

Town Clerk's Report 27th April 2016 to Policy & Resources Committee 3rd May 2016

1. POLICY

1.1 Community Governance Review (CGR) – The public consultation meeting will be held on Wednesday 11th May at 6.30pm at County Hall. A meeting of the panel with the Trowbridge area parish and town councils was held on Tuesday 26th April. In addition to three members of the panel, out of the potential five parishes which could be affected by the Trowbridge boundary change proposals, only West Ashton had representatives at the meeting. A map summarising the Trowbridge Town Council proposals is appended at the end of this report.

John Watling at Wiltshire Council reported the following on 22nd March:

I am writing to update you with progress on the CGR, and to set out the next steps. We are still planning on having everything resolved by October 2016, in order to ensure that the changes are in place for the 2017 Unitary and Parish elections.

I am very pleased to say that the Council has approved the appointment of external help with the CGR, in the form of John Quinton, former Head of Democratic Services at the Council. John has been briefed on all the issues and has just started working for us. For correspondence purposes, Ian Gibbons and I will remain the main contacts.

John Quinton (JQ) will be handling the Salisbury, Trowbridge and Box/Corsham schemes.

In order to meet the timescale associated with council meetings, we will be consulting on the three areas to be handled by John Quinton throughout April and part of May, with a view to reporting to Council on 12 July, and letters will be sent to residents as appropriate. We will not be considering any more new schemes.

A decision at the meeting of Wiltshire Council on 12th July will allow for the legal orders to be in place by October, so that the full implications can be included within the budget for 2017/18, providing Trowbridge Town Council and others a level of financial certainty which has not been possible for some years, following the introduction of the Localisation of Council Tax Scheme and the prolonged consideration of the CGR by Wiltshire Council.

1.2 Neighbourhood Plan Hilperton & East Trowbridge (AGENDA ITEM 7) – Notification was received on 12th April that the Steering Group working on developing a Neighbourhood Plan for Hilperton would like to include parts of Trowbridge within the area for their plan, to be then known as the Hilperton & East Trowbridge Neighbourhood Plan. This would require the approval of Trowbridge Town Council. The areas they are suggesting cover the east side of Wyke Road, the north side of Victoria Road, with Albert Road and Middle Lane and the south side of Hilperton Rd including The Beeches, Halfway Close, Kenton Drive, Pepperacre Lane and Ravenscroft Gardens. I have suggested that the Town Council would want to see justification as to why; the west side of Wyke Road with Hayes Close and Withy Close is not also included; the south side of Victoria Road with Ragleth Grove and Victoria Gardens is not included and the remainder of Paxcroft Mead is not included. I have also suggested that the town council would wish to see advice regarding the position of an unadopted Neighbourhood Plan if a boundary change takes place.

RECOMMENDATION:

That the Town Clerk is delegated to agree an appropriate boundary, based upon the inclusion of whole streets, adjoining cul-de-sacs and linked estate roads if the Hilperton Neighbourhood Plan Steering Group agree to include East Trowbridge.

1.3 Free Parking Days (AGENDA ITEM 8) – Wiltshire Council has confirmed its policy to offer each town the equivalent of two free days' worth of parking in council car-parks, which can be divided into smaller portions of the total spaces across a greater number of days, by the town



council. Trowbridge is therefore allocated 1546 free day spaces. Given the timescales, officers have requested that Armed Forces Saturday 25th June 2016 be allocated as a free parking day in the following car-parks: Bradford Road (24), Broad Street (33), Lovemead (165), Court Street (78) and Church Street (36) sub-total 336 day spaces. The committee is asked to approve the action of officers. The committee is then asked to consider approving Active Trowbridge Play Day on Saturday 16th July as an additional free day in the same five car-parks, sub-total 336. In addition we have negotiated with the Carnival Committee that Court Street car-park is made available for the fun fair on Carnival procession weekend of Friday 21st and Saturday 22nd October, sub-total 156. The committee is asked to approve this. A further two days in the five car-parks listed above would then be available to allocate for Christmas Lights switch on Saturday and one other Saturday in December, sub-total 672. It would be appropriate to consult with the Chamber of Commerce and The Shires, before confirming these additional two days. If all of these are allocated it totals 1500, leaving 46 unallocated.

