

Report to Area Board 13th July 2017

The Town Clerk reports every two months to the Policy & Resources Committee with an edited version presented to the Area Board. Issues included on the agenda are highlighted and normally include an officer's recommendation. Other matters are provided as report items only.

1. POLICY

1.1 Community Governance Review (CGR), Ashton Road - Steeple Ashton Parish Council support a change to the boundary along Ashton Road. The Town Council has agreed that a sum equivalent to any Community Infrastructure Levy (CIL) received will be paid to Steeple Ashton. This is one of the sites which had been subject to a planning application and is not being put forward by Wiltshire Council through the Housing Site Allocations process.

1.2 Free Parking Days – Wiltshire Council allow each town a Free Parking Day allocation equivalent to two times the number of spaces in Wiltshire Council public car-parks. Trowbridge has allocated: Saturday 24th June 2017 (Armed Forces Day), Saturday 15th July 2017 (Play Day), Saturday 25th November (Christmas Lights switch-on) and Saturday 2nd December 2017 (Christmas shopping) in the charged for car-parks. Local businesses have been advised.

1.3 Town Council Strategy 2017-2021 - The Town Council Strategy is currently being developed for final approval by Full Council. The Policy & Resources Committee discussed it on 27th June. A separate Strategy workshop is being held for councillors and officers on the evening of 11th July in the hope that the final document will be approved by Council on 18th July.

2. RESOURCES – Head of Finance, Richard Mills retired in June. On 16th May Council appointed the Town Clerk as Responsible Finance Officer (in addition to his existing responsibilities). Juliet Weimar became Head of Resources from 1st July managing the finance staff in addition to HR. Finance Apprentice, Georgia Shanahan supports production of Annual Accounts, Quarterly Management Reports and the 2018/19 Budget, prepared from October 2017.

2.1 FINANCIAL RESOURCES

2.1.1 Accounts The Town Council produces quarterly accounts (April-June, July-September, October-December & January-March), reported to each spending committee and collectively considered by the Policy & Resources Committee. The End of Year accounts for 2016/17 were signed off by Full Council on 27th June, prior to publication and external audit. Total net expenditure at the end of the year was £1,521k which was (£44k) 2.97% over budget.

Museum - Net expenditure was over budget by (£16k).

Leisure Services – Net expenditure exceeded budget by (£56k) at the end of quarter 3. Gross expenditure was (£75k) over budget, of which salaries and associated costs were

(£44k) over budget, resulting from the changes to pension enrolment and implementation of the Pay & Grading Review during the year. Total income was £21k ahead of budget.

Resources - Net expenditure was £6 under budget (see details below).

Direct Services - Net expenditure was £1k under budget.

Civic Board - Net expenditure was £22k under budget. This was mainly due to the transfer of the Civic Centre Maintenance Reserve to General Reserves.

Reserves - Following the recommended movement in Earmarked Reserves, the total has reduced from £94k to £47k. The General Reserve at the 1st April '16 was £186k. This reduces to £172k following the deficit at the end of 2016/17.

2.1.2 Council Tax – The government has now published data for all parish and town councils in England. The increase in Council Tax average 2016/17 to 2017/18 charged by first tier councils was 6.3% (Trowbridge was 3.6%). Over the period from 2013/14 to 2017/18 the total increase for England was 21.5% (17.9% in Trowbridge).

2.1.3 Grants – The Town Council has an adopted Grants Policy, reviewed yearly in line with budget setting. The Policy identifies organisations which receive annual awards and others who receive a set amount subject to application (core grants). There is also an annual budget against which other organisations can make applications, (general grants) with a deadline of 30th. On 27th June Grants were awarded to: Trowbridge Guild of Community Service £5000, Help Counselling Services £1000, Seymour Hub £1000, Larkrise Multi-Sensory Art Project £500, Wiltshire MIND £500, Citizens' Advice Bureau £5000, Trowbridge Cultural Festival of Food £500, Monday Wednesday Club £1000, Victim Support £100, Group Five £1000, Multiple Sclerosis Therapy Centre £500, Alzheimer's Support £1000, Avon Valley Runners £1000, West Wilts Special Needs Activity Scheme £500, Relate Mid-Wiltshire £575, Revitalise Respite Holidays £500 and College Estate resident's Association £100.

2.2 HUMAN RESOURCES

2.2.1 Changes to Management Responsibilities. To deliver the Strategy and as a result of the retirement of Richard Mills, the council has implemented management responsibility changes from 1st July.

