

## Town Clerk's Report 29<sup>th</sup> October 2014 to Policy & Resources Committee 4<sup>th</sup> November 2014

### 1. **POLICY**

**1.1 One Wiltshire Smart Card** – Following the resolution of the council at the last meeting I have discussed the issue with officers at Wiltshire Council, the Chair of the Area Board Cllr Graham Payne and the Cabinet Member for Transport and Highways Cllr John Thomson. The significant paragraph in Wiltshire Council's resolution is as follows: *'Council therefore requests that the Administration work with Officers and partners to develop a 'One Card for Wiltshire' scheme that would enable a resident to use a single payment card to pay for both public transport and car parking across the county. Additionally Council requests that the possibility of adding the ability to pay for other council services should be investigated.'* We have clearly registered our wish that when the Smart Card is applied to services beyond public transport and car-parking that Town (and Parish) Council services should be included in any roll-out and also that if the car-parks move to a local control situation, smart cards would remain an option for payment.

**1.2 BT public payphone consultation** – Wiltshire Council are seeking views on BT's current programme of proposed public payphone removals. This relates to two kiosks in the local area, one in Staverton and one in Keevil. BT offers the opportunity for parish councils and registered charities to adopt a kiosk for just £1, thereby protecting heritage. Details can be found at <http://business.bt.com/phone-services/payphone-services/adopt-a-kiosk/>. The consultation closes on 8 January 2015, so could comments to be returned by 22 December, to Tim Martienssen at Wiltshire Council who will co-ordinate the response on behalf of Wiltshire Council (copy letter attached).

**1.3 Flood Risk** – Wiltshire Council is inviting town councils to become more involved in the initial part of the Flood Risk process. The issue of Flood Wardens will be discussed further by the TCAF Steering Group at their meeting to be held on 3<sup>rd</sup> November 2014.

### 2. **FINANCE**

**2.1 Local Gov't Act S150(5), Orders For Payment** – Following the adoption of this in parliament the RFO will be bringing forward proposals to implement electronic banking, which will be tested by the end of the year following training which was undertaken at the end of October. Formal changes to Financial Regulations will be considered in January.

**2.2 Half Yearly Management Accounts April - September 2014 (AGENDA ITEM 10).**  
The budgeted net expenditure for this committee to the second quarter was £255k with the actual net expenditure at £255k which was on budget. Information relating to the other council services is below in 2.2.1

<b>Quarter 2</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>

<b>Gross Expenditure</b>	<b>256</b>	<b>256</b>	<b>0</b>
<b>Income</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>Net Expenditure</b>	<b>255</b>	<b>255</b>	<b>0</b>

**Democratic Services CC401** were (£3k) adverse for the second quarter with the share of the Civic Centre costs being (£4k) over due to the new flooring. Salaries include a 1% provision and low pay review.

**Mayor CC402** net costs were (£0.7k) over budget. The Town Gathering costs include, scroll holder, SWIB Mayor's reception, Town Gathering costs, and the Civic Service teas.

**Grants CC403** Overall grants to the second quarter were £7k favourable due to phasing.

**Projects CC404** were (£4k) adverse and include BID feasibility and Discover TROWBRIDGE banners.

**Establishment CC 410** was on budget despite the shared cost of the Civic Centre at (£2.5k) over budget. Other savings to date include salaries and insurance.

## 2.2.1 Finance Summary April - September 2014

**Museum** - net expenditure came in on budget and included costs for the WW1 centenary events matched by income from the Friends. The project costs for the second quarter included the consultant and own staff costs matched by income from the Arts Council.

**Leisure Services** - net expenditure was (£25k) over budget which was mainly due to salaries and associated costs being (£20k) over budget. Income from coaching includes a customer credit of (£6k) relating to 2013-14.

**Establishment** - net expenditure was on budget as above in 2.2.

**Direct Services** - total net expenditure was 11k under budget and included savings on Recreational areas, Longfield, Allotments, TIC and General cost centres. Expenditure for the park was (£5k) over budget.

**Civic Centre** - total net expenditure was (£61k) over budget mainly due to the replacement flooring of (£21k), and facility hire being (£45k) down on budgeted levels and also down on the previous year.

**Total** - In total the budget net expenditure to the second quarter was £725k with the actual at £802k which was (£77k) over budget.

**Earmarked Reserves** - The summary shows the budget and actual comparisons along with the reserves summary and details for the year. The reserves summary shows the opening balance at 1<sup>st</sup> April '14, movements in and out of earmarked reserves and the closing balance at the 30th September '14. The earmarked reserves total balance has increased from £99k to £110k which is due to the increases for the

Museum expansion project. The earmarked reserves closing balances are for the Museum project £88k, contribution balance for the Stallards changing room project £6k, Historic Buildings £2k, E Trowbridge £1.5k, Sports pitches £7k, Longfield disabled amenities project £5k and Youth development £0.5k.

