

AGENDA

Meeting: Trowbridge Area Board
Place: The Cotswold Space - County Hall, Bythesea Road, Trowbridge, BA14 8JN
Date: Thursday 7 March 2019
Time: 7.00 pm

Including the Parishes of North Bradley, Southwick, West Ashton and Hilperton.

The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Refreshments and networking opportunity from 6:30pm.

Please direct any enquiries on this Agenda to Kieran Elliott committee@wiltshire.gov.uk, direct line or email committee@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

Wiltshire Councillors

Cllr Graham Payne, Drynham (Chairman)
Cllr Deborah Halik, Lambrok
Cllr Ernie Clark, Hilperton
Cllr Horace Prickett, Southwick (Vice-Chairman)
Cllr Edward Kirk, Adcroft
Cllr Stewart Palmen, Central
Cllr Steve Oldrieve, Paxcroft
Cllr David Halik, Grove
Cllr Peter Fuller, Park

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To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

	Time
<p>1 Apologies</p> <p>To receive any apologies for absence.</p>	7.00pm
<p>2 Minutes (<i>Pages 5 - 12</i>)</p> <p>To approve the minutes of the meeting held on 10 January 2019.</p>	
<p>3 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>4 Chairman's Announcements (<i>Pages 13 - 16</i>)</p> <p>To include the following:</p> <ul style="list-style-type: none"> a) New proposals to build on successful community model for children's centre services b) Electoral Review 	
<p>5 Partner Updates (<i>Pages 17 - 30</i>)</p> <p>To note the written reports and receive any updates from the following:</p> <ul style="list-style-type: none"> a) Wiltshire Police b) Dorset and Wiltshire Fire and Rescue Service - apologies c) Town and Parish Councils d) Trowbridge Community Area Future e) Trowbridge Wellbeing Centre Development Group f) Safer and Supportive Communities Group g) Health and Wellbeing Group 	7.05pm
<p>6 Local Area Coordination</p> <p>To receive a presentation on the Local Coordination service to provide short term support, information, advice or connections to local resources for individuals and families</p>	7.20pm
<p>7 Wiltshire Wildlife Trust in Trowbridge</p> <p>To receive a presentation from the Wiltshire Wildlife Trust in relation to projects being undertaken in the Trowbridge area.</p>	7.35pm
<p>8 Apprenticeships</p> <p>To receive a presentation from the Employment and Skills team.</p> <p>Information on National Apprenticeship Week is also included below.</p>	7.50pm

[Wiltshire Council employment and skills service](#) and [Wiltshire Careers](#) will be hosting various 'drop ins' throughout National Apprenticeship Week (4 to 8 March). They will be on hand to provide vital information on apprenticeships and the Wiltshire Council apprenticeship programme. There is no need to book, just pop along. **Stands will be manned from 10am to 4:30pm. However, all materials will be available, should you choose to visit outside of these hours.**

Although National Apprenticeship Week ends Friday 8th March you can contact Employment and Skills team via Work Wiltshire – www.workwiltshire.co.uk or email workwilts@wiltshire.gov.uk

9 **Bowers Site and County Hall East Wing** **8.05pm**

To receive any updates on these development sites in the community area.

10 **Road Surfacing Programme 2019/20 (Pages 31 - 64)** **8.15pm**

To consider the proposed highway maintenance scheme list for 2019/20

11 **Funding (Pages 65 - 92)** **8.25pm**

Application ID	Applicant	Project Proposal	Requested
3209	The Big Community Grow	Trowbridge Apple Festival equipment	£996.20
3143	Friends of Southwick Country Park	Improvements to Southwick Country Park	£800.00
3211	Trowbridge Fairtrade Town Group	Trowbridge Town Hall electrical screen	£950.79
3202	Friends of Castle Mead School	Friends of Castle Mead New Shed	£1134.00
3210	Castle Mead School	Wildlife Garden	£990.80

Application	Grant Amount
Applicant: Wiltshire YFC Project Title: Wiltshire YFC 2019 Trowbridge Summer Pop Up Event	£2500.00
Applicant: Wiltshire Mighty Girls Project Title: John of Gaunt Body Positivity Project	£2975.00

12 **Urgent items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

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MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Space - County Hall, Bythesea Road, Trowbridge,
BA14 8JN
Date: 10 January 2019
Start Time: 7.00 pm
Finish Time: 9.30 pm

Please direct any enquiries on these minutes to:

Kieran Elliott of Democratic Services, kieran.elliott@wiltshire.gov.uk or 01225 718504

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

In Attendance:

Wiltshire Councillors

Cllr Deborah Halik, Cllr Ernie Clark, Cllr Horace Prickett (Vice-Chairman),
Cllr Edward Kirk, Cllr Stewart Palmen, Cllr Steve Oldrieve, Cllr David Halik and
Cllr Peter Fuller