RECOMMENDATION:

That the committee approves the allocation of Saturday 25th June 2016 and Saturday 16th July as free parking days in the Bradford Road, Broad Street, Church Street, Court Street and Lovemead car-parks, making all council car-parks free of charge on these event days.

That the committee approves the allocation of Court Street car-park for two days for the Carnival fun fair on Friday 21st and Saturday 22nd October 2016.

That the Town Clerk consults with the Chamber of Commerce and The Shires regarding the allocation of two further days, one for the Christmas Lights switch on and one for a Saturday in December.

1.4 Business Improvement District (AGENDA ITEM 9) – Following the last Full Council meeting on 15th March at which it was suggested that no independent businesses would be represented at the BID Task Group meeting being held on 16th March, the Town Clerk reported that four independent businesses were represented at that meeting. Since then the Task Group appointed a new Chair, Tracy Parker from Leykers Coffee Central.

At a meeting held on Friday 15th April chaired by Cllr Fleur de Rhe-Philippe and attended by representatives from Salisbury and Chippenham BIDs, Officers of Wiltshire Council, Tracy Parker, David Baker (Trowbridge Chamber of Commerce), Edward Kirk (TBAG) and the Town Clerk, Wiltshire Council have decided to postpone further activity on the Trowbridge BID until the Autumn. The important activity to be undertaken in the meantime will be to consult with businesses about their wishes for the future of the town.

Trowbridge Town Council has an excellent track record of supporting the town. The Town Council's key decisions; to support investment in the rebuilding of the Civic Centre and support growth of the town; together delivered a very strong message to developers that Trowbridge was a fantastic investment opportunity. This resulted in the re-development of St Stephen's Place, after a 20 year wait, and now the former Peter Black site, bringing new retail and leisure investments to the town. The Town Council can ensure that these investment opportunities continue; by sending out a further positive message for the next stage of the development of the town;

- Supporting growth of housing and businesses in the town
- Supporting the expansion of the Museum,
- Supporting the provision of additional sports pitches, and
- Supporting the development of a Health & Well-being campus.

All of these are partnership developments, but we should not ignore our existing town centre which continues to thrive, despite the growth of internet shopping and other competitors. Trowbridge can go backwards to the good old days when everyone came to the town by bus, the town had a cattle market, a brewery, a pork pie factory and numerous dark satanic mills, or it can embrace the reality



of 21st century change and grasp the opportunities that are presented to a wonderful town, in a great place to develop sustainably for the future.

RECOMMENDATION:

That the Policy and Resources Committee notes the decision of Wiltshire Council to suspend activity of progressing the Trowbridge BID during the Summer and recommends to the Town Council at its meeting on 17th May that no decisions on the BID should be taken by the Town Council until the BID process has recommenced.

2. FINANCE

2.1 Policy & Resources –April 15 – March 16 Year End (AGENDA ITEM 15)

	Actual Budget	Variance	
	<u>£000</u>	<u>£000</u>	<u>£000</u>
Gross Expenditure	447	501	54
Income	7	5	2
Net Expenditure	440	496	56

The budgeted net expenditure for the year was £496k and included £30k for reserves with the actual net expenditure at £440k which was £26k under budget excluding reserves.

Democratic Services CC401 was £7k under budget for the year with savings on salaries of £6k and TCAF/TIB was £5k under budget. Publicity/Marketing (RACS) costs were (£4k) over budget.

Mayor CC402 despite the cost of the civic dinner being over budget the total net expenditure was under budget which mainly due to savings on Town Gatherings, Mayor's Budget and Twinning. The mayor's budget includes £740 of actual costs from the previous year.

Grants CC403 Overall grants were £4.2k under budget, mainly due to Historic buildings.

Projects CC404 Projects spending was £6k under budget and included contributions to Transforming Trowbridge £2k and Keates Close Street Lighting.

Establishment CC 410 the actual net expenditure was £180k which was £7k under budget excluding reserves and was mainly due to savings on salaries on statutory maternity pay. Printing and photocopying costs included the magna carta promotion.