**2.3 BUDGET 2015/16 (AGENDA ITEM 15)** – We have already received information from Wiltshire Council regarding the Localisation of Council Tax Support Grant which they will pay to the Town Council and the Council Tax Base and have information on the September Inflation figure, which influence the Budget and Council Tax Charge.

**2.3.1 Localisation of Council Tax Support Grant** – This will reduce from £128,598 (2014) to £93,876 (2015)

**2.3.2 Council Tax Base** – This is expressed a Band 'D' Equivalents and accounts for additional houses constructed in the town in the past year, single person discounts and other adjusting factors. This will increase from 9616.60 (2014) to 10226.12 (2015).

**2.3.3 Inflation** – The September Consumer Prices Index (CPI) was 1.2% and the Retail Prices Index (RPI) was 2.3%. If we factor into the Budget Summary this information the resulting budget target, using CPI could be calculated as follows:

	2014/15	change	2015/16	diff.
<b>Total net budget</b>	£ 1,454,887	104.56%	£ 1,521,209	£ 66,322
<b>Band 'D' Equivalents</b>	9616.6	106.34%	10226.12	609.52
<b>Top Up Grant fromn Wiltshire Council</b>	£ 128,598	73.00%	£ 93,876	-£ 34,722
<b>Net Requirement (Precept)</b>	£ 1,326,289	107.62%	£ 1,427,333	£ 101,044
<b>Council Tax Charge per Band 'D' property</b>	£ 137.92	101.20%	£ 139.58	£ 1.66

The budget will now be constructed, committee by committee, with an additional continued contribution to reserves to meet the target of a minimum 3 months general expenditure of £375,000 over a three year period.

**2.3.4 Policy & Resources Committee Draft Budget for 2015/2016** – The detailed draft budget for areas of committee expenditure is presented for consideration. There is pressure from pension costs to be absorbed, a potential salary increase yet to be agreed nationally and some requirement for additional admin/finance/HR support.

	2014-15 Budget £000	2015-16 Budget £000	Increase/ Decrease £000
<b>Gross Expenditure</b>	763	784	(£21)
<b>Income</b>	5	5	0
<b>Net Expenditure</b>	758	779	(£21)

Other changes include savings on insurance and the moving of police checks (DBS) to Museum and Leisure Services budgets. The committee is asked to consider the following **RECOMMENDATION:**

***That the committee approves the draft Policy & Resources Committee budget for 2015/16 for incorporation into the overall Trowbridge Town Council Budget for 2015/16 which will be considered further by the committee on 13<sup>th</sup> January 2015 prior to final approval by the Council on 20<sup>th</sup> January 2015.***

### 3. **PERSONNEL**

**3.1 Starters** - Brett Partner, Nathan Owens and Katie Wilson (Sports Coaches) all started on 1 September 2014 (1 year fixed term contracts).

Hannah Lyddy started as Museum Manager on 1 October 2014 (1 year fixed term contract).

**3.2 Leavers** – Clifford Sakyi, Sports Coach, left on 5 September 2014.

**3.3 Vacancies** – We are currently working with local employment agencies to secure seasonal support staff for the Civic Centre operation.

**3.4 Personnel (AGENDA ITEM 7)** - Following a number of changes to personnel structure and job descriptions over the past few years we have pursued the possibility of reviewing the salary scales for those staff at a Supervisor level but have now received advice from South West Employers that it would be appropriate and better value to undertake a more wide ranging review of all staff. **The committee is asked to consider the following RECOMMENDATION:**

**That the council undertakes a full job evaluation exercise, by South West Employers at a cost of up to £5,000.**

### 4. **SERVICES**

**4.1 MUSEUM & TOURISM** – The next committee meeting is 9<sup>th</sup> December at 6:30pm

**4.1.1 Museum Project** - Fundraising Consultant Caroline Taylor, Museum Curator Clare Lyall and I attended a meeting with the Heritage Lottery Fund in Exeter on 17<sup>th</sup> September. Following confirmation of the 2<sup>nd</sup> year Arts Council funding we have appointed a new Museum Manager; Hannah Lyddy, allowing Clare to concentrate on the project this year. The council confirmed that it agreed in principle to borrow to contribute towards the project, funded from the annual £25,000 contribution to the project, subject to confirmation of external funding. We are now seeking to appoint architectural consultants to take the project forward to the next stage and prepare for an application to the HLF in early 2015.

**4.1.2 Holiday Activities** – have been running during the Half-Term holiday.

**4.1.3 Exhibition** - The current *Brands Reinterpreted* exhibition runs until 15<sup>th</sup> November. <http://trowbridgemuseum.co.uk/2014/10/brands-re-interpreted-opens-today/>

**4.2 LEISURE SERVICES** - The next committee meeting is 9<sup>th</sup> December 2015 at 7pm.

**4.2.1 Tour of Britain** – The Tour of Britain cycle race passed through Trowbridge (briefly) on Friday 12<sup>th</sup> September at around 10:40am.

