1) <u>Opline</u></p> <p>Informed the group that the Trowbridge Area Board have agreed the funding for the Opline Consultation group, awaiting a submission of a financial report, which has been shown at the last meeting. I have a meeting with Elizabeth Beale on the 2nd September to check the format and will be sending with these minutes to her on the 7th September to be included in the Agenda for the Trowbridge Area board on the 17th September.</p> <p>Since our last meeting the Opline consultation group are going from strength to strength and new young people are getting involved. We have undertaken two visits to different skate parks and the young people are</p>

	<p>starting to get a feel for what they feel should be added to the current design to ensure it gets used and allows for new skaters from all abilities to get involved in this positive activity.</p> <p>The young people have started a petition asking other skaters to help show the need on the re-development of the skate park and about whether they feel a sign with the rules of the park are displayed, a seating area, accessible toilets and further bins. At present they have over 80 signatures and are still gathering support for this need.</p> <p>The young people are working towards, with the support of TCAF to put in a bid for funding a Skate Park competition at the Trowbridge skate Park and hiring a mobile ramp to show that this would be a valuable addition to the existing skate park.</p> <p>At present the group are meeting monthly with visits to other skate parks happening fortnightly. The next planned visit will be to rush an indoor skate park. Getting the young people to understand the design of this complex and whether having any area of the existing skate park sheltered. Once they have had this debate, and have enough signatures on the petition, they will be in contact with skate park designers and find out what is possible and the costs involved. Once they have this they will take this to the Town Council to get there support on the proposed design and what funding could be available for them to apply for under TCAF support.</p> <p>The group have still to attend a team building activity, however I am waiting until we have all the young people wishing to get involved before designing this. The group have at present started writing up the bid for the skate competition and are looking at applying for funding for further bins and a seating area.</p> <p>2) <u>Promotional Stand</u></p> <p>The promotional stand in the Atrium was a huge success, the “Trowbridge Wish tree”, gathered a lot of interest with the Trowbridge Community. We had over hundred comments. The majority was saying that further activities for young people needed to happen in Trowbridge. The existing swimming pool was too small and very expensive. Young people suggested new activities in the area such as a roller disco, ice rink and climbing wall. The majority of these desires to make Trowbridge bring positive activities are all ideas designed in the Trowbridge campus idea; this helps to show that this campus will be addressing the needs of the community.</p> <p>3) <u>Networking and Young People Event</u></p> <p>The Networking and Young people’s event, was a huge success for the organisations that attended. It helped to build an organisational wider LYN and helped to put faces to names. On the flip side for young people it was not a positive event. Hardly any young people attended, and although the weather could be partly to blame it only shows that holding a young person event at County Hall does not work. I spoke with several young people who did attend and they felt that the event was worthwhile however needs to be located where young people will be.</p> <p>I was fairly aware that this event may not be productive in getting young people in the door therefore it is being moved onto the next phrase and producing a Roadshow of the organisations and take the event to the schools in Trowbridge. All the organisations that attended the event felt this was a good idea and were very happy to get involved with this. Contacting the three local schools to move this forward.</p> <p>4) <u>Visits – Other areas and groups</u></p>
--	---

	<p>Community Youth officer has been meeting with several different organisations to promote the Positive activities funding from the Local Youth Networks MG Group recommendations and approval from the Area Board. These include Tara, Community Cadets, Trowbridge Town Team, Selwood Housing, Dance back to the 1914's, WYAP, Scouts, and guides, Duke of Edinburgh to provide an Open access office in Trowbridge and GUL for activities with young people from Trowbridge.</p> <p>Proposal from Selwood Housing is to work with finding out whether there is a need to re-start a youth provision at people's place in Studley Green. The area meets one of the super outputs of the Trowbridge area and could help to engage with young people on various different levels. The programme is at present in the design stage for a 6 week pilot to show whether there is a need for this to continue. The Community Youth Officer will design a 6 week pilot to start from the middle of October. This will include activities around sexual health, drugs and alcohol advice and activities, smoking awareness and various other positive activities for young people. With the final one being an outing chosen by the young people and submitted by the young people and supported by Selwood Housing.</p> <p>Selwood Housing and the CYO will be looking for funding to support this 6 week pilot. Depending on the outcome of use during the pilot and the feedback to the LYN MG group will depend on whether they will request procurement to the Area Board for funding an organisation to undertake this provision on a regular basis.</p> <p>5) <u>Schools and Colleges</u></p> <p>Contact is being made with the schools about doing a roadshow with the different organisations from the Networking event, getting young people to know what is available for them in Trowbridge and giving teachers and other professionals the knowledge of what's available for them to use as resources for their young people.</p> <p>Attending Trowbridge College on the 16th September to promote the positive activities funding under the Local Youth Network and looking for young people to volunteer on the Management group for Trowbridge.</p> <p>The yearly review of the Needs assessment for Trowbridge is starting in September, as the CYO only came into post in February and the consultation period ended on the 27th February not a lot of information was gathered in this time to give a true representation of the young people's local need. Approach has been made to get more input from the three schools and the college in Trowbridge to help build a better understanding of the needs of young people in the local area.</p> <p>6) <u>Police</u></p> <p>Met with Phil Greenway the new Police Engagement Officer – PCSO. He will be conducting several sessions in the schools around several different subjects and has invited the CYO, Apprentice and the Trowbridge Volunteer to be a part of these deliveries. By being a part of these we will get to engage with the schools and the young people of Trowbridge. This will start during September.</p> <p>7) <u>Detached</u></p> <p>Detached has been going well, however will not be available for the next few months as the CYO has no one to go on visits with them. The CYO is</p>
--	--

	<p>hoping to link in with the Police Engagement Officer or PCSO or other community workers or colleagues to gain valuable information from young people who may not be engaged in the schools and that have opinions about the needs of their local area.</p> <p>8) <u>Funding Update</u></p> <p>Waiting for Richard Harris – Team Leader from Early Help and lead worker for the Community Youth Officers for Wiltshire to find out whether any of the funding for the positive activities money can be held over. The possibly is to be able to hold over the monies brought forward from the previous Youth Services when they closed. This would allow £28,881.00 to be carried over. Waiting on a decision for this to be agreed</p> <p>9) <u>Bids</u></p> <p>At present Trowbridge have still not received any bids for the Positive Activities Funds for young people. There has been a lot of interest and am having several meetings about proposals for funding opportunities for young people in the next few weeks and will hope to have new bids to be submitted to the Trowbridge Area Board November.</p> <p>10) <u>Ways Forward</u></p> <p>Above information is current idea of what has been happening in regards to the positive activities funds for Trowbridge. In the year ahead there is every hope to be able to see movement with the skate Park with a competition of skaters happening in February next year.</p> <p>The pilot project with the Selwood Housing should be underway by October and if this is a success the CYO will give this information to the LYN MG group and they will then be in a position to make a procurement to sustain this provision.</p> <p>After the reason promotional stand there was a lot of comments about having an Ice Rink set up. To hold a activity for young people, the CYO will be proposing a recommendation to hire an ice rink under the positive activities funds in Trowbridge around Christmas time. This will with Christmas carols and promotional of the activities money available to young people.</p> <p>In February next year the new Needs assessment will be produced and information regards whether any of the funding will be able to be carried over. Update on funds left to spend will also be submitted and included in this document.</p>
4	<p><u>Introduction to BoA Chairs – Presentation about the working group:</u></p> <p>Really good introduction to the Trowbridge LYN MG Group. All members felt it was worth having this insight from a young person. They were surprized by the lack of support given to the young people participating in the process by others.</p> <p>Full report is attached with the minutes and agenda.</p>
5	<p><u>Next steps:</u></p> <p>To take the Road shows to the schools, however CYO is having problems getting access into the schools in Trowbridge. Laura Pictor from Selwood to find her contact in one of the schools and hopefully this will support this venture. CYO will continue to find different venues to gain access to the schools.</p>

6	<p><u>Banners and Posters</u></p> <p>Submitted banners and posters are to be circulated to the LYN MG Group to help with the promotion of the funding programme.</p>
7	<p><u>Bids</u></p> <p>Still no bids submitted to the Trowbridge LYN MG Group. Lots of interest and hopefully there will be several submitted at the next Area Board.</p>
8	<p><u>Youth Training Course:</u></p> <p>Planned Training Course in October if supported by the Trowbridge Area Board. Awaiting decision.</p>
9	<p><u>Equalities Training:</u></p> <p>Waiting for update on the Training event for the Champions from the Trowbridge LYN MG Group.</p>
10	<p><u>AOB</u></p> <p>Carrie Creamer informed the group of opportunities with an event in the Atrium in March next year. Date is 3rd March and is with Early Help Team / WYAP – working together with a Heritage event – Arts, culture and Music – Further information to be updated at the next LYN MG Meeting.</p>
Recommendations to Area Board	
1	Financial Report included with these minutes for the approved finances for the Opline Consultation group.
2	The members of the LYN MG Group that attended agreed to make a recommendation to the Trowbridge Area board for the funding of the training course for Youth Work. They felt that this would help to raise the knowledge of individuals working with young people and raise the awareness of this career path to young people wishing to go into the field. A full report for the financial commitment will be submitted to the September Area board meeting for final approval.
3	
Actions	
1	CYO to send out all the promotional posters and leaflets to all members of the Trowbridge LYN Management Group, to help with promoting the Positive Activities funds.
2	Feedback to the LYN on the Fresher event at the College.
3	Update on the People's Place pilot project in Studley.
4	All members wish to undertake a funding bid and score this to ensure we have a level ground on the scoring system. Understand the format and have a clear way of completing the assessment process. Bids to be circulated in the fourth coming month and discussed at the next meeting, depending on whether any bids have come in. All members wish for the bidding system to be specific that all documentation is completed before submission to the LYN MG Group.