Resources. Our Resources are our people and our finances. Finance falls into two areas of activity; transactions (paying bills and raising invoices) and; accounting (budgets, quarterly reports and the annual return). Lin Goodenough, supported by Elaine Perry is responsible for our transactions. The key commercial departments; Leisure Services and Civic Centre now also have their own administration staff (Christina Connor and Karen Reeves) who are responsible for ensuring financial transactions are completed and for liaising with the Finance Officer. Richard has been responsible for accounting and whilst I am taking on the role of RFO, much of the preparation of budgets, quarterly reports and annual returns will be undertaken by Georgia Shanahan. Juliet Weimar has delivered some significant HR changes, supporting department managers, as well as managing Georgia through her initial training period. Juliet becomes the Head of Resources and will be the line manager of both Georgia and Lin as well as continuing to manage HR. We will need to consider some additional part time HR support in the future.

Strategic Delivery. The Facilities Manager (Karl Buckingham) has taken responsibility for some of the other non-financial elements previously managed by Richard, such as accident reporting, procurement, asset control, insurance and risk, which sit alongside his existing health & safety, technology and project management responsibilities. The town council's relationship with Wiltshire Council will be key to delivering significant elements of the Strategy. A relationship which needs to be nurtured at different levels in both councils. Councillors and I will develop the relationship with senior directors and Cabinet members. Bill Austin has developed very good relationships with the service officers at Wiltshire Council, progressing asset and service transfers. This will take even more time and need more focus in the coming years. My own role is retitled as Town Clerk & Chief Executive and Bill Austin's role becomes Deputy Chief Executive.

Services. In addition, responsibility for Information Services and therefore line management of the Customer Services Manager (Aby Cooper) transfers to Hayley Bell, so that Hayley's role becomes Head of Leisure and Information Services. Bill Austin will retain responsibility for the Civic Centre, Facilities and Neighbourhood Services. Clare Lyall retains responsibility for the Museum Project, with Hannah Lyddy returning from maternity leave in September as Museum Manager. There will be no changes to committee structure, as Information Services, like Facilities, Finance, HR and other elements are cross-departmental and it is important that we build these cross-departmental links to ensure that managers work together in partnership, for the benefit of the whole council. Additional support will need to be considered for Neighbourhood Services, both administrative and operational, with the transfer of further facilities from Wiltshire Council.

2.2.2 New Starters

Civic Centre Supervisor - Paul Weimar

Casual Bar and Venues Assistant – Thomas Graham

Casual Sports Coaches – Jason Henley, Aaron Holloway & Chelcie Woods.

Apprentice Sports Coaches: Dean Goddard and Chelsey Murden

2.2.3 Leavers: Brendan O'Neill (Civic Centre Supervisor) left on Friday 5th May.

Aisha Baker, temporary Assistant Learning & Outreach Officer left on Friday 12th May.

Thomas Bowen Hall, Sports Coach has resigned and leaves on Friday 21st July 2017.

3.0 SERVICES - Department Managers make detailed reports to their respective committees which are published the week before the committee meeting. Trish Carpenter is the Council Secretary responsible for administering these committees.

3.1 CULTURAL SERVICES This area of service is delegated to the Museum Curator, Clare Lyall. The next Museum and Tourism committee meeting is 26th September 2017 at 6.30pm.

3.1.1 MUSEUM – Trowbridge Museum is an award-winning museum located in the Shires Shopping Centre telling the story of west of England woollen cloth manufacturing and its

influence on the town. We are seeking to expand the museum into an additional floor – see below. We work closely with The Friends of Trowbridge Museum.

Collections Management Questions were asked regarding the cost of supporting collections management to achieve the necessary standards for our forthcoming accreditation and to undertake the work associated with the project, in response to a recommendation regarding additional staff/consultant support required to complete this work. Some of the detail regarding sources of funding were not clear and the committee asked that the Policy & Resources Committee consider the matter further. **RESOLVED: That Collections Management work is enhanced through the engagement of consultant or additional staff resources. In the short term to September this will be covered from savings within the salaries budget. In the medium term; September to March, the additional cost of £10,819 will be covered from the budgeted allocation (£25,000) for Museum Projects. In the longer term (2018/19 onwards) the committee and the council will need to consider the requirements of the museum and the project set against the resources available from the budget and the project funding to meet the requirements and establish roles and responsibilities within the budget to meet those requirements.**

The requirements and resources will be different during the delivery phase when the museum is closed and following the opening of the new museum (expected in 2020). In addition some of the museum's requirements will be met from staff in other departments of the council which provide cross-council services including the Museum, such as Facilities Management (Utilities, Information technology, Maintenance) and Information Services (Marketing, Promotion and media).