**4.2.2 Fun Days** – Fun Days have been operating during the Half-Term holidays at Walwayne Court School.

**4.2.3 Swimming** - Over 300 children per week have been taught swimming from April to July, provided in partnership with Newtown School.

**4.2.4 Sports and Play Festival** – Our Festival in 2015 will be held on Saturday 25<sup>th</sup> July as part of the town's @MagnaCarta800th Charter Fayre celebrations, with a medieval theme.

**4.2.5 Trowbridge Sports Forum** – The Forum now has 13 local sports clubs discussing and implementing projects and plans for the future for the local community.

**4.2.6 Sports Pitches Project** – We are working with local clubs, Wiltshire FA, Sport England and WASP to develop plans for the land at Devizes Road. We have now made an application to Wiltshire Council for the funding retrospectively for the land purchase, following receipt of the money paid by Taylor Wimpey for the final area of Paxcroft Mead, close to Ashton Street. The remaining funding from the other sites is expected by the end of 2015 and we are now progressing proposals in partnership with the Football Association and others. This will be dependent upon the results of a county wide review of sports pitch provision being undertaken by Wiltshire Council, and which we are involved in. The current lease at Woodmarsh we have with landowner Doric runs out in 2018 and we are in discussion with them via our agent regarding potential options of a new lease or purchase of the land. These options are being considered as part of our wider discussion with partners. We are also aware of a proposal to build a significant new stadium at Blackball Bridge, but no planning application has been made for this yet.

**4.3 DIRECT SERVICES** – The next committee meeting is 25<sup>th</sup> November.

**4.3.1 Civic Centre** – The Management Board meets again on 20<sup>th</sup> November.

#### **4.3.2 Town Park**

**Friends of Trowbridge Park** – this group is now well established and is doing some valuable work with the community and the council. They have made a grant application to the council for consideration at the meeting. Their plans for the community garden will be seeking committee approval on 25<sup>th</sup> November, and in addition they are seeking to agree a formal partnership with the council at the Direct Services Committee meeting.

**Bandstand** – Installation of the fencing is complete, accompanied by a full repaint and we are seeking discussions with the young people regarding long term shelter options.

**Storage Facilities** – A proposal is being considered to construct a storage facility at the rear of the Bandstand to replace our current rented unit at St George's Works.

**4.3.3 Trowbridge In Bloom** –

**Home Produce Fayre** - Saturday 30<sup>th</sup> August, Fore Street, sponsored by the Kings Arms. Local organisations sold their home made produce with prizes for the best dressed stalls.

**South West In Bloom (SWiB) Awards** - at the Civic Centre on 18<sup>th</sup> September when we received 470 delegates from all across the South West to Discover TROWBRIDGE. They were all presented with one of the new DiscoverTROWBRIDGE bags.

**Biss Meadows** – The Friends work with Trowbridge in Bloom to maintain and improve this part of the town.

[www.bissmeadows.org.uk/homeframe.htm?masterplan.htm&Main](http://www.bissmeadows.org.uk/homeframe.htm?masterplan.htm&Main)

**4.3.4 Studley Green Community Centre** – A new 16 year lease has been finalised with the trustees of the Community Association, which commenced on 1<sup>st</sup> July. They have also reached agreement with the Football Club regarding parking facilities.

**4.3.5 Lambrok Playing Fields and Changing Rooms** – The club has installed the rail around one of the pitches and has provided confirmation from Wiltshire Council that they do not require planning permission for the storage container. I have held two meetings with members of the public and answered their questions, apologising on behalf of the council that they had not been consulted about the changes. I confirmed that councillors had been given the opportunity to consider the matter as a full agenda item but had advised me at the time that they were happy for officers to agree the developments. Other good neighbour matters including litter and noise issues have been raised with the club and are in hand.

**4.3.6 Civic Centre – Installation of SOLAR Photovoltaic Cells on the roof** We are now working with Kennet Community Energy Limited (KCEL), to progress the technical details of an installation on the roof of the Civic Centre.

## **5. MARKETING & EVENTS**

**5.1 Newsletter** – We continue to publish the newsletter as part of the Trowbridge Magazine in November 2014 and will soon be reviewing our options for 2015.

**5.2 Calendar of Events** (please see attached at the end of the report).

**5.3 Website** – The Town Council web-site [www.trowbridge.gov.uk](http://www.trowbridge.gov.uk) provides information about all council activities and services as well as links to other Trowbridge web-sites. Our other web-sites are: [www.trowbridgecivic.co.uk](http://www.trowbridgecivic.co.uk) for information about the Civic Centre, events and activities & [www.trowbridgemuseum.co.uk](http://www.trowbridgemuseum.co.uk) for the Museum.

