

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Atrium, County Hall, Trowbridge, BA14 8JN
Date: 14 March 2013
Start Time: 7.00 pm
Finish Time: 9.40 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr 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.

Wiltshire Council Officers

Rachel Efemey (Community Area Manager)
Steve Ibbetson (Technical Services Manager)
Graham Steady (Public Protection Manager)
Alistair Cunningham (Service Director, Economy and Regeneration)
Allan Clarke (Media Relations Officer)
Kieran Elliott (Democratic Services Officer)
Siobainn Chaplin (Youth Service Locality Team leader)

Town and Parish Councillors

Trowbridge Town Council - Bob Brice
Hilperton Parish Council - K Jackson
North Bradley Parish Council - R.E. Evans

Partners

Wiltshire Police - Inspector Lisette Harvey, Sgt Jim Suter
Trowbridge Community Area Future - Tracy Sullivan, Colin Kay, Margaret Howard, Doug Ross
Youth Advisory Group - Becky Bignold

Total in attendance: 54

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
16	<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>
17	<p><u>Apologies</u></p> <p>Apologies for absence were received from Michael Hudson (Service Director, Finance) and Councillor Tom James.</p>
18	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 17 January 2013 were presented for consideration.</p> <p><u>Decision</u></p> <p>That subject to the following corrections:</p> <ol style="list-style-type: none"> 1) Paragraph 1 of Minute 5 – <i>Chairman's Announcements</i> – to include 'made' after the words 'The Chairman'; 2) Update 1 of Minute 6 – <i>Partner Updates</i> – to replace 'incident' with 'incidents' for the last word of sentence 3; 3) Decision 3 of Minute 12 – <i>Trowbridge Master Plan and Future of the Peter Black Site</i> – To replace 'Economy Development and Strategic Planning' with 'Economic Development and Strategic Planning' for the Cabinet Member's title. <p>The minutes were agreed as a correct record and signed by the Chairman.</p>
19	<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 grant b(i) by virtue of being a member of Trowbridge Town Football Club.</p> <p>Councillor Helen Osborn declared a non pecuniary interest in grant a(iii), and stated she would not participate in the debate or vote on the item.</p>
20	<p><u>Chairman's Announcements</u></p> <p>Through the Chair there were the following announcements:</p>

	<ul style="list-style-type: none"> i. <u>Request from Cllr Oldrieve re issues with Boundary Open Space in new Housing Areas</u> Councillor Oldrieve raised the issue of boundary open space in new housing areas, and handed over two letters of complaint he had received to the Chairman, and requested a report be prepared for the Board on the assessment of what constitutes non-strategic green space on boundaries. ii. <u>Parish and Town Council Liaison Group Representative</u> The Area Board was informed Gaynor Polglase was not standing for re-election in May and so would not be continuing as the Parish and Town Council Liaison Group Representative. The Chairman stated he would write a letter on behalf of the Area Board to thank Mrs Polglase for her efforts, and that a new representative would be sought following the May elections. iii. <u>Residents' Resource Centre, Manor Road, Trowbridge.</u> The Chairman drew attention to the written update provided with the agenda, and invited comments from the Studley Green Tenant and Residents Association (TARA) and Selwood Housing. iv. <u>Agenda Order</u> The Chairman stated that due to the availability of speakers, agenda item 11 - <i>Temporary Closure of Charter House Mental Health Assessment Unit</i> - would be moved forward to Agenda Item 9, following the item on 'Understanding Autism'.
21	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> i. <u>Wiltshire Police</u> The written update was noted. Inspector Lisette Harvey reported that where there had been some increases, such as with burglaries, efforts had been undertaken and the figures were now decreasing again. ii. <u>Wiltshire Fire and Rescue Service</u> The written update was noted. There were no further updates. iii. <u>NHS Wiltshire</u> The written updates were noted. It was commented that the update referred to Primary Care Centres, but the Board noted that Trowbridge was to be serviced by a joint surgery for the foreseeable future. There were no further updates. iv. <u>Trowbridge Community Area Future (TCAF)</u> A written update was presented and is attached to these minutes. A questionnaire from the BA14 Culture group was circulated on Trowbridge