5	All members to try and promote the positive activities funding opportunity.		
6	Still awaiting information in regards to the Equalities Champion training to be attended by Hayley Bell.		
Date of Next meeting:		20/10/2015 – 4-6pm – Trowbridge Civic Centre	
Notes Taken By:	Sarah Holland	Position:	Community Youth Officer

This page is intentionally left blank

Hello, I am the chair of Bradford on Avon LYN and here to give you a review of the young people's views on how it's running.

Before the community led model came into place, I was chair of the Youth Advisory Group; a group similar to the LYN. This has offered me previous experience in chairing meetings, which has been to my advantage.

I already knew our Community Youth Officer, Emma, which has made it easier to engage with, for myself and other young people who already have a built relationship with her. Working with this model and engaging with young people who are not familiar with Emma, myself and others in the LYN, can be more challenging, as that trusted relationship has not been previously created.

At one of the recent AB meetings, the young people of our LYN and I spoke about the positives and negatives of the LYN, which I will read out:

Positive aspects:

- ◆ As young people, we feel that the group is **well established** and it gives **young people** the chance to **say** what they want in their local area.
- ◆ Individuals within the meetings are **keen to put their views across** to the group and many people **attend** the meetings, along with being **engaged** and **participating in discussion**.
- ◆ We believe that more people are becoming involved and this is having a **positive impact**, as it is a **valuable source for the community to rely on**, for implementing positive activities for young people.

Negative aspects:

- We also have a few negative points that we aspire to improve. We think that people are **frequently argumentative** and the group talk over each other and **don't respect the chairs**. Some people have mentioned to us that they feel the meetings run on too long and **young people's voices** are **not** listened to. We also feel that there are **too many people** within

the group from the same area and we suggest managing the representatives.

- To move forward, we have discussed, **recruiting more young people** and including possible **training for the LYN** members. This would work well especially with the grant application, scoring process. We also recommend having **one** representative from each area.

- With all these points, we feel that we can continue the success of the LYN and look forward to progressing further in the development of implementing positive activities for young people.

Advice: **Based on what I have experienced**

- ◆ Allow young people time to talk
- ◆ Remember the focus of the group is young people
- ◆ Don't become too political
- ◆ Show respect to each other (including their opinions) and the Chair(s)
- ◆ Respect the Community Youth Officer
- ◆ **Don't target certain people within the group**
- ◆ Do not shout or talk at others

Report to	Trowbridge
Date of Meeting	17/09/2015
Title of Report	Community Area Grants

Area Board Budget Statement

	Area Board Grants Budget	Digital Literacy Grant Fund	Local Youth Network Fund	CATG
Opening balance 2015/16	88,754.00	1,500.00	92,651.07	45,950.60
Spend to date	28,598.00	0.00	773.43	38,600.00
Current balance	61,656.03	1,500.00	91,877.64	9,150.60
Balance if all grants are agreed Sept 15	33,656.03			

1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Trowbridge Area Board.

Councillor Led Grant Applications

Application	Grant Amount
Applicant: Cllr Jeff Osborn Project Title: Artificial Grass for Upper Studley Play Group	£10,000.00
Applicant: Cllr John Knight Project Title: Improve Security and Parking at Studley Green Community Centre and Lambrok Sports Pitches	£8646.00

Community Area Grants

Application	Grant Amount
Applicant: West Wilts Esprit Gymnastics Club Project Title: West Wilts Gymnastics and Fitness Event Seating Project	£3000.00

Applicant: Trustees of North Bradley Progressive Hall Project Title: North Bradley Progressive Hall New Chairs and Tables	£858.00
Applicant: Neighbourhoods group Project Title: Community Noticeboards for Central Trowbridge Neighbourhoods	£936.00
Applicant: Trowbridge Girl Guiding Hall Project Title: Trowbridge Girl Guiding Hall Upgrade	£3605.00
Applicant: Trowbridge Fairtrade Town Group Project Title: Group Marketing capital materials purchase	£955.00
Total grant amount requested at this meeting	£28,000.00

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2015/2016.

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.

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.

3. Environmental & Community Implications

Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

9. The applications

Applicant: West Wilts Esprit Gymnastics Club Project Title: West Wilts Gymnastics and Fitness Event Seating Project	Amount Requested from Area Board: £3000.00	
This application meets grant criteria 2015/16.		
Project Summary: Following the success of the first 10 months in our new gymnastics and fitness facility West Wilts Gymnastics aims to become a competition and event facility for this part of Wiltshire. All permanent equipment is now in place and we will be hosting our first County Competition in November 2015 with all the Gymnastics Clubs in Wiltshire attending. The final stage in this process is the installation of permanent bleacher seating which we have fundraised for but need some support to raise the final amount. The club will then become a multi-use venue for the county and the South West.		
Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Our fantastic facility benefits everyone in our main catchment area Trowbridge Westbury Bradford on Avon and the surrounding villages who wishes to become involved or is already involved in Gymnastics and fitness related activity. We provide Gymnastics opportunities to participants from babies upwards and have waiting lists for a number of our classes. In the last year we have introduced a number of new Gymnastics related activities such as Rhythmic Boys Parkour Adults Trampoline Soft Play and Disability as well as Birthday Parties Meeting Room Hire and a Fitness Suite. It is also our goal to further reach under represented sectors of the community such as boys 11 years and Adults. Our current growth is also providing training and employment opportunities both for our current older teenage members and for new		

coaches. We are already developing a number of new coaches and have qualified 4 new coaches in the last few weeks. We are developing ourselves as a training facility and offer both voluntary and paid employment to 14 year olds upwards who wish to become coaches and leaders. The growth in our membership especially in boys and older children is providing the Club with ever more avenues to develop its profile and the number of people it positively affects in Wiltshire. We now wish to develop our facility as a competition venue for Wiltshire and the South West by adding permanent bleacher seating so that we can host other clubs and events leading eventually to regional and national competitions. We will then be the only Gymnastics facility in Wiltshire to be able to host both Boys and Girls inter club and inter-regional competitions. This will help to further raise the Clubs profile and attract more members from wider backgrounds within our target geographical areas and ethnic groups.

Applicant: Trustees of North Bradley Progressive Hall Project Title: North Bradley Progressive Hall New Chairs and Tables	Amount Requested from Area Board: £858.00	
--	--	--

This application meets grant criteria 2015/16.

Project Summary: Our chairs and tables are used for most of the activities which take place in the Hall. The folding tables are old homemade and difficult to erect and disassemble especially for elderly and less able. Imagine a deck chair weighing 30lbs. The chairs were given to the hall many years ago by the then WWDC. The fabric seats cannot be easily cleaned many have missing arms and have torn seats and worst of all they are not fire resistant. Several have broken while being used and breakages have incurred in use and worst of all they are not fire resistant.

Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: All the groups who use the Hall will benefit from furniture which is safe to use and easy to clean. User groups include Choir Tai Chi U3A Art Architecture and Engineering Wedding Receptions Children's Parties Martial Arts Bonsai Coffee mornings Parish Council Meetings Polling Station. These are all local uses which provide opportunities for members of the community to meet and socialise.

Applicant: Neighbourhoods group Project Title: Community Noticeboards for Central Trowbridge Neighbourhoods	Amount Requested from Area Board: £936.00	
--	--	--

This application meets grant criteria 2015/16.

Project Summary: The eight central Trowbridge residents associations meet every quarter to discuss potential projects best practice and to learn from each other on how best to engage with their local neighbourhood.

Recent discussions highlighted those neighbourhoods without community noticeboards are not fully engaging or communicating opportunities to their residents to reduce isolation improve health and well-being and community spirit.

Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Residents in the neighbourhoods of Newtown and Studley Green central Trowbridge will benefit socially from the presence of Community Noticeboards. The boards will communicate local events and activities opportunities to get involved and make a difference where you live which will encourage citizenship. Providing posters and information for the local residents will encourage wider community involvement and knowledge of what is on offer in their area Sunday lunch club dementia cafes mother and toddler groups and community events in the local and wider area.

Applicant: Trowbridge Girl Guiding Hall Project Title: Trowbridge Girl Guiding Hall Upgrade	Amount Requested from Area Board: £3605.00	
--	---	--

This application meets grant criteria 2015/16.

Project Summary: To make the building more secure replace windows together with energy efficient ones. Provide a better disabled access and surround to the building. Provide gutter protection from Trowbridge Park trees. Preserve Timber Cladding.

Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Priorities are not shown on the website as it is being updated. However we believe that the following is in accordance with priorities. Our hall is used by the youth and adult sections of the Girl Guiding movement with over 638 youth members in the West Wiltshire Area. The hall is let to various local groups either specialist ethnic groups Support Groups U3A dance dog training and a guide shop for the girl guides of the area. The various users undertake their activities in line with Youth support work health of the community and diversity.

Applicant: Trowbridge Fairtrade Town Group Project Title: Group Marketing capital materials purchase	Amount Requested from Area Board: £955.00	
---	--	--

This application meets grant criteria 2015/16.

Project Summary: The Trowbridge Fairtrade Town Group has been in existence since its constitution was established in December 2007 Trowbridge has been formally recognised as a Fairtrade Town by the National Foundation in Feb 2009. Since then the groups public presence

has been reliant on having marketing materials these are now at end of life this grant enables us to modernise our promotional vision for Fairtrade through an essential upgrade in materials.

Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: The Trowbridge FAIRTRADE group shall energetically promote information about Fairtrade and establish as first choice brand all available FAIRTRADE marked products in Trowbridge Wiltshire's County Town and to influence the adjacent Parishes to engage with the Vision. Further the group- promotes the concept of Fairtrade and increase the availability of Fairtrade products within Trowbridge and its Wiltshire Council defined Community Planning Area.- raises awareness of the FAIRTRADE Mark.- ensures continued commitment and drive towards maintaining Fairtrade Town Status for Trowbridge by maintaining the five criteria of a Fairtrade Town as set out in the Fairtrade Foundations Fairtrade Town Goals and Action Guide.- encourages workplaces schools churches and individuals to work to promote and use Fairtrade products. The overarching object of the group shall be to advance public education and engagement in particular with global environmental and fair trade issues in such ways as are independent non-political and charitable at law. To date the group has engaged with the general public and worked with schools primarily ks12 to encourage a more informed society which balances its buying choice towards fairly traded goods including the local economy where traders also buy in fair traded goods as a symbol of their engagement in creating a fairer supply chain.

Report Author:

Mary Cullen, Trowbridge Community Engagement Manager
01225 718608

Grant Applications for Trowbridge on 17/09/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1433	Community Area Grant	West Wilts Gymnastics and Fitness Event Seating Project	West Wilts Esprit Gymnastics Club	£3000.00
1432	Community Area Grant	North Bradley Progressive Hall New Chairs and Tables	Trustees of North Bradley Progressive Hall	£858.00
1431	Community Area Grant	Community Noticeboards for Central Trowbridge Neighbourhoods	Neighbourhoods group	£936.00
1437	Community Area Grant	Trowbridge Girlguiding Hall Upgrade	Trowbridge Girlguiding Hall	£3605.00
1438	Community Area Grant	Group Marketing capital materials purchase	Trowbridge Fairtrade Town Group	£955.00

ID	Grant Type	Project Title	Applicant	Amount Required
1433	Community Area Grant	West Wilts Gymnastics and Fitness Event Seating Project	West Wilts Esprit Gymnastics Club	£3000.00

Submitted: 04/08/2015 17:26:02

ID: 1433

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

NA

5. Project title?

West Wilts Gymnastics and Fitness Event Seating Project

6. Project summary:

Following the success of the first 10 months in our new gymnastics and fitness facility West Wilts Gymnastics aims to become a competition and event facility for this part of Wiltshire. All permanent equipment is now in place and we will be hosting our first County Competition in November 2015 with all the Gymnastics Clubs in Wiltshire attending. The final stage in this process is the installation of permanent bleacher seating which we have fundraised for but need some support to raise the final amount. The club will then become a multi-use venue for the county and the South West.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?

BA14 0XE

9. Please tell us which theme(s) your project supports:

Children & Young People

2012 Olympic Legacy

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

Other

If Other (please specify)

Disability Sport

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2014

Total Income:

£93378.00

Total Expenditure:

£89822.00

Surplus/Deficit for the year:

£3000.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£1000.00

Why can't you fund this project from your reserves:

We have had considerable costs involved with the setting up of our new facility and have used up almost all of the money we had available approximately 30000 to pay the up front costs solicitor electrician architect builder building regulations requirements including fire and smoke detection and these costs are still ongoing for a little longer. We have had some funding this year which was for the purchase of equipment to support our new Boys Programme. Now that everything is in place we wish to move to the next phase of our development which involves the installation of bleacher seating so that we can become a competition and event venue for Wiltshire and the South West.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£10000.00		
Total required from Area Board		£3000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Quote for Seating from Hussey Seataway	10000.00	Westbury Area Board		1000.00
		Bradford on Avon Area Board		1000.00
		Recreational Club	yes	1000.00
		Championships Sponsored Tumble	yes	1000.00
		Anniversary Celebration Weekend		2000.00
		Other Fundraising	yes	1000.00
Total	£10000			£7000

11. Have you or do you intend to apply for a grant from another area board within this financial year?

Yes

12. If so, which Area Boards?

Bradford on Avon
Westbury

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Our fantastic facility benefits everyone in our main catchment area Trowbridge Westbury Bradford on Avon and the surrounding villages who wishes to become involved or is already involved in Gymnastics and fitness related activity. We provide Gymnastics opportunities to participants from babies upwards and have waiting lists for a number of our classes. In the last year we have introduced a number of new Gymnastics related activities such as Rhythmic Boys Parkour Adults Trampolining Soft Play and Disability as well as Birthday Parties Meeting Room Hire and a Fitness Suite. It is also our goal to further reach under represented sectors of the community such as boys 11 years and Adults. Our current growth is also providing training and employment opportunities both for our current older teenage members and for new coaches. We are already developing a number of new coaches and have qualified 4 new coaches in the last few weeks. We are developing ourselves as a training facility and offer both voluntary and paid employment to 14 year olds upwards who wish to become coaches and leaders. The growth in our membership especially in boys and older children is providing the Club with ever more avenues to develop its profile and the number of people it positively affects in Wiltshire. We now wish to develop our facility as a competition venue for Wiltshire and the South West by adding permanent bleacher seating so that we can host other clubs and events leading eventually to regional and national competitions. We will then be the only Gymnastics facility in Wiltshire to be able to host both Boys and Girls inter club and inter-regional competitions. This will help to further raise the Clubs profile and attract more members from wider backgrounds within our target geographical areas and ethnic groups.

14. How will you monitor this?

As an organisation we are Gym Mark accredited which is British Gymnastics quality standard certification. As part of this we have developed a detailed Action Plan which provides the means for us to evaluate our progress at each stage of our development. This Action Plan means that we can measure our progress at 6 month 12 month 18 month and 2 year stages. We have also developed a database in which we keep all participant personal details which means that we can dissect our membership at any time and check various characteristics against our target audiences. In this way we will always know and can report periodically whether we are reaching our target under represented groups and whether their numbers within our programmes are growing. We can also target our marketing geographically so that we can reach under represented communities and if necessary ethnicities and/or age groups. We publish monthly Newsletters engage in monthly membership surveys to gauge our members opinions and we have a comments book in Reception which we actively encourage our members to fill in.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

We are applying for the Area Board Grant to help support the growth and development of a much bigger project. The Gymnastics and Fitness facility remains a not for profit organisation so all income over and above our ongoing running costs is reinvested. The business will therefore remain self funding.

16. Is there anything else you think we should know about the project?

We are applying for this Area Board Grant to upgrade the facilities belonging to a much bigger project a permanent Gymnastics and Fitness facility for the communities of Trowbridge Westbury Bradford on Avon and the surrounding areas. This larger project has an annual cost as the building will be rented. All our costs are calculated monthly quarterly and annually and are available for perusal if required.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

1432	Community Area Grant	North Bradley Progressive Hall New Chairs and Tables	Trustees of North Bradley Progressive Hall	£858.00
------	----------------------	--	--	---------

Submitted: 03/08/2015 21:07:03

ID: 1432

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

North Bradley Progressive Hall New Chairs and Tables

6. Project summary:

Our chairs and tables are used for most of the activities which take place in the Hall. The folding tables are old homemade and difficult to erect and dissemble especially for elderly and less able. Imagine a deck chair weighing 30lbs. The chairs were given to the hall many years ago by the then WWDC. The fabric seats cannot be easily cleaned many are missing arms and have torn seatsworst of all they are not fire resistant. Several have broken while being used and breakages have incurred in use and worst of all they are not fire resistant.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?

BA14 0SA

9. Please tell us which theme(s) your project supports:

Children & Young People

Arts, crafts and culture

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

Sport, play and recreation

Other

If Other (please specify)

Parish council meetings polling station wedding receptions parties

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

05/2015

Total Income:

£16009.34

Total Expenditure:

£17170.13

Surplus/Deficit for the year:

£1160.79

Free reserves currently held:

(money not committed to other projects/operating costs)

£1990.56

Why can't you fund this project from your reserves:

We have a number of other repair and maintenance works to carry out to keep the Hall safe and in a condition suitable for the many activities which take place every day of the week. The current estimated costs of items identified is in excess of 15000.00. We are continuing to repay an under payment on gas bills which stood at approx 850.00 at the end of our financial yea. Note that our accounts include the receipt and expenditure of grants amounting to 10507.00

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£1716.00		
Total required from Area Board		£858.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
6 folding tables	250.00	Our reserves	yes	125.00
40 chairs	1466.00	Our reserves	yes	733.00
Total	£1716			£858

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

All the groups who use the Hall will benefit from furniture which is safe to use and easy to clean. User groups include Choir Tai Chi U3A ArtArchitecture and Engineering Wedding Receptions Childrens Parties Martial Arts Bonsai Coffee mornings Parish Council Meetings Polling Station. These are all local uses which provide opportunities for members of the community to meet and socialise.