**5.4 DiscoverTROWBRIDGE** – Our design consultant team have completed the branding guide and are compiling a library of photographs to use with the guide. Our new cloth bags incorporating the logo were launched at the South West in Bloom Awards, being distributed to over 450 attendees on the day.

**5.5 Magna Carta 800<sup>th</sup> 1215-2015** – I am very pleased to report that Trowbridge has been successful in applying to the Magna Carta 800<sup>th</sup> Anniversary Committee and has been awarded £10,000 towards our series of events and activities. Wiltshire is the only county where it is possible to visit an original copy of the Charter and a Baronial

Town. I was interviewed by BBC Radio Wiltshire on Monday 20<sup>th</sup> October following a press release about our grant award.

Our Magna Carta Year commences with the **Magna Carta Exhibition at the Museum in February**, which will also celebrate the 25<sup>th</sup> Anniversary of the establishment of the Museum. We have secured the loan of a maquette of the statue of Henry de Bohun from Canterbury – which was used to model the statue which stands in the House of Lords.

We will host a **Magna Carta Conference on Saturday 25<sup>th</sup> April** in the Civic Centre, sponsored by The Consortium, tickets available from the TIC for £10. Speakers include: Sean McGlynn - King John and the road to Magna Carta; Dr Ellie Woodacre - Eleanor of Aquitaine; Dr Cath Hanley - Arms and Armour; Dr Matt Bennett - William Marshal; Martyn Whittock - Life in England at the time of Magna Carta Andy Milroy - the de Bohuns.

The Town Clerk will be undertaking an **800 mile Magna Carta bike ride from 20<sup>th</sup> June**, visiting all 22 Baronial Towns, starting in **Curry Mallet** and calling in at **Trowbridge** at lunch time on Saturday 20<sup>th</sup>, before heading off to the East. Sunday 21<sup>st</sup> sees visits to **Long Crendon**, Bucks, **London** and **Greenwich**, London; Monday 22<sup>nd</sup> covers **Walkern**, Herts, **Stansted Mountfitchett**, **Little Dunmow**, **Pleshey** and **Castle Headingham** in Essex and **Clare** in Suffolk; Tuesday 23<sup>rd</sup> the route takes in **Framlingham** and **Huntingfield** in Suffolk; Wednesday 24<sup>th</sup> involves two stops in Leicestershire at **Leicester** itself and **Belvoir**; Thursday 25<sup>th</sup> is a trip home to Yorkshire, visiting **Pontefract** and **Helmsley**; the Tour de Yorkshire continues on Friday 26<sup>th</sup> with **Thirsk**, **Topcliffe** and **Skipton**, with a finish in **Hornby**, Lancashire; After a trip over the Pennines on Saturday 27<sup>th</sup> the finale takes in **Warkworth** and finishes in **Alnwick**, Northumberland on Sunday 28<sup>th</sup> June. You can sponsor him at: [www.justgiving.com/LANCE-ALLAN2](http://www.justgiving.com/LANCE-ALLAN2) to raise money for Dorothy House Hospice or [www.justgiving.com/LANCE-ALLAN1](http://www.justgiving.com/LANCE-ALLAN1) to raise money for Re~cycle bikes for Africa.

The Civic Centre will be the home of **'Horrible Histories' live on stage** from 15<sup>th</sup> July, we are already SOLD OUT for the school days on Wednesday, Thursday and Friday, with tickets on sale for the public performances on **Saturday 18<sup>th</sup> and Sunday 19<sup>th</sup>** July.

**St James' Church will hold a Magna Carta Flower Festival 20<sup>th</sup> - 26<sup>th</sup> July**. Using the Henry de Bohun colours of gold and blue, which will be used by Trowbridge In Bloom throughout the season. The Public Speaking competition will also of course utilize the Magna Carta theme.

Our main event will be held in the Park on the **Charter Fair weekend of 24<sup>th</sup>/25<sup>th</sup>/26<sup>th</sup> July** 2015. All departments of the Town Council will be involved in organising elements of the **Magna Carta Charter Fair** as well as our partner organisations. The Chamber of Commerce and Town team is running a **Trowbridge Business Expo** in the Civic Centre on the Friday and Saturday sponsored by Apetito, Hitachi and Office Evolution. The Town Team will also be arranging **Medieval themed markets in Fore Street**, The **Active Trowbridge Magna Carta Sports & Play**

**Festival in The Park** will be held as part of the weekend on the Saturday, there will be **Jousting and a Town Crier's Competition** on the Sunday and the **Civic Service** on Sunday evening.

With Salisbury having been declared one of the top ten destinations in the world for 2015 we expect to generate significant interest from overseas visitors and will be working closely with Visit Wiltshire on this.

