

AGENDA

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: Thursday 14 January 2016
Time: 7.00 pm

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), direct line 01225 718504 or email 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

Cllr Nick Blakemore
Cllr Ernie Clark
Cllr Dennis Drewett
Cllr John Knight
Cllr Stephen Oldrieve (Chairman)

Cllr Helen Osborn
Cllr Jeff Osborn
Cllr Graham Payne
Cllr Horace Prickett (Vice Chairman)

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

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

Items to be considered	Time
Welcome and opening of meeting	7.00pm
<p>1 Apologies</p> <p>To receive details of any apologies for the meeting.</p>	
<p>2 Minutes (<i>Pages 7 - 14</i>)</p> <p>To approve the minutes of the meeting held on 12 November 2015.</p>	
<p>3 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>4 Chairman's Announcements (<i>Pages 15 - 24</i>)</p> <p>To include the following:</p> <ul style="list-style-type: none"> i. Your Care Your Support ii. Trowbridge Public Space Protection Order 	
<p>5 Partner Updates (<i>Pages 25 - 46</i>)</p> <p>To note the written reports and receive any updates from the following:</p> <ul style="list-style-type: none"> i. Wiltshire Police ii. Wiltshire Fire and Rescue Service iii. Trowbridge Community Area Future (TCAF) iv. Town and Parish Councils v. Local Youth Network 	7.05pm
<p>6 Outside Body and Working Group Updates (<i>Pages 47 - 48</i>)</p> <p>Wiltshire Councillors appointed as representatives to Outside Bodies, or other representatives of those bodies, will report on any recent news, to include:</p> <ul style="list-style-type: none"> i. Transforming Trowbridge <p>Updates will also be provided on any working groups of the Area Board, to include:</p> <ul style="list-style-type: none"> ii. Trowbridge Area Board Campus Working Group 	7.20pm
<p>7 Trowbridge Business Improvement District (BID)</p> <p>Kevin Bromwell (BID Consultant) will provide an update on the progression of the proposed Trowbridge Business Improvement District.</p>	7.30pm

- 8 **Julia House Initiative** 7.50pm
To receive a presentation from a representative of Julia House.
- 9 **Review of Provision of Support for Homeless People (Pages 49 - 54)** 8.00pm
To receive a report and update on provision of support for homelessness in the community area.
- 10 **Community Engagement Manager Update** 8.35pm
- 11 **Funding** 8.40pm

11a **Community Area Grants (Pages 55 - 66)**

Applicant	Amount requested
Applicant: Rainbow Early Years Project Title: Rainbow Early Years New External Door Secure Key entry View full application	£950.00
Applicant: The Learning Curve (Voluntary Sector Development) Project Title: Catering equipment for healthy cooking sessions View full application	£920.00

11b **Local Youth Network Recommendations (Pages 67 - 86)** 8.50pm

ID169

<i>Applicant</i>	<i>Amount requested</i>	<i>Project</i>
Chambers of Commerce	£5000.00	WOW – Preparing for the World of Work

ID170

<i>Applicant</i>	<i>Amount requested</i>	<i>Project</i>
Chambers of Commerce	£5000.00	Create EnergyRelease your potential

ID173

<i>Applicant</i>	<i>Amount requested</i>	<i>Project</i>
Trowbridge Community Area Future (TCAF)	£4720.00	Opline – Trowbridge Skate Park Development

ID179

<i>Applicant</i>	<i>Amount requested</i>	<i>Project</i>
Trowbridge Sports Forum – Hayley Bell - Active Trowbridge	£7910.00	Active Street Football

ID180

<i>Applicant</i>	<i>Amount requested</i>	<i>Project</i>
Trowbridge Sports Forum – Hayley Bell - Active Trowbridge	£5000.00	Olympic Play Day

11c **Community Area Transport Group (CATG) Notes** (Pages 87 - 92)

West Ashton Traffic Calming - £8000
Maple Grove White Bar Marking - £300

12 **Urgent items**

9.00pm

Any other items of business which the Chairman agrees to consider as a matter of urgency.

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MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: 12 November 2015
Start Time: 7.00 pm
Finish Time: 9.45 pm

Please direct any enquiries on these minutes to:

Kieran Elliott (Senior Democratic Services Officer), Tel: 01225 718504 or (e-mail) kieran.elliott@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

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

Cllr Laura Mayes

Total in attendance: 38

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
32	<p><u>Apologies</u></p> <p>Apologies for absence were received from Sarah Holland, Community Youth Officer.</p>
33	<p><u>Minutes of the Previous Meeting</u></p> <p>The minutes of the meeting held on 19 September 2015 were presented for consideration, and it was,</p> <p><u>Resolved:</u></p>

	To APPROVE and sign as a true and correct record.
34	<p><u>Declarations of Interest</u></p> <p>There were no declarations.</p>
35	<p><u>Chairman's Announcements</u></p> <p>Announcements were received through the Chair as follows:</p> <ul style="list-style-type: none"> i) NHS Health Checks - as detailed in the agenda ii) Parish Boundary Review - to be discussed at Full Council, 24 November 2015 iii) Age UK Wiltshire event - 25 November 2015 (The Shires, Trowbridge)
36	<p><u>Open Forum</u></p> <p>The Chairman invited any public or members present to raise any issues of which they wished the Area Board to be aware.</p> <p>The Board discussed the Alabaré Christian Care and Support drop-in centre which provided support for homeless individuals. A report from Alabaré was provided at the meeting and is attached to these minutes. The Board were informed the current centre would be closing at the end of November, and some members expressed concern that Wiltshire Council had not worked with Alabaré to identify other suitable suites, feeling that there were several unused council properties in the town that could be utilised, and that communication with Alabaré and local members had been poor.</p> <p>The Area Board requested the Cabinet Member in attendance, Councillor Laura Mayes, report their concerns to the Cabinet and that a response to the concerns be provided.</p> <p>The Area Board further requested that council Group Leaders discuss concerns that the requirement to keep local members informed of matters within their Divisions was not as effective as it should be.</p>
37	<p><u>Visiting Cabinet Representative</u></p> <p>The Cabinet Member for Children's Services, Councillor Laura Mayes, was in attendance, and gave details of her role in the Cabinet and the work of the Council in education, safeguarding children, children in care, working with those with special education needs and disabilities and other children's provision. Councillor Mayes emphasised that the council was always looking for new foster families and adopters, and encouraged all those present to advertise that desire. She also highlighted efforts to ensure more children with disability could receive post 16 education within the county, rather than the majority receiving extra-county provision previously.</p>

A presentation was then given on the proposals to reduce the number of Children's Centres in Trowbridge which had been the subject of a recent consultation, and received questions from members of the public and the Area Board. Issues raised included:

There were queries on details of savings that were being identified with the consultation proposals, and it was stated around £0.500m, which involved the closure of 13 of 28 centres. The Cabinet Member stated that while some centres were well used many were not and keeping them open all day was not an effective use of money or staff, and that retaining staff to go out and meet people directly was felt to be more cost effective.

It was also raised that many centres were utilised for various support groups and provided a convenient meeting place in secure, suitable locations, and questioned how such groups could be retained with the proposed closure of 2 of the 3 Trowbridge centres, with the sole retention being in Studley Green, with some concerned the location was not central enough to be convenient. The Cabinet Member acknowledged the consultation had raised the issue of location of the centre to be retained and that this would be assessed closely, but assured those present that when officers met with groups outside the centres they would only use appropriate and safe locations.

Some members expressed concern that Trowbridge was being targeted more harshly than other areas, noting that Chippenham and Salisbury, of comparable size, were proposed to only lose 1 of their 3 children's centres, despite Trowbridge's projected growth to make it the most populous community area in the county and contained significant pockets of deprivation.

The Cabinet Member acknowledged that the latest figures on deprivation showed that Studley Green was the most deprived single area in the county, but that Chippenham and Salisbury both contained significant levels of deprivation in a more diffused state, which had been a factor in assessing which centres should be retained and where they should be located. It was agreed the latest official statistics on deprivation would be circulated to the Area Board.

Other issues raised included whether current buildings could be used for multiple purposes and therefore retained with their current uses, and concerns that the centres were only being discussed in respect of deprivation, when the issues they dealt with and support offered were those that crossed social barriers.

The Cabinet Member noted the issues raised during the meeting, stating that the next stage would be the proposals and financial information would be send to the providers of the children's centres for their views in light of the financial information and consultation analysis, with new contracts to run from 1 July 2016.

Partner Updates

Updates from partners were received as follows:

i. Wiltshire Police

The written update was presented, detailing an ongoing pilot of a new team structure for the community area, combining response teams and special constable units, with an intent to maintain visibility wherever possible while noting a further £3millions of savings were needed to be made within the service across the county.

It was stated there was a drive to increase special volunteer constable numbers, and it was suggested all Area Boards should highlight the issue for their areas in an attempt to publicise the need further.

ii. Local Youth Network (LYN)

The written update was presented.

iii. Wiltshire Fire and Rescue Service

A DVD was received highlighting the activities undertaken by the service in the past year, and details were provided of the ongoing merger of the Wiltshire and Dorset Fire Service, which would be fully constituted from April 2016, with the new Combined Authority running alongside the existing authority until that time.

iv. Trowbridge Community Area Future (TCAF)

The written update was noted.

v. Town and Parish Councils

The Town and Parish Councils each highlighted their responses to the Community Governance Review, and details were provided of efforts to resolve bus route concerns in Southwick.

vi. Chamber of Commerce

A DVD and presentation was provided by David Baker, Chairman of the Trowbridge Town Team on behalf of the Chamber of Commerce on collaborations between businesses and other partners in the town, and provided details on applications to gain approval for a Business Improvement District.

vii. Others - Goodneighbours

A written report was presented on the Goodneighbours scheme, a service to support older people in rural communities by coordinating local organisations able to provide specific assistance and advice for health and safety, as well provide social activities to assist with loneliness.

The Area Board also approved appointing Emma Curtis from Good Neighbours as their Older Person's Champion

39	<p><u>Outside Body and Working Group Updates</u></p> <p><u>Outside Bodies:</u></p> <ul style="list-style-type: none"> i. Transforming Trowbridge - no meetings had occurred since the last meeting. ii. Collaborative Schools - no update was provided. <p><u>Working Groups:</u></p> <ul style="list-style-type: none"> i. Trowbridge Area Board Campus Working Group - Colin Kay, Chairman of the Working Group, detailed the latest work of the Campus Working Group, liaising with the Cabinet Member Councillor John Thomson on the most appropriate avenues of work that should be focused upon, and presented the terms of reference of the working group and the response to the consultant's report on the campus proposals. <p>It was also stated the group had been made aware of national proposals through Sport England to develop health and leisure facilities, which it was intended the Campus would involve, and intended to investigate if this could open up further funding or information streams.</p> <p><u>Resolved:</u></p> <p>To circulate the proposed terms of reference and delegated authority for the Chairman and Vice-Chairman to approve if appropriate.</p>
40	<p><u>Child Poverty Update</u></p> <p>The Community Engagement Manager provided a presentation on the outcomes from the Child Poverty Workshop held on 19 October 2015, with the Area Board inviting specific partners to discuss the issue of child poverty in the community area and seek solutions.</p> <p>The meeting was informed of recent statistics on child poverty indicators in the area, including significantly higher rates of under-18 conception rates, unemployment rates and childhood obesity. It was stated the workshop had been asked to prioritise specific options for actions to attempt to reduce these indicators, including more outreach support for families, campaigns on teenage pregnancy and linking existing programmes in place together to increase their effectiveness. A working group had been formed to follow up those actions and would report in future.</p> <p>The Area Board welcomed the presentation, noting workshops on specific issues was a successful approach to discuss complex issues beyond updates at Area Board meetings, and welcomed further such workshops in future.</p>

41a

Grant Funding

The Area Board considered the following applications to the Community Area Grant Scheme 2015/16:

Community Grants

i. The Big Community Grow

The sum of £544.00 was requested for the CommuniTEA project.

Decision

The Area Board awarded the sum of £544.00 to The Big Community Grow.

Reason: The application met the Community Area Grant Criteria 2015/16.

ii. The Learning Curve (Voluntary Sector Development)

The sum of £920.00 was requested for Catering equipment for healthy cooking sessions.

Decision

To defer determination until the next meeting in order to obtain further information on accounts, charitable status and relationship to Selwood Housing.

iii. Neighbourhoods group

The sum of £936.00 was requested for Community Noticeboards for Central Trowbridge Neighbourhoods

Decision

The Area Board awarded the sum of £936.00 to Neighbourhoods group

Reason: The application met the Community Area Grant Criteria 2015/16.

iv. Trowbridge Westbourne Sports Club

The sum of £1230.00 was requested for installation of heaters.

Decision

The Area Board awarded the sum of £1230.00 to Trowbridge Westbourne Sports Club

Reason: The application met the Community Area Grant Criteria 2015/16.

v. Castle Mead School

The sum of £291.24 was requested for Castle Mead Gardening Club

Decision

vi. **The Area Board awarded the sum of £291.24 to Castle Mead School**

	<p><u>Reason:</u> The application met the Community Area Grant Criteria 2015/16.</p> <p><u>Councillor Led Projects</u></p> <p>i. Black History Month <u>Decision</u> To ratify the award of £215 for Black History Month <u>Reason:</u> As it met the criteria for Councillor led projects and has community benefit</p> <p>ii. Wiltshire Youth Marching Band Christmas Concert <u>Decision</u> The Area Board awarded the sum of £300 toward the Wiltshire Youth Marching Band Christmas Concert. <u>Reason:</u> As it met the criteria for Councillor led projects and has community benefit</p>
<p>41b</p>	<p><u>Local Youth Network (LYN) Funding Requests</u></p> <p>The Area Board considered funding requests from the Local Youth Network (LYN).</p> <p>i) Harmonics Glee Club <u>Decision</u> To award £4550.00 toward the Harmonics Glee Club.</p> <p>ii) Ice Rink Events <u>Decision</u> To award £6820.00 plus the cost of VAT toward the cost of Ice Rink Events.</p>
<p>41c</p>	<p><u>Delegated Authority</u></p> <p><u>Resolved:</u></p> <p>That in respect of urgent matters that may arise, the Community Youth Officer, following consultation with the Chairman and Vice-Chairman of the Area Board, may authorise expenditure to support youth projects from the youth budget of up to £5,000 in total between meetings of an Area Board. The decision and reasons why it was considered urgent will be reported to the next meeting of the Area Board.</p> <p>That in respect of urgent matters that may arise, the Community Engagement Manager, following consultation with the Chairman and Vice-Chairman of the Area Board, may authorise expenditure to support community projects from the delegated budget of up to £5,000 in total between meetings of an Area Board. The decision and reasons why it was considered urgent will be reported to the next meeting of the Area Board.</p>

42	<p><u>RUH Hopper Service</u></p> <p>The Area Board discussed the ongoing consultation on the Connect2 Hopper service to the RUH, noting the talks between the Council and the CCG to discuss options for the continuation of the service, and reemphasised their support for its retention as a very important service for many people in the community area.</p> <p>The Board requested their views urging cooperation to secure the long term future of the service be sent to the Chairman of the CCG as soon as possible.</p>
43	<p><u>Neighbourhood Survey Update</u></p> <p>An update was provided on the Neighbourhood Survey produced as part of the wellbeing project. It was noted over 400 responses had been received through face to face contact, and that work was underway to identify solutions to issues raised, including community noticeboards to keep areas informed and improve upkeep, cooperation with resident's associations, police, councillors and officers on area specific issues relating to perception of crime, streetlighting and other issues.</p> <p>It was stated to the Area Board that there were increasing expectations for communities to provide for themselves with many local issues, and it was intended to use the information obtained in the report to identify key concerns and use it to coordinate solutions or use it as evidence to obtain funding for the community area.</p>
44	<p><u>Urgent items and Close</u></p> <p>There were no urgent items.</p>

Chairman's Announcements



Subject:	Your Care Your Support Wiltshire
Officer Contact Details:	Dr. Sara Nelson: Information and Communication Officer, Healthwatch Wiltshire.
Weblink:	http://www.yourcareyoursupportwiltshire.org.uk/home/

Summary of announcement:





Healthwatch Wiltshire is working in partnership with Wiltshire Council to manage and develop *Your Care Your Support Wiltshire*, the new health and social care information website for the county. As part of this work, Healthwatch Wiltshire has regularly engaged with local people to make sure that the website reflects their need for good quality, comprehensive, and accessible health and care information.