2.2 Full Finance Summary 2015 – 2016 Provisional full year figures are reported below. Final figures will be presented to Council on 28th June with the Annual Return.

Museum 101 net expenditure was on budget. Magna Carta exhibition costs of £3k matched by grant income. Museum project (102) costs of £66k were funded from earmarked reserves.

Leisure Services 265 net expenditure was (£40k) over budget, Magna Carta net costs were (£21k) of the total. Income from coaching was (£14k) down, but overall income (excluding Magna Carta) was £15k ahead of budget. The outdoor gym cost £29k which was funded from grants.

Establishment 401-410 net expenditure was £26k under budget which was mainly due to salaries savings £16k and projects £6k.

Direct Services 505-526 net expenditure was £23k under budget. TIC salaries were over budget due to long term sickness. Park net costs were over budget due to backdated water charges, but were more than offset by savings on Recreational areas, CCTV, Repairs, Christmas Lights, General Salaries, and additional income. Capital costs included the new spring rider in the park playground, the park lighting upgrade funded by Wiltshire Council and the FOTP and the refurbishment of the Christmas lights funded by the Area Board.

The Civic Board 601-602 total net expenditure was (£58k) over budget with the increase in the level of events. The net cost of the civic building came in £3.5k over budget with the increase in the maintenance costs and the AWP refurbishment costs which was partially offset by utility savings. The net expenditure for the venue area was (£57k) over budget. Salaries were over budget by



(£15k) and income from the hire of the facility and technicians was (£20k) down on budget. Publicity costs were over budget by (£4k). Ticket sales were £16k ahead of budget with the cost of entertainers exceeding budget by (£27k). The contract catering costs included invoices relating to 2014-15 of (£2.6k). Purchases included the refurbishment of chairs (£2.6k).

TOTAL Excluding the £30k budget contribution to reserves, the budget net expenditure for the year was £1492k. The actual was £1541k which was (£49k) over budget and therefore did not allow us to add to reserves as planned, being used to reduce the overspend to (£19k).

Earmarked Reserves The summary shows the budget and actual comparisons along with the reserves summary and details for the year.

Movements The reserves summary shows the opening balance at 1st April '15, movements in and out of earmarked reserves and the closing balance at the 31st March '16. The earmarked reserves total balance has decreased from £118k to £94k which is due to the Museum expansion project.

Balances Earmarked reserves closing balances are; Museum project £61k, Stallards changing room project £6k, Civic Building £20k, and Sports pitches £7k. The General Reserve moves from £205k at the beginning of the year to close at £186k.

2.3 Financial Regulations – Revisions were approved at Full Council on 15th March 2016.

2.4 Electronic Banking – This is now being implemented.

2.5 Risk and Audit Panel (AGENDA ITEM 14) – Met on 26th April (copy attached).

2.6 Community Infrastructure Levy (CIL) – A briefing meeting was held on Tuesday 5th April at County Hall, town councils expressed concern that estate management companies being set up by developers, where residents pay an annual service charge for ongoing maintenance of open space (and in some cases highways) are unpopular and that Wiltshire Council should require developers to offer open space to parish and town councils first, before setting up an estate management company. Parish and town councils can utilise CIL for a greater range of facilities and services than Wiltshire Council and receive a guaranteed 15% (25% with a Neighbourhood Plan), no receipts have been advised yet. Wiltshire Council is consulting on changes to the Regulation 123 list (of items to be funded by CIL) and changes to the Planning Obligations Supplementary Planning Document; <https://cms.wiltshire.gov.uk/ieDecisionDetails.aspx?Id=1099>

2.7 Localisation of Council Tax Support – An independent report chaired by Eric Ollerenshaw OBE, commissioned by the government has recently been published. Pages 80 to 82 include a review of the impact the scheme on parish and town councils, quoting excerpts from the submission made by Trowbridge Town Council. The word 'Trowbridge' appears ten times!

www.gov.uk/government/publications/local-council-tax-support-schemes-an-independent-review

'As Trowbridge is the home of Wiltshire Council and was impacted to the greatest extent it was involved in discussions with the Director of Finance. In 2017/18 . . . support will reduce to £0 for Trowbridge.