## 6. **TOWN DEVELOPMENT** – Committee meets 11<sup>th</sup> Nov, 2<sup>nd</sup> Dec and 6<sup>th</sup> Jan.

**6.1 Bus Service T1 – (AGENDA ITEM 8)** following a recent vox pop undertaken by Councillor Graham Payne on this service, committee is asked to consider the Town Clerk's **RECOMMENDATION: That the Council writes to Wiltshire Council expressing its concern about the implementation of revised bus services known as the T1 and request Councillor Horace Prickett discusses this directly with First Bus.**

**6.2 Transforming Trowbridge** – [www.transformingtrowbridge.org.uk](http://www.transformingtrowbridge.org.uk) Established by Wiltshire Council, a partnership to support regeneration of the town centre is leading on development of the Masterplan. Met on 29<sup>th</sup> September. Harry Hilliard is stepping down as Chairman and the board is looking for a new Chair.

**6.2.1 Masterplan** – The Masterplan seeks to ensure that the town centre develops in a sustainable way, providing a range of facilities and services which are linked together and is being adopted as part of the Core Strategy. The Our Place bid seeks to consider how the Masterplan could be adopted as a Neighbourhood Plan for the town if necessary.

**6.3 Business Improvement District (BID)** - Consultants Mosaic completed the feasibility study, with a recommendation to proceed to establish a BID to ballot. Wiltshire Council will be funding this stage and a procurement exercise is now being established.

## 6.4 **Town Centre Developments**

**St Stephen's Place** – Chiquito was the latest new restaurant to open at the beginning of October, there are now three remaining units.  
<http://ststephensplacetrowbridge.co.uk/>

**Cradle Bridge** – Indications are that MRMU, a developer based in Cornwall [www.mrmultd.co.uk/](http://www.mrmultd.co.uk/) are behind the purchase of the former Peter Black site. A planning application is anticipated shortly which is expected to include a quality food retail outlet and additional restaurant units, linked to St Stephen's Place via a new footbridge. A public consultation on a retail-led development is to take place at the Civic Centre on Thursday 30<sup>th</sup> October 2014 from 2pm – 8pm.

**Bowers** – Demolition works commenced in September, a revised planning application to include a Petrol Filling Station as well as the consented Morrisons supermarket, multi-screen cinema and a number of restaurant units is expected shortly. Early indications are suggesting completion by Easter 2016.  
[www.innoxriverside.com/](http://www.innoxriverside.com/)



**Court Street** – the development of a mixed use office and residential scheme on the former Tremans Factory site is proceeding by Ashford Homes. Monahans Accountants are the tenant for the offices.

**Retail** – T K Maxx opened at the beginning of October next to Knees in Bradley Road.  
[www.tkmaxx.com/trowbridge-opens-2nd-october-at-9am/stry/20423](http://www.tkmaxx.com/trowbridge-opens-2nd-october-at-9am/stry/20423)

**6.5 Housing** – The following major sites are under development, totalling over 1,200 houses.

**H9 Southview Farm**, Wain Homes, 300 houses for sale.

[www.wainhomes.net/southwest/development-details.php?itemID=47](http://www.wainhomes.net/southwest/development-details.php?itemID=47)

**H11 Castle Mead**, Persimmon & Charles Church 650 houses for sale, the link road to West Ashton Rd is now complete, and the Primary School was officially opened by the Mayor, Cllr Bridges on 25<sup>th</sup> September 2014. Work on the Hilperton Gap Relief Rd from Leap Gate to and Canal Rd commenced in September and is due to open early 2015.

[www.persimmonhomes.com/castle-mead-2206](http://www.persimmonhomes.com/castle-mead-2206)

**H8d Brook Meadow**, Barratt & Taylor Wimpey 150 houses mostly SOLD.

[www.barratthomes.co.uk/new-homes/wiltshire/H605001-Paxcroft-Mead/](http://www.barratthomes.co.uk/new-homes/wiltshire/H605001-Paxcroft-Mead/)

**H8c The Pastures** off Parsonage Way, Abbey New Homes 180 houses for sale.

[www.abbeynewhomes.co.uk/PASTURES%20Trowbridge/home.html](http://www.abbeynewhomes.co.uk/PASTURES%20Trowbridge/home.html)

**Rugby Club, Green Lane** – Green Square, 90 houses now commenced.

[www.greensquaregroup.com/new-homes/projects/current/trowbridge-rugby-club](http://www.greensquaregroup.com/new-homes/projects/current/trowbridge-rugby-club)

**Ashton Park** – Mainly in West Ashton and North Bradley Parishes, proposes around 2,500 houses and improvements to the A350 around West Ashton cross roads and Yarnbrook. An application is expected once the Core Strategy Inspectors Report is published.