14. How will you monitor this?

The Trustees are all resident in North Bradley and encounter the Hall users on a regular basis.

We receive regular complaints about the tables and chairs pinched fingers and dirty clothing being typical. We expect that complaints will cease when new furniture is provided and we will ensure we ask for comments. We hope and expect that cleaning will be much easier and more effective. It would not be easy to carry out objective quantitative monitoring.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Should any additional costs arise in addition to the estimates received the trustees will meet these from reserves.

16. Is there anything else you think we should know about the project?

Not part of a larger project

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

1431	Community Area Grant	Community Noticeboards for Central Trowbridge Neighbourhoods	Neighbourhoods group	£936.00
------	----------------------	--	----------------------	---------

Submitted: 03/08/2015 14:40:34

ID: 1431

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Community Noticeboards for Central Trowbridge Neighbourhoods

6. Project summary:

The eight central Trowbridge residents associations meet every quarter to discuss potential projects best practice and to learn from each other on how best to engage with their local neighbourhood. Recent discussions highlighted those neighbourhoods without community noticeboards are not fully engaging or communicating opportunities to their residents to reduce isolation improve health and well being and community spirit.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?

BA14 9

9. Please tell us which theme(s) your project supports:

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

08/2015

Total Income:

£16.20

Total Expenditure:

£0.00

Surplus/Deficit for the year:

£16.20

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

Why can't you fund this project from your reserves:

Not sufficient funds.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£956.00		
Total required from Area Board		£936.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Materials	776.00			
Fitting	160.00			
Total	£936			£0

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Residents in the neighbourhoods of Newtown and Studley Green central Trowbridge will benefit socially from the presence of Community Noticeboards. The boards will communicate local events and activities opportunities to get involved and make a difference where you live which will encourage citizenship. Providing posters and information for the local residents will encourage wider community involvement and knowledge of what is on offer in their area sunday lunch club dementia cafes mother and toddler groups and community events in the local and wider area.

14. How will you monitor this?

The Noticeboards will be maintained by the local neighbourhood resident associations.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

The Noticeboards will be maintained by the local neighbourhood resident associations but funded through the Neighbourhoods group.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

1437	Community Area Grant	Trowbridge Girlguiding Hall Upgrade	Trowbridge Girlguiding Hall	£3605.00
------	----------------------	-------------------------------------	-----------------------------	----------

Submitted: 10/08/2015 20:12:39

ID: 1437

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Trowbridge Girlguiding Hall Upgrade

6. Project summary:

To make the building more secure replace windows together with energy efficient ones. Provide a better disabled access and surround to the building. Provide gutter protection from Trowbridge Park trees. Preserve Timber Cladding.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?

BA14 8AQ

9. Please tell us which theme(s) your project supports:

Children & Young People
Arts, crafts and culture
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£10870.00

Total Expenditure:

£10810.94

Surplus/Deficit for the year:

£59.06

Free reserves currently held:

(money not committed to other projects/operating costs)

£9832.18

Why can't you fund this project from your reserves:

We anticipate placing 3605.72 towards the cost of the task. The remaining funds are used to fund routine maintenance and one-off refurbishments throughout the year. Funding is also retained against renewal of heating system replacement of kitchen equipment etc used by User Groups. Insurance utilities cleaning Performing Arts licence are also covered from the free reserves

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£7210.72		
Total required from Area Board		£3605.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Windows	1749.72			
GroundworkAccess	4872.00	Our Reserves	yes	3605.72
Gutter and Timber	589.00			
Protection				
Total	£7210.72			£3605.72

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Priorities are not shown on the website as it is being updated. However we believe that the following is in accordance with priorities. Our hall is used by the youth and adult sections of the Girlguiding movement with over 638 youth members in the West Wiltshire Area. The hall is let to various local groups either specialist ethnic groups Support Groups U3A dance dog training and a guide shop for the girl guides of the area. The various users undertake their activities in line with Youth support work health of the community and diversity.

14. How will you monitor this?

We have an active management committee that takes an interest in all of the users. They report

as necessary to the members. The Management committee includes regular users as necessary.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

The Girlguiding hall will continue to run from its lettings. These capital project costs are one-off.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

1438	Community Area Grant	Group Marketing capital materials purchase	Trowbridge Fairtrade Town Group	£955.00
------	----------------------	--	---------------------------------	---------

Submitted: 10/08/2015 20:33:45

ID: 1438

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Group Marketing capital materials purchase

6. Project summary:

The Trowbridge Fairtrade Town Group has been in existence since its constitution was established in December 2007 Trowbridge has been formally recognised as a Fairtrade Town by the National Foundation in Feb 2009. Since then the groups public presence has been reliant on having marketing materials these are now at end of life this grant enables us to modernise our promotional vision for Fairtrade through an essential upgrade in materials.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?

BA147UH

9. Please tell us which theme(s) your project supports:

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Food, farming and local markets

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Recycling and green initiatives

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£139.12

Total Expenditure:

£201.13

Surplus/Deficit for the year:

£62.01

Free reserves currently held:

(money not committed to other projects/operating costs)

£117.32

Why can't you fund this project from your reserves:

The group works hard to raise funds to manage its day to day revenue but has no method of raising the capital required to buy the equipment and marketing materials.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£955.00		
Total required from Area Board		£955.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
3mtr gazebo	540.00			
5 mtr banner	165.00			
2off 2mtr flag	250.00			
Total	£955			£0

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The Trowbridge FAIRTRADE group shall energetically promote information about Fairtrade and establish as first choice brand all available FAIRTRADE marked products in Trowbridge Wiltshires County Town and to influence the adjacent Parishes to engage with the Vision. Further the group- promotes the concept of Fairtrade and increase the availability of Fairtrade products within Trowbridge and its Wiltshire Council defined Community Planning Area.- raises awareness of the FAIRTRADE Mark.- ensures continued commitment and drive towards maintaining Fairtrade Town Status for Trowbridge by maintaining the five criteria of a Fairtrade Town as set out in the Fairtrade Foundations Fairtrade Town Goals and Action Guide.- encourages workplaces schools churches and individuals to work to promote and use

Fairtrade products. The overarching object of the group shall be to advance public education and engagement in particular with global environmental and fair trade issues in such ways as are independent non-political and charitable at law. To date the group has engaged with the general public and worked with schools primarily ks12 to encourage a more informed society which balances its buying choice towards fairly traded goods including the local economy where traders also buy in fair traded goods as a symbol of their engagement in creating a fairer supply chain.

14. How will you monitor this?

The group meets regularly and always reviews its activities whether successful or not action plans by the group and are drafted and submitted to the National Fairtrade Foundation to ensure they target national initiatives.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

The group is seeking to build stronger ties with the local business community and has some success though through in kind donations rather than financial e.g. gifts of products that we may use in fundraising prize draws.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.



To go forward
to TROW. AB17
SEPT.



Reference no
Log no
For office use

Area Board Projects and Councillor Led Initiatives Application Form 2014/2015

To be completed by the Wiltshire Councillor leading on the project
Please ensure that you have read the Funding Criteria before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details

Area Board Name	Trowbridge		
Your Name	Councillor Jeff Osborn		
Contact number	01225 765504	e-mail	jeff.osborn@wiltshire.gov.uk

2. The project

Project Title/Name	Artificial grass for Upper Studley Play Group		
Please tell us about the project /activity you want to organise/deliver and why?	<p><i>The playgroup caters mainly for Government sponsored children from the nearby Studley Green estate, many of whom live in flats, so the playgroup is a good opportunity to safely play outside. At the moment the outside area at the rear of Upper Studley Baptist Church, where playgroup meets, is bare earth. In the winter the area is usually mud, making it difficult, if not impossible for the children to play outside.</i></p> <p><i>The playgroup wish to overcome this by a preferred option of laying down artificial gras.</i></p> <p><i>There are two quotes available and including VAT the cheapest one comes to £11,500. I wish to propose a grant of £10,000.</i></p>		
Where is this project taking place?	Upper Studley Baptist Church, Frome Road, Trowbridge		
When will the project take place?	In the Autumn		
What evidence is there that this project/activity needs to take place/be funded by the area board?	Studley Green is a deprived area in Trowbridge with a high incidence of child poverty. An outside play area for the well established playgroup would provide a most worthwhile facility for the communi		

How will the local community benefit?	Greater participation by young children in active constructive play that will enhance their social skills and wellbeing.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	Social deprivation on Studley Green estate, Trowbridge.		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Need to tackle child poverty		
What is the desired outcome/s of this project?			
Who will be responsible for managing this project? Upper Studley Play Group and Upper Studley Baptist			
3. Funding			
What will be the total cost of the project?	£ 11,500 incl VAT see quotes		
How much funding are you applying for?	£ 10,000		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	Trowbridge Town Trust	£1,170	£1,170
	Upper Studley Baptist Church	make up	
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Upper Studley Baptist Church Lloyds Bank		
4. Declaration – I confirm that...			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Mrs Audrey Brown			Date: 04/08/2002
Position in organisation: Church Treasure4r			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

14 CHEPSTON PLACE
TROWBRIDGE
BA14 9TA

4 August

2015

MARY,

PLEASE FIND ENCLOSED TWO QUOTES
FOR COST OF LAYING ARTIFICIAL
GRASS AT UPPER STUBLEY PLAY GROUP.