3.1.2 Tourism – The Museum, Civic Centre and Town Hall Arts work together and have a joint membership of Visit Wiltshire.

3.1.3 Culture – We also work in partnership with other cultural organisations including Drawing Projects at Bridge House to develop the cultural aspects of the Trowbridge community.

3.2 LEISURE & INFORMATION SERVICES – This area of service is delegated to the Head of Leisure and Information Services, Hayley Bell. The next Leisure Services Committee meeting is 26th September 2017 at 7pm.

3.2.1 ACTIVE TROWBRIDGE – Provides sports coaching programmes to local schools throughout the term, Fun Days during the school holidays as well as free Summer Roadshows and an annual Play day on Saturday 15h July in Trowbridge Park.

3.2.2 MARKETING & EVENTS – We use a variety of ways to communicate with those who live in, work in and visit Trowbridge. Social media, Trowbridge Information Centre, Websites:

www.trowbridge.gov.uk information about council services and links to other local websites;

www.trowbridgecivic.co.uk for Civic Centre, events and activities &

www.trowbridgemuseum.co.uk for the Museum, and **Discover Trowbridge** Magazine provided by Brightside Marketing Solutions. The Autumn edition will be published in August covering the period September - December 2017. The **Calendar of Events** is at the end of the report.

3.3 NEIGHBOURHOOD & VENUE SERVICES – This area is delegated to the Deputy Chief Executive, Bill Austin. The next Direct Services committee meeting is 29th August 2017 at 7pm.

3.3.1 Civic Board – The Civic Board (which reports to the Direct Services Committee) next meets on 18th July 2017. It is responsible for overseeing the operation of the Civic Centre as a commercial conference and entertainment venue. The committee queried arrangements for letting available space at discounted rates or for free to charity and community groups and asked that the Policy & Resources Committee considered this matter. **RESOLVED: That the existing Grants Policy covers discounts available to charity and community groups through delegation to officers and no changes are necessary.**

3.3.2 Facilities – The Facilities Manager (Karl Buckingham) is responsible for managing the Civic Centre and other buildings, all of the utilities and services on behalf of occupiers including our external tenants, as well as health & safety, procurement, project management, insurance and the relationship with promoters for entertainments.

Information Technology – We have retendered our ICT support contract and Oakford Technology will be implementing the new computer and telephone services in August.

3.3.3 Neighbourhoods – We manage the Town Park, play and recreational facilities, CCTV and a range of other environmental activities.

CCTV – Full Council on 16th May approved the terms for renewal of the CCTV monitoring arrangement with the Shires Shopping Centre. Inspector Andy Fee has been asked to provide evidence of the use of CCTV in securing convictions.

4. TOWN COUNCIL PROJECTS

4.1 Museum Project – The town council is committed to the expansion of the Museum, subject to securing significant external grant funding. Since 2015 we have been progressing a plan to double the Museum by extending into the upper floor of our current

location at Home Mills in the Shires. We successfully achieved a round 1 pass from the Heritage Lottery Fund (HLF), securing a £100,000 grant to undertake the Development Phase. The planning and listed building applications, submitted by architectural consultants Architecton were granted with standard conditions on 25th April. We are finalizing details of the new 25-year lease from our landlord. We have submitted our round 2 application for funding of just over £1million towards the £2.49 million project. The five-year financial plan shows that the Town Council can fund the Project from the HLF grant, grants from other funders and borrowing. The level of borrowing will be around £900,000 funded from a £50,000 per annum contribution from the Council Tax over 25 years. We have so far received over £100,000 towards the project in donations from third party funders and the public.

4.2 Sports Pitches Project – We borrowed £175,000 from the Public Works & Loans Board to purchase Woodmarsh, financed from the rent charged to Trowbridge Town Football Club over a new 30-year lease. Wiltshire Council released the remaining funding, from S106 funds and we completed the purchase in February. The five-year financial plan shows that the council can sustain an annual contribution towards further new sports facilities, increasing to £50,000 (2021/22), enabling the town council to borrow a further circa £1.4million over 50 years. This would facilitate a contribution towards development of the land at Doric Park to provide an all-weather pitch, car-parking, changing rooms and squash courts (in conjunction with Trowbridge Squash Club) and the purchase of additional land in the future. Other funding is available from S106 and grants such as the Football Foundation. Officers have held meetings with representatives of Trowbridge Rugby Club to discuss our plans for Doric Park and we now need to consider appointing consultants to detail proposals and reach agreement with the Rugby Club on access and other aspects.

