

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: Ridgeway space - County Hall, Trowbridge BA14 8JN
Date: 14 November 2013
Start Time: 7.15 pm
Finish Time: 9.20 pm

Please direct any enquiries on these minutes to Kieran Elliott (Senior Democratic Services Officer), Tel: 01225 718504 or (e-mail) kieran.elliott@wiltshire.gov.uk.

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

In Attendance:

Wiltshire Councillors

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

Cllr Keith Humphries (Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing))

Wiltshire Council Officers

Bill Parks, Head of Local Highways and Streetscene North
Rachel Efemey, Community Area Manager
Kieran Elliott, Senior Democratic Services Officer
Mark Stone, Associate Director (Transformation Programme)
Amy Bird, Consultant in Public Health
Allan Creedy, Head of Sustainable Transport
Siobainn Chaplin, Integrated Youth Service Locality Team leader
Tim Martienssen, Head of Service, Service Delivery
Mark Banks, Community Co-ordinator, Highways and Streetscene

Town and Parish Councillors

Trowbridge Town Council - Bob Brice, Peter Fuller
North Bradley Parish Council - Bernard Clarkson

Partners

Wiltshire Police - Inspector Lisette Harvey
Wiltshire Fire and Rescue Service - Mike Franklin, Jack Nicholson
Wiltshire CCG - Dr Steve Rowland, Dr Toby Cookson, Dr Stephen Locke
Trowbridge Community Area Future - Colin Kay, Tracy Sullivan, Doug Ross, Margaret Howard
Youth Advisory Group - Becky Bignold, Damian Meaden

Total in attendance: 73

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
83	<p><u>Chairman's Welcome and Introductions</u> The Chairman, Councillor Graham Payne, welcomed everyone to the meeting of the Trowbridge Area Board.</p> <p>Prior to the meeting, the Board had received presentations from successful grant applicants from the year 2012/13, as follows:</p> <p>Wiltshire Mind Trowbridge Sea Cadet Unit Trowbridge Town Team Market Trowbridge Town Football Club Gloucester Road Allotment Association The BIG Community Grow The Sunday Club Wiltshire Armed Forces and Veterans Celebration</p> <p>There had been no response from the World Evangelism Bible Church.</p>
84	<p><u>Apologies</u> Apologies for absence were received from Dennis Drewett and the Office of the Police and Crime Commissioner.</p>
85	<p><u>Minutes</u> The minutes of the meeting held on 12 September 2013 were presented for consideration, and it was,</p> <p><u>Resolved:</u> To APPROVE as a true and correct record and sign the minutes.</p>
86	<p><u>Declarations of Interest</u> Councillors Graham Payne, Jeff Osborn, John Knight, Nick Blakemore 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 Graham Payne also declared a dispensation for Wiltshire Fire Service issues, due to his role as the Chairman of the Wiltshire and Swindon Fire Authority.</p> <p>Councillor John Knight declared a non-pecuniary interest in Grant B)ii), by virtue of being a Director of the Trowbridge Town Hall Trust.</p>
87	<p><u>Chairman's Announcements</u></p> <p>Through the Chair there were the following announcements:</p> <p>i) Item 9 on the agenda - CCG Update - was to be brought forward to item 6.</p>

	<ul style="list-style-type: none"> ii) An update was received on the Trowbridge Masterplan, as detailed in the agenda pack. iii) An update was received on the Wiltshire and Swindon State of the Environment Report, as detailed in the agenda pack, with copies of the report available at the meeting. iv) An update on the rollout of the NHS 111 Service was received, as detailed in the agenda pack. v) It was announced that a Christmas Fayre would take place in the Atrium of County Hall on Thursday 12 December 2013. vi) At the July meeting of the Board there were questions regarding the library potentially opening on Sundays. It was stated that the relevant Cabinet Member had been informed and that the consultation on the library hours of operation prior to opening had not established being open on Sunday as a priority, but that the matter would be looked into again in a year or two.
88	<p><u>Clinical Commissioning Group - Health Provision in the Trowbridge Community Area</u></p> <p>Dr Steve Rowland, Chairman of the Wiltshire Clinical Commissioning Group (CCG), along with Drs Stephen Locke and Tobias Cotton, provided an update on the CCG and health provision in Trowbridge.</p> <p>Plans to merge two surgeries in Trowbridge were discussed, and it was stated that while the s.106 money from the development was secured, there were legal delays as a result of the change from the Primary Care Trust to the CCG in releasing the money. It was confirmed there was planning permission for the merged surgeries. The Board requested an update from the planning department on the nature of the delays and a timeline for its resolution.</p> <p>The Board also received a general update on the composition and management makeup of the CCG, and plans to harmonise health provision across Wiltshire, with a system of care co-ordinators, two for Trowbridge, and rolling out schemes on matters such as mental health, which could be piloted in community areas.</p> <p>The Board also discussed plans for the Trowbridge Minor Injury Unit and potential incorporation of health services within a Trowbridge Campus, and were informed discussions were still at an early stage.</p> <p><u>Decision:</u> The Board thanked Drs Rowland, Cotton and Locke for their update.</p>
89	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> i. Office of the Police and Crime Commissioner No update was received. ii. Wiltshire Police The written update was noted. Inspector Lisette Harvey also announced a