The website went live on April 1st 2015 and is still evolving. This is really exciting as it means that Wiltshire people have a chance to be part of its future growth.

The website contains:-

-  Information about different health conditions as well as care services. For example, dementia, keeping well, help to live at home, carers.
-  A service directory that provides details of support and help in the community as well as local clubs, societies and organisations, GPs, dentists and care homes.

We need your help:-

-  To identify the groups, clubs and societies that exist in your area
-  To encourage them to register their details on the service directory
-  To tell us about other types of health and care information you would like to see on the site.
-  Get involved in our discussion groups and readers panels so you can have your say in how the website develops or just contact us and tell us what you think.

Help us to help you find all the information you need about health and social care in one place.

For more information call Healthwatch Wiltshire on 01225 434218 or email contact@healthwatchwiltshire.co.uk

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WILTSHIRE COUNCIL

Trowbridge AREA BOARD

14 January 2016

Trowbridge Public Spaces Protection Order

1. Purpose of the Report

- 1.1. To update the area board on work carried out since March 2015 on Trowbridge's Public Spaces Protection Order.

2. Background

- 2.1. The Anti-Social Behaviour, Crime and Policing Act 2014 brought in a range of new orders designed to address anti-social behaviour, which replace the current orders available.
- 2.2. On 20th October 2017 all current Designated Public Place Orders (DPPOs) will expire unless by that date the order is renewed and converted into the new provision of a Public Space Protection Order (PSPO).
- 2.3. There are currently eight DPPOs in Wiltshire: Trowbridge, Salisbury, Chippenham, Devizes, Warminster, Durrington, Calne and Malmesbury. Consequently a timetable for considering conversation for each of these to a PSPO is being drafted and Trowbridge is the first planned.

Initially evidence is gathered to satisfy several tests:

- Is the proposed area within the Wiltshire Council Authority area?
- Is there any anti-social behaviour or crime occurring in the proposed area which is having, or is likely to have, a detrimental effect on the quality of life of those within the locality?
- Is this anti-social behaviour or crime likely to be of an unreasonable, persistent or continuing nature?
- Do any of these issues justify the restrictions imposed by the notice?

Now this evidence has been gathered and a PSPO has been identified as the preferred option, a mandate is sought from the area board to undertake the public consultation and if approved subsequent drafting of the order.

3. Main Considerations

3.1. The working group have been collecting evidence from the Police and performance analysts and evaluating what anti social behaviour is needed to be tackled by a PSPO in Trowbridge.

3.2. Issue that the evidence proved that the following types of anti social behaviour are to be included in the Trowbridge PSPO

- Alcohol consumption in public places
- Urinating and defecating in public

3.3. The draft wording that has been agreed is as follows

1. Absolute consumption ban of the drinking of alcohol within the PSPO area between the hours of 2100hrs and 1200hrs.

2. Between 1201hrs and 2059hrs The constable or authorised person may require Perpetrator

(a)not to consume, in breach of the order, alcohol or anything which the constable or authorised person reasonably believes to be alcohol;

(b)to surrender anything in Perpetrator's possession which is, or which the constable or authorised person reasonably believes to be, alcohol or a container for alcohol.

3. Not to urinate or defecate within the designated area.

3.4. The area has been defined as in the map on appendix 1 This is larger than the DPPO that was originally in place, because the evidence shows that this new area suffers the same level of ASB.

3.5 Now the evidence has been sourced a public consultation is required. An update of each stage will be reported back to the area board. Final sign off the PSPO is still being decided under the scheme of delegation.

4. Implications

4.1. Environmental Impact of the Proposals

- By continuing to stop anti social drinking in the town.
- Preventing urination and defecation in public will reduce accompanied health concerns such as bacterial infections. It will also reduce odour complaints where this regularly occurs.

4.2. Financial Implications

There are minimal financial commitments in applying for a PSPO. The costs include staff time; costs of advertising draft orders and the design and installation of signs within the PSPO area. It is anticipated that these costs will be shared with partners.

4.3. Legal Implications

The creation of a public space protection order will last for 3 years. The breaching of a PSPO is a criminal offence enforceable by the Police. A convicted breach is punishable with a level 3 fine (£1,000) although most breaches will be dealt with by way of a fixed penalty notice.

4.4. HR Implications

There are no HR implications.

4.5. Equality and Diversity Implications

There are no Equality and Diversity implications.

5. Recommendation

It is recommended that:

- The Area Board note the further work carried out to develop the proposed PSPO in Trowbridge.
- The Area Boards mandates that the PSPO working group carry out the necessary consultation on the agreed conditions to be contained within the order, and the area of Trowbridge affected.

Report Author: Mark Rippon (Public Protection Officer – Community Safety)

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E-Mail: mark.rippon@wiltshire.gov.uk

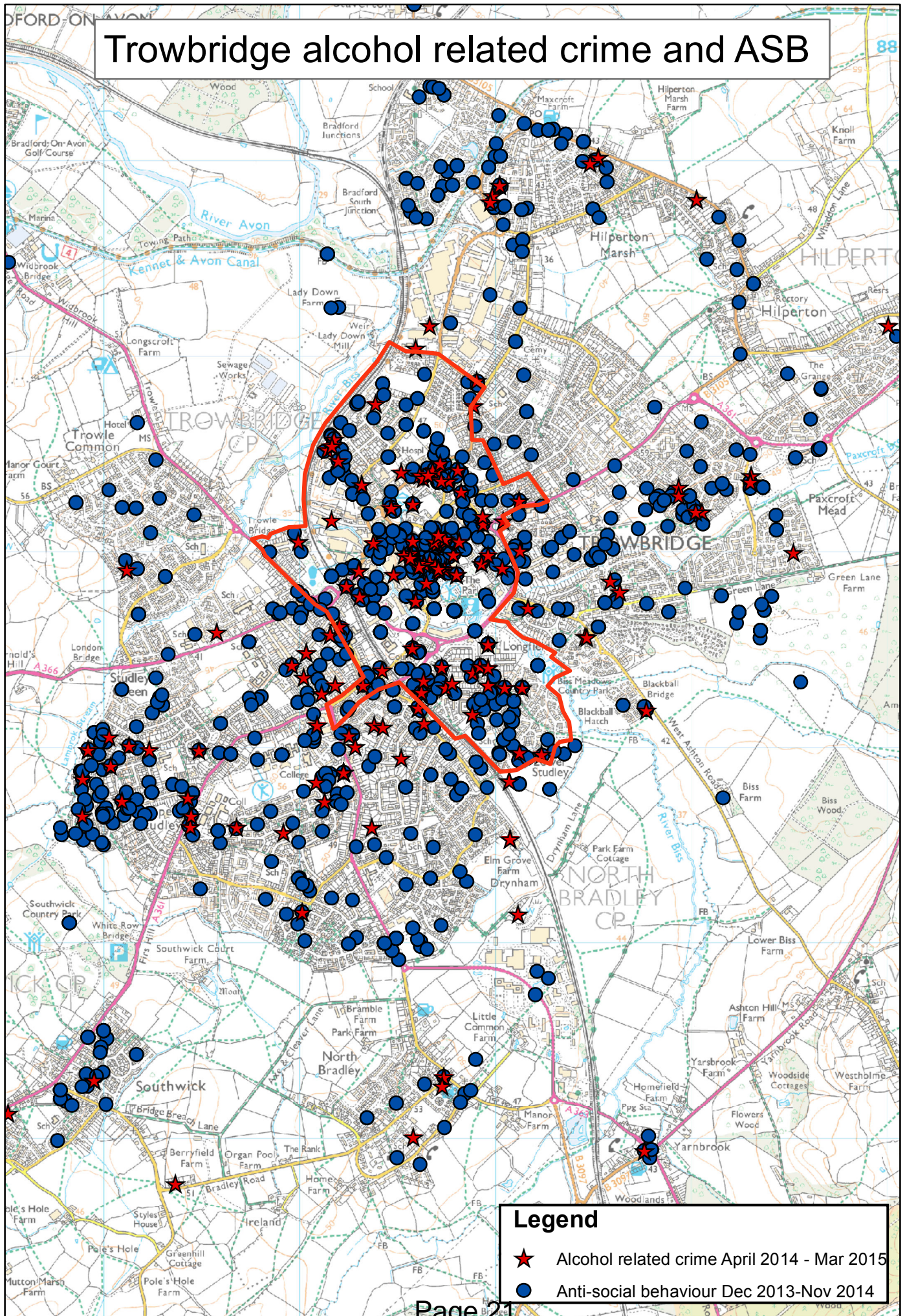
Appendices:

1 Map of proposed PSPO

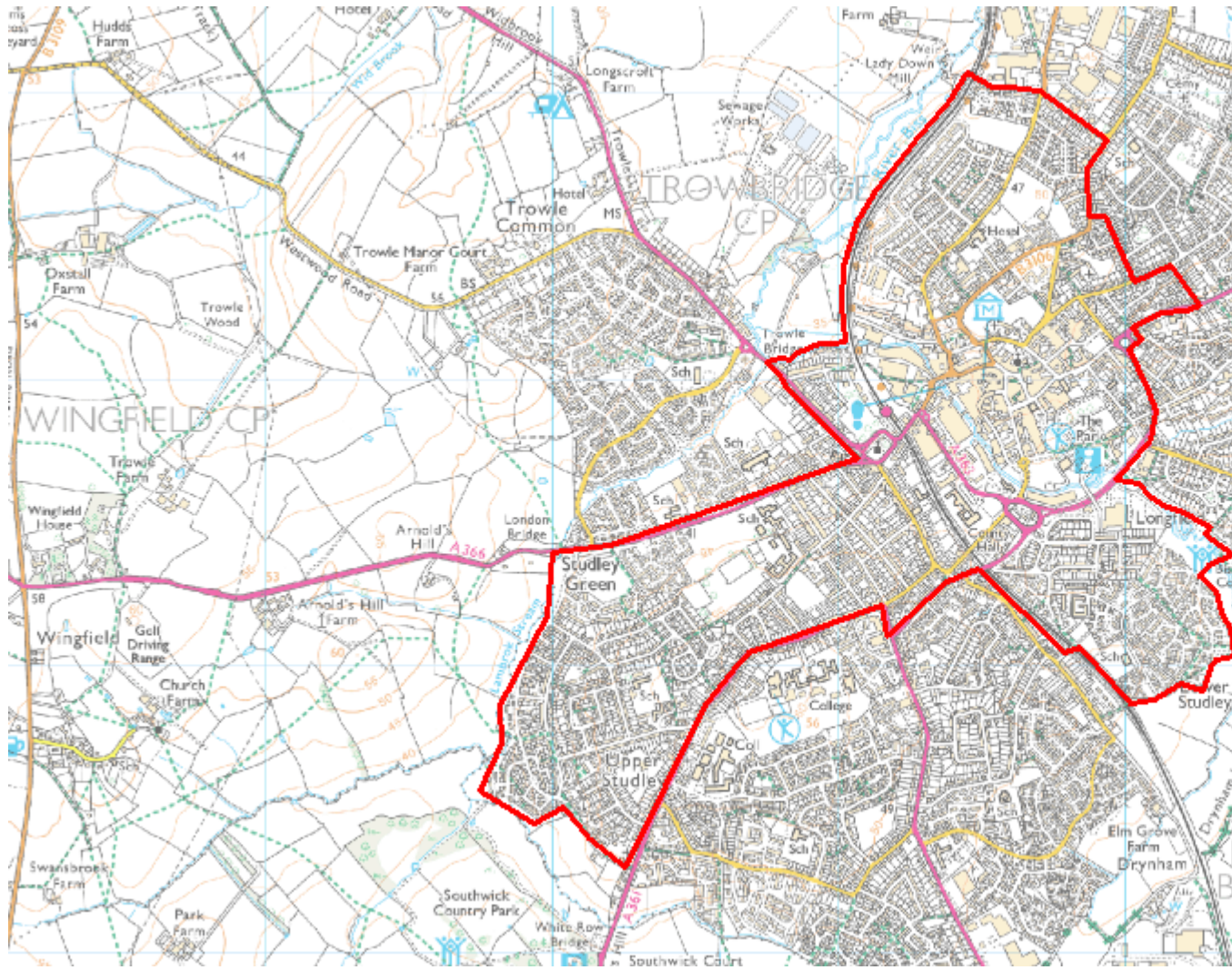
Background papers: Previous Area Board report March 2015

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Trowbridge alcohol related crime and ASB



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Trowbridge Area Board Report

5th January, 2015

This is my second report and I'm pleased to update you with developments in your Local Policing Area.

The Community Policing Team pilot has now completed its initial 10 week mark and the general feedback is positive. We should not underestimate the impact that austerity has and will have on the way that we work, but this does not diminish my commitment to deliver Local Policing that balances the threats, harms and risks that have been identified as having the greatest impact on our Communities. Feedback is essential in this regards and I encourage any views, positive or negative in this respect to be directed to our Feedback email address of feedback@wiltshire.police.uk .

We are now in a period of review and assessment, but the Chief Constable has made a clear statement that although we will continue to develop the model further, this 'one team' approach is the most effective way to deliver local Policing and has instigated a scoping exercise with a view of rolling this Policing Model out across the entire Force Area later next year.