4.3 Town Park – Refurbishment of Tennis Courts – We received funding from the Lawn Tennis Association (LTA) £50,000 and Area Board £20,000 for refurbishment of the tennis courts and Multi-Use Games Area (MUGA). Main works have been completed, with the two-tone green surface due to be applied by the end of June. Access is controlled by an internet app and charges should raise sufficient funding to cover maintenance and future refurbishment. The total cost of the project will be circa £170,000 with the remaining £100,000 funded from Section 106 funds.

4.4 Play Areas, Transfer from Wiltshire Council – Bill Austin negotiated the best available deal for the transfer from Wiltshire Council. 24 play areas and the whole of Elm Grove Recreation Ground were due to transfer in March 2017. Wiltshire Council have ensured that they are all safe and grass and shrubs maintained and cut-back, although faulty items of play equipment are not being replaced. The town council will be paid £50,000 to invest in improving the facilities, with contributions from existing S106 funding (over £50,000), grants and an annual contribution from the town council of £10,000 to £50,000. The five-year financial plan shows a total investment in play areas of £364,000. Having initially believed that the areas were being transferred freehold, this became too

complicated and leases have been drafted for the majority. The proposed 30-page leases for each area are considered onerous and unacceptable by officers. Officers are now seeking simpler management agreements or Agency Arrangements. **RESOLVED: That the town council: Reiterates the view that local facilities should be managed and controlled locally, so that they can be maintained to the standards expected by the community and invested in for the future: Supports the negotiating position taken by officers, which seeks to establish a simple Agency Arrangement for the transfer of the 24 play areas from Wiltshire Council to Trowbridge Town Council: Seeks reassurances from Wiltshire Council that such arrangements will be put in place to complete the transfer without imposing unnecessary and unacceptable conditions on Trowbridge Town Council, and: Delegates to officers the task of reaching agreement with Wiltshire Council on this basis.**

4.5 Closed Churchyards – The Town Council agreed to the transfer of responsibility for maintenance of the three closed churchyards (St James', Holy Trinity and St John's Upper Studley) Draft agreements are in place ready for formal approval at the Full Council meeting in July.

4.6 St George's Works – The town council currently rents storage in St George's Works. The owners (TC Sports) have now made a planning application for the redevelopment of the site to provide 30 new residential apartments overlooking the Park, including parking, bin and cycle storage. The proposals also include a new storage facility behind the bandstand and new access gates to the storage area and Park from the Post Office Access Road which will also act as the construction access for part of the redevelopment. We are awaiting a decision on the application.

5. **CIVIC & DEMOCRATIC ACTIVITIES**

5.1 Council Meeting Dates - Council and committee meetings for the next few months are:

Tuesday 18 th July	Full Council
Tuesday 25 th July	Town Development
Tuesday 1 st August	NO MEETING
Tuesday 8 th August	NO MEETING
Tuesday 15 th August	NO MEETING
Tuesday 22 nd August	Town Development
Tuesday 29 th August	Direct Services
Tuesday 5 th September	Policy & Resources

5.2 Dates for your diary

Annual Play Festival in Trowbridge Park, Saturday 15th July 11am to 4pm

Annual Civic Service at St James' Church on Sunday 16th July at 6.30pm.

Annual Remembrance Service (St James' Church 9:45am) **and Parade** (War Memorial, Town Park 10:45am) Sunday 12th November.

Civic Dinner 2018 at the Civic Centre on Saturday 24th March.

Annual Town Meeting and Town Gathering at the Civic Centre on Tuesday 8th May 2018.

5.3 Twinning - Trowbridge is twinned with four communities: **Leer** in Ostfriesland, Germany, **Charenton-le-Pont** on the outskirts of Paris, France, **Elblag** in Poland (with the other four towns in West Wiltshire) and **Oujda** in Morocco

5.4 Risk and Audit Panel – The Panel reviews all matters relating to finance, audit, insurance and risk, prior to the Policy & Resources committee. It next meets on 29th August 2017 at 15:30.