[consult.wiltshire.gov.uk/portal/spatial\\_planning/wcs/pre-subconsult2012?pointId=1329404303932](http://consult.wiltshire.gov.uk/portal/spatial_planning/wcs/pre-subconsult2012?pointId=1329404303932)

## 6.6 Local Plan - Core Strategy, Community Infrastructure Levy (CIL) and Infrastructure Delivery Plan (IDP) –

Items included in the IDP will be funded by the CIL. The Town Council will need to consider the IDP as part of the developing Council Strategy to ensure that items required by the community are included. Such items would include elements identified in the Masterplan as well as; allotments, cemetery, play areas, highways, cycle routes and sports pitches, for which some money from developers through Section 106 contributions is already available. The IDP should be reviewed by Wiltshire Council on an annual basis.

**6.6.1 Housing Site Allocations Plan** - Wiltshire Council is developing a plan to support the emerging Core Strategy and the delivery of new housing sites up to

2026, identifying smaller sites which are additional to the strategic allocations such as Ashton Park, to deliver new homes to ensure that a 5 year land supply can be maintained; and undertake a review of 'settlement boundaries', as defined currently. A significant number of potential site options for assessment have been submitted to the Council, all of which have been considered through an initial screening process.

## 6.7 Rail Services –

**6.7.1 Trowbridge Station** - Significant improvements to the Railway Station Forecourts are expected this financial year, which have been planned in conjunction with the developers of the Bowyer's site.

**6.7.2 – Electrification** - a consultation event took place at County Hall on Tuesday 21<sup>st</sup> October to inform the public of proposed service disruption in summer 2015 as part of the Great Western Main Line Electrification project. This will include alterations to services between Chippenham and Bath in the period 18<sup>th</sup> to 31<sup>st</sup> July 2015 and NO SERVICES operating through Trowbridge or between Bath and Chippenham at all during August 2015. [www.networkrail.co.uk/great-western-route-modernisation/wiltshire/](http://www.networkrail.co.uk/great-western-route-modernisation/wiltshire/)

## 7. PARTNERSHIP

**7.1 Our Place** - The Town Council's bid to the second stage Going Further of 'Our Place' has been successful following submission of our Development Plan for the first Getting Going stage. We will receive a £17,000 grant which will facilitate all of the partners including TCAF, the Campus, Wiltshire Council and the Wiltshire Clinical Commissioning Group working together to plan for the future of our town centre. We will also receive consultant support. We have also been presented as a Case Study being prepared by the national Association of Local Councils (NALC). DCLG have discussed the next stage of the project with us, and in the spirit of localism and devolution have agreed that our Operational Plan will concentrate on the potential transfer of Wiltshire Council Car-Parks to local control.

**7.2 Campus** – The Cabinet of Wiltshire Council are due to discuss the Trowbridge Campus at their meeting on 11<sup>th</sup> November. We await confirmation regarding the funding, location and timescales for implementation of the Trowbridge Campus. All elements of the NHS have agreed in principle to collocating their current and additional needs in a new Campus alongside improved Leisure facilities. The Campus will also incorporate some existing buildings and facilities. In effect the whole of Trowbridge Town Centre could be considered to be the Campus if the new build element proceeds as planned.

**7.3 Wiltshire Council** - The parish newsletter is now published weekly and is circulated to members. [www.wiltshire.gov.uk/council/parishnewsletterhome.htm](http://www.wiltshire.gov.uk/council/parishnewsletterhome.htm)

**7.3.1 Area Board** – The next meeting is on 13<sup>th</sup> November at County Hall. The Community Area Web Site is at [www.trowbridge.ourcommunitymatters.org.uk](http://www.trowbridge.ourcommunitymatters.org.uk)

**7.3.2 Community Area Transport Group (CATG)** – Next meeting 12<sup>th</sup> January at 10:30 am in the Civic Centre.

**7.3.3 Stallard Recreation Ground Changing Rooms** – This facility on Innox Rd will be implemented by Wiltshire Council, with a contribution from the Town Council and Section 106 funding.

**7.3.4 Enterprise Wiltshire** – Awaiting revised date for board meeting to discuss future.

**7.3.5 Review of Car Parking** – Wiltshire Council has now commenced the wide ranging review of all parking issues across the whole county. We have been working with Wiltshire Council on this and some aspects are linked to the Our Place Project. The Town Council is keen to see the introduction of a Resident's Parking scheme in a number of areas around the town as one of the outcomes of the review and has supported the implementation of a trial scheme in Yerbury Street. The Town Development Committee will consider details of the Town Council's response to the review. The Town Council's Strategy states: '*excellent car-parking with greater local control and management including appropriate tariffs;*' We understand that Wiltshire Council have accepted that the banding introduced a few years ago has failed to recognise the situation in each individual town and in each specific car-park and that they are keen to consider options for local control, which may include the town council setting the charges and length of stay applicable to local car-parks or taking over the assets as part of a balanced cost-neutral package of assets. This would include income generating car parks alongside other facilities which have an equivalent revenue cost such as recreation grounds and play areas. Wiltshire Council is holding a briefing on the review on 4<sup>th</sup> December and either Cllr Brice or Head of Direct Services Bill Austin will attend. We will undertake some public consultation utilising the Our Place Grant funding. Wiltshire Council have also committed to including consideration of Parking at County Hall and Coach Parking as part of the review. Whilst the Town Council may take a view that transfer to local control alongside the introduction of Residents Parking Zones as a package is a positive step the detail, including arrangements for the multi-storey car-park and any new parking arrangements associated with the Campus would need to be taken into account before agreeing to any new deal with Wiltshire Council following the review.