	<p>and the Arts.</p> <p>v. <u>Town and Parish Councils</u> The written update from Trowbridge Town Council was noted.</p> <p>vi. <u>Youth Advisory Group (YAG)</u> A verbal update was received from the Youth Advisory Group.</p>
22	<p><u>Outside Body Updates</u></p> <p>i) <u>Transforming Trowbridge</u> Councillor Peter Fuller gave a verbal update on the latest meeting of 'Transforming Trowbridge', which had mostly concentrated on the developing Trowbridge Masterplan, of which an exhibition had been provided before the Area Board meeting.</p> <p>ii) <u>Collaborative Schools</u> Tracy Sullivan from Trowbridge Community Area Future (TCAF) drew attention to the update on collaborative schools contained in the TCAF report attached to Minute 21.</p> <p>iii) <u>Trowbridge Shadow Community Operations Board (COB)</u> Colin Kay from the Shadow COB stated the Board were presenting an item later in the agenda, which would update the Area Board on latest developments.</p>
23	<p><u>Understanding Autism</u></p> <p>Emma Townsend (Wiltshire Council, Contracts and Commissioning Lead – disabilities) and Patti Harrison (Wiltshire Parent Carers Council) delivered a presentation on autism, ahead of a short video prepared to help spread awareness and understanding of the numbers of those with autism in Wiltshire, and some of the challenges those with the condition faced.</p> <p>The Area Board then discussed the video and asked questions of the presenters on various methods and options to assist those with autism.</p>
24	<p><u>Temporary Closure of Charter House Mental Health Assessment Unit</u></p> <p>The Area Board considered the written update provided in the agenda, and noted the further update from Alzheimer's Support commenting on the temporary closure of Charter House, and which is attached to these minutes.</p> <p>Councillor Jeff Osborn updated the Area Board regarding the meeting of Wiltshire Council's Health Select Committee which discussed the closure in the morning of 14 March 2013, and that the Committee had determined that the new Council to be elected in May 2013 would look into the provision of in-patient</p>

	<p>dementia care in Wiltshire as a whole, in light of the concerns raised about provision and lack of notice or engagement prior to the notice of temporary closure of Charter House.</p> <p>It was noted that several Area Board Members had attended a site visit to Charter House on 07 March 2013, and that it was clear that some of the concerns and difficulties expressed by Avon and Wiltshire Partnership (AWP) were valid, particularly in terms of maintenance of the building and appropriateness for the specified use, but that the lack of notice was of serious concern.</p> <p>Roger Bullock and Julie Warner from AWP then addressed the Area Board to detail the reasoning behind the proposed closure, and stated the intended aim was to continue and extend provision across Wiltshire, but that currently Charter House was not fit for purpose, and would work closely with the Area Board in future to avoid the confusion that arisen on this occasion.</p>
25	<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>Wiltshire Armed Forces Veterans Celebrations</u> The sum of £886 was requested towards vehicle tracking mats.</p> <p><u>Decision</u> The Area Board awarded the sum of £886 as part of the Wiltshire Armed Forces Veterans Celebrations. <i>Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates links to the Trowbridge Community Area Plan, Theme 4: Culture</i></p> <p>ii. <u>Trowbridge Chamber of Commerce</u> The sum of £4500 was requested towards the costs of running a Trowbridge Service Excellence Awards.</p> <p><u>Decision</u> The Area Board awarded the sum of £3500 to Trowbridge Chamber of Commerce on condition it cannot be used towards prize money. <i>Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates links to the Trowbridge Community Area Plan, Theme 1 - Economy</i></p> <p>iii. <u>Trowbridge Learning Centre</u> The sum of £4500 was requested for for the purchase of equipment to support a Saturday School and Adult Training & School Language Clubs.</p>

Decision

The Area Board awarded the sum of £3500 to the Trowbridge Learning Centre on condition that the match funding is raised.

Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates links to the Trowbridge Community Area Plan, Theme 7 – Education and Lifelong Learning.

iv. **Trowbridge Civic Society**

The sum of £4329 was requested to support activities to celebrate the 200th anniversary of Sir Isaac Pitman.

Decision

The Area Board awarded the sum of £3703 to Trowbridge Civic Society on condition that the match funding is raised.

Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates links to the Trowbridge Community Area Plan, Theme 1 – Economy.

v. **Friends of Biss Meadows Country Park**

The sum of £1163 was requested for landscaping at Biss Meadows Country Park Pond Renovation Project.

Decision

The Area Board awarded the sum of £1163 to Friends of Biss Meadows Country Park.

Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates inks to the Trowbridge Community Area Plan, Theme 6: Environment.

vi. **Sounding it Out Community Choir**

The sum of £5000 was requested for the Building Bridges: The Trowbridge Song Project.

Decision

The Area Board awarded the sum of £4000 to the Sounding it Out Community Choir on condition that all the match funding is received and a fully detailed budget and detailed schedule for the project, once all funding is received, is provided.

Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates inks to the Trowbridge Community Area Plan, Theme 4 - Culture.

vii. **Preserve our Past**

The sum of £350 was requested to date the oldest house in Trowbridge.

Decision

The Area Board awarded the sum of £350 Preserve our Past.

Reason: The application met the Community Area Grant Criteria 2012/13 and demonstrates inks to the Trowbridge Community Area Plan, Theme 4 – Culture including Heritage.

	<p>b) <u>Area Board Project Applications</u></p> <p>i) <u>Councillor Jeff Osborn – Trowbridge Town Football Club</u> The sum of £5000 was requested towards the cost of a replacement security fence at Woodmarsh Football ground for Trowbridge Town Football Club.</p> <p><u>Decision</u></p> <p>To award the sum of £4000 towards the cost of a replacement security fence at Woodmarsh Football ground for Trowbridge Town Football Club on condition evidence of match funding is provided.</p>
26	<p><u>Youth Funding</u></p> <p>The Area Board received the report and verbal representations regarding two applications for youth funding. Both were concerned with expanding the access of young people to democracy in action.</p> <p>For the application from the Youth Advisory Group (YAG), it was noted that any approval would be subject to the provision of official cost estimates, and other conditions detailed in the agenda papers.</p> <p><u>Decision</u></p> <p>1) To approve £1000 for an application from Trowbridge Community Area Youth Parliament for a young leaders project; 2) To approve £2000 for an application from the Trowbridge Youth Advisory Group (YAG) to make a professional promotional video about Trowbridge YAG and to run a trip to the Houses of Parliament to learn about politics on a wider scale on condition that proper quotes are received.</p>
27	<p><u>Trowbridge Area Community Campus</u></p> <p>Colin Kay (Shadow Community Operations Board) presented an update on plans for the proposed Trowbridge Area Community Campus. It was stated a public consultation was scheduled for May/June 2013, and that the work was to be linked in with the development of the Trowbridge Master Plan and its consultation period. The working proposal as detailed in the report was presented.</p> <p>The cost effective interlinking of community and leisure facilities was stated to be a key consideration, and it was confirmed that the current plan was for a single main Campus building, but that other sites might be linked to the Campus for use with specific activities which could not be accommodated at the main site.</p>