	<p>review of staff resource allocation, but which would not lead to fewer community support officers, including the recruitment of a new beat manager, along with plans to focus more resources in the area around the new Cinema Complex, now that more public would be using the area.</p> <p>iii. Wiltshire Fire and Rescue Service The written update was noted. Mike Franklin and Jack Nicholson (Station Manager, Trowbridge) also noted the annual Christmas Day lunch at Trowbridge Fire Station, the low impact from recent industrial action and the receipt in the new year of new equipment for retrieving people from damaged vehicles. The dangers from carbon monoxide on Canal boat fires was also raised.</p> <p>iv. Trowbridge Community Area Future (TCAF) The written update was noted. Colin Kay announced that two recent events for the polish community had been a success, with further plans to assist in the training of interpreters.</p> <p>v. Town and Parish Councils The written update from Trowbridge Town Council was noted, with attention drawn to recommendations regarding the proposed Trowbridge Campus.</p> <p>The Board also requested further details on the Community Governance Review listed in the papers.</p> <p>vi. Youth Advisory Group(YAG) Representatives from the YAG gave a verbal update on recent developments, and voiced their support for the development of</p> <p>An update was also provided on a youth arts project, 'Who's Asking?', and support for the town council to improve the park and plans for a skate park.</p> <p>The Chairman thanked the young people for their concise and well delivered update.</p>
90	<p><u>Outside Body Updates</u></p> <p>i) Transforming Trowbridge The Board had received copies of the latest minutes from the body.</p> <p>ii) Collaborative Schools A written update was provided within the TCAF report. The next meeting would be held on 22 November 2013.</p> <p>iii) Shadow Community Operations Board As there was a full agenda item on the Campus, no update was provided.</p>
91	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2013/14:</p>

a) **Community Grants**

i. **Friends of Newtown Primary School**

The sum of £3000 was requested for the purchase of equipment for the school swimming pool.

Decision

The Area Board awarded the sum of £3000 to Friends of Newtown Primary School.

Reason: *The application met the Community Area Grant Criteria 2013/14.*

ii. **Trowbridge Sports Forum**

The application was withdrawn prior to the meeting.

iii. **St John Ambulance**

The application was withdrawn prior to the meeting.

iv. **BA14 Culture**

The sum of £488 was requested for 'Take the Lead(Pop!)', a performance project run for and by young people.

Decision

The Area Board awarded the sum of £788 to BA14 Culture. The additional £300 was awarded to cover the performance fees of the young people.

Reason: *The application met the Community Area Grant Criteria 2013/14.*

v. **Monday Wednesday Club**

The sum of £483 was requested to purchase storage equipment and woodwork materials.

Decision

The Area Board awarded the sum of £483 to the Monday Wednesday Club.

Reason: *The application met the Community Area Grant Criteria 2013/14.*

b) **Councillor Led Bid Projects**

i) **Councillors Ernie Clark and Stephen Oldrieve**

The sum of £1890 was requested towards the cost of a noise assessment for the proposed Paxcroft Mead Skatepark.

Decision

To award the sum of £1890 towards the cost of a noise assessment for the proposed Paxcroft Mead Skatepark.

ii) **Councillor Jeff Osborn**

The sum of £6500 was requested towards the cost of tarmacing the footpath of Boundary Walk.