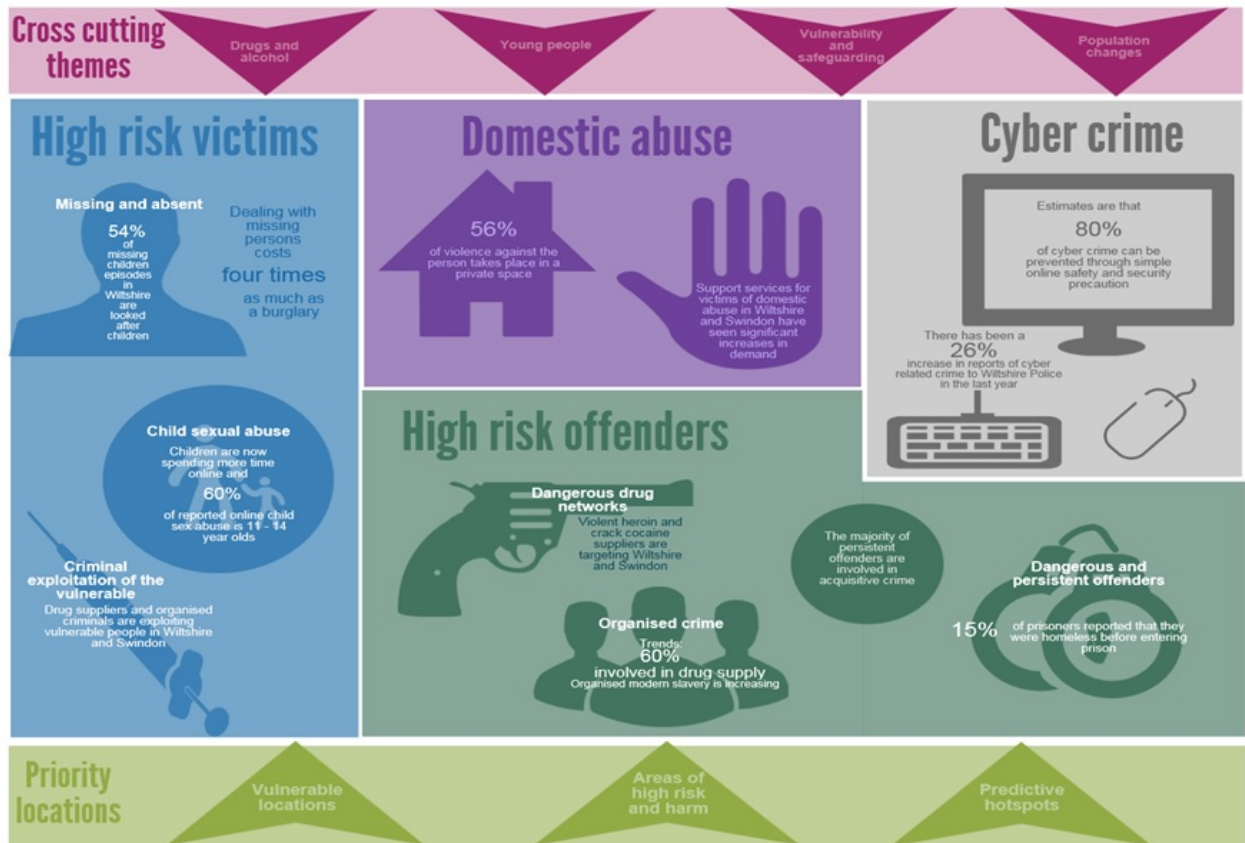
One area I have introduced is the consistent delivery of messages throughout the various tiers of our Community from Area Boards to Parish Councils. I think it is important that our Policing Reports reflect this approach and through the Community Coordinators I have designed new reports for each meeting that will deliver these messages as well as the more local aspects of Policing.

I have previously expressed my intention to move away from a statistics led report, as these figures can often be blunt and do not take into consideration the wider context and the threat, harm and risk elements that can have the greatest impact on our Communities. I have staff reviewing and assessing the figures on a daily basis and brought to my attention where exceptions are identified.

I have also instigated with the Community Coordinators Operation Bacchus to be run over the Community Policing Team in order to help address the Night Time Economy in the run up to our festive period. This will involve a multi-agency approach to enforce the licensed sale of food and alcohol and the use of taxis, combined with high visibility policing. The

intention is Prevention, Protection and Enforcement to make our Towns safe place to socialise.

Wiltshire Control Strategy



Our Control Strategy has been created to describe the current and emerging threats that are of the greatest impact to our Communities. This is set annually following the analysis of threats, harms and risks. It is my intention to ensure Community Policing is focused to work within these parameters covering the 4 P's – Prevent, Pursue, Protect and Prepare.

My theme for this report will focus on Cyber Crime.

Cyber Crime

Cyber Crime is "A criminal act which is carried out by using computers or the internet". Last year over 12 million people in UK were victims of Cyber Crime – 1 in 5 of the population!

Cyber Crime is growing rapidly and more and more of the crimes and ASB reported to Wiltshire Police will have a cyber element to them. Preventing this harm through raising awareness of cyber safety and how people can protect themselves is one of our key objectives in the fight against Cyber Crime and so ACC Pritchard has authorised Operation BeeWise. This campaign focuses on delivering key cyber safety messages to young people and draws on Community Officers and Police Cadets to reach the audience.

Tackling Cyber-Crime – POLITE Cyber-Bullying Primary Lesson Intended for Years 5 and 6

Wiltshire Police are tackling the problem of Cyber Crime with an extended Operation POLITE. 'Pop-up' stands offering leaflets and signposting information around Cyber-crime was conducted during half term in October.

In addition every school will have received an email detailing the POLITE lesson plan and an 'expression of interest' form for them to complete and send to 'youth@wiltshire.pnn.police.uk'.

Safer Schools trained Community Officers will attend Primary Schools delivering a specially adapted lesson based on Cyber-Bullying and being POLITE. The lesson is aimed at Years 5 and 6 (top two years). The aim is to educate our young people about how thoughtless use of language can easily upset or cause distress to others, and to remind them that even if they can't see someone, things they write might still upset them. Using the POLITE mnemonic as a reminder before pressing send:

- P** – Prepare – think about the content of the message and whether it could be misunderstood
- O** - Only send when you have re-read and checked the content
- L** - Look again – could your message upset anyone?
- I** - I would be happy to receive this message – that's a good thing!
- T** - Talk face to face – sometimes it may be easier to say what you mean
- E** - Expect a nice reply – we all want to receive nice messages and comments

The lesson will be supported by POLITE posters for the school and POLITE book marks for every student.

 Follow us @CyberBeeWiseWP or  CyberBee WiseWilts for online safety tips and advice.

Don't Get Conned out of Christmas

With Christmas almost here again, more and more of us are going online to find those special presents, do the big food shop, book that last minute break, keep in touch and send greetings. The internet has brought us more convenience, choice and the time to plan, relax and enjoy.

But Christmas is also a favourite time of year for criminals, well aware that you're busy online and have too many other things on your mind to think about safeguarding yourself, your family and your finances.

This year, make sure you don't get conned out of Christmas, by thinking twice before you click and taking some simple precautions. That way, you can make sure it's a festive season to remember ... for all the right reasons.

Top ten tips for a safe and happy festive season online

SHOP, SHOP, SHOP

If something seems too much of a bargain, it's probably poor quality or doesn't even exist. Always check payment pages are secure, and log out when you've finished shopping online.

AUCTION BARGAIN ... OR NOT?

When making a purchase from an auction website, use insured payment methods like PayPal and never do a bank transfer to people you don't know. Do all you can to check the seller or buyer are authentic. And look out for fake goods: they're illegal and cost livelihoods.

JUST THE TICKET

Buying gig or event tickets as a gift, or for yourself? To avoid fraud, buy only from official sources, and never pay by direct transfer.

COME FLY AWAY...

Whether you're planning a break at Christmas or next year, make sure the holiday or flight is genuine by researching it thoroughly, and check travel agents for an ABTA/ATOL number.

WHO'S ASKING?

Scam emails, calls, texts and posts are getting cleverer and you're bound to get some over Christmas. Think twice before you get talked into anything, however busy you are.

YOUR PASSWORD IS YOURS. KEEP IT THAT WAY!

Passwords that are easy to guess, that you use for more than one account or that you share with others, are a no-no!

SECURELY CONNECTED?

Secure Wi-Fi is vital for your privacy. At home, check your router security settings. Out and about, never use free Wi-Fi hotspots when what you're doing is private.

GREAT OFFER, OR SUBSCRIPTION TRAP?

Don't sign up for 'free' or 'low-cost' trial goods without thoroughly reading the small print. You could be signing up for massive direct debits.

SEASON'S GREETINGS

Don't open attachments or click on links in festive (or any other) emails you're not expecting, as they could be scams. And be careful with ecards as they can be fraudulent too.

AVOID THOSE NASTY CHRISTMAS VIRUSES

And we don't mean coughs and colds! Always have internet security (antivirus) software and apps switched on and updated.

There is so much more to consider within Cyber Crime beyond fraud, such as the distribution of abusive images, bullying and radicalisation of individuals. Prevention and Protection form the main thrust of our Control Strategy. Further advice and guidance can be accessed via the Action Fraud website.

James Brain

Community Policing Team Inspector

Trowbridge & Warminster

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We're making a difference

TCAF Progress report January 2016

1. Time Credits

Time Credits Trowbridge launched on 4th January 2016.

Time Credits help people feel valued and thanked. Organisations provide opportunities to spend credits in order to recognise the value of people's contributions, and support people to develop new activities for each other.

This is a pilot project and will be reviewed in 4 months time. Credits will be issued, in the first instance, to a limited number of volunteers which will enable closer monitoring of the scheme. Roll out to other / new volunteers will be considered at the end of the review.

Pilot Project Host and Volunteers Receiving Credits; Trowbridge Tourist Information, Trowbridge Museum, ARC Theatre, Opline Youth Skate Group.

Spend Partners; Civic Centre, Ginger Jive, Trowbridge Arts, Active Trowbridge, Trowbridge Museum, RUSH skatepark (Gloucester), Boomerang, Arc Theatre, Trowbridge Library. On -going discussions with Odeon, Hope Nature Centre and Trowbridge Leisure Centre's.

Background Information

Trowbridge Community Area Future (TCAF) is working in partnership with Trowbridge Town Council to develop a hub for a volunteering initiative based in the tourist information centre. Called Time Credits the project works with community members and service users to identify different ways that people can give their time, catering for different skill-sets and levels of access and releasing untapped potential in a community through volunteering.

2. Well Being Report

Speeding

TCAF have secured a SID for the Trowbridge Community Area from Wiltshire Council. TCAF will co-ordinate, in consultation with Parish Group members, the training, collection and distribution of the device.

Communication with the Community

Funding secured and received from the Area Board for four notice boards in the central neighbourhoods. Supplied secured and order submitted. Derek Adams, Chair of the Neighbourhoods group to manage the process. Community Notice boards should be in place by Easter.

TCAF will co-ordinate with Resident association (who will be managing the noticeboards) regular community information that will be of interest; how to report an issue to WC, community events, opportunities to attend activities in your neighbourhood as well as the information for the RA.

3. OPLINE Youth Skate Group

This group has 5 members ranging from 13 years – 19 years. Formed to focus on the re-development of the Stallards Skate Park, they have had a successful 2015, with clear aims for 2016. Wiltshire Council and TCAF are working successfully together to facilitate this group. The Town council receives regular updates and support the initiative.

The group continue to meeting monthly at Dorothy House Outreach centre and completed a grant application, in December, to the LYN which has been accepted at first stage.

TCAF ran a stand at the John of Gaunt Youth event in December and showcased some design ideas for the skate park. Opinions and votes were sought to develop an understanding on what the youth want, gain support and promote what can happen if we all work together.

Opline, WC and TCAF met with Wheelscape (Skate Park Design and Construction) to discuss what can be achieved with the remaining space inside the fence. We also consulted with all users at Stallards, between 3.30 – 5pm, Wednesday 9th December, to fully appreciate current issues and opportunities for the future.

Our next meeting 13th January, will involve the new designs for the park, costs, fundraising activities and how to gain support from all users

Opline will need to fundraise for all aspects of the re-development of the park.

4. Website

To view; go to www.tcaf.org.uk

TCAF are hosting a Trowbridge College student for 100 hours (start date 19th January for 5 hours per week) to aid with website development, communication and a social media strategy.

5. BA14 Culture

Our next Cultural Gathering will be held at ***Bridge House on the evening of Tuesday 9th February.*** Time TBC

We will officially welcome Professor Anita Taylor as the new Chair and welcome all to attend and help take forward the development of culture, arts and heritage for Trowbridge. This meeting will pay particular attention.

6. The Charity Commission

TCAF has been turned down from the Charity Commission. This is the third time. The application remains open for 6 weeks . We are currently in discussion with CC to understand further what they need from TCAF and the application form. The Steering group will decide what the next steps are.

7. TCAF's New Ways of Working

TCAF has been going through a transition of change as it develops new ways of working, ever changing and in continuous search for sustainable funding. Plans are being developed for a revised and a more focused plan of working with the neighbourhoods following outcomes from the Well Being Report.

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

Town Council Report to Area Board January 2016

1. POLICY

1.1 Community Governance Review (CGR) – (Agenda item 7) At the extraordinary meeting held on 24th November 2015 Wiltshire Council resolved:

That decisions on the proposals numbered 18, 19, 20, 21, 22, 23 and 26 for changes to the areas of Trowbridge and surrounding parishes be deferred for further consideration and consultation by the Working Group and that there also be consultation on proposal 24 (Lady Down Farm), proposal 25 (Hilperton Gap South), proposal 27 (West Ashton Road Employment Land), proposal 28 (Ashton Park Urban Extension) and proposal 29 (White Horse Business Park).

This means that further consultation will be undertaken on all of the proposals made by Trowbridge Town Council. Wiltshire Council also resolved to write to all households in areas which are proposed for transfer to a different parish. To summarise the situation with regard to the proposals made by Trowbridge Town Council is:

Area 1. Shore Place, Kingsley Place and Chepston Place currently in Wingfield Parish. (WC proposal 21). This proposal was made by the town council because the current boundary runs through the middle of residential properties and splits streets in two. These streets are part of the Broadmead estate and are remote from Wingfield village. This proposal would therefore improve both community identity and efficient and effective community governance, utilising an excellent natural boundary.