**7.3.6 Youth Services** – Siobainn Chaplin, Wiltshire Council's Locality Team Leader, is holding a meeting on Monday 10<sup>th</sup> November at 6.30pm at Court Mills YDC, when James from Youth for Christ, who will give a presentation on the deliverance of Youth for Christ in Trowbridge. All Town Councillors are invited to attend. Active Trowbridge are involved in the Wednesday night 'Doorstep' sport club.

**7.4 Trowbridge Community Area Future (TCAF) – <http://tcafuture.wordpress.com/>**

TCAF Steering Group	3 <sup>rd</sup> November	4.00pm	
Civic Centre			
TCAF Neighbourhood Partnership	3 <sup>rd</sup> November	6.00pm	
Civic Centre			
TCAF Steering Group	12 <sup>th</sup> January	4.00pm	Civic
Centre			

TCAF Neighbourhood Partnership 12<sup>th</sup> January 6.00pm Civic Centre

TCAF meetings for 2015 will be set at the next meeting of each individual theme group and will be detailed in my next report.

**7.5 Collaborative Schools Ltd (CSL)** – The application for an alternative provision free-school was turned down.

**7.6 Police and Community Safety** – Inspector Chris Chammings gives a written report to Full Council meetings. The Police Commissioner Mr Angus MacPherson is currently conducting two consultations, a survey of Rural Crime issues which can be access on the following link: <http://www.wiltshire-pcc.gov.uk/Feedback/Rural-Crime-Survey-2014.aspx> is open until 14th November and one on Community Remedies open until 21<sup>st</sup> Nov as follows: [www.wiltshire-pcc.gov.uk/Feedback/Community-Remedy/Community-Remedy-Consultation.aspx](http://www.wiltshire-pcc.gov.uk/Feedback/Community-Remedy/Community-Remedy-Consultation.aspx)

**7.7 Wiltshire Fire & Rescue Service** – The Town Council has responded to the public consultation on the future of the Fire & Rescue Service following a resolution at the last meeting, supporting the option of a merger with the Dorset Fire & Rescue Service. Further information about Wiltshire Fire & Rescue Services is available on their web-site and in their QM magazine. <http://www.wiltsfire.gov.uk/qm>

**7.8 Wiltshire Association of Local Councils (WALC)** – Newsletters are regularly circulated or available on their website [www.wiltshire-alc.org.uk](http://www.wiltshire-alc.org.uk)

**7.9 Swindon/Wiltshire Local Enterprise Partnership** – a contribution towards West Ashton and Yarnbrook relief road is expected in future phases once development has progressed through the planning system.

**7.10 Gaiger Solar – Ladydown Farm and Cock Hill Solar Farm Community Fund.** Following the approval of planning permission, meeting shave 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.

## 8. **CIVIC & DEMOCRATIC ACTIVITIES**

**8.1 Council Meeting Dates.** Council and committee meetings for the next few months are:

Tuesday 4 <sup>th</sup> November	Policy & Resources
Tuesday 11 <sup>th</sup> November	Town Development
Tuesday 18 <sup>th</sup> November	Full Council
Tuesday 25 <sup>th</sup> November	Direct Services
Tuesday 2 <sup>nd</sup> December	Town Development
Tuesday 9 <sup>th</sup> December	Museum & Tourism (6:30pm) Leisure Services
Tuesday 16 <sup>th</sup> December	NO MEETING
Tuesday 23 <sup>rd</sup> December	CHRISTMAS
Tuesday 30 <sup>th</sup> December	NEW YEAR
Tuesday 6 <sup>th</sup> January 2015	Town Development (5 weeks)
Tuesday 13 <sup>th</sup> January	Policy & Resources Committee

**8.2 Twinning** – 23 visitors from Trowbridge, including the mayor, Cllr Glyn Bridges, had a very successful trip to Leer for the Gallimarkt celebrations in October. The Mayor has sent a letter of thanks to the outgoing Mayor of Leer, Wolfgang Kellner, who has been Mayor for 16 years. With effect from 1<sup>st</sup> November the town of Leer will have a new Mayor, Beatrix Kuhl, who is elected for 7 years. In addition, Cllr Brice along with the Town Crier and Doug Ross participated in the Ostfrieslandschau, at their traditional English Pub selling local Moles beer. A request by the Mayor's charity, Dorothy House Hospice Care, to twin with a hospice in Leer has been favourably received and is being progressed.