	<p><u>Decision</u> To award the sum of £6500 towards the cost of tarmacing the footpath of Boundary Walk, minus the amount of any future contribution from North Bradley Parish Council.</p> <p>iii) <u>Councillor John Knight</u></p> <p>The sum of £11,360 was requested to purchase equipment and fit a basic kitchen for Trowbridge Town Hall.</p> <p><u>Decision</u> To award the sum of £11,360 towards the cost of purchasing equipment and fit a basic kitchen for Trowbridge Town Hall.</p>
92	<p><u>Local Authority (LA) Responsibility for Public Health Presentation</u></p> <p>Amy Bird, Consultant in Public Health presented a short video on the incorporation of Public Health responsibilities to Local Authorities along with Councillor Keith Humphries, Cabinet Member for Public Health.</p> <p>It was stated that the fundamental focus for the remit was population health, not individual health, and that increasing the focus of the council's services on public health and protection was key, detailing how teams such as environmental health and community safety had been integrated with the Public Health service to help achieve that aim. The Cabinet Member also stated it was hoped the local connection with Public Health that had been lost under the system of Primary Care Trusts, would be restored.</p> <p>Questions were asked of the Cabinet Member and officer, including on how the Public Health service was communicating with the public.</p> <p><u>Resolved:</u> To thank the Cabinet Member and officer for their attendance.</p>
93	<p><u>Campus Update</u></p> <p>Mark Stone, Associate Director (Transformation Services), gave a verbal update on the progression of the Trowbridge Campus, with input from Colin Kay, Chairman of the Shadow Community Operations Board (SCOB).</p> <p>It was detailed that with the second consultation which had concluded in the summer and whose recommendations had received endorsement from the Area Board in September, a detailed scheme would need to be produced with partners such as local health providers, which would eventually be sent to the Cabinet for consideration.</p> <p>It was stated that it was planned for the background work to be completed by the end of February 2014, with a decision to be made by Summer 2014. It was noted that it would be important not to duplicate site uses, with reference to the pending appeal from the developers of the Bowyers site on what the site would</p>

	<p>contain, and which as a major part of the town regeneration would have an impact on what would be required or desirable within the community campus.</p> <p>The Board discussed the update, and in response to queries it was stated that while partners would need to be consulted for the design of any campus, the process would not be held up indefinitely by specific partners, although any design would need to be able to accommodate future additions to the campus if specific inclusions were not prepared for the initial approval.</p> <p>The Chairman also thanked the Leader of the Council for their support of the Trowbridge Campus progression, and the assurance given to the Board that the process would be accelerated as fast as possible.</p> <p><u>Resolved:</u> To note the update and request further updates as soon as possible.</p>
94	<p><u>Peter Black Site update</u></p> <p>A written update on developments at the Peter Black Site was received from Alistair Cunningham, Associate Director (Economic Development and Planning) and a verbal update from Tim Martiensen (Head of Service, Service Delivery).</p> <p>It was stated the council had appointed agents to assess the value of the site with a view to making an offer for the site if appropriate. The Board were informed the site was on the market as it currently stands and the existing structures would not be demolished first.</p> <p><u>Resolved:</u> To receive a further update at the next meeting.</p>
95	<p><u>Community Area Transport Group (CATG) Report</u></p> <p>The report from the Community Area Transport Group (CATG) was presented. It was,</p> <p><u>Resolved:</u> To approve the recommendations of the Community Area Transport Group:</p> <p>To allocate £615 for the provision of 2 x dropped kerbs in Broadmead Road on condition that this sum would be matched by £615 from Trowbridge Town Council.</p> <p>To allocate £615 for the provision of 2 x dropped kerbs in Downhayes Road on condition that this sum would be matched by £615 from Trowbridge Town Council.</p>