Trowbridge Town Council is satisfied with this scenario, it is providing certainty, allowing us to prepare budgets in advance.'

3. PERSONNEL

3.1 Leavers - Katie Wilson, Sports Coach 31st March 2016.



The position of Assistant Museum Curator has been made redundant. Katherine White's last working day will be Friday 6th May 2016.

3.2 Starters – Apprentice Sports Coaches: Sean Devereux, 25th April and Mya Wooten 1st June. We are advertising for two new 30 hours a week Sports Coaches for start date in May.

3.3 Contract changes

Richard Mills Head of Finance part-time: Mon, Tue, Weds, from June 2016 to June 2017.

Juliet Weimar: HR Officer, from 1st April.

Gemma Hanson returned from maternity leave on Monday 11th April to resume her position as part-time HR Officer, working Monday, Tuesday and Wednesday.

Ellen Ford: Civic Centre Supervisor, from 1st April.

Craig Rose was promoted from Assistant to Civic Centre Supervisor from 12th April.

Penny Taylor: Customer Services Assistant, from 1st April.

Jasmine Todd: Sports Coach, from 1st April.

Niall Bishop : Sports Coach, from 11th April.

Ben Deadman: 30 hours per week from 11th April 2016 to 31st August 2016.

Nikki Ritson Assistant Learning and Outreach Officer from 1st April.

Richard Alley, Museum Assistant (Saturdays), from 1st April.

3.4 HR Policies (AGENDA ITEM 12)

3.4.1 Child Protection Policy - The DBS self-certification form will now be required to be completed every 3 years, as opposed to every 2 years. This is in line with Wiltshire Council's guidance. changes and additions to the policy in line with new safeguarding requirements.

3.4.2 Work Experience Policy - Changes to this policy are highlighted in the circulated copies.

3.5 Job Evaluation – South West Employers completed the Job Evaluation with a pay and grading structure in July 2015. 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.

4. SERVICES

4.1 MUSEUM & TOURISM – The next committee meeting is 7th June at 6:30pm

4.1.1 Museum Project – We are appointing consultants to undertake a number of roles associated with the project. We are meeting regularly with the architects and are in discussion with our landlords via our agents to establish an Agreement to Lease, subject to certain conditions. Our development phase grant was £100,000 and our full grant request of £975,000 we expect to make a round 2 submission for in 2017, leading to a delivery/construction phase from 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 7th June 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. Once a decision on the Community Governance Review has been made by Wiltshire Council the town council will have a greater level of financial certainty, allowing progress to be made with this project and grant applications to other funders.

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

4.3.1 Civic Centre – The Civic Board next meets on 12th May 2016.



4.3.2 Town Park – We are developing a Management Plan to identify maintenance priorities and opportunities for improvements, in conjunction with the Friends of Trowbridge Park and others. Ashton Rise with a new bench seat was opened on 13th April. The Art In The Park installation was officially opened on 28th April.

4.3.3 St George’s Works – We are awaiting detailed proposals from the agents for the alternative access into the area from the post office yard access road, which will provide a better access route for construction vehicles to the St George’s Works redevelopment site in addition to an excellent and improved access to the town council’s new storage area at the back of the bandstand and also improved access for vehicles into the upper area of the Town Park for both maintenance purposes and events.

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 are compiling the summer edition for distribution in May. The final Autumn edition for 2016, due to be published in August will cover the period September to December.

6. TOWN DEVELOPMENT – Committee meets on 10th May, 31st May and 21st June 2016.

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 M&S Food, Toby Carvery, parking for 150, two retail units and footbridge under construction.

Bowers – Morrisons have exchanged contracts with a consortium; www.innoxmills.co.uk are expected to complete purchase by the end of June and make a mixed use application in 2017.

County Hall East – Demolition work is ongoing on the site in Bythesea Road.

6.2 Housing – The following major sites are under development with houses for sale or coming forward with proposals for development.

Southview Park wainhomes.net/developments/Southview+Park+--+Trowbridge/ Wain Homes’ Application for the area of the Urban Extension north of Drynham Lane is going to appeal.