6. TOWN DEVELOPMENT – Committee Meets 4th & 25th July, and 22nd August. The committee considers all regulatory matters consulted on by Wiltshire Council including planning, listed building and tree applications, highways issues and licensing matters. Alison-Nina Ward is Council Secretary (Town Development) responsible for administering this committee.

6.1 Town Centre Developments –

Cradle Bridge – M&S, Toby Carvery, Papa Johns, Greggs, Subway, Dominos; all open by end July.

Bowyers – www.innoxmills.co.uk are expected make a mixed-use application in 2017.

United Church Buildings – These are now for sale www.onthemarket.com/details/3752103/

6.2 Housing – These sites are being developed or coming forward for development. Many * are delayed pending resolution of mitigation measures associated with Biss Wood and Green Lane Wood colonies of Bechstein Bats. Measures will include changes to public access to the woods and provisions of flight paths from there to other feeding and roost sites.

Charterhouse - [McCarthy & Stone](#) have completed demolition work on [16/03974/FUL](#) for development of the site on Seymour Rd to provide 40 apartments.

The Pastures [Abbey New Homes](#) 174 new homes nearing completion.

Southview Park [Wain Homes](#) existing development is nearing completion, The cycle/footway link to Drynham Rd, should be done before completion. A revised application [16/00547/FUL](#) for an additional 91 homes off Drynham Lane to the East of the railway line is under consideration *.

Castle Mead [Persimmon](#) the existing development is nearing completion and an application [16/03420/FUL](#) for 272 more homes up to Green Ln Wood is under consideration*.

Biss Farm - An application for residential, primary school and some retail is expected from Persimmon for land north of Leap Gate and east of West Ashton Road, currently allocated for employment uses. A consultation was held at the Civic Centre on Thursday 25th May *.

Bradley Road – The former District Council office site has been bought by [Newland Homes](#) application [17/05669/FUL](#) plans to provide 82 new homes.

Ashton Road - (currently in Steeple Ashton – see item 1.2 above) [Taylor Wimpey](#) have made an application for 250 homes [16/04468/OUT](#) which is under consideration*.

Ashton Park * - (mainly in West Ashton and North Bradley Parishes), application [15/04736/OUT](#) for 2,500 houses, employment, 2x local centres, 2x primary and a secondary

school, ecological visitor facility, open space and A350 West Ashton improvement is being assessed. A meeting was held at County Hall at the end of May with an update on the changes to the proposals to accommodate bat mitigation measures, including moving the employment land from adjacent to the railway line to being adjacent to Biss Woods and a change to the road elevation to provide bat flight paths under the road close to the river Biss.

Hilperton Gap * - (Hilperton Parish) [Framptons](#) submitted a revised application [16/00672/OUT](#) for 180 houses on land in the Gap, accessed off Elizabeth Way. The Town Council has objected.

Southwick Court – (Southwick and North Bradley Parishes) Savills on behalf of Waddeton Park advised the town council in January that they would be making proposals for the land between the town boundary and Southwick Court to the east of the Frome Road.

White Horse Business Park - (North Bradley Parish) following a Prior Approval application to convert The Pavillions to residential, the owners agreed a plan of action to seek a commercial use for the building. If this is not successful, the residential conversion will be allowed.

Elm Grove Farm – (partly in North Bradley Parish) – The town council has been involved in discussions with the owners of Elm Grove Farm and land adjacent to Drynham Lane, west of the railway line with a view to bringing the site forward through the Housing Site Allocations process.

6.4 Wiltshire Local Development Framework - The adopted Wiltshire Plan allocates Ashton Park (including Wain Homes' Drynham Lane interests) as the largest site in the period up to 2026, with a further C1600 homes required to be identified through applications coming forward or new site allocations. The Housing Land supply figures now show the North and West of Wiltshire now meet 5.25 years of land supply (South 5.69 and East 8.27). This should allow Wiltshire Council to resist speculative applications in areas not considered suitable or sustainable.

6.4.1 Housing Site Allocations Plan – A separate report was circulated following the meeting of Wiltshire Council's Cabinet on Tuesday 20th June. The town council will consider this issue again at the meeting of the Policy & resources Committee on 5th September.

6.5 Neighbourhood Plans

Holt Neighbourhood Plan has been 'made' by Wiltshire Council. It now forms part of the Wiltshire Council Development Plan and the policies will be given full weight when assessing planning applications that affect land in the Holt Neighbourhood Area.