THUS YOU HAVE RECEIVED THE COMPLETED
APPLICATION FORM VIA EMAIL.

ANY PROBLEMS PLEASE CONTACT ME.

Claire



Page 81

DIRWIN



LAZYLAWN®

By Evergreens UK Ltd, Market Overton Ind Est, nr Oakham, Rutland LE15 7PP
Registered in England No 4389847 VAT No GB 330 32 35 10
Email: sales@lazylawn.co.uk Web: www.lazylawn.co.uk
Tel: 01572 768208 Fax: 01572 768261

Guarantee statement for the quality:

WONDER YARN

WONDER YARN is guaranteed for **10 years** for UV Stability and **7 years** against Product Failure.

The guarantee coverage will commence on the date of substantial completion of the installation site and continues from that date.

Emphatically excluded are all damages caused directly or indirectly by factors that are out of the responsibility and influence of **Evergreens UK Ltd**.

The guarantee is only valid as to defects caused by the use of materials. No damages and defects are guaranteed when caused by:

- using the surface for other than landscaping purposes;
- mechanical damage, vandalism, abuse, neglect, deliberate act, accident, disaster or casualty;
- Insufficient and/or incorrect maintenance;
- Installation by third parties.

The claim to the guarantee can only be made in relation to defects of the artificial grass surface and will never go beyond repairs or replacements or removal of parts of the entire artificial grass surface and this is exclusively to be judged by **Evergreens UK Ltd**. The claim shall never exceed the original sales price of the materials.

For recommendations on maintenance please contact **Evergreens UK Ltd**.

™ Lazy Lawn & Logo are Registered Trademarks Of Evergreens UK LTD

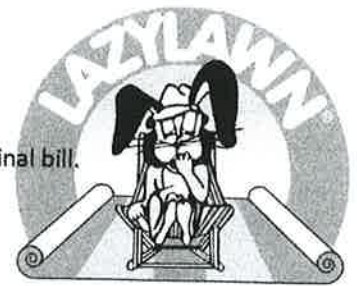


www.lazylawn.co.uk

Terms & Conditions:

- 1) A 25% deposit is required and the balance is payable within 7 days from completion. If payment is not made, the Licensee Company have the right to return to site and remove materials.
- 2) Installation date may change due to adverse weather conditions or unforeseen circumstances and the Licensee Company nor the brand owners Evergreens UK can be held responsible for any direct or indirect loss for not completing the project within a certain time frame or by a certain date. We will inform you of any delays and do our very best to give you an agreed alternative date.
- 3) If required, the customer is responsible for the hiring of a skip prior to the installation team arriving. We recommend that it is delivered the day before the installation, as it needs to be on site at 8am on the day of installation, so there are no hold ups with the installation.
- 4) The job is quoted as per information supplied. On non-surveyed jobs, the Licensee Company have the right to charge for additional works carried out that either; a) have not been specified or informed to at the outset, or b) carried out on site at the additional request of the customer.
- 5) For existing natural lawns that are to be replaced, we ask that the lawn be mowed prior to the LazyLawn installation. Failure to do so may incur extra charges as this will impact the time allowed for the installation.
- 6) We kindly advise you to notify the Licensee Company of any adverse access problems (parking, movement of goods to site). If access is a problem on arrival, then the installation could be hindered occurring extra charges if the Licensee Company is not informed.
- 7) On restricted parking areas, we ask that the customer ensures parking is as close to the installation address as possible, as access to installation vehicles are needed at all times.
- 8) An aborted installation will be charged at £750 + vat.
- 9) If you wish to change your installation date or cancel the installation altogether, then you must inform the Licensee Company in writing within 14 days of accepting your quote and this must also be 14 days before the installation is due to begin. If you do not provide notice as advised you will be liable for 100% of the total installation quotation.
- 10) The installation warranty is offered by the Licensee Company and not Evergreens UK Ltd. Please note, the warranty does not cover any issues arising from sub-base movement caused by any means.
- 11) On-going light maintenance of your LazyLawn is required. Please refer to our Maintenance Guide and see: <http://www.lazylawn.co.uk/aftercare.html>. No claim against product failure can be made unless maintenance of the lawn is up kept.

- If extra groundwork's are required, you will be informed and will be added to the final bill.



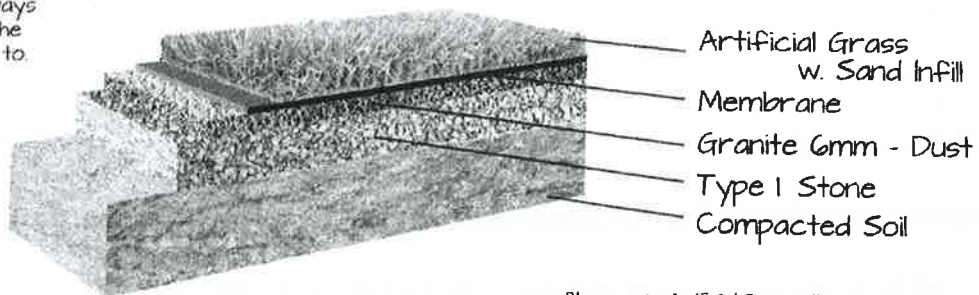
www.lazylawn.co.uk

Installation information:

Please note:

A perimeter is always required to butt the artificial grass up to. The sub base should be approx 10-20mm below perimeter height at the edges

FITTING CROSS-SECTION



Please note: Artificial Grass will require on-going light maintenance.

We use our tried and tested techniques to ensure our clients get the best possible finish and with minimal future issues. We do not install on sand bases or fix over timber batons as this can compromise the finish of an artificial grass area.

All our LazyLawn surfaces are sand filled for the following key points:

- Sand filled systems allow the grass surface to settle with the natural ground movement.
- Non-sand filled systems expand with heat during hot weather, creating sagging and ripples.
- Some non-sand fill systems can encounter problems with static, causing a static shock.
- Reduces threat of vandalism.
- Please note the sand does not transfer.

Warranty:

10 year genuine UV product warranty
7 year genuine product failure warranty
1 year genuine install warranty

Our Pledge:

To supply you with a first class, trouble free installation.
We will **not** compromise quality over price.

Licensee Company details:

Lawns for life, 2 The Reddings, Kingswood, Bristol, BS15 4SA





www.lazylawn.co.uk

LazyLawn® - Supply & Installation Quotation

Quote date: 15/07/2015

Quote Ref: BROWN150715

Client:

Mrs Brown

The Nursey

187 Frome rd

Trowbridge

Project / Site: rear play area

To supply and install a total of **171.2 sqm's** of Lazy Lawn Artificial Grass (Inc. wastage factor).

Works to be completed: Existing surface to be removed. 20 Tonne of Type-1 MOT and 16 Tonne of crushed Granite Stone base to be applied to entire area and built up around manhole's. Weed Suppressant Membrane to cover area. LazyLawn Artificial Grass will be laid, cut, joined and secured at perimeters with specialist adhesive. We will cut a chamfer to perimeters to run grass into. The entire area will be sand dressed with specialist equipment at 10kg's p/sqm using high-grade kiln dry sand. Our installation team will leave the site in immediately useable condition.

Quote includes grass, sand, join-tape, groundwork's, adhesive, labour and fuel.

Grass Product:	Wonder yarn 26
Total Cost:	£9587.20 plus vat
Deposit:	£n/a
Balance:	£9587.20 plus vat

Credit is subject to status and is supplied by Barclays Partner Finance through Evergreens (UK) LTD, Exton Block, Market Overton Ind. Est., Ironstone Lane, Market Overton, nr Oakham, Rutland, LE15 7TP. Authorised and regulated by the Financial Conducts Authority.

Quotation prepared by: lee giles

Contact: Tel: 0843 659 5870 Email: bath@lazylawn.co.uk

This is a quotation on the goods and services above, subject to the conditions noted below:

- Quote valid for 30 days.
- LazyLawn to dispose of Natural Turf/Waste.
- Access is available straight to site.
- Extra Edging will be charged at £7.95 p/lm (if needed).

Our standard terms of payment are as follows...

50% Deposit (Fitting date will then be immediately confirmed)

All payments can be made by BACS, All deposits taken are non-refundable.

Final balance to be paid upon satisfactory completion. (Day of completion). All materials will remain the property of Easigrass Bristol until full payment is received.

Easigrass will not be held responsible for any damage to unadvised cables or pipework buried below the installation area.

It is the clients responsibly to ensure that any known cable or pipework is reported to the salesperson at the time of the original measure.