Castle Mead persimmonhomes.com/castle-mead-2206 An application (16/03420/FUL) for the eastern extension has been received, equating to a further 272 new homes up to the edge of Green Lane Woods. <http://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA,862496> Persimmon also met with the town council and West Ashton Parish Council representatives recently to discuss a possible residential application for the West Ashton Road employment site.

The Pastures abbeynewhomes.co.uk/PASTURES%20Trowbridge/home.html Between this site and Ashton Road (on land within Steeple Ashton Parish) Taylor Wimpey are bringing forward proposals for a residential development of around 250 to 300 new homes.

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 centres, 2x primary schools, secondary school, ecological visitor facility, open space and A350 West Ashton & Yarnbrook improvement is being assessed. The Town Council responded with issues relating to cycle and pedestrian routes.

Hilperton Gap Framptons undertook a public exhibition at Fieldways on 16th February relating to a 210 house application submitted for land in the west of the Gap accessed off Elizabeth Way.



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

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

Charterhouse – McCarthy Stone recently held an open day at the Town Hall to provide information for the redevelopment of the site.

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 meetings with the proposers of the Elm Grove Farm site off Drynham Lane and Persimmon (see above). Taylor Wimpey have also made a presentation to the Town Development Committee.

6.4 Ravenscroft Nursing Home – A briefing from Wiltshire Council was circulated prior to Easter advising that the operators had announced that due to unsustainability, Ravenscroft Care Home would be closing.

6.5 White Horse Business Park – A Prior Approval application to convert The Pavillions to residential was made to Wiltshire Council resulting in an Article 4 Direction being issued which necessitates a full planning application.

7. TROWBRIDGE PARTNERSHIPS

7.1 Transforming Trowbridge – www.transformingtrowbridge.co.uk/ Has obtained funding support from apetito, Hitachi and BP Estates as well as Wiltshire Council and the Town Council and has established a new web-site to promote developments taking place in and around the town and promote Trowbridge as a location for businesses looking to invest. The Director is Jeff Ligo. The Town Council acts as accountable body. The only expenditure so far has been on re-establishment of the web-site.

7.2 Trowbridge County Town Initiative – The TCTI was established as a partnership between the councils and town centre businesses and business premises owners, one of their main aims was to seek the establishment of a Business Improvement District. When Wiltshire Council committed to fund the development and campaign phases to establish a BID the Initiative ceased its activities. The TCTI formally agreed winding-up at a meeting on Wednesday 20th April and will distribute remaining funds to Trnsforming Trowbridge and Trowbridge In Bloom.

7.3 Trowbridge Town Team – The Initiative was involved in discussions to establish a weekly outdoor market in Fore Street, but it was decided that a different structure was required and therefore the Town Team was established to bid for the government's Portas Pilot funding. Whilst the funding bid was not successful for a main grant they received a smaller grant which allowed the market to be established as well as a number of other projects. After the first two years of operation the market was reviewed and it was agreed that the whole market should be run by Wiltshire Council. The Town Team has continued to operate the Teenage Market and has £180.14 left in its account which is managed by the town council acting as accountable body.

	<i>Income</i>	<i>Expenditure</i>	
2012-13	£10841.79	£9045.45	
2013-14	£2600.00	£3200.99	
2014-15	£4750.00	£4267.78	
2015-16	£0.00	£1497.43	
Balance			£180.14

7.4 Trowbridge Community Area Future (TCAF) <http://tcafuture.wordpress.com/> Lindsey Millen and Julie Baptista are the TCAF officers. They are now 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 Town Council's grant will be released to TCAF this year. TCAF has recently gained charitable status to allow it to apply for grants from a range of other funders.

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

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

7.7 Trowbridge Talking News – The TIC provides a drop off point for their services. They now also have a website: www.trowbridgetalkingnews.org.uk

7.8 'The Old Cottages', Newtown – The Town Council has now submitted a planning application on behalf of Newtown Resident's Association for the conversion and extension of the Old Cottages, Newtown in order to obtain a reduction in the planning fees.