**8.3 Remembrance Sunday Service, Parade** – 9<sup>th</sup> November 2014 – St James' Parish Church followed by the **Act of Remembrance** at the War Memorial.

The Royal British Legion are organising a short ceremony on **Armistice Day – Tuesday 11<sup>th</sup> November 2014** at 11.00am at the War Memorial in Trowbridge Park, at which the Mayor will be present. All are invited to attend and need to be there by 10.55am.

**8.4 Civic Dinner** – A review of the Civic Dinner format/budget was discussed at a meeting held on 23<sup>rd</sup> October. The budget remains the same with this year's tickets to be sold at £27 each, and openly promoted to the public. A number of other changes were agreed based on the best experiences over several years and a few new ideas. It was agreed to utilise the Magna Carta colour scheme for 2015. The event will be held on Saturday March 28<sup>th</sup>.

**Lance Allan**

**Town Clerk**

Trowbridge Town Council,

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[www.trowbridge.gov.uk](http://www.trowbridge.gov.uk)

[www.trowbridgecivic.co.uk](http://www.trowbridgecivic.co.uk)

[www.trowbridgemuseum.co.uk](http://www.trowbridgemuseum.co.uk)



*All information is correct as at 23rd October 2014. All event dates, timings and locations are subject to change.*

## **NOVEMBER 2014**

1	<a href="#">Trick or Treat</a>	Civic Centre
1	<a href="#">Hallowe'en Ball</a>	Civic Centre
5	<a href="#">Blood Donor Sessions</a>	Civic Centre
8	<a href="#">'Rat Pack' Tribute Show</a>	Civic Centre
9	Remembrance Sunday Service	St. James' Church
9	Act of Remembrance 10:45am	Town Park
15	Amateur Boxing	Civic Centre
16	<a href="#">Sunday Club</a>	Civic Centre
19	<a href="#">Blood Donor Sessions</a>	Civic Centre
29	Christmas Markets	Fore Street
29	<a href="#">Christmas Craft and Food Fayre</a>	Civic Centre
29	Christmas Lights Switch-On	Fore Street 6:15
29	Christmas Carol Concert	St James' Church 6:30

## **DECEMBER 2014**



3	<a href="#">Blood Donor Sessions</a>	Civic Centre
6	Small Business Saturday – Market	Fore Street
7	<a href="#">Sunday Club – Christmas Meal</a>	Civic Centre
13, 20	<a href="#">Christmas Elves' Workshop</a>	Civic Centre
11,12,13,17,18,19,20	<a href="#">Christmas Party Nights</a>	Civic Centre
27	<a href="#">Motown Live at The Civic</a>	Civic Centre
31	<a href="#">New Year's Eve Family Disco</a>	Civic Centre
<b>JANUARY 2015</b>		
<b>FEBRUARY 2015</b>		
5	<a href="#">Roy Chubby Brown</a>	Civic Centre
14	'Non'-Valentine's Party	Civic Centre
17	Pancake Race	Fore Street
27	<a href="#">Showaddywaddy</a>	Civic Centre
<b>MARCH 2015</b>		
7	Pro-Evo Wrestling	Civic Centre
21/22	<a href="#">Sci-Fi Southwest</a>	Civic Centre
28	Mayor's Civic Dinner & Dance	Civic Centre
<b>APRIL 2015</b>		
4	Mixed Martial Arts Event	Civic Centre
25	Magna Carta Conference	Civic Centre
28	Annual Town Meeting & Gathering	Civic Centre
29	<a href="#">'Dirty Dancing' Tribute Show</a>	Civic Centre
25	Magna Carta Conference	Civic Centre
<b>MAY 2015</b>		
2	Lions May Fayre	Fore Street
<b>JUNE 2015</b>		
6/7	On Two Wheels festival	Town Park
20	Wiltshire Family History Day	
20	Magna Carta Cycle Ride in aid of Dorothy House & re~cycle bikes for Africa	
27	Motown Live @ The	Civic Centre
27/28	Armed Forces Weekend	Town Park
<b>JULY 2015</b>		
18 -19	<a href="#">Horrible Histories</a>	Civic Centre 2 & 4pm
19-26	Magna Carta Flower Festival	St James'
Church		
24/25/26	Magna Carta Markets	Fore Street
24/25	Business Expo <i>sponsored by Apetito, Hitachi and Office Evolution</i>	Civic Centre
25	Magna Carta Sports & Play Festival	Town Park

# **Trowbridge Town Council**

***Working with the Community***

*October 2014 Report to Policy & Resources Committee*

26	Jousting
26	Town Criers' Competition
26	Civic Service

Town Park
Town Park
St James' Church