Area 2. Land to the South of the Canal currently in Holt Parish. (WC proposal 24). This proposal was made by the town council because; the current boundary is poorly defined, the existing three residential properties can only be accessed via Trowbridge and are within a few metres of properties in Trowbridge, across a bridge over the river Biss; the Canal, river Avon and railway line are all barriers without bridges between this area and Holt village, making this area and the residences within it remote from Holt. This proposal would therefore improve both community identity and efficient and effective community governance, utilising an excellent natural boundary. The government guidance says “83. *As far as boundaries between parishes are concerned, these should reflect the “no-man’s land” between communities represented by areas of low population or barriers such as rivers, roads or railways.*”

Area 3. Land to the South and West of Elizabeth Way (the new Hilperton Gap Relief Road) and the A361/Hilperton Drive including properties in Wyke Road and Paxcroft Mead. (WC proposals 18, 19, 20, 22, 23 & 25). This proposal was made by the town council to resolve the anomaly; of properties either side of Wyke Road being in different parishes and properties in Paxcroft Mead being built on the parish boundary. The only acceptable natural boundary which accords with the government guidance is the line of the modern main roads, which is clearly defined and is unlikely to change over time. This proposal would therefore improve both community identity and efficient and effective community governance, utilising an excellent natural boundary. The government guidance says, “*This can often lead to existing parish boundaries becoming anomalous as new houses are built across the boundaries resulting in people being in different parishes from their neighbours. In such circumstances, the council should consider undertaking a community governance review.*”

The Wyke Road section has been subject to consultation, with an alternative proposal from Hilperton Parish Council also being consulted on. The Hilperton proposal does not utilise a suitable

natural boundary, proposing that neighbours would be in different parishes with no natural boundary between them.

The Paxcroft Mead section has been subject to consultation, with an alternative proposal from Hilperton Parish Council also being consulted on. The Hilperton proposal does not utilise a suitable natural boundary. The government guidance states “*For instance, factors to consider include parks and recreation grounds which sometimes provide natural breaks between communities but they can equally act as focal points.*” Paxcroft Brook is proposed as the boundary by Hilperton Parish Council, but is at the centre of an extensive area of Open Space which acts as a focal point for the whole community, with play areas, benches, cycle paths and bridges. In addition properties in Painter’s Mead would still be split between two parishes.

The central section, bounded by the new Elizabeth Way has not so far been subject to consultation. This new road would make a much clearer and more permanent natural boundary between the town and the parish, compared to the existing boundary which crosses the middle of some of the gardens on Albert Road.

Area 4 Land to the south of the town including existing developments at Old Farm and the White Horse Business Park, permitted developments at the West Ashton Road Employment Allocation and all of the Trowbridge Urban Extension at Ashton Park approved in the Wiltshire Core Strategy. (WC proposals 26, 27, 28 & 29). This proposal was made by the town council to reflect the existing and agreed expansion of the town’s urban envelope which retains the green buffer between the Urban Extension and the villages of West Ashton, Yarnbrook and North Bradley. The outer extent of the development will provide a good natural boundary, following the line of mature and ancient natural woodland and the river Biss, as well as the White Horse Business Park itself. This proposal would therefore improve both community identity and efficient and effective community governance, utilising excellent natural boundaries.

The Old Farm area, was latterly included in the previous consultation, but other than the direct communication from the town council the residents of the estate would not have known that a proposal affecting them was being consulted on. No alternative proposals for the Old Farm area have been presented as part of the consultation.

RECOMMENDATION: That Trowbridge Town Council continues to seek the approval by Wiltshire Council of all of the proposals for boundary changes made by the town council and in doing so continue to communicate with Wiltshire Councillors to ensure that they have the information which enables them to reach a decision which safeguards the future of Trowbridge; and continue to communicate with the residents of Trowbridge to seek the support of the town for the changes.

Wiltshire Council have indicated that their timetable is still seeking to make a decision by the end of July so that all changes can be undertaken for implementation on 1st April 2017 in time for the elections in May that year.

2. FINANCE

2.1 Budget 2016/17 (AGENDA ITEM 8) - The proposals show a reduction in total net expenditure of £14,683 from £1,521,856 (2015/16) to £1,507,174 (2016/17).

2.1.1 Localisation of Council Tax Support Grant – Wiltshire Council has advised that this will reduce from £93,876 (2015) to £16,898 (2016) and that it will reduce to £0 in 2017.

2.1.2 Council Tax Base – This is expressed as ‘Band D’ Equivalents, any changes account for additional houses constructed in the town in the past year, single person discounts and other adjusting factors, and has increased by 4.4% from 10226.12 (2015) to 10671.89 (2016). This generates an additional £62,296 which in part covers the loss of Council Tax Support Grant.

2.1.3 Inflation – The September Consumer Prices Index (CPI) was -0.1% and the Retail Prices Index (RPI) was +0.8%. It is therefore recommended that the Band D Council Tax Charge should stay the same in 2016/17 as it has been in 2015/16. This results in a proposed Band D Council Tax Charge of £139.64 which is unchanged from 2015-16.

The 2016-17 salaries are based on the employer’s final offer, taking account of the national living wage, ranging from 6.6% on the lower grades to 1% on grade 18 and above. Also included are increased employer pension contribution rates from 20.1% to 21.1% and increased employer National Insurance contributions due to the abolition of contracting out in April 2016.

LEISURE SERVICES – a decrease in net expenditure of £3k.

CIVIC BOARD –

Building; an increase of (£5k)

Venue; a decrease of £3k.

DIRECT SERVICES - a decrease of £9k.

POLICY & RESOURCES –

Democratic; an increase of (£6k) The main increases are marketing/publicity (£9k) and Investors in People (£2k),

Establishment; a decrease of £5k. The 2016-17 establishment budget includes the planned changes in finance along with the inclusion of an apprentice.

Mayor, Projects and Grants; all unchanged.

MUSEUM - a decrease of £1k despite the 10% cut in conservation funding of £1,310

Museum Project; The 2016-17 budget staffing level includes the Museum Manager. The professional fees are for architects and consultancy fees. Other fees are listed and assume funding through the HLF development grant and other grants.

RESERVES - The planned contribution to reserves is unchanged.

Earmarked Reserves	31 st March 2015	30 th Sept 2015
Museum Project	£101,925	£54,460
Recreational Play Areas	£6,000	£6,000
Civic Centre	£0	£10,000
Historic Buildings	£2,400	£2,400
E. Trowbridge	£258	£240
Sports Pitch Development	£7,000	£7,000
Total Earmarked	£117,583	£80,100
General Reserve	£250,526	£250,526
Total	£368,109	£285,297

The 2015-16 current half year deficit is (£29,233)

BUDGET RECOMMENDATIONS:

i) That the Committee approves the Revenue Expenditure Budgets for 2016/17 as detailed on the budget spreadsheets, totalling

£1,442,174

ii) That the Committee approves Project Budgets for 2016/17 totalling	£35,000
iii) That the Committee approves a contribution to General Reserves as recommended by the Responsible Finance Officer to enable General Reserves to return to minimum 3 months general expenditure and that this contribution be	£30,000
iv) That the Committee recommends to Council therefore a total budget requirement of	£1,507,174
And that this is funded in part through a grant from Wiltshire Council of	-£16,898
leaving a net precept requirement for 2015/16 of	£1,490,276
which results in no change to the Trowbridge Town Council 'Band D' Council Tax Charge, of £139.64 which is less than £2.69 per week	

2.2 Community Infrastructure Levy (CIL) – No receipts have been advised yet. The Town Clerk has responded to the current national review of CIL with information regarding the local situation, with particular reference to the issue that the Town Council is not incentivised to support growth if the neighbourhood CIL element is paid to neighbouring parishes for an urban extension approved in the Core Strategy.

2.3 Electronic Banking – The finance department is still testing this.

2.4 Risk and Audit Panel – Met on Tuesday 5th January 2016 to consider the Appointment of Auditors (as per Report item 2.6 below) and budget, and other matters (copy attached).

2.5 Localisation of Council Tax Support – A national review is currently being undertaken by Eric Ollerenshaw on behalf of the government. The Town Clerk has responded to the consultation with information regarding the local situation, including the view of the Town Council that moving to a zero support grant from Wiltshire Council in 2017 will return town and parish councils to the situation of financial independence and that the Town Council is satisfied with this.

2.6 Appointment of Auditors (AGENDA ITEM 9) - When the government abolished the Audit Commission, the National Association of Local Councils (NALC), Society of Local Council Clerks (SLCC) and the Association of Drainage Authorities (ADA) expressed concerns about the impact this would have on the workload of local authorities. They persuaded the government to let them procure audit services. The new arrangements will be established in 2016 to procure audit services for parish and town councils and other smaller authorities from 2017/18 onwards. Please see attached 'New Audit Regime' factsheet. From the start of the 2017/18 financial year smaller authorities, including parish and town councils and internal drainage boards, can choose to have an auditor appointed to them by this new 'sector-led body' or they can decide to procure their own. It is intended to call this procurement body the Smaller Authority Audit Appointment Authority Limited (SAAAAL). Further details are available from the Responsible Finance Officer, Richard Mills on request. The RFO makes the following **RECOMMENDATION:**

That Trowbridge Town Council is content with the arrangements being put in place for a Sector Led Body to appoint the Town Council's external auditor from 2017/2018 onwards and therefore chooses NOT to opt out of the scheme.

2.7 Grants – An update report from the Scouts regarding their Jubilee Wood camp project between Green Lane and Biss Woods was circulated recently and will be added to our web-site.

3. PERSONNEL

3.1 Leavers

Liam Milburn, Sports Coach left on Monday 14th December

Amy Knowland, Leisure Services Administrator left on Friday 18th December.

Lee Mounty, Sports Coach Team-leader left on Friday 18th December.

3.2 Starters

Christina Connor – Leisure Services Administrator, full time, started 4th January 2016

Richard Rees – Sports Coach 30 hours a week, started 11th January 2016

Sam Smith – Sports Coach 30 hours a week, started 11th January 2016

3.3 Job Evaluation – South West Employers completed the Job Evaluation 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. Most of the changes have been incorporated into the budget.

3.4 LGA leadership development training event - As Trowbridge is one of the first LGA associate members from NALC's super council network, the Mayor is to attend a 2 day training event in Coventry from 10th – 12th March 2016.

4. SERVICES

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

4.1.1 Museum Project – the Museum Curator, Clare Lyall was pleased to receive confirmation from the Heritage Lottery Fund that we have secured a first round pass (£100,000) for our Expansion Project – Onwards and Upwards. We have now entered the Development Phase of the project which will see us complete all of the statutory requirements such as planning permission and RIBA stage 2 for the architectural elements. Our full grant request was for £975,000 and we expect to make our round 2 submission in 2017, leading to a delivery/construction phase from early 2018 to 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 which will fund borrowing of over £400,000

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

4.2.1 Sports Pitches Project – We are progressing negotiations on the purchase of additional land at Devizes Road now that further S106 funding has been received by Wiltshire Council.

4.3 DIRECT SERVICES – The committee next meets on 23rd February.

4.3.1 Civic Centre – The Civic Board next meets on 9th February 2016.

4.3.2 Town Park – We are developing a Park Management Plan to identify further opportunities for maintenance priorities and improvement.

4.3.3 Storage Facility at St George's Works – The owner's agents have received a positive response from Wiltshire Council to their pre-application enquiry. We are now awaiting detailed proposals from the agents for the alternative access into the storage area from the end of the post office yard access road, which will also provide a better access route for construction vehicles to the St George's Works redevelopment site.

4.3.3 Smoke-free play areas – Wiltshire Council are supplying signs for smoke-free play areas, in accordance with the adopted policy of the Town Council that children's play areas are designated smoke-free. We have asked Wiltshire Council to provide us with 80 to 100 signs, which will be sufficient to attach to all entrances for the 26 children's play areas and Multi-Use-Games-Areas (MUGA) in the town. Most of these are owned by Wiltshire Council but will be considered for asset transfer to the town council once the boundary issue has been resolved, so the town council will make appropriate arrangements for installation.

4.3.4 CCTV (AGENDA ITEM 10) - Following recent power cuts our CCTV system has experienced failures, whilst we are not sure if there is a direct connection between the power cuts and failure of the system and we are undertaking investigation through our contractors and insurers, to ensure necessary public protection we need to replace some of the hardware at a cost of up to

£10,000. Whilst some of this can be covered from budget the committee needs to approve expenditure greater than budget. **RECOMMENDATION:**

That in order to maintain public protection the Head of Direct Services is authorised to purchase replacement CCTV control equipment funded from reserves up to a maximum of £10,000.

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 produced the winter magazine ready for distribution. The next edition will be published in the Spring, based upon quarterly issues.

6. TOWN DEVELOPMENT – Committee meets on 26th Jan and 16th February.

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 - mrmultd.co.uk/index.php/projects/cradle-bridge-retail-and-leisure-development
Marks & Spencer Food, Toby Carvery, 150 parking spaces, two retail units and a footbridge to St Stephen's Place is now under construction.

Bowyers – Morrisons are in discussion with a preferred bidder for a mixed use development.

County Hall East – Demolition work has now commenced on the site in Bythesea Road.

6.2 Housing – The following major sites are under development with houses for sale.

H9 Southview Park wainhomes.net/developments/Southview+Park+-+Trowbridge/

H11 Castle Mead persimmonhomes.com/castle-mead-2206 Leap Gate - W Ashton Rd link now open. Eastern extension application due following recent presentation at the Civic Centre.

H8c The Pastures abbeynewhomes.co.uk/PASTURES%20Trowbridge/home.html

Baron's Park, Green Lane 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 is being assessed. The Town Council responded with particular issues relating to cycle and pedestrian routes. An application for 120 homes on a small area of the strategic site off Drynham Lane (East of railway) by Wain Homes has been refused.

Former District Council Offices, Bradley Road – now for sale.

www.rightmove.co.uk/property-for-sale/property-52305502.html;jsessionid=F5B960418BC80FD348A95015BB92576A

6.3 Wiltshire Local Development Framework

6.3.1 Housing Site Allocations Plan – The process will recommence and include a full public consultation by Wiltshire Council in 2016. The Town Clerk has held further meetings with the proposers of the Elm Grove Farm site off Drynham Lane.

6.4 Bus Services – The Town Council has written to the Wiltshire Clinical Commissioning Group and the Royal United Hospital Trust, Bath asking them to provide an appropriate level of funding in partnership with Wiltshire Council to ensure that the Connect 2 (Hopper) service continues in 2016 and the long term. A reply from Brian Stables (RUH) has been circulated.

6.5 Business Improvement District – Workshops to present the BID to town centre businesses are being held at the Civic Centre on 14th and 15th January. This will be the start of the official BID campaign, which is due to go to ballot in May/June and if successful would then commence later in the year. Each business will be provided with clear information setting out how much they would

pay and what the BID would pay for and invest in. The ballot will be conducted by the Electoral Reform Society.