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 Thursday 12th May 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 Local Youth Network – Sarah Holland, Wiltshire Council's Youth Network Officer has been working with groups to identify service gaps and the LYN Management Group then considers grant applications. Maisy Humphrey is in the process of taking over as Chair of the group. Organisational changes to youth officer support is likely to result in further change.

8.1.3 Trowbridge Area Wellbeing Centre (Campus) – The Working Group is progressing discussions on options and timetable, with Health services wishing to make early progress.

8.1.4 Market Towns Network – Next Meeting due in July.

8.1.5 Asset & Service Delegation – Wiltshire Council have approved the transfer of a package of assets and services to Salisbury and Salisbury City Council are due to consider this in July. The town council is waiting until a decision on the Community Governance Review is reached before progressing the potential transfer of car-parking, recreation grounds, open spaces, children's play areas and bus shelters.

8.1.6 Community Area Transport Group (CATG) (AGENDA ITEM 10) – Met on Monday 18th April 2016.

20mph Zones, College Estate - The Town Council had committed a contribution of £1,250, subject to a decision from Selwood Housing to make a contribution in 2016/17. Selwood have confirmed to Wiltshire Council that they will not be making a contribution to this scheme.

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. Alternatives for this project are being progressed, following identification of parking issues.

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

Waiting Restrictions - The Town Council's top ten list, including Residents Parking Zones is being progressed by CATG/Highways Network Management, with the addition of Baydon Close.

Freight Management – Weight restrictions changes are not being considered automatically following opening of Elizabeth Way and the introduction of 2-way traffic to Hill St/Upper Broad St/Conigre is some time off, so CATG has prioritised: Seymour Road and The Down/Islington.

Cycle Path, Hulbert Close – In Paxcoft Mead at the end of Hulbert Close there is currently a dead end footway/cyclepath and on the other side of the hedgerow (which is also the boundary between Hilperton and Trowbridge is another footway/cycle path) adjoining Painters Mead. The total cost of

linking the two sections up by breaking into the hedgerow and providing approximately 8m of footway/cyclepath is £8,000. With 50% from the CATG and 25% from Hilperton Parish Council the town council is asked to make a 25% (£2,000) contribution.

	Original Allocation	Current proposal
Budget 2016/17	£10,000	£10,000
Dropped Kerb Green Lane	£1,000	£1,000
Wingfield Road Cycle scheme	£5,000	£5,000
College Road 20mph zone	£1,250	£0
Cycle Path Hulbert Close	£0	£2,000
Remainder	£2,750	£2,000

RECOMMENDATION:

That following the decision of Selwood Housing not to contribute to the 20mph zone on College Estate the Town Council withdraws its support for this scheme.

That the Town Council approves a contribution of £2,000 from the Town Projects Budget for the provision of a footpath/cyclepath link between Hulbert Close and Painters Mead, match funded by Hilperton Parish Council and CATG.

8.1.7 Weekly Market – Wiltshire Council has undertaken a survey recently of businesses in Fore Street with 70% of those responding supporting the weekly market and 40% saying that it increased their business and 30% reporting no change. The 30% reporting a poorer performance cited stall positioning as the biggest issue.

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

8.2.1 Bluez & Zuz – Wiltshire Police have confirmed that they are no longer able to continue supporting the Bluez & Zuz club evening for young people and have asked if there are other organisations which might be able to support the activity with staffing.

8.2.2 Public Spaces Protection Order (PSPO) (AGENDA ITEM 11) – Wiltshire Council working with the Town Council and other partners is proposing a PSPO to tackle anti-social activities in an area covered by the current DPPO plus Studley Green; urinating & defecating in public and consumption of alcohol in public; no-alcohol consumption 9pm to midnight & midnight to noon each day with powers for the police to limit alcohol consumption likely to result in anti-social behaviour from noon to 9pm. The cost of implementing the PSPO is £2,000 and the Town Council has been asked to make a contribution.

RECOMMENDATION:

That a decision to contribute £2,000 for the implementation of the Public Spaces Protection Order (PSPO) for Trowbridge proposed by Wiltshire Council is deferred until the Community Governance Review has been concluded.