All our grass comes with a **standard 8 Year guarantee** but in a domestic situation should last anywhere between 15 and 20 Years. Please refer to our web site for terms & conditions and warranty information.

Weather permitting; we will expect to complete the transformation of your main area within 5 day.

Fitting times and dates can be easily arranged to suit your own schedules. However if dates are postponed within 72 hours of the installation date a cancellation fee of £250 will apply. If you would like any further information on our terms and conditions please refer to our website www.easigrass.com.

We hope that this all meets with your approval and let us know if you wish to proceed.

Yours faithfully

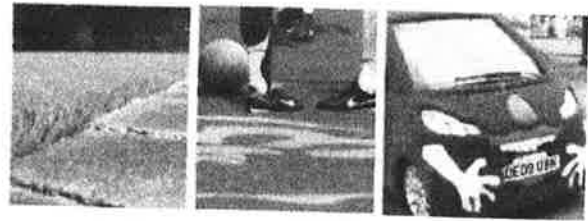
Nick Baskerville

Easigrass Bristol

Email – Bristol@easigrass.com

Telephone – 07890 688 613

Audrey Browne
7 Springfield Park
Trowbridge
BA14 7HT



easigrass™
the official grass company

14th June 2015

Quotation: Baptist Church, Frome Road

Dear Audrey,

Firstly, thank you so much for choosing *Easigrass* for your quotation.

You initially indicated that the area was 150m², however having undertaken a detailed inspection the area to the nearest meter is 202m², the breakdown of the works is as follows...

- 1) Remove all existing earth down to **our required depth** (no greater than 100mm) using the easi-cutter and levelling machine.
- 2) Arrange for the removal of all waste
- 3) Supply and fit heavy duty geo-textile membrane to act as a weed barrier.
- 4) Prepare new solid consolidated base using specialist grit sand and aluminium edging where required.
- 5) Level and compact new grit sand base with the Easi-wacker and float off using screed bars and specialist levelling equipment for a perfect finish.
- 6) Supply and fit Easigrass chosen by yourself.
- 7) Apply Easi Silica sand using the Easi-spreader for a perfect distribution of sand infill.
- 8) Dress off all grass with Easi silica sand infill using the special mechanical Easi-brush that drives all the sand into the base of the system.
- 9) Clean and tidy up all surrounding areas ready for hand over.

The value of the contract will be

Option 1

Chosen Grass Bristol Grass –Brunel

- Supply the grass and labour
- **Total amount £11,500.00 inc vat.**

Option 2

Chosen Grass Easi-Knightsbridge

- Supply the grass and labour
- **Total amount £13,200.00 inc vat.**

Easigrass Bristol is the trading name of The artificial grass company Bristol Ltd
Company Registration Number 9569706

Area Board Projects and Councillor Led Initiatives Application Form 2015/2016

To be completed by the Wiltshire Councillor leading on the project

Please ensure that you have read the Funding Criteria before completing this form

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details

Area Board Name	Trowbridge Area Board
Your Name	Cllr John Knight
Contact number	01225 766961
e-mail	john.knight@wiltshire.gov.uk

2. The project

Project Title/Name	Studley Green Community Centre and Lambrok Sports Pitches
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p><i>Provision of improved security and parking for the football club (TWA) on match and training days.</i></p> <p><i>The need has arisen because of longstanding issues caused by people currently parking on Lambrok Road, Azalea Drive and Hungerford Avenue causing congestion and difficulties for local residents in the area.</i></p> <p><i>There have been complaints made directly to the local Councillor and Community Centre (SGCA) both verbally and by email.</i></p> <p><i>Resolution was attempted more recently with the club using part of the SGCA car park but issues with hirers of the centre being unable to park occurred..</i></p> <p><i>High levels of anti social behaviour with youths parking in the area alongside the centre evening and nighttime revving their cars, playing loud music etc. are generally causing a nuisance to local residents.</i></p> <p><i>Recently there has been suspicious behaviour in the area leading us to suspect drug related activity.</i></p>

Where is this project taking place?	Studley Green Community Centre and Lambrok Sports Pitches
When will the project take place?	ASAP - within the next 2 months
What evidence is there that this project/activity needs to take place/be funded by the area board?	Parking issues etc. stated above are causing problems for local residents and the community groups involved have insufficient funds available to undertake the works required.

How will the local community benefit?	The local community will benefit by the need to park on the roads being removed by making the rear car park area self contained and available. The use of bollards (wooden ones where appropriate to look aesthetically pleasing) to block off and discourage parking and the use of the side of the premise will go a long way to eliminating the anti social behaviour and suspected drug activity in this area. Both groups that use this area will benefit from secure, enclosed, but separate parking areas.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	Complaints verbally and in writing to Cllr Knight and the Chair of SGCA		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	48 - Sport and Active Leisure; 8 - Safer Trowbridge		
What is the desired outcome/s of this project?	Safe and secure parking for users of the sports pitches as well as a lowering of ASB and deterring suspected drug activity. Also the end result should be something that aesthetically looks good.		
Who will be responsible for managing this project?	Paul Ivory (SGCA) and Peter Lanfear (TWA)		
3. Funding			
What will be the total cost of the project?	£9046		
How much funding are you applying for?	£8646		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	Volunteer labour-x 8 people	nil	£400
	n/a	nil	nil
	n/a	nil	nil
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Studley Green Community Associat Studley Green Community Centre		
4. Declaration – I confirm that...			
[8] The information on this form is correct and that any grant received will be spent on the activities specified			
[8] Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: John Knight			Date: 05/08/2015
Position in organisation: Councillor			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			



Quote

Quote#:	15438
Quote Date:	15th July 2015
Customer:	TWFC

Quote to:

c/o Pete Lanfear

Description	Qty	Unit Price	Subtotal
To install wooden bollards into pathways to entrance to the car park. To install hinged parking posts into the tarmac areas at the entrance to the car park and also at the rear of the building. To remove the complete run of fencing at the rear of the car park on the right hand side of the first carpark and replace with new fencing and a pair of gates. Edging kerbs to be remove, ground to be levelled out and new tarmac put down. To also remark the parking bays around where the new gates are going. These gates to be put into the level area before the slope into the pitches	1	8646	8646.00
Please note that I am not VAT registered		Total:	£ 8,646.00

HHGM

Hilpertown Home f:t Garden Maintenance

5 Greenway Gardens
Trowbridge, Wiltshire, BA14 7NL
Phone: 07585229502

Quote

DATE: 01/07/2015
Quote# SGCC0738

TO
Studly Green CC (via TTC)
St Stephens Place
Trowbridge
BA14 BAH



DESCRIPTION	AMOUNT
Remove shrubs and old fencing at rear of car park, replace with new and install double gate (green metal fencing) Fit car park entrance bollards (wooden) and hinged posts at entrance and at rear of building Remove curb stones and lay new tarmac re mark parking bays Site to be made tidy after works completed	£1,357.42
Subtotal	
Other	
TOTAL	£1,357.42

OTHER COMMENT

If you have any questions about this Quote please contact
Mike Grant, 07585229502, HHGMService@gmail.co.uk

Thank You!



New Hatchside
in Yellow
Thermo Plastic


Bump out extra 2m of Bays
of White Lines

Hinged Steel Roadways Set in
Concrete; 600x1500, 1500x1500,
1200x4500, 1500x4500

How Thermo Plastic
White Lines
Work?

How the 1.6m?

Chandler's
"The Cash Flow Specialist"
www.chandlerstruck.com
01373 - 824500

A photograph of a paved road with a white line, a blue line, and a metal grate. A hand-drawn cloud contains text.

