

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Atrium, County Hall, Trowbridge, BA14 8JN
Date: 17 January 2013
Start Time: 7.00 pm
Finish Time: 10.00 pm

Please direct any enquiries on these minutes to:

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In Attendance:

Wiltshire Councillors

Cllr Graham Payne (Chairman), Cllr Ernie Clark (Vice-Chairman), Cllr Jeff Osborn, Cllr Peter Fuller, Cllr Stephen Oldrieve, Cllr John Knight, Cllr Francis Morland and Cllr Helen Osborn.

Cllr Trevor Carbin (Bradford-on-Avon Area Board).

Wiltshire Council Officers

Rachel Efemey, Trowbridge Community Area Manager
James Hazlewood, Senior Democratic Services Officer
Tim Martienssen, Head of Service (Service Delivery)
Kevin Sweeney, Youth Service Area Manager
Martin Aldam, Senior Transport Planner
Nick Glass, Manager for School Strategic Planning
Kieran Elliott, Democratic Services Officer

Town and Parish Councillors

Trowbridge Town Council – Bob Brice, D. Baker
North Bradley Parish Council – L. Lee, R. Evans
Southwick Parish Council – S. Carey, M. Carey, Kath Noble, Gaynor Polglase

Partners

Wiltshire Police – Inspector Lisette Harvey
NHS Wiltshire – Tony Barron
Trowbridge Community Area Future – Doug Ross, Tracy Sullivan, Colin Kay
Youth Advisory Group – Damian Meaden, Yakira Stone, Becky Bignold

Total in attendance: 68

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Graham Payne, welcomed everyone to the meeting of the Trowbridge Area Board.</p>
2	<p><u>Apologies</u></p> <p>Apologies were received from Mr Mike Franklin (Wiltshire Fire and Rescue) and by Mr Peter Westlake on behalf of West Ashton Parish Council.</p>
3	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 15 November 2012 were presented for consideration.</p> <p><u>Decision</u> The minutes of the meeting held on 15 November 2012 were agreed a correct record and signed by the Chairman.</p>
4	<p><u>Declarations of Interest</u></p> <p>Councillors Graham Payne, Jeff Osborn, John Knight, Peter Fuller, and Helen Osborn all declared general, non-pecuniary interests in Trowbridge Town Council issues due to being members of the Town Council.</p> <p>Councillor Peter Fuller declared a non-pecuniary interest in the Grant a (v), under minute 9, by virtue of being a member of 'Trowbridge Initiative'.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman a series of announcements, the details of which are contained within the agenda. The Chair also explained that the Trowbridge Joint Surgery item had been moved forward to after the Partner and Outside Body updates.</p>
5.1.	<p><u>Our Community Matters - blog site</u></p>
5.2.	<p><u>Legacy for Wiltshire</u></p> <p>Attention was drawn in particular to the meeting on this topic scheduled for Thursday 31 January 2013 at County Hall, Trowbridge from 1830-2000.</p>
5.3.	<p><u>Draft Police and Crime plan</u></p> <p>It was raised that all the planned meetings to meet with Commissioner Macpherson were scheduled for the East of the County (Salisbury/Swindon). Mr Matthew Keels from the Police and Crime Commissioner's Office, stated they</p>

	<p>would be willing to attempt to organize additional meetings in Devizes or Trowbridge.</p>
6	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> <li data-bbox="363 488 1495 853"> <p>i. Wiltshire Police The written update was noted. Inspector Lisette Harvey reported that she had now been in post almost six months, and detailed the progress since the last meeting. The drop in incidents of anti-social behaviour was raised as encouraging, and it was reported than neighbourhood schemes appeared to have been initially successful at containing such incident. The rise in incidents of violence was raised as a worry, although the Inspector reported there had been an increase in domestic violence incidents in the run up to Christmas, and that her team were out patrolling and identifying repeat offenders to tackle the issue.</p> <li data-bbox="363 891 1495 965"> <p>ii. Wiltshire Fire and Rescue Service The written update was noted. There were no further updates.</p> <li data-bbox="363 1003 1495 1077"> <p>iii. NHS Wiltshire The written updates were noted. There were no further updates.</p> <li data-bbox="363 1115 1495 1256"> <p>iv. Trowbridge Community Area Future (TCAF) The written update was noted. Colin Kay, TCAF Coordinator, presented the update. The successful securing of over £120,000 for the BA14 Culture scheme was noted.</p> <li data-bbox="363 1294 1495 1413"> <p>v. Town and Parish Councils The written update from Trowbridge Town Council was noted. The next meeting of Parish Council Liaison Group was noted as 06 Feb 2013.</p> <li data-bbox="363 1451 1495 1704"> <p>vi. Youth Advisory Group (YAG) The Board received a verbal update from the YAG, including that a Facebook and Twitter account had been created for the group, and that a report on a new skate park would be presented at the next Area Board meeting. Councillor Helen Osborn, the Board representative to the YAG, congratulated the group on their initial meeting, approving of its enthusiasm and organization.</p> <li data-bbox="363 1742 1495 1917"> <p>vii. Wiltshire Involvement Network (WIN) Update A written update was provided and is attached to these minutes. It was noted that the final meeting of the Network before being replaced by Healthwatch 02 February 2013, 10:30-15:30 at the Devizes Corn Exchange.</p>