	<p>The Area Board then discussed aspects of the proposals, including leisure provision, and the issue of cost. It was confirmed detailed costings had not been prepared at this early stage, and that the consultation was aspirational in nature, in part to convince the Wiltshire Cabinet of the public need and support when the proposal was ready to be approved.</p> <p><u>Decision</u></p> <p>To approve the working proposal so that the Shadow COB can then consult with local people to check it reflects the first consultation.</p>
28	<p><u>Environmental Health - Out of Hours Noise Complaints</u></p> <p>Graham Steady (Public Protection Manager, Wiltshire Council) presented a report on Wiltshire Council's policy on out of hours noise reports, following a request from the Area Board in relation to a specific incident of noise nuisance.</p> <p>The Board was informed of actions taken in relation to the specific incident. Increased communication with the police to improve consistency of approach in future was highlighted. It was emphasized that noise nuisance was not a regular problem in Wiltshire, and that Wiltshire Council officer resources for out of hours was limited to two officers on call.</p> <p>The Board then discussed the level of powers available to the police and council officers for noise nuisance incidents.</p> <p><u>Decision</u></p> <ol style="list-style-type: none"> 1) To thank officers and note the report; and 2) To support continuation of the out of hours service in a letter to the appropriate Cabinet Portfolio Holder. 3) To ask officers to implement a protocol to provide members of the public who have raised urgent complaints regarding extreme noise nuisance incidents outside of office hours with an immediate response (probably jointly with the Police)
29	<p><u>Trowbridge Allotments Community Assets Transfer to Trowbridge Town Council</u></p> <p>The report on the Community Asset Transfer of the Trowbridge Allotments to Trowbridge Town Council as detailed in the agenda papers was presented.</p> <p><u>Decision</u></p> <p>To approve the transfer.</p>
30	<p><u>Trowbridge Park Community Assets Transfer to Trowbridge Town Council</u></p> <p>The report on the Community Asset Transfer of Trowbridge Park to Trowbridge</p>

	<p>Town Council as detailed in the agenda papers was presented.</p> <p><u>Decision</u></p> <p>To approve the transfer.</p>
31	<p><u>Future of Peter Black Site</u></p> <p>Alistair Cunningham (Wiltshire Council: Service Director, Economy and Regeneration) gave a verbal update on progress at the Peter Black site as requested by the Area Board at its meeting on 17 January 2013. This was in addition to the written update in the agenda supplement from the Wiltshire Council Enforcement Team.</p> <p>The Service Director (Economy and Regeneration) presented details on the ownership of the site, and it was noted that the complex nature of the ownership of site as it was held in receivership, contributed to making negotiations on marketing, sale and usage of the site difficult in the current economic climate. It was stated, however, that the enforcement notice as detailed in the report to clean up the site was expected to be complied with.</p> <p>In response to queries, it was also confirmed that the presence of sewers and culverts on the site, requiring significant work for a new developer, added to the lack of viability for prospective buyers at the present time. A possible short term use as a car park was suggested, and it was confirmed that the Council welcomed any approach from prospective purchasers who wanted to discuss their ideas with the council. Additional details regarding the site were stated to be commercially sensitive, and the Service Director (Economy and Regeneration) offered to brief councillors confidentially on those details.</p> <p><u>Decision</u></p> <ol style="list-style-type: none"> 1) That the Area Board Members receive a confidential briefing from the Service Director (Economy and Regeneration) on further commercially sensitive details regarding the Peter Black site; and 2) That the Area Board receive a further update on progress at the Peter Black site at its next meeting on 23 May 2013.
32	<p><u>Community Area Transport Group Recommendations</u></p> <p>The Area Board noted the report on the Community Area Transport Group Recommendations.</p> <p><u>Decision</u></p> <p>To agrees the recommendations of the Community Area Transport Group, as follows:</p> <ol style="list-style-type: none"> 1) That £700 be allocated towards a new bend warning sign and

	<p>chevron board on the corner of Wiltshire Drive, Trowbridge.</p> <p>2) That £2,000 be allocated for the purchase of new grit bins, a maximum of 2 per Wiltshire Council Division. Trowbridge Town Council has agreed to refill the salt and to recharge proportionate costs to the Parishes. Area Board members to inform the Community Area Manager of the 2 sites where they would like grit bins provided in their Division by 31st March 2013.</p> <p>3) To provide £1,900 to fund 2 x dropped kerbs in Brook Road, Trowbridge</p>
33	<p><u>Any Urgent Business and Forward Plan</u></p> <p>There was no urgent business.</p> <p>It was requested a further update on progress at the Peter Black site be added to the Forward Plan for 23 May 2013.</p>
34	<p><u>Close</u></p>