96	<p><u>Emerging Trowbridge Transport Strategy</u></p> <p>A report from Martin Aldam (Senior Transport Planner) on the Trowbridge Transport Strategy was presented, with suggested changes following consultation from Board members. It was,</p> <p><u>Resolved:</u> That table 5.2 on page 13 of the emerging Trowbridge transport strategy is amended as proposed in table 3.1 of the report:</p> <table border="1"> <tr> <td data-bbox="339 539 683 651">Concern:</td> <td data-bbox="683 539 1487 651">That the current message regarding freight was too much focused on the town centre and ignored the network in the wider Trowbridge area.</td> </tr> <tr> <td data-bbox="339 651 683 763">Existing text:</td> <td data-bbox="683 651 1487 763">Table 5.2 page 13. Reference 16: A delivery strategy to restrict the movement of heavy goods vehicles at certain times in the town centre.</td> </tr> <tr> <td data-bbox="339 763 683 987">Proposed amendment:</td> <td data-bbox="683 763 1487 987">Replace reference 16 text with: <i>An access and delivery strategy for the movement of heavy goods vehicles into and through Trowbridge will be developed through consultation with stakeholders.</i></td> </tr> <tr> <td colspan="2" data-bbox="339 987 1487 1025" style="background-color: #cccccc;"></td> </tr> <tr> <td data-bbox="339 1025 683 1178">Concern:</td> <td data-bbox="683 1025 1487 1178">The current strategy does not include all users of the footway and doesn't give sufficient regard to the quality of the surface. This is particularly important for mobility scooters.</td> </tr> <tr> <td data-bbox="339 1178 683 1249">Existing text:</td> <td data-bbox="683 1178 1487 1249">N/A</td> </tr> <tr> <td data-bbox="339 1249 683 1435">Proposed amendment:</td> <td data-bbox="683 1249 1487 1435">Add new scheme reference to walking and cycling rows in table 5.2 page 13 as follows: <i>Ensure that new and existing footways and cycleways are fit for purpose for potential users, including mobility units.</i></td> </tr> <tr> <td colspan="2" data-bbox="339 1435 1487 1473" style="background-color: #cccccc;"></td> </tr> <tr> <td data-bbox="339 1473 683 1547">Concern:</td> <td data-bbox="683 1473 1487 1547">That there was an error in table 5.2 page 13 within reference 6.</td> </tr> <tr> <td data-bbox="339 1547 683 1626">Existing text:</td> <td data-bbox="683 1547 1487 1626">A361 County Way/ Hilperton Rd / Roundstone St Roundabout / - pedestrian improvements.</td> </tr> <tr> <td data-bbox="339 1626 683 1704">Proposed amendment:</td> <td data-bbox="683 1626 1487 1704">Replace Hilperton Road with <i>St Thomas' Road</i>.</td> </tr> </table>	Concern:	That the current message regarding freight was too much focused on the town centre and ignored the network in the wider Trowbridge area.	Existing text:	Table 5.2 page 13. Reference 16: A delivery strategy to restrict the movement of heavy goods vehicles at certain times in the town centre.	Proposed amendment:	Replace reference 16 text with: <i>An access and delivery strategy for the movement of heavy goods vehicles into and through Trowbridge will be developed through consultation with stakeholders.</i>			Concern:	The current strategy does not include all users of the footway and doesn't give sufficient regard to the quality of the surface. This is particularly important for mobility scooters.	Existing text:	N/A	Proposed amendment:	Add new scheme reference to walking and cycling rows in table 5.2 page 13 as follows: <i>Ensure that new and existing footways and cycleways are fit for purpose for potential users, including mobility units.</i>			Concern:	That there was an error in table 5.2 page 13 within reference 6.	Existing text:	A361 County Way/ Hilperton Rd / Roundstone St Roundabout / - pedestrian improvements.	Proposed amendment:	Replace Hilperton Road with <i>St Thomas' Road</i>.
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97	<p><u>Transwilt Community Rail Partnership</u></p> <p>A short film on the Transwilt Community Rail Partnership was shown, along with a short update from Allan Creedy (Head of Sustainable Transport) and Graham Ellis (Transwilt Community Rail Partnership).</p> <p>The Board noted that trains direct from Trowbridge to Swindon would increase</p>																						

	<p>from 1 to 16 a day from 9 December 2013, and increased trains to London. It was highlighted that this service increase would not remain in place if it was not well used.</p> <p>The Board also discussed the need for Trowbridge station to be better integrated with the Town Centre, with the hope that the development on the former Bowyer's site would achieve that aim.</p> <p><u>Resolved:</u> To thank the officers for the update.</p>
98	<p><u>Community Asset Transfer: Land at Phillips Way, North Bradley</u></p> <p>The item was withdrawn prior to the commencement of the meeting.</p>
99	<p><u>Any Urgent Business and Forward Plan</u></p> <p>There was no urgent business.</p> <p>The forward plan and future meeting dates were considered. It was noted the meeting of 27 March would be an older person focused event, and be held during the day.</p>
100	<p><u>Close</u></p>