NEW HATCHING IN YELLOW
THALUS PLANT



NOW WASTED 7 REMAINING WTR. APPROX 800.- 4/1 + CONCRETE FOUNDATION & COLING STUDS

BREAK OUT EXIST. KEYS + TRAILING CAR PAVE SLICE + STAMP SURF-BASE & MAKE GOOD WITH NEW AT LOWER LEVEL

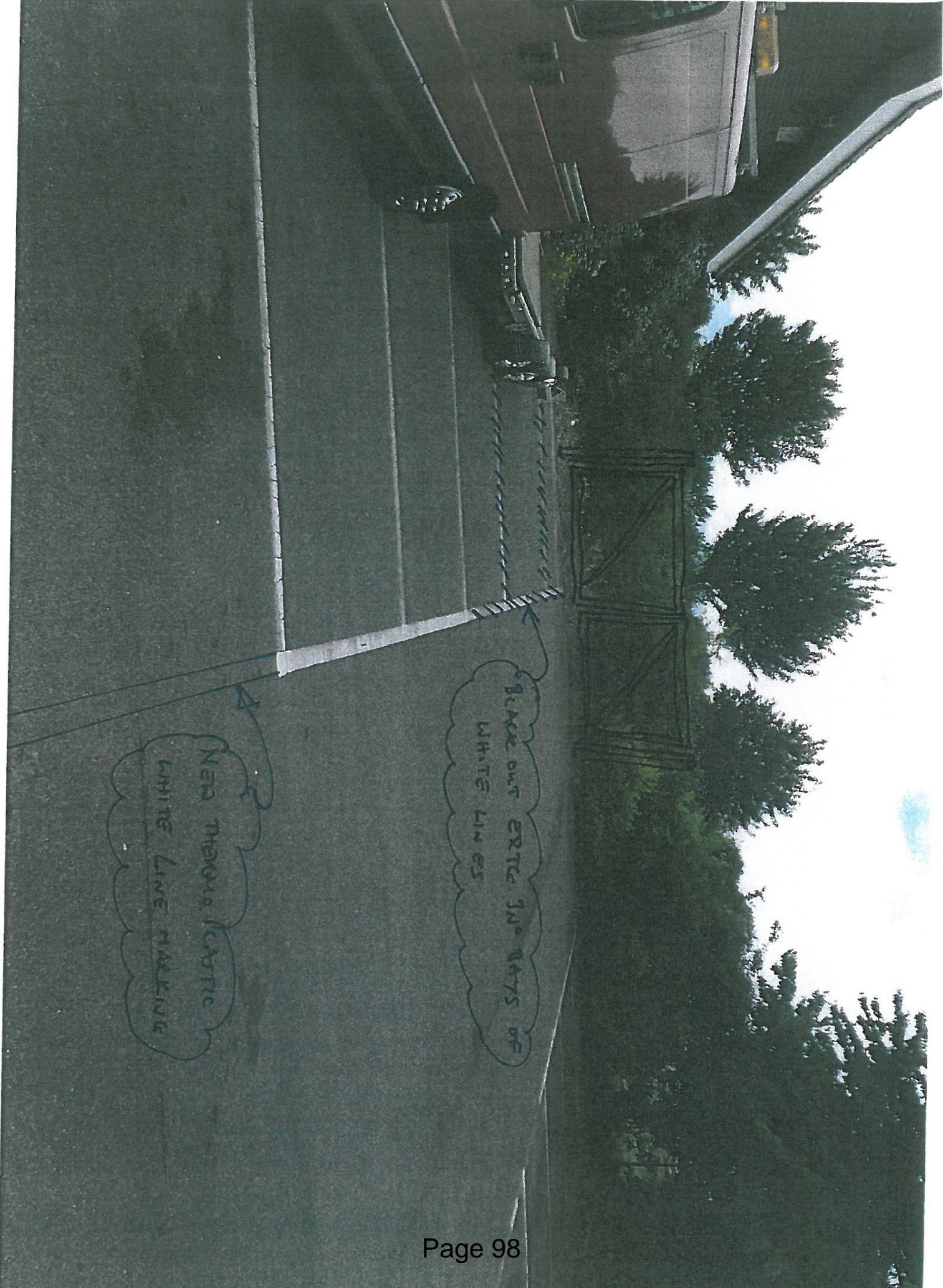
BREAK OUT EXIST. WTR LINE

150x150 TREATED TIMBER
POSTS, SET IN CONCRETE;
1.00m High; 3m²



HINGED STEEL BEAMS
SET IN CONCRETE; GALV. PUGH
150mm DIA.; 1.20m HT.
4M² + 1M² = 5M² TORNS

150 X 150 TREATED
TIMBER POSTS, SET
IN CONCRETE; 1.00m
HIGH; 3M²



Scale

1. BREAK OUT EXIST. WALL & MAKE GOOD
2. COMPLETELY REMOVE EXIST. FENCE & HEDGE
3. SET FOUNDATION FOR GATES INCL. STEEL POSTS (GALV. FINISH)
4. INSTALL MASONRY INCL. PIERS, BOLTS, LOCK BOLTS, & HANDS.

This page is intentionally left blank

Trowbridge Community Area Transport Group 08/09/2015

Report Author: Georgia Tanner

Present: Cllr Graham Payne, Cllr Dennis Drewett, Cllr Helen Osborn, Cllr Nick Blackmore, Cllr Steve Oldrieve, Spencer Drinkwater, Kirsty Rose, Sgt James Suter, Richard Covington, Lance Allan, Kingsley Hampton, Kieran Elliott, Cllr John Knight, Roger Newman, Georgia Tanner

	Item	Update	Actions and recommendations	Who	Priority Level
1.	Apologies	Apologies from Pat Whyte, Cllr Ernie Clark, Cllr Horace Prickett (for late arrival) and Cllr Jeff Osborn			
2.	Notes of last meeting	The minutes of the previous meeting held on 20/04/14 were circulated.	Agreed		
3.	Ongoing Schemes				
a)	Bythesea Road Pedestrian Crossing Signal team to be asked to review timings again following re-opening of A36	Action from previous meeting still stands.	That the Area Board note the update.	KR	
b)	Hilperton Road, Trowbridge Pedestrian crossing survey to be repeated after opening of relief road.	Opening of the road has been scheduled for October 7/8 th , survey is arranged.	That the Area Board note the update.		
c)	North Bradley gateway treatment	Information not received from Parish Council.	Cllr Prickett to liaise with KR over amount required from parish advise	HP/KR	

	Awaiting confirmation of parish council approval and part funding		if this has been approved by the parish council		
d)	Parsonage Road, Paxcroft Mead Pedestrian and vehicle survey on hold until development complete	No further updates to date	That the Area Board receive further updates.	KR	
e)	Murray Road, Trowbridge dropped kerb installation issue PW to provide update	No further update to date.	That the Area Board receive further updates	PW	
f)	Provision of footway, Longfield Roundabout Now being dealt with development control	Item concluded	That the Area Board note the update. and removes the item from the list		
g)	Keates Close, Trowbridge – new lighting column Funding agreed and with Atkins for installation	Item concluded	That the Area Board note the update and removes the item from the list		
h)	Dropped kerbs, Green Lane, Trowbridge PW to update	No further update to date	That the Area Board receive further updates	PW	
i)	Frome Road, Southwick – village Gateway	Ongoing matter	That the Area Board receive further updates		

	Detail design ongoing				
j)	St Thomas Rd, Trowbridge – raised bus stop kerbs	Passenger Transport recommend putting this on hold until uncertainty regarding bus routes is dealt with.	That the Area Board note the update		
k)	Lilac Grove, Trowbridge – request for ‘no turning’ sign	To investigate concern	That the Area Board receive further updates	PW	
l)	West Ashton – traffic calming Proposal with parish council for discussion	Proposal presented to Parish Council for speed islands, Parish still feel speed humps may be a better solution.	Officers to liaise with parish to look at options further	KR/RC	
m)	Bradley Road Retail Park – prohibition of right turn Works start on 1st Sept.	This is ongoing work, soon to be concluded	That the Area Board note the update and removes the item from the list		
4	New issues submitted to CATG				
a)	Bradley Road, Trowbridge – Vehicle speeds and difficulty crossing near Aldi Metrocount requested	Previous investigations have indicated road is too small for a crossing. KR has requested another metro count	That the Area Board note the update	KR	
b)	Leap Gate, Paxcroft Mead Request for crossing near bus stop close to Parsonage	Increased use of road certain in future, CATG felt further investigation of how much need for crossing at location there was needed to be confirmed	That the Area Board approves £600 for crossing survey at this location	KR	High

	Road				
c)	Devizes Road, Hilperton – request for CSW Metrocount requested	Requested for CSU, This has been cancelled	That the Area Board note the update.		
d)	Hoopers Pool, Southwick Request for warning signs, direction signs and verge repair	Further investigation and consultation with local member on necessity.	That the Area Board note the update	HP	
e)	Lambrok Road – Wingfield Road Cycle scheme Substantive funding awarded subject to additional investigations	The cycle scheme has had a successful substantive bid	That the Area Board approves £5000 to the scheme.	KR	High
f)	Brook Road, Trowbridge Request for additional 30mph signing and consideration of 20mph speed limit	The costs of a feasibility study would be £2500, and there was discussion of, if viable, how such a scheme would be funded and by whom, and whether the Town Council were in favour.	That the Area Board does not support owing to the significant cost and lack of support and contribution from the Town Council.		
g)	4032 – Village Traffic Issues Concern re volume/speed traffic in North Bradley and Southwick	Further information from Parish required	That the Area Board note the update.	HP	

h)	4065 – New Road Markings, Maple Grove Request for keep clear markings across driveway accesses	Further investigation required, update to next meeting	That the Area Board note the update.	KR	
i)	4066 – Speeding, Norris Road, Hilperton Request for traffic calming	Further investigation required, update to next meeting following discussion with local member EC	That the Area Board note the update.	KR	
j)	4116 – Speeding, Seymour Road, Trowbridge Request to reduce speed limit, relocate Zebra crossing and install speed humps	Unfortunately not enough funding for desired action- however opportunities could arise in the future regarding the new developments in that area	That the Area Board note the update.		
k)	3855 – Traffic Issues – Trowbridge to Bradford on Avon Concern re school traffic between Trowbridge and BoA. Request for school bus service and widening of bridge at Staverton.	Very major scheme, not viable options	That the Area Board note the update.		
l)	4098 – Traffic issues Conigre	Not felt to be necessary	That the Area Board note the update.		