8.3 Wiltshire Fire & Rescue – Merger with Dorset commenced on 1st April, the Call Centre remains at Potterne. Further information is available in QM magazine and www.dwfire.org.uk/.

8.4 Health Services – News on the construction of the Bradcroft surgery is expected soon.

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

9. CIVIC & DEMOCRATIC ACTIVITIES

9.1 Council Meeting Dates. Council and committee meetings for the next few months are:
Tuesday 10th May Town Development



Tuesday 17 th May	Full Council – Annual Council Meeting
Tuesday 31 st May	Town Development
Tuesday 7 th June	Museum & Tourism Committee
Tuesday 14 th June	NO MEETING
Tuesday 21 st June	Town Development
Tuesday 28 th June	Full Council Extra (Accounts)
Tuesday 28 th June	Policy & Resources (Grants)

9.2 Dates for your 2016 diary:

HM The Queen's 90th Birthday Celebrations – Sat 14 May “Street Party in the Park” (11 - 3) in conjunction with Lions May Fayre on Fore Street (10 - 4).

Armed Forces & Veterans Weekend – Saturday 25th & Sunday 26th June 2016

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

Christmas Lights Switch-on – Saturday 26th November at 6pm

9.3 Twinning

9.3.1 Leer/Germany – Chairman of the new Partnerschaft Verein, Mr Dirk Schenzer, presented Association Chairman Cllr John Knight with a new Twinning Charter at the Civic Dinner. A good link was made between Leer Hospice and Dorothy House, with members of the Dorothy House team due to visit Leer with the Association in October for the Gallimarkt. The Association AGM was held on Friday 18th March at which Cllr Knight was re-elected Chairman.

9.4.2 Charenton/France – the Mayor will host an official Civic Reception at the Civic Centre on Friday 6th May to celebrate 20 years of Trowbridge/French twinning. The reception will be attended by 21 visitors from France, including 2 Charenton councillors visiting from 5 - 8 May, and members of the Association. Secretary Liz Summerson has sent invitations to councillors to attend this event. A programme for their stay is being arranged by the Association.

Lance Allan, Town Clerk
Trowbridge Town Council,
The Civic Centre,
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01225 765072
info@trowbridge.gov.uk
[@Trowbridgegov](#)
[#DiscoverTROWBRIDGE](#)
www.trowbridge.gov.uk
www.trowbridgecivic.co.uk
www.trowbridgemuseum.co.uk





For further details, please click on links where applicable, or visit www.trowbridge.gov.uk

APRIL

27	Zumba Fitness & Shapes Slimming	Civic Centre
27	Weekly Street Market	Fore Street
27	Blood Donor Sessions	Civic Centre
30 (until 29 October)	‘Re-Imagined’: Paintings by Patrick Hallissey	Museum

MAY

1 (until 29 October)	‘Re-Imagined’: Paintings by Patrick Hallissey	Museum
2, 4, 9, 11, 16, 18, 23, 25, 30	Zumba Fitness & Shapes Slimming	Civic Centre
4, 11, 18, 25	Weekly Street Market	Fore Street
9, 16	Ginger Jive	Civic Centre
11	The Fureys	Civic Centre
12-15	HM The Queen’s 90 th Birthday Celebrations	Trowbridge Park
14	Lions’ May Fayre	Fore Street
17, 31	Blood Donor Sessions	Civic Centre
20	A Night of Dirty Dancing	Civic Centre
21	Alzheimer’s Support Fundraiser	Trowbridge Park
31	Active Trowbridge Fun Days	Southwick School
31	Active Trowbridge Soccer School	John of Gaunt School

JUNE

1 (until 29 October)	‘Re-Imagined’: Paintings by Patrick Hallissey	Museum
1-3	Active Trowbridge Fun Days	Southwick School
1-3	Active Trowbridge Soccer School	John of Gaunt School
1, 6, 8, 13, 15, 20, 22, 27, 29	Zumba Fitness & Shapes Slimming	Civic Centre
1, 8, 15, 22, 29	Weekly Street Market	Fore Street
6, 13, 20, 27	Ginger Jive	Civic Centre
10	The Magic of Motown	Civic Centre
15	Blood Donor Sessions	Civic Centre
24	Buddy Holly’s Winter Dance Party	Civic Centre
25 & 26	Armed Forces & Veterans’ Weekend	Trowbridge Park
30 (until 3 July)	Animal-Free Circus	Trowbridge Park