Bradford on Avon Wiltshire Council formally consulted on the proposed Neighbourhood Plan submitted by Bradford on Avon Town Council from 16 Jan to 27 Feb

North Bradley, and Southwick have each been designated as a Neighbourhood Plan areas.

Hilperton The Parish Council is progressing designation of a revised area excluding the areas of Paxcroft Mead transferred to the Town on 1st April.

West Ashton The Parish Council are progressing designation of a revised area excluding the areas transferred to the Town on 1st April.

7. TROWBRIDGE PARTNERSHIPS

7.1 [Transforming Trowbridge](#) – The Town Council is the accountable body for TT, which works with businesses to develop economic activity and support facilities and services which help to create a community which attracts employers and quality jobs.

7.2 Trowbridge Town Team – The Town Council is the accountable body for TTT. The organisation concentrates on developing the entrepreneurial skills of Young People under the GOFISH programme. Funding from the Local Youth Network and Chamber of Commerce has been transferred to TTT, to support these activities.

7.3 Trowbridge Community Area Future ([TCAF](#)) – A charity, originally established by the town council and others as a Community Partnership. Lindsey Millen is the TCAF officer, supported by the Youth Work Team headed by Sarah Holland, with Fadwa Bakali and Zoe Copper. They work with partners to address priorities in the Joint Strategic Assessment in the nationally most deprived communities (Studley Green-10%, Seymour/Adcroft-20% and Longfield-20%). TCAF has received grants from funders including the Local Youth Network (LYN) as well as an annual grant from the town council. They utilise the Cabin at Seymour Recreation Ground on a peppercorn rent to undertake some of this work. Julie Baptista is also working to open a community Hub in the Shires. Councillors may be interested in using the hub for councillor surgeries. TCAF receives an annual grant and in-kind support from the town council.

7.4 Cock Hill Solar Farm Community Fund. I reported the following in October 2014:

Following the approval of planning permission, meetings have been held with their representatives to discuss how the majority of the community fund from this site will be administered. A total of £20,000 per annum, index linked has been proposed by Gaiger Solar. One quarter will go directly to Holt Parish Council, as the majority of the site is in their current boundaries. The other three quarters will be for the benefit of the residents of Trowbridge. We agreed in our meetings with them that it should apply to the whole town, not just specific areas, as ward boundaries are prone to change. Gaiger Solar agreed to this. They will be paying the funds to the Wiltshire Community Foundation, which administers charity funds on behalf of Wiltshire Council, the Police and Crime Commissioner, individuals and companies. The Community Foundation will establish a committee to deal with this particular fund and distribute grants. The Town Council will need to appoint some of the members of this committee, initially at the January meeting, and then via the regular appointment of representatives at the annual meeting. This committee will consider grant applications and make recommendations to the Board of Trustees of the Foundation. It is expected that applications will be invited from individuals and organisations to support community activities, facilities and educational opportunities.

It was agreed that the committee would be formed of three councillors appointed by the town council and no others. The site was sold by Gaiger to a Danish company which proposed a rolled-up lump sum, but Wiltshire Community Foundation www.wiltshirecf.org.uk (WCF) and the town council agreed that it was less favourable than the annual index linked payment. The site is now owned by NextEnergy Solar Fund

<http://nextenergysolarfund.com/project/cock-hill-farm> . The council and WCF have no powers to change the amount or the share between Holt and Trowbridge. The council has no power to change the arrangement whereby WCF control the Trowbridge funds. The town council and individual councillors can promote the opportunity for local groups to make applications to WCF. WCF also make available other funds to Trowbridge applicants so that funds distributed should be greater than the index linked £15,000 per annum.

7.5 Chamber of Commerce – Tracey Parker (Leykers) is President of Trowbridge Chamber.

7.6 Trowbridge Talking News – service for the visually impaired, TIC is the drop off point.

7.7 Selwood Housing is the main social housing provider in Trowbridge.

8. WILTSHIRE

8.1 Wiltshire Council

8.1.1 Area Board – Next meeting is Thursday 13th July 7pm at County Hall. The Community Engagement Manager for Trowbridge, Mary Cullen compiles the [Community Area Web Site](#) and manages grant applications for community grants.

8.1.2 Local Youth Network – Local Youth Facilitator, Emma Drage manages grant applications for youth projects in Trowbridge, Melksham & Bradford on Avon. The LYN Management Group considers grant applications and makes recommendations to the Area Board.