7	<p><u>Outside Body Updates</u></p> <p>Updates from the Outside Bodies were received as follows:</p> <p>i. Transforming Trowbridge Councillor Jeff Osborn, Board representative to Transforming Trowbridge, expressed his concerns about the mandate of the body and its confidential nature, where he felt much of its work should come to the Area Board, and tendered his resignation from the body.</p> <p>It was agreed that the matter should be resolved after the May 2013 Local Elections, and a volunteer was sought to serve on the body until then.</p> <p><u>Decision</u> That Councillor Peter Fuller be appointed as the Area Board representative to Transforming Trowbridge.</p> <p>ii. Collaborative Schools It was raised that it would be more useful for the group to become refocused as a community liaison group to ensure community input.</p> <p>iii. Trowbridge Shadow Community Operations Board (COB) The Area Board was informed that the Shadow COB was currently working hard to produce a major item for the March meeting of the Board.</p>
8	<p><u>Trowbridge Joint Surgery</u></p> <p>Drs Toby Cookson, Steve Rowlands, and Mr Tony Barron presented an update on the progression of the Trowbridge Joint Surgery.</p> <p>It was stated that previous plans had included a new Primary Care Centre, but with Trowbridge Hospital remaining open, the new plans involved the merger of two surgeries, including the expansion of Adcroft Surgery. A public consultation meeting had been held at the Civic Hall in Trowbridge in November, and it was stated that 95% of those present had been supportive of the plans, with most comments relating to the parking arrangements.</p> <p>It was further noted that the new scheme would need to be submitted to Wiltshire Council planners by April 2013, and it was hoped construction would be able to be begun in the second half of the year.</p> <p>In response to queries, it was confirmed that although the plan had been to have the new arrangements up and running by the time the Primary Care Trust (PCT) was concluded in April, there had been delays to the process, but that the partners had been reassured funding and support would be in place after the PCT concluded.</p>

	<p>It was further assured that the administration of the merged surgery would be that they would be owned and run by the current partners, without third party involvement. It was also stated that the Primary Care Centre remained an objective for the future, but that this would involve the closure of the hospital, which would have implications for the land usage in the area.</p> <p>Comparisons with developments in Frome were raised by the meeting, and it was commented that the financial situations of Trowbridge and Frome had been considerably different, and that with the £74millions debt of Wiltshire paid off, the incoming Clinical Commissioning Group would be inheriting a surplus, and was in a good position to improve.</p>
9	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area grant Scheme 2012/13:</p> <p>a) <u>Community Area and Small Grant Applications:</u></p> <p>i. <u>The Big Community Grow - Trowbridge Apple Festival</u> The sum of £2286 was requested towards children’s activities as part of the Trowbridge Apple Festival.</p> <p><u>Decision</u> To award the sum of £2286 towards children’s activities as part of the Trowbridge Apple Festival. <i>Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates links to the Trowbridge Community Area Plan Theme 6 - Environment - and Theme 7 - Education and Lifelong Learning.</i></p> <p>ii. <u>The Big Community Grow - Let’s Grow at the Children’s Centres</u> The sum of £880 was requested to work with families at two Children’s Centres growing plants/food.</p> <p><u>Decision</u> To award the sum of £440 on condition that ‘4 Children’, the Charity which operates the Children’s Centres who will benefit from the project, fund the remaining £440 towards the project. <i>Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates links to the Trowbridge Community Area Plan Theme 6 - Environment - and Theme 7 - Education and Lifelong Learning.</i></p> <p>iii. <u>The Sunday Club</u> The sum of £992 was requested to re-establish the Sunday Club for a pilot period, at a new venue with catering and health related activities.</p>