7. TROWBRIDGE PARTNERSHIPS

7.1 Transforming Trowbridge (AGENDA ITEM 11) – transformingtrowbridge.org.uk

Transforming Trowbridge has for many years focussed on regeneration of town centre sites and economic development, bringing together councils, businesses and others, with Wiltshire Council providing administrative and officer support. Wiltshire Council withdrew support in 2014, but the partners believed that there was a need to continue. Whilst the focus remains economic, it has drawn on links to other aspects which influence and are influenced by the economy such as Leisure, Culture and Education. At the same time TCAF ceased their more wide-ranging brief due to the loss of their Wiltshire Council funding, and as a result incorporated some of this activity within the new Transforming Trowbridge group. Transforming Trowbridge appointed Jeff Ligo (former Chief Exec of West Wilts DC) as its chairman and has retained representation from a range of businesses and other partners during a year of re-establishment and refinancing. Wiltshire Council has now agreed to provide £2,000 and this has been match funded with contributions from local businesses of £5,000 which Transforming Trowbridge has asked is supplemented by funding from the Town Council. The Town Projects budget (as detailed in 8.1.2) can support this. They are working to support the town council's boundary proposals, recognising that if Wiltshire Council is not going to promote Trowbridge as a place to do business then a town council for all of the town, including the White Horse Business Park, the employment allocation at West Ashton Road and the new commercial element of the Ashton Park Urban Extension should be included in the town boundary. The owner of White Horse Business Park, Tony Barker is a member of the group. The money will be used to cover reasonable expenses of the group, undertake promotional activity and reinvigorate the web site, which is being passed across by Wiltshire Council. Their next meeting is on the 21st January at Apetito. **RECOMMENDATION:**

That the town council provides funding of £2,000 from the 2015/16 Town Projects budget to Transforming Trowbridge.

7.2 Trowbridge Community Area Future (TCAF) <http://tcafuture.wordpress.com/> Lindsey Millen and Julie Baptista are the TCAF officers. The proposed budget for 2016/2017 retains a cash contribution of £7,100 in addition to in-kind contribution of accommodation etc. TCAF will be bringing forward a proposal to demonstrate how it will deliver in 2016/17 with reduced grant income. This will be based upon working closely with the Area Board, Community Area Manager, Youth Services and the Town Council to address priorities identified in the Joint Strategic Assessment and in particular in localities in the 10% (Studley Green) and 20% (Seymour/Adcroft and Longfield) most deprived communities nationally. The grant will be released to TCAF this year, subject to satisfactory agreement on the work programme and overall funding plan.

7.3 Trowbridge in Bloom – (AGENDA ITEM 12) – the group has been facilitated by TCAF during 2015, with grant support from the Town Council. Following discussions with members of the TiB committee we are proposing that we make a direct cash grant to the TiB committee in 2016/2017 to support their activities in addition to providing meeting room space, printing facilities and a contribution towards holding the Awards Evening at the Civic Centre. The cash grant would be used by the TiB committee to support the work of other groups related to horticultural excellence and environmental improvement in the town as well as to support their own costs.

RECOMMENDATION:

That the town council provides funding of £4,000 from the budget in 2016/2017 to Trowbridge In Bloom to support their independent administration and to provided them with the resources to offer grants to partner organisations which offer horticultural excellence and environmental improvement in Trowbridge.

7.4 BA14 Culture – The cultural coordinating group continues to meet with representation from Trowbridge Museum.

7.4.1 Trowbridge Arts – The Council provides a grant to Trowbridge Arts to support their activities and the Trowbridge Arts Festival. trowbridgeartsfestival.co.uk/events.html

7.4.3 Town Hall Trust – Has now approved the way forward for the building as a professional Arts Centre, they have recently opened a retail outlet.

7.4.4 Bridge House – Professor Anita Taylor has received permission for partial conversion to residential, arts workshop and education space. Prof. Taylor has agreed to become chair of the BA14 Culture group.

7.4.5 ARC Theatre, Trowbridge College – Rich Wigley is the new Theatre Manager, which is again providing a venue for professional performance as well as for community groups. I have asked BA14 Culture to make links with the ARC through Rich and Jill Foreman the Tutor.

7.5 Chamber of Commerce – Emma Roberts is President of the Trowbridge Chamber.

7.6 Cockhill Solar Farm Community Fund (AGENDA ITEM 13) - Wiltshire Community Foundation (WCF) have now confirmed receipt of the first year's contribution from the owners of the solar farm. WCF will receive £15,000 per annum for 25 years up-rated annually by the UK Retail Prices Index. There will be £13,500 (after admin charges) in the first year to be distributed to applicants from Trowbridge. It is proposed that applications for grants of up to £3,000 will be invited, with the potential that WCF could supplement this from their other funds. Whilst formal decisions will be made by the WCF main grants panel, they will be based upon recommendations received from serving town councillors, appointed each year. Communications will all be undertaken electronically. The Council needs to appoint these councillors to advise the WCF on distribution of the funds. **RECOMMENDATION TO FULL COUNCIL:**

That the Council appoints a panel of three members to advise Wiltshire Community Foundation on the distribution of the Cockhill Solar Farm Community Fund.

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 14th January at County Hall. The Community Area Web Site is at www.trowbridge.ourcommunitymatters.org.uk The Community Engagement Manager for Trowbridge is Mary Cullen.

8.1.2 Community Area Transport Group (CATG) – Met on Monday 14th December

20mph Zones, College Estate - The Town Council has committed a contribution of £1,250, subject to a decision from Selwood Housing to make a contribution in 2016.

Cycle Path, Wingfield Rd - The Town Council has 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 funding coming from Wiltshire Council's major project fund.

Dropped Kerb, Green Lane – The Town Council has committed £1,000 to match fund this.

This leaves £3,000 in the Town Projects budget for 2015/16, allowing the committee to make a contribution of £2,000 to Transforming Trowbridge as indicated in 7.1 above.

Waiting Restrictions - The Town Development Committee on 26th January will prioritise all requests including Residents Parking Zones and identify a top ten list to be progressed by CATG/Highways Network Management.

Freight Management – As it appears that no further weight restrictions or other freight management changes are being considered automatically following the opening of the Hilperton Relief Road (Elizabeth Way) and the introduction of two way traffic to Hill Street/Upper Broad Street/Conigre is some time off the CATG in considering a number of potential locations in the community area has prioritised the following two: Seymour Road and The Down/Islington.

8.1.3 Local Youth Network – Sarah Holland, Wiltshire Council’s Youth Network Officer is working with groups to identify service gaps and projects which may apply for grants. The LYN Management Group is recommending approval for a number grant application including ones from Active Trowbridge and the Skatepark group supported by TCAF to the January Area Board.

8.1.4 Trowbridge Area Wellbeing Centre (Campus) – The Working Group is progressing discussions on options and timetable.

8.1.5 Market Towns Network – The last meeting was held in the Civic Centre on 16th September. Next meeting is in Melksham on Thursday 28th January.

8.1.6 Asset & Service Delegation – Discussions are on hold as far as Wiltshire Council is concerned until progress with the package for Salisbury has been concluded and as far as the town council is concerned until a positive decision on the Community Governance Review is reached. We have expressed a wish to consider the potential transfer of car-parking, recreation grounds, open spaces, children’s play areas and bus shelters. With a positive boundary review decision we would be able to take on management of assets and services and invest in these services.

8.1.7 Children’s Centre’s – Wiltshire Council is now proposing to retain both Studley Green and Longmeadow buildings to be operated as a single Children’s Centre. This still appears to provide significantly greater levels of funding to Chippenham and Salisbury, despite them having lower level of deprivation.

8.1.8 Wiltshire Good Neighbours Scheme – Wiltshire Council has announced that they will be providing this funding via Area Boards from 2016, rather than via Community First.

8.2 Police and Community Safety – Inspector James Brain reports regularly to Full Council.

8.2.1 Public Spaces Protection Order (PSPO) – Wiltshire Council has worked 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; prohibition of urinating and defecating in public and also limitations on consumption of alcohol in public (including the park and recreation grounds). The proposal is that the restrictions should apply to the area covered by the current DPPO with the addition of Studley Green. The alcohol restrictions will include no-alcohol consumption in public places between 9pm and noon each day.

8.3 Wiltshire Fire & Rescue – Further information is available in their QM magazine and www.wiltshire.gov.uk/qm . Merger with Dorset commences on 1st April 2016, however the Call Centre remains at Potterne House.

8.4 Health Services – No information on likely construction of the new Bradcroft surgery.

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

8.6 Trowbridge Drop in Centre for the homeless - On 26th November, the Drop in Centre previously run by ‘Action on Homelessness’ and then by ‘Alabaré’, closed due to the landlord wishing to sell the property. ‘Breakthrough Trowbridge’ has taken over running the activities. A temporary venue, provided by the Salvation Army on Castle Street opened on 30th Nov each Monday & Tuesday 10.00–13.00hrs. Suitable premises in the town are urgently required to allow this vital service to continue. This Re-Sited Drop-In Centre will be known as ‘Breakthrough Trowbridge Drop in Centre.’ If you would like to make a donation, help in any way or would like further information, please contact Rev. Barrie Dearlove, dearlove_12@hotmail.com

8.7 Care Quality Commission – The Care Quality Commission (CQC) is now carrying out the final stage of consultation on its strategy for 2016-2021. The 2016-21 strategy will set out their proposals for developing the way they work to make sure they are flexible and responsive to the changing health and social care landscape, and continue to serve the interests of people who use those services. Following the publication of the strategy consultation document on 11 January, they will be seeking the views of members of the public and representatives from public organisations at

a number of events including on Wednesday 27 January (1-4pm) at Bristol. Visit their event page for more detail <http://www.cqcstrategy-publicevents.glasgows.co.uk/>.

9. CIVIC & DEMOCRATIC ACTIVITIES

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

Tuesday 12 th January	Policy & Resources
Tuesday 19 th January	Full Council
Tuesday 26 th January	Town Development
Tuesday 2 February	NO MEETING
Tuesday 9 th February	NO MEETING
Tuesday 16 th February	Town Development
Tuesday 23 rd February	Direct Services
Tuesday 1 st March	Policy & Resources

9.2 Dates for your 2016 diary:

Trowbridge Civic Dinner – Saturday 5th March

Raising the Commonwealth Flag Ceremony – Monday 14th March at 10am

Annual Town Meeting and Town Gathering – Tuesday 12th April

Trowbridge Civic Service – Sunday 17th July

Trowbridge In Bloom Awards evening - Thursday 22nd September subject to date of SWIB Awards Remembrance Sunday – 13th November 2016.

9.3 CIVIC AWARD 2016 (AGENDA ITEM 20) - The committee will consider nominations received and make a recommendation to Full Council.

9.4 Twinning

9.4.1 Leer/Germany – Letters of invitation to the Mayor’s Civic Dinner have been sent to the Mayor of Leer, and the Chairman of the Trowbridge/Leer Partnerschaft Verein. Meetings have taken place between members of Dorothy House and the Mayor and Chairman of the Trowbridge/Leer Twinning Association with a view to making a link with Hospice Huus in Leer. The AGM is to be held on Friday 18th March 2016 at 7pm.

9.4.2 Charenton/France – via the Secretary of the Trowbridge/French Twinning association, our Mayor was able to express the sadness and sympathies of Trowbridge Town Council to all victims and their families, following the terrorist attacks in Paris on 13th November 2015. The AGM is due to be held on Friday 4th March 2016 at 7.30pm – venue tbc. 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

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

Local Youth Network Management Group Record

Trowbridge and Wider Area

Area	Trowbridge				
Date	17/12/2015	Times	6 – 9pm	Venue	Civic Centre, Trowbridge
Present	<p>Elena Pullen – Youth Chair Sarah Holland – Community Youth Officer Mary Cullen – Community Engagement Manager Hayleigh Bell – Leisure Manager – Town Council Lindsey Millen – TCAF Cllr Dennis Drewett – Area Board representative Carrie Creamer – WYAP</p>				
Apologies	<p>Lance Allan – Town Clerk – Trowbridge – Acting Chair Matthew Till – Police Laura Pictor – Engagement Officer – Selwood Housing Simon Partington – Police Tracey Sullivan – Arts Director Elena Pullen – Volunteer Young Person Alf Moreton – North Bradley</p>				
Agenda Items					
1	Welcomes and Apologies				
2	Introductions to the group for Elena Pullen – New Youth Chair (to be supported by Lance Allen and Community Youth Officer)				
3	Grants Awards – Process / Scoring / previous bids				
4	Recommendations				
Decisions					
1	Introductions and apologies were conducted and detailed above.				

2	The LYN Meeting agreed the minutes for the last meeting which have been circulated In the last area board meeting.
3	Discussion was had around “conflict of Interest” in regards to bids outside the meeting and during the meeting. As the Trowbridge LYN MG Group have a substantial amount of funding, where all bids that have been submitted could easily be funded there is no reason for any conflict at this stage, so all organisations on the LYN MG Group are able to score other people’s bids. However they are not allowed to score their own bid or be in the room during the decision process. When the funding allocation is lower than the amount of bids submitted, any member of the LYN MG Group who has submitted a bid will not be able to score in that round of bids.
4	There were two previous bids with additional information that needed to be decided on and three new bids, therefore it was agreed that the meeting would focus on the bids for this meeting.
5	All the bids, scoring sheets and additional information have been emailed to all members of the Local Youth Network Management Group (LYN MG) and a full discussion was entered into with all the bids submitted. All bids had been scored by the members of the group who attended the meeting and one member who was unable to attend sent their scores in advance of the meeting. All 5 bids have received a recommendation from the LYN MG, full information attached to these minutes.
Recommendations to Area Board	
1	ID – 169 – Chambers of Commerce - WOW – Preparing for the world of work - £5000.00 (See below)
2	ID 170 – Chambers of Commerce – Create Energy – Release your Potential - £5,000.00 Decision – Both these bids came from the same organisation, all members felt that the two bids were extensions of the one bid and felt that the two projects could easily be joined together, as a result they felt that the Teenage Market development bid should be recommended for funding and the WOW – Preparing for the world of work could be linked to this project. Enough further information was given on how this meets a percentage of young people in the Trowbridge Community. All members could see the benefit of this project.
3	ID 173 – TCAF - Trowbridge Skate Park Development - £4720.00 Decision - This bid has taken a long time in finally being submitted and all members of the LYN MG Group felt that the work the young people involved showed their involvement in the project. Lindsey from TCAF left the room for the decision of the bid to be decided, as she is directly working with the group and has voting rights on the LYN MG Group. The young people have shown that they are committed in moving this activity forward and have gathered signatures for a petition from young people to show there is a need to develop the skate park in Trowbridge. It was evident that this is only the start of this project and they will be seeking further funding to support this huge project.
3	ID 179 – Active Street Football – Trowbridge Sports Forum - £7910.00 Decision – This bid has been submitted by Hayley Bell under Active Trowbridge, however her account is under the Trowbridge Sports Forum. Hayley left the room whilst her bid was discussed to allow others to talk freely and without any confirm of interest. Consultation for and against this activity were sort from young people and the areas in Trowbridge that would benefit from this project. Super output areas were identified as well as other areas. This bid is higher than the standard bid however the LYN MG group felt that the level of needs warranted the additional costs. Additional evidence has been requested to be submitted to the Trowbridge Area Board and if approved by them will be requested before funding is released.
4	ID 180 – Olympic Play Days - Trowbridge Sports Forum - £5000.00