8.1.3 Trowbridge Area Wellbeing Centre (Campus) – Wiltshire Council is progressing options and timetable, with health services wishing to make early progress. This is reflected in the One Public Estate funding from government. Consultants Max Associates in conjunction with Alliance Leisure have been engaged to consider the leisure element. If the town council is asked to take a greater role in this project by Wiltshire Council it will have to consider the implications of this and how the whole of the Trowbridge community is able to share in the responsibilities.

8.1.4 Market Towns Network – Next meeting in Ludgershall on 7th September.

8.1.5 Asset & Service Delegation – In addition to play areas and closed churchyards covered elsewhere, the expectation is that Wiltshire Council will discuss in 2017/18 a cost-neutral package of assets and services for transfer to the town council. The town council seeks to include recreation grounds, amenity grass, open spaces, bus shelters, the management and control of car-parks and street cleaning services. These have been factored in to the five-year financial plan. The Town Council would also be interested in the delegation of street trading licensing.

RESOLVED: That the council delegates to officers consideration of the decisions of Wiltshire Council regarding changes to their *Asset and Service Devolution and Community Asset Transfer Policy* and *Wiltshire Local Transport Plan (LTP) 2011-2026 – Car Parking Strategy* and to consult with the Leader, Mayor and Chairman of the Direct Services Committee prior to responding to Wiltshire Council in line with the aims of the town council to take greater control of those services and facilities which are local.

8.1.6 Community Area Transport Group (CATG) – Met on 22nd June 2017. The town council has a budget of £10,000 in 2017/18 for joint funding with Wiltshire Council for

CATG projects. The Town Council had previously allocated £5,000 to the cycle-path from John of Gaunt School to Lambrook Road along Wingfield Road, which leaves £5,000 for projects which come forward this year. It should be noted that many of the projects which are identified in 2017/18 will take some time to make progress through survey, consultation, proposal etc and can therefore be budgeted for in 2018/19. CATG has asked if the town council would consider allocating 50/50 funding to the following two schemes:

Issue 4908 – County Way, Trowbridge. Replace the existing No Right Turn sign on County Way close to the junction with Dursley Road and install an additional sign at the junction to reiterate the banned turn. In addition, alterations to the hatched and give way markings at the junction to visually tighten the exit from Dursley Road. CATG agreed to approach the Town Council for 50% match funding of £1000. **RESOLVED; That improving signage at the junction of County Way and Dursley Road is a safety issue and the Town Council should support this with £1000 match funding from the budget.**

The Croft, Trowbridge. Damage to verges. Site meeting undertaken. Cost of installing verge marker posts on The Croft from junction with Holbrook Lane to junction within The Croft is approximately £2500. CATG agreed to approach Trowbridge Town Council for 50% contribution.

RESOLVED; That verge damage in the Croft is supported with match funding of £625 from the budget.

8.1.7 Parish Steward – the scheme was reintroduced in October with contractor Ringway. The Town Council puts forward a priority list each month. Councillors should contact bill.austin@trowbridge.gov.uk with any requests for minor maintenance including pot-holes.

8.2 Health Services

8.2.1 Bradcroft Surgery - Construction is ongoing at Hammersmith Fields, it will be one of two premises for the new combined Trowbridge Practice with Widbrook surgery and closure of Bradford Rd. The other Trowbridge practice is Lovemead Group based at Roundstone Surgery.

8.2.2 Wiltshire Clinical Commissioning Group (WCCG) - Responsible for commissioning 'Primary Care' services to people in Wiltshire and registered with Wiltshire GPs.

8.3 Dorset & Wiltshire Fire & Rescue Service – Information available at www.dwfire.org.uk

8.4 Police and Community Safety – Our new Sector Inspector Andy Fee has recently taken over, deputised by Sgt Gill Hughes. They report regularly to Council. Councillors and the public are urged to sign up for [Community Messaging](#) which includes details of charges and crimes reported. Allesandro Trombetta (Alex) compiles the daily reports and attends community engagement events. Alex is based at Trowbridge Police Station and can be contacted on:

- Mobile : 07825 656248 (do not make crime reports to this number, use 101)
- alessandro.trombetta@wiltshire.pnn.police.uk
- Trowbridge Police Station, Polebarn Road, Trowbridge, BA14 7EP.