	<p><u>Decision</u> To award the sum of £992 to re-establish the Sunday Club for a pilot period, at a new venue with catering and health related activities. <i>Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates links to the Trowbridge Community Area Plan Theme 5 - Sport and Active Leisure - and Theme 8 - Health and Social Care.</i></p> <p>iv. <u>Trowbridge in Bloom</u> The sum of £1720 was requested to host the annual South West in Bloom Seminar.</p> <p><u>Decision</u> To award the sum of £520 toward the cost of hosting the annual South West in Bloom Seminar, (being the requested £1720 minus the cost of refreshments). <i>Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates indirect links to the Trowbridge Community Area Plan Theme 6 - Environment.</i></p> <p>v. <u>Trowbridge Initiative</u> The sum of £5000 was requested to support the 'Tourism in Trowbridge' initiative.</p> <p><u>Decision</u> To award £2050 specifically for the Brown Signs requested. The other items should seek sponsorship direct from the local businesses that will benefit. <i>Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates indirect links to the Trowbridge Community Area Plan Theme 1 - Economy.</i></p> <p>b) <u>Area Board Project Applications</u></p> <p>i. <u>Councillor Helen Osborn – Defibrillator Trowbridge Civic Centre</u> The sum of £2100 was requested to provide a defibrillator at Trowbridge Civic Centre.</p> <p><u>Decision</u> To award the sum of £2100 to provide a defibrillator at Trowbridge Civic Centre.</p>
10	<p><u>Youth Service Update</u></p> <p>Kevin Sweeney (Youth Service Area Manager, Wiltshire Council) presented a written update on changes to the Youth Development Service.</p>

	<p>It was stated the Youth Service had been interacting closely with the Youth Advisory Group (YAG), which as it developed would have 50% of its membership be aged under 19, and its Chair aged under 25, with the aim that young people would directly be able to hold the Youth Service and other service providers to account. It was emphasized the YAGs would build on the work of the former Community Area Young Peoples' Issues Groups (CAYPIGs) to develop and expand opportunities for volunteering.</p> <p>In response to queries it was stated that in some areas YAGs were responsible for directing some amounts of funding, and it would be down to the YAG and Area Board to determine how they chose to operate.</p>
11	<p><u>Trowbridge Transport Strategy</u></p> <p>Martin Aldam (Senior Transport Planner, Wiltshire Council) and Sean Finney (Mott McDonald) presented the emerging Trowbridge Transport Strategy, asking the Board to consider its adoption as a supporting document to the Wiltshire Core Strategy.</p> <p>It was stated that the emerging strategy had been designed to meet the needs of Trowbridge as it developed, including addressing the pressures on the road network increasing from the planned 6000 new homes laid out in the Core Strategy for the town and surrounding area, using technical projections through the application of a traffic model up to 2026 from a 2009 base level. The strategy had been the subject of three separate consultation exercises with local stakeholders throughout its development.</p> <p>Two committed schemes already at the planning stage, the Hilperton relief road and South-East Trowbridge relief road, were noted, and details were provided on proposed schemes for West Ashton and Yarnbrook. The total cost of the infrastructure investment and revenue costs was estimated at £16.3 millions over 10 years, to be funded through developer contributions, Community Infrastructure Levy, Local Transport Plans and other sources.</p> <p>It was acknowledged by the officers that the strategy aimed to reduce delays across the entire network, including on the A350, so that by 2026, despite increased traffic, delays would be no worse than at present. This could be achieved by highway improvements and by encouraging walking, cycling and passenger transport, although they stated that modelling work demonstrated that the strategy would be less successful at tackling delays at the signalised bridge at Staverton on the B3105. However, officers concluded that the strategy as a whole was seen as balanced, affordable and deliverable.</p> <p>The emerging strategy was then discussed in detail. The suitability of the Hilperton and Yarnbrook schemes was raised, along with issues in Trowbridge relating to lorry use, ease of cycling, the poor state of pavements for walking and lack of consideration for mobility units. Some Board members raised concerns about whether the funds required would be able to be raised as planned, and</p>