	Request for changes to lane markings			
5.	Other agenda items			
a)	Request for footpath maintenance at St James' Court, Church Street May be part of regular scheduled maintenance. Investigation required	That the Area Board note the update.	PW	
b)	Blue badge holders blocking road for goods deliveries and buses, Silver Street, Trowbridge Enforcement issue, any parking in area causes potential disruption or blockage. To be assessed.	That the Area Board note the update.	KR	
c)	Speeding at Weavers Drive To be logged as official issue	That the Area Board note the update.	KR	
d)	double yellow line review Information requested on when the next review on double yellow lines is to take place. Report from Joanne Hill to be requested for next meeting	That the Area Board note the update.	GT	
e)	Changes to the freight management policy Map of issues to be updated for priority following consultation with Parish Councils	That the Area Board note the update.	SD	
6.	Date of Next Meeting			
	14 th December 2015 Kennet Room, County Hall	Agreed	GT	

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Trowbridge Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Trowbridge Area Board will have a remaining Highways funding balance of **£8550.60**

3. Legal Implications

3.1. There are no specific legal implications related to this report.

4. HR Implications

4.1. There are no specific HR implications related to this report.

5. Equality and Inclusion Implications

The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications

There are no specific implications related to this report

7. Recommendations

To approve £5600 as detailed in the table above.

This page is intentionally left blank

Trowbridge CATG

FINANCIAL SUMMARY

BUDGET 2015-16

£15,354.00 CATG ALLOCATIOI

£23,096.60 2014-15 undersp

Contributions

£1,000.00 Southwick PC cor

£1,000.00 TTC contribution

£1,500.00 TTC contribution

£1,250.00 TTC contribution

£1,250.00 Selwood Contribu

£1,500.00 North Bradley PC

Total Budget 2015-16

£45,950.60

Commitments from 2014-15

Trowbridge Bradley road prohibition of right turn

£15,000.00 Estimate

2015-16 schemes

Frome Road Southwick Village Gateway

2,000.00

Green Lane, Trowbidge Dropped Kerbs

2,000.00

Keates Close, Trowbridge Street Lighting

3,000.00

Hilperton Road Crossing Survey

1,200.00

Southwick Road North Bradley Crossing Survey

600.00

College Road, Trowbridge - 20mph implementation

5,000.00

Church Lane North Bradley - 20mph installation

3,000.00

Wingfield Road Cycle Route

5,000.00 Commitment to S

Total commitment 2015-16

36,800.00

Left to spend

£9,150.60

N 2015-16

pend

tribution to gateway

to dropped kerbs

to Keates Close

to College Road

ution to College Road - to be confirmed

contribution to Church Lane - to be confirmed

ubstantive Scheme - to be confirmed

Trowbridge CATG**FINANCIAL SUMMARY**

BUDGET 2011-12		Description
£	15,354	CATG ALLOCATION 2011-12
£	15,354	Underspend from 2010-11
	£0.00	Town / Parish Council contributions

Total Budget 2011-12 **£30,707.63**

SPEND 2011-12

Scheme	Final cost	Description
Lark Down, Trowbridge - pedestrian improvements	£4,932.62	Ringway works
Accessibility Improvements (carried over from 2010-11)	£5,000.00	Ringway works
Eastbourne Gardens - Pedestrian Improvements	£4,488.30	Ringway works
Bythesea Road - Shires Gateway ped improvements	£1,350.00	Pedestrian Count
Bythesea Road - Shires Gateway ped improvements	£1,295.73	Topo survey
Leap Gate - Footway and bus stop improvements	£5,209.01	Ringway works

Total spend 2011-12 **£22,275.66**

£8,431.97 underspend

BUDGET 2012-13

£15,354.00	CATG ALLOCATION 2012-13
£8,432.00	2011-12 underspend

Total Budget 2012-13 **£23,786.00**

Spend to end of March 2013

Shires Gateway (contribution to substantive scheme)	£2,589.00	Actual - Complete
Accessibility improvements (carried over from 2011-12)	£4,997.00	Actual - Complete
Sherborne Road drop kerbs	£2,850.00	Actual - Complete
Bradley Road Pedestrian Count	£595.00	Actual - Complete
West Street Trowbridge -SDR	£345.00	Actual - Complete

Total commitments **£11,376.00**

Remaining Budget 2012-13 **£12,410.00**

BUDGET 2013-14

£21,354.00	CATG ALLOCATION 2012-13
£12,410.00	2012-13 underspend

Contributions **£0.00** Area board grant to CATG

Total Budget 2013-14 **£33,764.00**

Commitments carried forward from 2012-13

Broadmead Estate drop kerbs - Brook Road	£1,900.00	Actual
Marston road & Bewley road drop kerbs	£1,900.00	Actual
Trowbridge Drynham Road bend sign	£100.00	Estimate
Grit Bins	£2,000.00	Estimate

New Schemes

Bradley Road pedestrian crossing	£13,346.00	Estimate
Trowbridge West Street access restriction	£3,000.00	Estimate
Trowbridge drop kerbs at Hazel Grove	£950.00	Estimate
Gritbins	£560.00	Estimate

Total commitment 2013-14 **23,756.00**

This page is intentionally left blank

Wiltshire Council Open Spaces Study – Report to Area Board September 2015

Wiltshire Council is undertaking an Open Spaces study, which will be a formal spatial planning document, sitting in the Local Development Framework, alongside the Core Strategy, which was adopted in 2015. The following link gives a list of spatial planning policies including the Core Strategy:

<http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy.htm>

The Open Spaces Study is expected to be completed during the next few months. In addition to the Open Spaces Study, there will be a separate Formal Sports Pitch study, which is not expected to be completed until late 2016. Both of these documents together will replace the West Wiltshire Leisure & Recreation Development Plan Document (L&RDPD), most of which is currently still saved policy of Wiltshire Council with respect to the Trowbridge Community Area. All of the saved policies, including the L&RDPD can be found on the Wiltshire Council web site via the following link:

<http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/westwiltshirelocalplan.htm#westwiltslrdpd>

The L&RDPD identified a shortage of formal sports pitches in the Trowbridge area as well as deficits in the provision of Allotments, Bowling Greens, Equipped Play space and teenage facilities, but an excess of multi-functional greenspaces (including country park areas) and also urban parks.

Resulting from this, many of these shortfalls have been addressed through on-site provision within new developments or off-site financial contributions through Section 106 agreements. The skatepark at Stallards Recreation Ground has been built, new play equipment provided in the Park and new facilities in Hilperton. The Town Council has for some time been working with Wiltshire Council to develop a plan to provide formal sports pitches, utilising the S106 funding which has either in recent years been received or is expected to be paid over by developers during 2015/2016.

In future such facilities are expected to be provided for through the Community Infrastructure Levy and in particular the Parish and Town Councils' share of the CIL and therefore the facilities should be included on Wiltshire Council's Infrastructure Delivery Plan. The full document can be accessed via the following link:

<http://www.wiltshire.gov.uk/wiltshire-open-space-study-draft.pdf>

Town and Parish Councils were asked to work with the consultants who have compiled the information supporting the study, to ensure that all open spaces and recreation areas in their parishes were included in the study, with the aid of parish specific maps which identified the different open space and recreation areas. In addition community surveys have also been undertaken with the public, organisations and clubs.

The draft concludes that there are still shortages in both urban (Trowbridge and Hilperton) and rural parts of the Community Area in all classifications of open space, although there may still be some re-classification of some of the country park type areas to be amenity green space rather than natural green space which would mean that amenity green space is not in deficit.

The Town Council raised some specific queries following receipt of some of the draft information relating to the Trowbridge Community Area. Following a meeting with the relevant officers further

background information was provided which added contextual background to the local data, enabling some of the queries to be resolved, in particular that the Formal Sports Pitch study was being undertaken separately and the definitions of the different typologies into which areas had been classified.

The remaining queries have been noted by the officers responsible for the work stream and will be taken into account in the final document.

The specific queries were as follows:

- a. In the Trowbridge Area Profile the introduction to the town appears to be outdated including references to leisure, entertainment and cultural facilities and the need for improvements to the railway station.
- b. The Trowbridge Area Profile should recognise the progress being made on the provision of formal sports pitches between the Town Council, Wiltshire Council, Football Association and others.
- c. How has the Town Park been classified, as it appears to not be specifically mentioned in the report, unlike other locations and the accessibility map for parks and recreation grounds appears to exclude the Town Park?
- d. Should some of the areas currently classified as natural green space be reclassified as amenity green space, balancing deficits and surpluses? This would also resolve the accessibility issues, where areas close to Biss Meadows and Southwick Country Park appear to be further away from amenity green space than the acceptable standard.
- e. Could some areas currently in the above classification be able to be used to provide other facilities which are in deficit?
- f. Could clearer maps be provided of each community area showing the classification with an accompanying key and accompanying list of the open spaces mapped?
- g. Has Walwayne Court MUGA been included and correctly classified?
- h. Has Elm Grove Farm been correctly classified?

Lance Allan

Town Clerk

Trowbridge Town Council,
The Civic Centre,
St Stephen's Place,
TROWBRIDGE,
Wilts,
BA14 8AH

info@trowbridge.gov.uk

01225 765072

@Trowbridgegov

#DiscoverTROWBRIDGE

www.trowbridge.gov.uk

www.trowbridgecivic.co.uk

www.trowbridgemuseum.co.uk