JULY

1 (until 29 October)	‘Re-Imagined’: Paintings by Patrick Hallissey	Museum
4, 6, 11, 13, 18, 20, 25, 27	Zumba Fitness & Shapes Slimming	Civic Centre
4, 11, 18, 25	Ginger Jive	Civic Centre
6, 13, 20, 27	Weekly Street Market	Fore Street
9	Sci-Fi Southwest 2	Civic Centre
15	Summer Dreaming	Civic Centre
16	Active Trowbridge Play Day	Trowbridge Park
17	Mayor’s Civic Service	St. James’ Church
20	Blood Donor Sessions	Civic Centre
23	The Bon Jovi Experience	Civic Centre



25 until August 26*	Active Trowbridge Fun Days	Venue TBC
25 until August 26*	Active Trowbridge Soccer School	Venue TBC
29/30	Active Trowbridge Sports Roadshow	Trowbridge Park
* Monday to Friday only		

AUGUST

1, 8, 15, 22, 29	Ginger Jive	Civic Centre
1, 3, 8, 10, 15, 17, 22, 24, 31	Zumba Fitness & Shapes Slimming	Civic Centre
5/6, 12/13, 19/20, 26/27	Active Trowbridge Sports Roadshow	Trowbridge Park
11, 17	Blood Donor Sessions	Civic Centre
21	Carnival Soap Box Derby	Castle Street
24-29	Jennings' Fairground	Trowbridge Park

SEPTEMBER

3	Medieval Market	Fore Street
5, 12, 19, 26	Ginger Jive	Civic Centre
5, 7, 12, 14, 19, 21, 26, 28	Zumba Fitness & Shapes Slimming	Civic Centre
10	Carnival Country Fare and Boot Sale	Trowbridge Park
13, 27	Blood Donor Sessions	Civic Centre
19	Carnival Quiz	Polish Club

All event information is correct as at February 24th 2016. All event dates, timings and locations are subject to change.

DISCOVER Trowbridge – a town council for all of the town.

Trowbridge has made a step change in recent years, with the town council's investment in the Civic Centre and Town Park, support for the development of new shops, the ODEON cinema and restaurants, the weekly market, new businesses and a growing population.

Trowbridge Town Council wants to ensure that this transformation continues into the future, so that together we can all deliver a sustainable town that provides a full range of facilities and services for the whole community. Trowbridge Town Council is already working with partners on plans to deliver;

- new sports pitches and outdoor leisure facilities
- improved cultural and heritage venues and activities in the Museum & Town Hall
- a new health and well-being centre and other improvements in the town centre

Trowbridge Town Council also wants to; improve our car parks, making them more affordable for people who work in the town centre and visit Trowbridge; retain our town bus services; provide better children's play areas and new and improved youth facilities including skate-parks.

Trowbridge Town Council can only do these things if areas of new development are included in the town boundary and all residents of the town make a contribution to our success.

Wiltshire Council is currently undertaking a consultation on changes to the town boundary and everyone needs to respond to the consultation. If you think that Trowbridge Town Council should continue to deliver a better place, with better facilities, paid for by all, then please;



Attend the public consultation meeting at County Hall on Wednesday 11th May at 6:30pm and tell Wiltshire Council that:

Trowbridge needs one town council for all of the town and I/we support all of the revisions to the town boundary proposed by Trowbridge Town Council.

A map showing the proposed changes to the town boundary is attached. Alternatively, please e-mail your comments to cgr@wiltshire.gov.uk

Please contact me if you have any questions, and thank you for your support.

Lance Allan,
Town Clerk
01225 765072
lance.allan@trowbridge.gov.uk

The following map uses the Wiltshire Council approved Core Strategy map as its base, with only the current and proposed town boundaries superimposed.



Inset Map 9: Trowbridge