	<p>Decision – A second bid has been submitted by Hayley Bell from Active Trowbridge. Again Hayley Bell left the room whilst this bid was being discussed and a recommendation decided upon.</p> <p>This project is an extension to an already existing event held in Trowbridge Park. This element however has never been a part of the planned activity due to lack of funding. Hayley Bell is providing proof that this project would add to the event and give an area designated just for young people, giving them positive activities for the day and information about getting involved in positive activities in the future. This information will be presented to the Trowbridge Area Board along with the LYN MG Recommendations.</p>		
Actions			
1	To clarify the rules to funding bids and “conflict of interest” rules, update the Early Help team to the rules Trowbridge LYN MG Group have adopted.		
2	To receive the additional information from Hayley Bell – Active Trowbridge		
3	Once recommendations have been given to the Trowbridge Area Board, all applicants are notified and grant funding allocated if applicable.		
4	Invite new young people to become members of the Trowbridge Local Youth Network MG Group – CYO to set up a training day with the New Youth Chair.		
Date of Next meeting:		17 th February 2016 – 6-8pm – Trowbridge Civic Centre	
Notes Taken By:	Sarah Holland	Position:	Community Youth Officer

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**Trowbridge Area Board Campus Working Group TABCWG
Report to the Area Board January 2016**

Meetings with other providers

Members of the TABCWG have met with other providers and tried to gain responses to the questions generated by the group

- Meeting with Places for People
They have been given notice that their contract will end in March 2018. They do not expect any extension. They confirmed that the leisure facilities overall make a profit and subsidise facilities in neighbouring community areas. They also shared views on those facilities that were particularly economically viable e.g. fitness, swimming lessons. They confirmed the creation of a central leisure facility in Trowbridge was logical and needed. Combining this with health provision would be in line with current thinking. They do not expect the new 24-hour gym to have a major impact upon their financial viability.
- Meeting with Louie Cary Head of Leisure Services
LC confirmed the termination of the contract for PfP. All leisure facilities except Trowbridge would be taken in-house from 2018. As the Trowbridge project is part of economic regeneration LC has had little to do with it. Leisure Services now operate under Public Health so the link between health and leisure is sensible. LC confirmed that provision in Trowbridge does subsidise adjacent areas. LC also expressed views on which aspects were likely to be most sustainable going forward.
- Housing there is no proposal at present for any housing on the East Wing site
- Use of County Hall by other partners such as CAB. No decision has yet been made on this.

Third Meeting 22/12/15

- Clearing of east Wing site
Clearing of the site has begun with the demolition of the temporary accommodation. The contract to demolish East Wing itself has not yet been let and is not due to be completed until the end of March. This is 3 months later than the group had been led to believe.
- Health
The CCG are so concerned about the lack of progress that they have commissioned their own options assessment to consider other alternatives. A joint facility on the East Wing site would be their preferred option but the lack of progress means building on the Cricket Ground is likely to be their first choice. It would be ironic to lose the chance of joint provision having waited for health to come on board.
- Prioritisation of the working proposal
Using the information from the 2012 survey and that from leisure providers the group has gone back and prioritised the leisure element of the proposal. Without more clarity from WC on its plans for CH it is not yet possible to do this for the community aspect.

Terms of Reference

Drafted and awaiting final approval.

Colin Kay
January 2016

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Wiltshire Council

Trowbridge Area Board

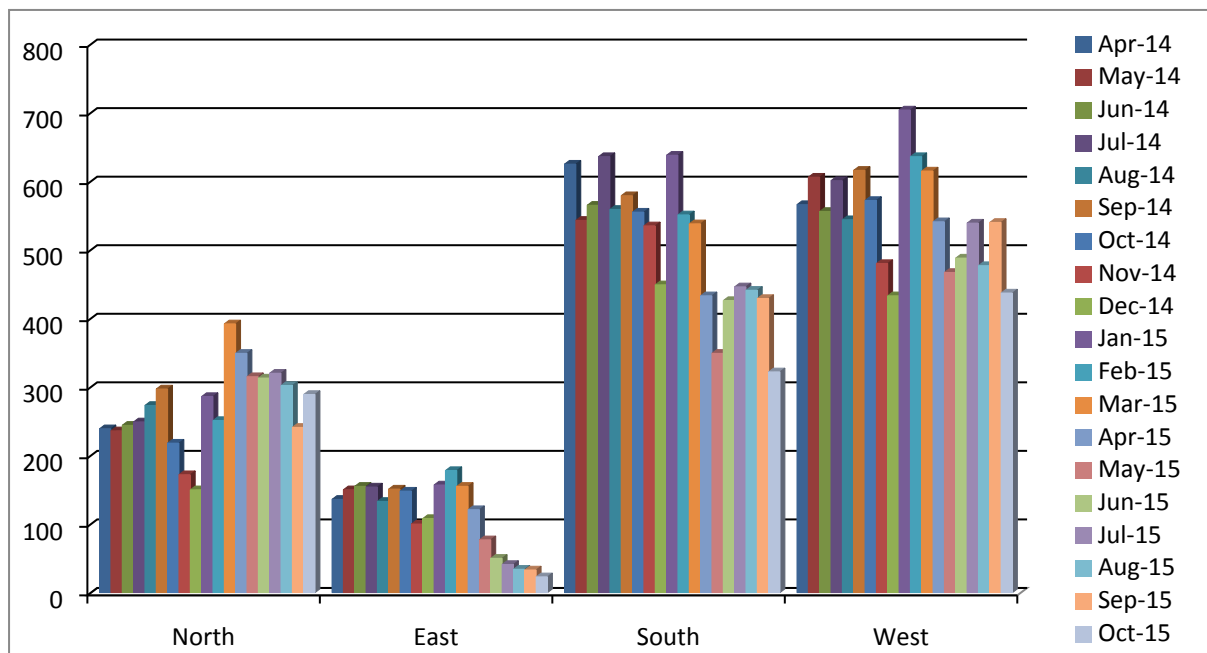
14 January 2016

Homelessness Briefing

Housing Options Service

Housing Options runs three housing advice hubs across Wiltshire based in council offices at County Hall in Trowbridge, Monkton Park in Chippenham and Bourne Hill in Salisbury, with the service based at County Hall being the busiest of the three over the last year. All three offer a free drop in advice service to fulfil the Council's statutory responsibility to provide advice and assistance to those at risk of homelessness.

Footfall across Hubs – 2014/15 Financial Year



In the last financial year (2014/2015) the 7 front line housing advisers making up the Trowbridge Options Team dealt with 6,929 housing related enquiries ranging from advice around eligibility for the housing register, giving advice and support to tenants served with notices or excluded from family homes due to a breakdown in their relationships, support to those unable to live in their home due to the risk of domestic abuse or advice to those seeking a transfer from their existing properties for whatever reason.

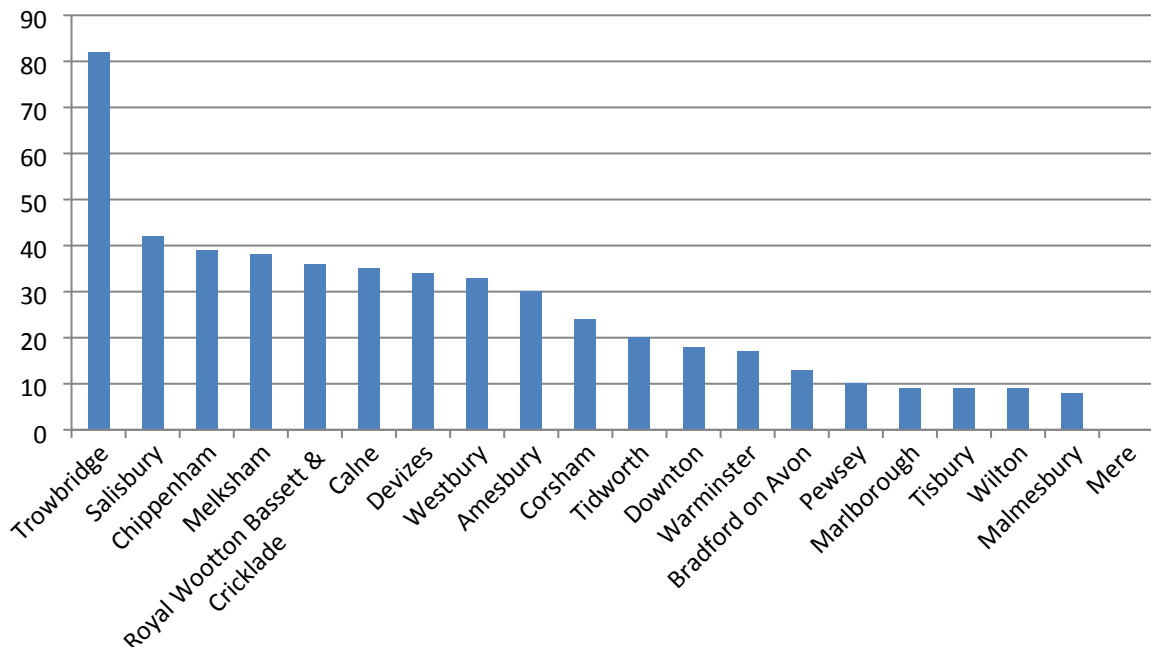
For the first 6 months of 2015/16, we have seen a small drop in footfall as officers have proactively worked to reduce repeat visits and to engage with customers in other ways, such as email and smart phone, which matches the customer's desire

for a flexible and customer focussed service. We have, as a result, seen 3,052 clients in the first 6 months of the current financial year at County Hall.

The housing market remains difficult with a constriction of the private rented sector as landlords seek to maximise rents above what benefit dependent tenants can afford and we have seen, nationally as well as locally, many landlords no longer wish to take on tenants who are reliant on housing benefit. The loss of an Assured Shorthold Tenancy remains both nationally and locally, the single biggest reason for homeless and Trowbridge is no exception. Nationally 31% of homelessness results from the loss of these tenancies but in Wiltshire it is 36%, indicative of the lack of suitable and affordable private rented stock across the County.

The forthcoming freezes to working age benefits/tax credits and the roll out of Universal Credit is likely to increase this trend and the Options Team work proactively to build relationships with local landlords and offer them incentives to work with customers whom we are supporting. As well as a Wilts let Bond scheme to help tenants to afford the financial start up costs of a new tenancy, we are able to offer help to landlords to quickly resolve housing benefit problems and a point of contact for ongoing tenancy issues. We hope to build on this work and ensure that Wiltshire landlords will continue to work with us to help those at risk of homelessness.

The chart below shows the numbers of high risk families likely to be negatively impacted on by the main welfare changes outlined in the recent budget and Autumn Statement.



Despite the proactive work of the Housing Options Team, at the current time 45% of the County’s homeless approaches are via the Trowbridge hub, the single largest of all three hubs. In the first 6 months of the current financial year, this amounted to 101 households who made homeless applications to Wiltshire Council at Trowbridge with an acceptance rate of 80%. We recognise that homelessness brings with it a measure of disruption and upheaval inherent in “being homeless” so advisers do

work hard to manage the expectations of families and also to support them as much as we can.

Where possible, we are looking to prevent household becoming homeless and we achieved this successfully for 157 households in Trowbridge alone in the first 6 month period of 2015. This is better for individuals, to create the stability on which employment, health and education opportunities arise and also for families who have stability of settled living. Housing impacts much wider than just our team as successful outcomes impact on health and wellbeing, crime figures, educational attainment and employment opportunities amongst other areas.

Rough Sleepers

Each local authority has to make an annual estimate or count to Communities & Local Government (CLG) of rough sleepers identified in its district. Last year we estimated that Wiltshire had 9 rough sleepers. This year we have a figure of 23 identified rough sleepers across the County, with 3 of these in Trowbridge.

We have, over the last year, established a much more robust multi agency approach to identifying and engaging with this difficult and hard to reach client group and will continue to do so. A number of those identified have had accommodation secured for them or been offered accommodation but chose to remain or return to the streets. Substance misuse is an underlying problem and we are working with partner agencies and the NHS to support individuals to address these issues as a first step towards moving on. Wiltshire Council also has plans in place to safeguard those who are sleeping rough during the coldest nights by ensuring that accommodation is available for them. Again, this gives us the opportunity to engage them in looking at longer term solutions which is a process rather than one conversation.

Wiltshire Council has also recently collaborated with the NHS and Julian House to fund a new Trowbridge supported housing unit for individuals suffering from drug and alcohol misuse and this will help further address this intractable issue into the future.

The previous day service provided in Trowbridge by Alabare has recently closed, however the Drop in service has continued due to the support being provided by Rev Barrie Dearlove who was the volunteer Chaplain at the previous day service run by alabare. He has managed to continue with a similar service as alabare did in a temporary location at the Salvation Army in Castle Street, Trowbridge and it has been renamed as Breakthrough Trowbridge.

The drop in is open on a Monday and Tuesday from 10am – 1pm.

Supported Housing

Wiltshire Council continues to fund a number of projects across the County to enable people who are not yet ready to manage independent living to gain the necessary skills to do in a planned way. These will be skills around managing a tenancy, seeking and securing employment to fund future accommodation needs, as well as cooking, cleaning and money management skills so that they can live and sustain accommodation.

As Wiltshire Council looks to manage its own resources more efficiently, however, we are also asking this of our supported accommodation partners and have introduced more effective monitoring and accountability for projects to achieve sustainable outcomes and practical move on plans for individuals.