8.5 Wiltshire Association of Local Councils - WALC is the county association for town & parish councils, affiliated to NALC the National Association. Trowbridge Town Council is a member of both. The Council also pays the fee for the Clerk to be a member of the Society of Local Council Clerks (SLCC), which provides training and advice.

If you receive this report electronically the links in each section will take you to the relevant web page for more information about that organisation or project. If you want to be added to the e-mail circulation list, please contact the Town Clerk. The report is published six times per year prior to meetings of the Policy & Resources committee held in January, March, May, June, September and November.

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#DiscoverTROWBRIDGE
www.trowbridge.gov.uk
www.trowbridgecivic.co.uk
www.trowbridgemuseum.co.uk



Calendar of Events 2017

For further details, visit www.trowbridge.gov.uk

JULY

3, 10, 17, 24, 31	Ginger Jive	Civic Centre
5, 26	Blood Donor Sessions	Civic Centre
14	Back To Tac – School’s Out	Civic Centre
15	Sports Festival	Town Park
22	Sci-Fi South West	Civic Centre
22	Active Trowbridge Great British Tennis Weekend	Town Park
24-28 & 31	Active Trowbridge Holiday Activities	TBC
25	Fossils and Dinosaurs	Museum

AUGUST

1-4	Active Trowbridge Holiday Activities	TBC
2	Finger Paint Pictures	Museum
4	Jazzy Jellyfish	Museum
4	Gemma’s Pirate Party	Civic Centre
7-11	Active Trowbridge Holiday Activities	TBC
7, 14, 21	Ginger Jive	Civic Centre
8	Fan Friends	Museum
10	Hot Air Balloons	Museum
10	Jethro	Civic Centre
11	The Bon Jovi Experience	Civic Centre
13	Carnival Soapbox Derby	Castle Street
14-18	Active Trowbridge Holiday Activities	TBC
15	Under The Sea Scene	Museum
17	‘Key-ute’ Keyrings	Museum
18	The Live Aid Experience	Civic Centre
21-25	Active Trowbridge Holiday Activities	TBC
23	Wonderful Weaving	Museum
23	Blood Donor Sessions	Civic Centre
25	Busy Bee Bunting	Museum
25	Barry Steele & Friends – The Rock ‘n’ Roll Years	Civic Centre
27/28	Tattoo Blast 2017	Civic Centre
29-31	Active Trowbridge Holiday Activities	TBC
29	Safari Masks	Museum



SEPTEMBER

1	Back To School Bookmarks	Museum
2	Carnival Country Fayre	Town Park
3	Cow Parsley presents Wiltshire Weddings	Civic
Centre		
4, 11, 18, 25	Ginger Jive	Civic Centre
9	The Illegal Eagles	Civic Centre
13, 20	Blood Donor Sessions	Civic Centre
16	'70s & '80s Disco Party	Civic Centre
17	Raging Falcon Pro Wrestling	Civic
Centre		
29	A Beautiful Noise – The Neil Diamond Story	Civic Centre

OCTOBER

2, 9, 16, 23, 30	Ginger Jive	Civic
Centre		
3, 18	Blood Donor Sessions	Civic Centre
5	'TJ Higgs – The Medium'	Civic Centre
6/7	Fire & Forge Festival	Civic
Centre		
13	Faith – The George Michael Legacy	Civic
Centre		
14	Mercury – Queen Tribute	Civic Centre
21	Carnival Procession	Town Route
23-27	Active Trowbridge Holiday Activities	TBC
26	Wellie Pegs	Museum
27	Pumpkin Carving	Museum
30	Hanging Bats	Museum
31	Wicked Web Weaving	Museum

NOVEMBER

1	Fierce Fireworks	Museum
2	Silhouette Scenes	Museum
1, 22	Blood Donor Sessions	Civic Centre
6, 13, 20, 27	Ginger Jive	Civic Centre
10	The Elvis Years	Civic Centre
18	Hells Bells – AC/DC Tribute	Civic Centre

25	Christmas Fayre/Lights Switch-On	Fore Street
DECEMBER		
1 Centre	The Carpenters Story	Civic
3	Bye Bye Baby – The Music of The Four Seasons	Civic Centre
4, 18	Ginger Jive	Civic Centre
12, 20	Blood Donor Sessions	Civic Centre
14 & 15	Christmas Parties	Civic Centre
30 Centre	Supersonic '70s Show	Civic
31 Centre	New Year's Eve Family Party	Civic