	<p>whether the emerging strategy appropriately addressed issues which had been raised during the Core Strategy consultation which it had been stated the transport strategy would address.</p> <p>The local member for Staverton and Holt, also requested that the strategy be sent to Bradford-on-Avon Area Board and Staverton Parish Council given the Trowbridge strategy would directly impact on those areas.</p> <p>In response to queries about the predicted delays on the B3105 at Staverton, officers clarified that the modelling work for the strategy presented the worst case scenario only and claimed that in reality many users would likely react to the increased delay by rerouting and changing their journey times.</p> <p>A scheme involving signal changes and one-way northbound on the B3106 was outlined. Whilst this proposal reduced delays it was acknowledged that delays are likely to be higher in 2026 than at present, and that the scheme had not yet gone out to full consultation.</p> <p><u>Decision</u> That the Area Board thank officers for their work on the Trowbridge Transport Strategy and note the report, but that the Chairman should draft a response to refer the draft back to officers and the Cabinet Member with the following comments on improving the strategy:</p> <ol style="list-style-type: none"> 1) Improved facility for mobility unit users; 2) Improved cyclist strategy; 3) Improved strategy on how to prevent lorries using the town as a through-route; 4) That the draft strategy be considered by Bradford-on-Avon Area Board and Staverton Parish Council, as affected areas.
12	<p><u>Trowbridge Master Plan and Future of the Peter Black site</u></p> <p><u>Master Plan</u> Tim Martienssen (Head of Service - Service Delivery, Wiltshire Council) gave a presentation on the development of the Trowbridge Masterplan.</p> <p>It was stated the Masterplan would proceed in five stages (Baseline Review, Options Assessment, Draft Masterplan, Consultation and Final Masterplan) to develop a family orientated focus for the town's future development, with the final document planned for completion by approximately June 2013.</p> <p>The key issues were noted as including a growing and ageing population, the reuse of Brownfield town centre sites, improvements to the rail station, lack of space for development, market demand for food retail sites, improved leisure offer in the town centre and existing and future care and extra care housing, among other issues.</p>

	<p>The Board discussed the proposed timetable and structure of the Masterplan, and it was noted that the Area Board was not scheduled to meet after March until July, and requested the Final document be presented for consideration at that time. Disappointment was also expressed at the lack of accompanying papers for the agenda item, and it was confirmed the presentation would be circulated with the minutes.</p> <p>In response to queries it was stated that pedestrian schemes would be a priority for the Masterplan, and would be pushed hard with any suggested development.</p> <p><u>Peter Black Site</u></p> <p>An update on the Peter Black site was also presented, with the note that enforcement teams had served the receivers of the site a notice to improve the appearance of the site. It was stated that options on how to deal with the site, including possible demolition of existing structures, would need to be explored further.</p> <p>The Board also expressed disappointment at the continued delays surrounding the site, and noted that its appearance and state were having a negative effect on nearby sites.</p> <p><u>Decision</u></p> <ol style="list-style-type: none"> 1) To note the report, while reiterating that the Area Board has concerns regarding the lengthy delays in serving enforcement on the site, which continues to be a poor reflection of the town. 2) That the Area Board receives a further update on this matter at its next meeting from the Service Director (Economy and Regeneration). 3) That the Chairman write a letter to the Cabinet Member for Economy Development and Strategic Planning, Councillor Fleur de Rhé-Phillipe, requesting details of why the Service Director (Economy and Regeneration) had been unavailable to attend to provide the Board with an update.
13	<p><u>Consultation on new Primary School for east Trowbridge - proposed consultation event</u></p> <p>Nick Glass (Manager for School Strategic Planning, Wiltshire Council) delivered a presentation on the plans for a new Primary School in the east of Trowbridge.</p> <p>It was confirmed that the new school would be an Academy as this was required by current legislation, and therefore there was a proscribed competition process to be followed.</p> <p>The timeline of events for the proposed school was outlined, with the school</p>

	<p>specification to be agreed by Council in early February, to be advertised to prospective bidders in early March along with informing the Department for Education, and with the final announcement of a successful bidder in July 2013 following shortlisting, interviews and a Cabinet decision. It was stated that the Secretary of State for Education could accept the Council recommendation, or reject it.</p> <p>Board Members discussed the proposed scheme, welcoming the likely positive impact on traffic congestion partially resulting from the lack of adequate numbers of primary schools in east Trowbridge, and questioned whether there would ever be a secondary school serving the east of Trowbridge, which it was stated was dependent on development in the area.</p> <p>It was noted that a consultation workshop was being run on 28 January at 6pm at the Town Hall building, and that all were welcome to attend and contribute their views on what the school specification should be.</p>
14	<p><u>Any Urgent Business and Forward Plan</u></p> <p>The Board discussed the proposed forward plan, adding an item on noise nuisance.</p> <p>The Board also discussed adding an extraordinary meeting of the Area Board in May 2013 after the Local Elections in order to elect a new Chairman and Vice-Chairman, due to the next scheduled meeting after the elections not taking place until July 2013.</p> <p>With the consent of the Chair, views were sought from Board Members and the public present on the suitability of the use of the Atrium at County Hall, known formally as The Ridgeway Space, for the use of Board meetings, and officers undertook to take these into account while planning future meetings.</p>
15	<p><u>Close</u></p> <p>The Chairman thanked everyone for attending the meeting. The meeting finished at 10.00pm.</p> <p>The next meeting of the Trowbridge Area Board would take place on Thursday 14 March 2013, 7.00pm at County Hall, Trowbridge.</p>