In Trowbridge itself, there are a number of schemes which our Housing Options Team can refer suitable clients to as part of looking at housing solutions that are right for them:

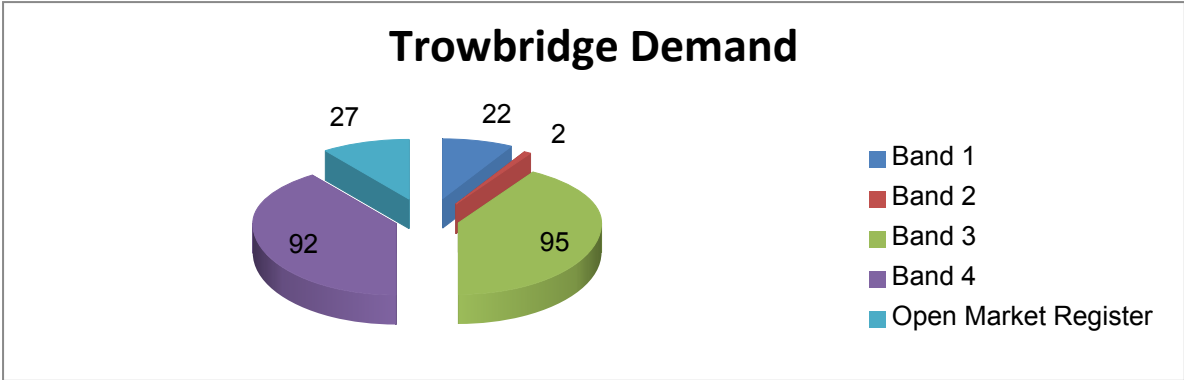
<u>Name</u>	<u>Type of Accommodation</u>	<u>Ages</u>	<u>Level of Support</u>
Acorn House	Dry House (Alcohol rehab)	18yrs plus	High
Amber Foundation	Supported Shared Housing	17yrs - 30yrs	Med/High
Stonham	Ex-Offenders	18yrs plus	High
The Orchards	Supported Housing Scheme	16yrs - 25yrs	Med
Drinkwater Court	Supported Housing Scheme	16- 21 yrs	Low/Medium
Newburn House	Mother & Baby Units	16-24 yrs	Med
West Wilts Womens Refuge	Refuge		Women Only
Towpath House	Care Leavers	16-19 yrs	High
Rowan House	Supported Housing Scheme (MH)	18-65 yrs	Medium

Using these schemes has helped the Housing Options Team prevent homelessness for 75 individuals across Wiltshire in the 2015 financial year to date and all the schemes we work with are linked to specific housing advisers who visit and work with residents to ensure that viable move on options are in place at the appropriate time.

Housing Register

On 9th December 2014, Wiltshire Council introduced its new Allocations Policy after substantial consultation with other agencies, housing providers, the public, elected representatives and Area Boards. The new scheme was aimed to focus on delivering local homes for local people, manage the expectations of applicants and cut down the waste in administering a register where huge numbers of Applicants had little or no housing need. By adopting a new scheme, it meant resources could be focussed on those in the greatest need and processes streamlined to manage waste.

The Housing register at the end of 2015, 238 have indicated a preferred area of Trowbridge in which to live. Of these applications, 50 are existing tenants looking to transfer and 188 are looking to secure social housing for the first time. Interestingly, 53 of those on the new register have never placed a bid and we will be picking this up at their annual renewal to understand why. In terms of banding and demand, the 238 are broken down as:



Wiltshire Council continues to work with the housing providers to ensure that the housing stock in Wiltshire is of the right type and in the right place but we have much better information to work with to achieve this moving forward.

We have also been able to use the new streamlined housing register to prevent homelessness more effectively. In general terms, household stay in temporary accommodation on average less as they are prioritised for re-housing and have less competition for permanent allocations.

Currently 51% of all our homelessness preventions are achieved using the housing register to source suitable alternatives for those at risk. Targeting housing in this way further helps the Council meet its objectives of creating sustainable communities and prevent household actually becoming homeless. We are able to negotiate with landlords to allow for a smooth transition for customers from one accommodation into settled living which again reduces stress, costs and benefits the community as a whole.

James Cawley, Associate Director, Adult Care Commissioning and Housing

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Report to	Trowbridge Area Board
Date of Meeting	14/01/2016
Title of Report	Community Area Grant funding

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	56,599.00	0.00	13,043.26	
Current balance	32,155.00	1,500.00	79,607.81	
Balance if all grants are agreed Jan 2016	30,285.00	1,500.00	52,027.81	

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: Rainbow Early Years Project Title: Rainbow Early Years New External Door Secure Key entry View full application	£950.00
Applicant: The Learning Curve (Voluntary Sector Development) Project Title: Catering equipment for healthy cooking sessions View full application	£920.00

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

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

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

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. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
1616	Rainbow Early Years	Rainbow Early Years New External Door Secure Key entry	£950.00
Project Description: The current door needs updating to provide a more secure entrance/exit for staff and children. It leads into a sensory room and therefore requires it to be secure and safe for children.			
Input from Community Engagement Manager: The application meets the Community Grants criteria. Rainbow Early Years is a not- for- profit organisation being a pre-school and registered charity (no 1016250).			

The application is for Capital expenditure in order to enhance security at the premises.
Proposal That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
1509	The Learning Curve (Voluntary Sector Development)	Catering equipment for healthy cooking sessions	£920.00

Project Description:

After having consulted with the community we have identified a need to run healthy cooking sessions to help give local people the skills and confidence to prepare healthy fresh food for themselves and their families. Priority will be given to young parents and those whose needs have recently changed through bereavement e.g. widowers who have never cooked before or life changing illness/disability.

Input from Community Engagement Manager:

Members requested further information regarding this application which was deferred from the last area board.

Specifically, members requested information as to the financial support or other contribution Selwood Housing was making to the scheme. Members also queried whether The Learning Curve were eligible to apply for a Community Area Grant as they are part of the Selwood Housing group structure. Further information on these points is provided below.

Selwood Housing has committed to pay £60,000 to The Learning Curve for the development and delivery of new courses in the community. These courses are open to all residents, not just Selwood Housing tenants. The Learning Curve proactively targets the most vulnerable in our communities through our networks with referral agents in addition to our varied marketing activities. The £60,000 provides a major contribution towards the salaries of the teaching staff delivering these courses. Selwood Housing is also providing support in the form of free use of local venues and assistance with production of a new course prospectus to promote the new courses. This funding is allowing us to offer a broader range of courses, including new programmes responding to identified local needs, and one to one careers advice sessions in the community.

The Learning Curve needs to raise additional funds to cover capital costs, such as new equipment, as well as running costs, consumables and accreditations.

With regard to the legal position, advice was sought from Wiltshire Council Legal services department and the following guidance provided

‘After considering the documentation you sent through, we can see no reason why a grant cannot be awarded to the Learning Curve, despite it being part of the Selwood Housing Group. Whilst The Learning Curve is controlled by Selwood Housing it is a registered charity in its own right and is a separate organisation.

Further, Learning Curve have stated that they remain financially independent of Selwood and can raise their own funds for learning activities that do not form part of the wider Selwood funds.

Therefore on this basis the Learning Curve's grant application should be assessed as any other grant application would'.

Proposal

That the Area Board determines the application.

No unpublished documents have been relied upon in the preparation of this report.

Report Author:

Mary Cullen

Community Engagement Manager

01225 718608

Mary.Cullen@wiltshire.gov.uk

Grant Applications for Trowbridge on 14/01/2016

ID	Grant Type	Project Title	Applicant	Amount Required
1616	Community Area Grant	Rainbow Early Years New External Door Secure Key entry	Rainbow Early Years	£950.00
1509	Community Area Grant	Catering equipment for healthy cooking sessions	The Learning Curve (Voluntary Sector Development)	£920.00

ID	Grant Type	Project Title	Applicant	Amount Required
1616	Community Area Grant	Rainbow Early Years New External Door Secure Key entry	Rainbow Early Years	£950.00

Submitted: 08/12/2015 13:03:23

ID: 1616

Current Status: Application Appraisal

To be considered at this meeting:
14/01/2016

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?
Rainbow Early Years New External Door Secure Key entry

6. Project summary:
The current door needs updating to provide a more secure entrance/exit for staff and children. It leads into a sensory room and therefore requires it to be secure and safe for children.

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 0PS

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

Children & Young People

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

08/2015

Total Income:

£151760.36

Total Expenditure:

£151577.67

Surplus/Deficit for the year:

£182.69

Free reserves currently held:

(money not committed to other projects/operating costs)

£30309.00

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

This is held as a contingency fund for existing financial commitments to be put aside as payment in the event of any sudden closure for the setting.

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

10b. Project Finance:

Total Project cost		£950.00		
Total required from Area Board		£950.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Door				
Equipment and	950.00	n/a	yes	0.00
installation				
Total	£950			£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?

The room located inside the new door is a sensory room dedicated to encourage learning for young children and those with special requirements. It is a safe place for children to learn and develop their motor skills and therefore requires a safe exit to the premises in the event of an emergency. The existing door is old and requires a new better suited door to be used in the setting.

14. How will you monitor this?

No monitoring required as this is for the benefit of the setting as a whole

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

n/a

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

n/a

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.

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.

1509	Community Area Grant	Catering equipment for healthy cooking sessions	The Learning Curve (Voluntary Sector Development)	£920.00
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Submitted: 11/10/2015 21:06:38

ID: 1509

Current Status: Application Appraisal

To be considered at this meeting:

14/01/2016

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?

Catering equipment for healthy cooking sessions

6. Project summary:

After having consulted with the community we have identified a need to run healthy cooking sessions to help give local people the skills and confidence to prepare healthy fresh food for themselves and their families. Priority will be given to young parents and those whose needs have recently changed through bereavement e.g. widowers who have never cooked before or life changing illness/disability.

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 9HS

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

Health, lifestyle and wellbeing

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

07/2014

Total Income:

£1441209.00

Total Expenditure:

£1562179.00

Surplus/Deficit for the year:

£120970.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

After a challenging couple of years we are now focusing on rebuilding our reserves to a level appropriate for an organisation of our size i.e. to cover three months running costs. Whilst our auditors have confirmed we continue to be a going concern based on our joining Selwood Housing Group as a subsidiary which happened in August 2015 our priority is to stabilise by rebuilding reserves and diversifying our income streams. Our draft accounts for year ending 31/15 have not been audited yet but the trial balance shows a small surplus indicating that we are improving our financial position. Until we have rebuilt our reserves we do not have funds available for capital purchases.

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

10b. Project Finance:

Total Project cost		£920.00		
Total required from Area Board		£920.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
Chefs knives in roll x 4	240.00			
Set coloured chopping boards x 8	120.00			
Reference books	45.00			

Set of pans x 4	120.00	
Grater x 4	36.00	
Assorted utensils	100.00	
Assorted baking trays tins	120.00	
Crockery	65.00	
Cutlery		
Kettle	30.00	
Mixing bowls	44.00	
Total	£920	£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?

We aim to change the lives of disadvantaged people through providing accessible learning in our community. Our beneficiaries have complex needs and include long term unemployed people with disabilities including mental health needs young parents ex-offenders and those with poor level of educational attainment. We conducted a survey in August 2015 in Wiltshire which shows demand for healthy eating courses in particular for people who have to change their cooking habits to adjust to a change in personal circumstances such as bereavement a health condition or new family. This need has also been highlighted through feedback from hospital nurses who have recently contacted us with regards targeted courses for people with heart conditions or who have experienced a stroke. Teaching people to cook and improve their own and their families diet and wellbeing fits with Wiltshire’s Joint Health Wellbeing Strategy 2015-18 in particular in terms of promoting healthy lives by encouraging communities families and individuals to take on more responsibility for their own health addressing obesity and the wider determinants of health e.g. social isolation and poor educational attainment. Our courses bring people together and enable people to gain skills confidence and qualifications - this links to the NHS Steps to Wellbeing by providing opportunities to be active and connect. According to the Gov. Healthy Weight Healthy Lives 2008 there’s a dramatic reduction in time spent preparing family meals with over reliance on ready meals high in sugar fat and salt particularly in priority cluster families. The report cites main barrier to producing home cooked healthy food as parent’s lack of knowledge skills and confidence. Our established relationships with children’s centres and other networks enable us to target priority families. We plan to focus on launching healthy cooking courses in Trowbridge because our survey showed a local demand and because it addresses issues in the Trowbridge Joint Strategic Assessment 2011. Trowbridge has the highest proportion of obese reception age school children across all Wiltshire. The Trowbridge Joint Strategic Assessment also pinpoints low levels of education training and skills. We intend to run the courses in Studley Green - the most deprived LSOA in Wiltshire. We have experience delivering healthy eating courses in Swindon where we received funding from Swindon Borough Council to deliver accredited

healthy eating courses for the past 3 years including Jamie Oliver Award in Home Cooking Skills Levels 1 and 2. Of 62 learners who enrolled in our home cooking courses in 1415 all successfully completed the qualification. Here are some of their comments I love cooking now and my children really enjoy home cooked healthy food from young parent. It's the first certificate I've ever got from 47yr old learner. We have also tailored specific healthy cooking courses to different disadvantaged groups for example an informal Come Dine with Me style course held at a women's refuge and a course for a stroke rehabilitation group who had lost the use of one arm. We intend to bring this expertise to launch a new suite of courses in Trowbridge including short taster sessions accredited courses and tailored courses for groups with specific health needs and those who are recently bereaved and cooking for the first time. The courses will provide progression for people who have completed our young parent's courses as well as attracting new learners to return to the classroom and take positive steps to improve their skills and health.

14. How will you monitor this?

Historically we have measured this by learner satisfaction surveys monitoring success rates and retention data case studies reviews with commissioners and focus groups which will continue to be a part of our monitoring process. Going forward we also intend to use the HACT social impact tool which is already used by our parent charity Selwood Housing to demonstrate the added value of our work. Satisfaction on our healthy eating courses in Swindon is 100 and over 90 across all provision. We ask learners to evaluate how courses have led to improving specific skills. We analyse learner success progression rates by difference programme to pinpoint areas of best practice and for improvement. Analysis informs our quality improvement and staff development plans. E.g. we identified that learners with mental health issues were not achieving as highly as others so we invested in mental health training for practitioners to help them to better support learners. Similarly we pinpointed learners with dyslexia were underperforming therefore we purchased specialist resources which enabled them to succeed.

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

The equipment that we intend to purchase with this grant will be used for future courses this year and in years to come. In terms of wider running costs for these courses we intend to use funding from Selwood Housing to deliver tenant training and or SFA Community Learning funding to cover staffing costs. However we need to be able to purchase capital items to get these courses started.

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

To get this project running we will also need to cover staffing costs and ingredients. We have managed to source a venue Peoples Place for which we will not incur any rental costs. We will use funding from Selwood Housing to put on courses to meet identified training needs within the communities they operate. This funding does not extend to covering capital costs hence why we are making this application to get the equipment we need to be able to start delivering these sorts of courses.

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.

Report to Trowbridge Area Board
Date of meeting 14th January 2016
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
Chambers of Commerce	£5000.00	The LYN felt that this application had a huge cross over between the previous funding applications and felt that both of these bids could easily be linked together in one project. As a result the LYN MG Group is not making a recommendation for funding this project.

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 for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

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 Grant 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.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
ID 169	Chambers of Commerce – Mrs Emma Roberts	WOW – Preparing for the World of Work	£5000.00
<p>Project description</p> <p>This project is for young people wishing to become their own boss or an employee and to gain valuable understanding of the working world. The project will involve a series of active workshops accompanied by a workbook that will cover several different topics (Team building, Leadership, Managing a business, Becoming your own boss and many more). Young people will learn value techniques around interview skills and given opportunities with local businesses, gaining valuable experiences in the world of work. The project plans to work with other organisations in the Trowbridge area including schools and incorporate the programme into the extended curriculum helping the young people involved to receive a skills qualification by taking part. The project aims to incorporate the Arts festival, Trowbridge Arts and the Teenage Market as areas for volunteering for young people who participant in the project. This project aims to be a young person led project.</p>			
<p>Recommendation of the Local Youth Network Management Group</p> <p>This bid was submitted in October however the LYN felt there was not information given for a recommendation to be made at that time. Since this time the project has been re-read and discussed at the latest LYN MG Group and all members felt that this funding bid crossed over with their second funding application, as are result they felt that the two bids could and should be joined together. This one seemed aimed at the more practical side of an educational based learning rather than just a non-formal positive activity for young people.</p>			

No unpublished documents have been relied upon in the preparation of this report

Report Author Name, Sarah Holland – Trowbridge Community Youth Officer
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Report to Trowbridge Area Board
Date of meeting 14th January 2016
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
Chambers of Commerce	£5000.00	The LYN MG Group felt that this project showed a clear link to supporting the young people of Trowbridge Community area and the benefits of this project. After a reason networking event in one of the secondary schools there was a clear interest in this project. This LYN recommends to the Trowbridge Area Board to support full funding for this project.

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 for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

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 Grant 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.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
ID 170	Chambers of Commerce – Mrs Emma Roberts	Create EnergyRelease your potential	£5000.00
<p>Project description</p> <p>This project is to help young people aged 13 – 26 (special Needs) who wish to set up their own business and gain an understanding of the benefits and pitfalls in doing this. They will use the existing Teenage Market in Trowbridge town to use as a pilot for this project. There will be several events linked to this project including a Dragons Dungeon event, similar to the hit Dungeons Den TV show, various presentations and events involving business people, helping young people to again valuable experience and a celebration evening at the end of the project.</p> <p>The project aims to help increase young people volunteering in businesses in the local community and help build better relationships within the whole community. The chambers of commerce will be working in partnership with several organisations in Trowbridge to help with the success of this project.</p> <p>This project will be a youth led project and designed to ensure young people are at the centre of the programme design.</p>			
<p>Recommendation of the Local Youth Network Management Group</p> <p>This bid was submitted in October however the LYN felt there was not information given for a recommendation to be made at that time. Since then the CYO has received substantial information from the Chambers of Commerce and backed up consultations with young people to show there is a need for this style of project in Trowbridge.</p> <p>That the application meets the grant criteria and is approved for the amount of £5000.00, subject to the following conditions:</p>			

- 1) To give the reasons for the workbooks, making sure this is a positive activity for young people using non-formal education rather than formal education.
- 2) Out of the 59 students who signed up to the system on the 15th December, how many wished to hold a market stall.
- 3) To gain a 25% increase in market sellers with in the 13-19 year old age range.

No unpublished documents have been relied upon in the preparation of this report

Report Author Name, Sarah Holland – Trowbridge Community Youth Officer
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Report to Trowbridge Area Board
Date of meeting 14th January 2016
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
Trowbridge Community Area Future (TCAF)	£4720.00	The LYN MG Group have supported the work the CYO, and Lindsey from TCAF have done in supporting this group of young people to finally submit a funding bid to move this development forward. The young people have shown dedication in providing the information to support the need to re-develop the existing skate park and provide a positive activity for the young people of Trowbridge. The LYN would like to recommend the Trowbridge Area Board support this funding bid to the full amount.

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 for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

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 Grant 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.
9. **Applications for consideration**

Application ID	Applicant	Project Proposal	Requested
ID 173	Trowbridge Community Area Future (TCAF)	Opline – Trowbridge Skate Park Development	£4720.00
Project description			
<p>This project started around 6 months ago, trying to find out the needs of the young people of Trowbridge and why and how they should re-develop the existing skate park. The young people feel there is a lot of work to be done but the initial areas they would like to fund is to help raise awareness of the skate park and the development of it. The young people wish to host a competition / Jam session at Trowbridge Skate park, to help raise awareness of the re-development of the existing skate park. In order for the group to be able to do this they feel they need to secure new bins, provide a seating area for people whilst watching the competition, helping to prevent young people using the actual skate park to sit on. They would like to re-design the graffiti on the skate park, bringing in a professional artist to help support all young people who wish to get involved to participant in the final design and finally they would like to see a sign detailing the rules of the skate park, to ensure that all users are aware of the rules. The young people involved have been supported in visiting several other skate park sin the local area and further afield and these are all elements they wish to bring from these skate parks and feel will support this as a positive activity for the young people of Trowbridge. Finally the young people would like to work with the Town Council to help with</p>			

the maintenance of the Park, which will help them to build relationships and take responsibility of the work involved in repairing and looking after the skate park. All the young people are aware that further funding for the full re-development is not there but all members are willing to be involved in moving this forward.

Recommendation of the Local Youth Network Management Group

The LYN MG Group feels this is a good project and shows that the project idea has come from young people with the support of local organisations. The total project is fairly large and additional funding is needed therefore doing the project in small steps helps to keep the young people interested and shows movement to their plans.
Full recommendations for the entire amount asked to be funded.

No unpublished documents have been relied upon in the preparation of this report

Report Author Name, Sarah Holland – Trowbridge Community Youth Officer
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Report to Trowbridge Area Board
Date of meeting 14th January 2016
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
Trowbridge Sports Forum – Hayley Bell - Active Trowbridge	£7910.00	The LYN feel that this is a good project and the organisation has made sure that it is meeting the needs of young people from the Trowbridge Area. A full consultation has been completed to ensure that the areas wishing to participant in this project have been included. It meets the needs of the JSA and the Needs Assessment for Trowbridge as well as providing a positive activity for a full year for young people. The LYN would like to see this funding application supported upon receipt of some additional information.

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 for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

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 Grant 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.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
ID 179	Trowbridge Sports Forum – Hayley Bell – Active Trowbridge	Active Street Football	£7910.00

Project description

Active Trowbridge have entered into a consultation with the young people from the local school to see whether they would still like to have a Active street football project in their local area. The consultation showed that a substantial number of young people from the super output areas of Trowbridge would like to see this and would get involved. Other community areas in Trowbridge have also been highlighted which will extend the project to meet the needs of young people. The project will be to run a year term time football coaching project to help build relationships within the local community by using football as a tool and getting the police and the PCSO's involved to help build relationship between young people and the police. Football training sessions will run once a week for 13-18 year olds in their local community. (areas identified are Studley Green, Longfield, Paxcroft Mead, Bradley Gardens). Every month 7 members of each of the groups will come together to participant in a football league where prizes will be awarded. The league will take place in Trowbridge Park in Active Trowbridge inflatable football pitch and bubble football. The 7 players will rotate each month to be fair to all members of the project. Transport will be provided by

Active Trowbridge if needed to ensure all young people can participate in this activity. All coaches will be Level 2 FA coaches and this project will give all participants the opportunity to progress to get involved in a football club and or take their football careers forward with football scouts visiting the activities over the course of the year.

Recommendation of the Local Youth Network Management Group

The LYN are in Full support of this funding application, for the full costs requested. They felt that although this is a huge amount of money the cost for a full year with the amount of young people in Trowbridge it would support and raise confidence to them would be worth the additional finances. The questions raised by the LYN for Hayley to submit before the Trowbridge Area Board on the 14th January 2016 are as follows:

- The reasons why two funding applications were submitted in the same funding round by Active Trowbridge? Why not wait until the last round of funding in February?
- How would Active Trowbridge monitor and evaluation the project? The application was not clear on this element of the bid.
- Finally to re-check the financial requirements for the budget

Hayley is aware of these questions that need to be answered and taken to the Trowbridge Area Board.

No unpublished documents have been relied upon in the preparation of this report

Report Author Name, Sarah Holland – Trowbridge Community Youth Officer
Tel: 07880488473 Email: sarah.holland@wiltshire.gov.uk

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Report to Trowbridge Area Board
Date of meeting 14th January 2016
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
Trowbridge Sports Forum – Hayley Bell - Active Trowbridge	£5000.00	The LYN are aware of this event happening in Trowbridge Park every year. However this existing event already secures all the budget the Town council can offer to fund this event. This event is an extension to the existing event in Trowbridge park and provides a Teen Zone. This is an element which would help to engage young people in Positive activities and provide them with sign posts to other opportunities in and around Trowbridge Community. The LYN feel this is a worthwhile event to support and give their full recommendation for the full grant funding.

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 for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

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 Grant 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.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
ID 180	Trowbridge Sports Forum – Hayley Bell – Active Trowbridge	Olympic Play Day	£5000.00
<p>Project description</p> <p>Next year the Town Council will be putting together an Olympic themed event in Trowbridge Park, an event of this type happens every year, however there is no area outlined only for young people during this event. This has been an element that has been missing from the structured event however the financial means has not been then to change the format. The JSA highlights Health of children and young people which this project would help to improve. The event targets all areas of Trowbridge and surrounding villages identified super output areas which are classed as one of the ten areas of deprivation in the UK. The evidence gathered identifies that the need for youth events is much needed. Although the events will also impact on other areas which are based in lower super output area. There is clear evidence that the outlined project would benefit these areas and raise self-esteem and confidence. It is essential we help to provide a youth element to the day to help to build the community element and help to build relationships between the different communities within</p>			

Trowbridge. We can use this day to gather additional information in consulting with our key partners and help to find exit routes for these young people and showcase local opportunities available to them. The project that has been identified my Active Trowbridge and evidence gathered by consultation with young people. Within the Teen Zone area will be a Mobile Zip Wire, Action Sports tour, Gaming Truck, 50m Water Slide, Free Fall Stunt Activity, Spider Mountain and various other inflatables available to Active Trowbridge.

Recommendation of the Local Youth Network Management Group

The LYN MG Group gives their full recommendation to fund the whole of this activity for young people in the Trowbridge Community area. There was an additional request from the LYN MG Group asked from Hayley to give to the LYN MG Group if the Trowbridge Area Board agreed the funding. This was as follows:

- To provide statistics to show the need for this event for young people in Trowbridge extending beyond the 104 already obtained
- The extent of this information seemed small for an event that has previous run without this element. Hayley has vocally explained that during past events there has been a high level of 13-19 years old attending this event and wanting something added for their age group. This event has never had the money to be able to extend this request due to the financial costs incurred. Hayley is happy to give additional evidence to support the need for this development to the current event.

Hayley is aware of this question and is happy to answer and give full statistics at the Board if needed or after if the funding is agreed on the 14th January 2016. Funds will not be released until information is received and checked via email with the LYN MG Group.

No unpublished documents have been relied upon in the preparation of this report

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Present:

	Item	Update	Actions and recommendations	Who	Priority Level
1.	Apologies				
2.	Notes of last meeting	Agreed			
3.	Current/Ongoing Schemes				
a)	Hilperton Road, Trowbridge Pedestrian crossing survey to be repeated after opening of relief road.	Pedestrian crossing undertaken in the busiest zone there was 46 crossings.	Circulate results- so board can make decision	KR	
b)	Parsonage Road, Paxcroft Mead Pedestrian and vehicle survey on hold until development complete	On hold until completed			
c)	Dropped kerbs, Green Lane, Trowbridge PW to update	Money previously agreed, PW has advised to go ahead if wanted			
d)	Frome Road, Southwick – village Gateway Detail design ongoing	Works ordered – awaiting programme date from contractor			
e)	Maple Grove, Trowbridge –	White bar markings may be installed	To approve £300		

	Keep Clear Markings	across driveways at an estimated cost of £300. This could not be undertaken until next financial year			
f)	4066 – Speeding, Norris Road, Hilperton Request for traffic calming	Norris Road is not a through route – no further action recommended			
g)	Hoopers Pool, Southwick Request for warning signs, direction signs and verge repair	Further investigation and consultation with local member on necessity.	Take solution to parish council	HP	
h)	Lambrok Road – Wingfield Road Cycle scheme Substantive funding awarded subject to additional investigations	Topographical survey ordered to allow design work to commence	Investigate if community infrastructure would agree to contribute	HP	High
i)	West Ashton – traffic calming Proposal with parish council for discussion	KR met with RC to discuss proposal. £15,000 in total, proposed that the CATG give 50%	£8000 max funded to be taken into consideration next financial year		
j)	Leap Gate, Paxcroft Mead Request for crossing near bus stop close to Parsonage Road	It is recommended to hold the pedestrian survey until the new road is in use in order to get a full understanding of the situation SA Suggested a few improvements to be made in Paxcroft	KR and SA to meet to investigate	KR	High
k)	Bradley Road, Trowbridge – Vehicle speeds and	Metrocount undertaken and results received. The 85 th ile speed recorded	KR to send results to Mr Wells	KR	

	difficulty crossing near Aldi Metrocount requested	as 31.8mph suggesting a well-respected speed limit. Previous investigations have found the provision of a crossing to be unfeasible. 1600 vehicles a day going through Bradley Road full traffic count purposed			
l)	Silver Street, Trowbridge – inconsiderate parking blocking the road	Potential to prevent blue badge holder parking by implementing a loading restriction on Silver Street however this will have a negative impact upon retail premises	Police to comment	Police	
m)	Church Lane, North Bradley & College Road, Trowbridge – 20mph Speed Limit implementation	No Action	KR to chase Sellwood Reallocate £1500 as Parish Council not proceeding	KR	
n)	Various Locations, Trowbridge – Waiting restriction review	TTC have been advised to prioritise schemes for implementation to be fed back to Network Management Team	LA to send prioritised list to members EC to raise with group leaders	LA EC	
4	New issues submitted to CATG				
a)	Issue 4328 – Innox Road Trowbridge – Lack of parking for residents		JK to relate to central locality team	JK	
b)	Issue no 4314 – Delamere Road, Trowbridge – High Levels of parking/traffic	White lines outside peoples driveways	Investigate	KR	
c)	Issue no 4291 - Mortimer Street, Trowbridge – removal of refuge/keep left bollard		Investigate island	KR	

d)	Issue 4251 – Netwown, Trowbridge – 20mph speed limit request		To advise at next meeting	JK	
e)	Prospect Place, Trowbridge – request for pedestrian crossing near surgery	No futher action			
5.	Other agenda items				
a)	Police will no longer be attending CATG however will still be sent agenda and previous notes so will advise on any comments				
b)	HP to write to Cllr Whitehead regarding democratic services presense				
c)	Freight Management: SD to send presentation shown to members Top 2 Freight management are: <ul style="list-style-type: none"> • Seymour • Islington Review traffic levels on County Way and traffic lights on Longfield KR to gather data on traffic flows				
d)	GT change timings of meetings back to 10:30am				
e)					
6.	Date of Next Meeting				
	15 th Feb Longleat Room CH				

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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 **£1150**

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 **£8300** as detailed in the table above.

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