Cllr Jerry Wickham

Total in attendance: 29

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Apologies</u></p> <p>An apology was received by Councillor Graham Payne. Councillor Horace Prickett was therefore in the Chair.</p>
2	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 8 November 2018 were presented for consideration and it was,</p> <p><u>Resolved:</u> To approve and sign the minutes as a true and correct record.</p>
3	<p><u>Declarations of Interest</u></p> <p>There were no declarations.</p>
4	<p><u>Chairman's Announcements</u></p> <p>Through the Chair there announcements on the forthcoming Polling District and Polling Place Review, the ongoing Electoral Review Review of Wiltshire Council and a consultation on Wiltshire Council's proposal regarding special school provision.</p>
5	<p><u>Splitz Support Service</u></p> <p>At the request of the Board Fran Lewis, Director of the Splitz Support Service, was in attendance to discuss the work of her charitable organisation supporting victims of domestic and sexual abuse. The organisation was founded locally and now operated across the south west, including winning a tender for a contract in Wiltshire in April 2018, entitled the Phoenix Project.</p> <p>During the presentation details were provided of the ethos of the service, which provided among other services places of safety for victims, male and female, via single units of accommodation rather than shared refuges, as well as programs to support victims and to lead on behavioural change from abusers in order to focus on the source of the problem. It was explained this aspect was also subject of an extended study in concern with Bristol University.</p> <p>The Board received the presentation and thanked Fran Lewis for her update and the work being undertaken in Wiltshire and beyond by the service.</p>
6	<p><u>Visiting Cabinet Member and Health Developments in Trowbridge</u></p> <p>Councillor Jerry Wickham, Cabinet Member for Adult Social Care, Public Health and Public Protection, was in attendance along with Sarah MacLennan from the</p>

	<p>Clinical Commission Group, providing an update on developments with the East Wing site and planned health provision. It was confirmed that a bid for £20million of NHS funds for a new build had been successful. This was important as it was necessary to expand services locally and significantly increase GP capacity, which was low in Trowbridge.</p> <p>The Board discussed the update, and in response to queries it was confirmed there was strong commitment from the Cabinet to deliver on the site, and that the CCG was required to assess other sites in the area as part of the due diligence to receive the NHS funds. It was stated the new facility would offer a number of hospital services, more than is currently available, however in-patient beds was not being considered under modern models of care which focused on prevention and services directly to the home.</p> <p>Following the update on the East Wing site Sarah MacLennan delivered a presentation on the CCG's proposals for maternity care provision. It was stated that the proposals had been a collaboration of all three hospitals serving the area, midwifery centres and feedback from mothers and families, and that it was not a cost saving exercise but about delivering an effective service, where currently some facilities were underused or inefficiently utilised.</p> <p>The Board discussed the update. It was stated that Trowbridge Town Council had decided to object to the consultation which proposed to close Trowbridge maternity unit to births, but to retain antenatal and postnatal care. It was confirmed all areas had been assessed for growth of population, travel time, and that the proposals had the least overall impact. For Chippenham it was stated the proposal would be to close the four post-natal beds.</p> <p>At the conclusion of discussion the Board thanked Councillor Wickham and Sarah MacLennan for their attendance.</p>
7	<p><u>Funding</u></p> <p>The Area Board considered the following applications:</p>
7a	<p><u>Community Grants</u></p> <p><u>Oasis Longmeadow Community Garden</u> The sum of £1403.64 was requested by Foragers Farm to create a multi-use community centrepiece. On the motion of Councillor Edward Kirk, seconded by Councillor Ernie Clark, it was,</p> <p><u>Resolved</u> To award the sum of £1406.64 to Foragers Farm.</p> <p><u>Reason</u> The application met the Community Area Grant Criteria</p>

	<p><u>Provision of Equipment</u> The sum of £2000.00 was requested by Trowbridge Sea Cadets for replacement boating equipment. On the motion of Councillor Stewart Palmen, seconded by Councillor Steve Oldrieve, it was,</p> <p><u>Resolved</u> To award the sum of £2000.00 to Trowbridge Sea Cadets.</p> <p><u>Reason</u> The application met the Community Area Grant Criteria</p> <p><u>Wiltshire Armed Forces Veterans Event Equipment</u> The sum of £873.60 was requested by the Wiltshire Armed Forces and Veterans Committee to provide additional tables and chairs for community events. On the motion of Councillor Deborah Halik, seconded by Councillor Peter Fuller, it was,</p> <p><u>Resolved</u> To award the sum of £873.60 to the Wiltshire Armed Forces and Veterans Committee.</p> <p><u>Reason</u> The application met the Community Area Grant Criteria</p>
7b	<p><u>Member-Led Projects</u></p> <p><u>Replacement Minibus Trowbridge Sports Forum</u> The sum of £10000.00 was requested to replace a community minibus controlled by Active Trowbridge to enable the transportation of residents to sporting and no sporting events. On the motion of Councillor Steve Oldrieve, seconded by Councillor Deborah Halik, it was,</p> <p><u>Resolved</u> To award the sum of £10000.00 for the provision of a new community minibus, to include signage indicating the financial support from the Area Board.</p> <p><u>Reason</u> The application met the Grant Criteria</p> <p><u>Storage Container, Trowbridge Carnival Committee</u> The sum of £3842.00 was requested to provide a storage container for equipment used by the carnival committee. On the motion of Councillor Steve Oldrieve, seconded by Councillor David Halik, it was,</p> <p><u>Resolved</u> To award the sum of £3842.00 for the proposed storage container.</p>

	<p><u>Reason</u> The application met the Grant Criteria</p>
7c	<p><u>Health and Wellbeing Grants</u></p> <p><u>Community Development Worker Support for Older Peoples community club</u> The sum of £1800.00 was requested by the Wiltshire Race Equality Council to fund a community development worker. The Health and Wellbeing Group recommended approving £1326.70 for the community outreach work. On the motion of Councillor Deborah Halik, seconded by Councillor Ernie Clark, it was,</p> <p><u>Resolved</u> To award the sum of £1326.70 to the Wiltshire Race Equality Council.</p> <p><u>Reason</u> The application met the Grant Criteria</p> <p><u>Provision of one off financial support to achieve financial sustainability</u> The sum of £3965.00 was requested by the Trowbridge Disabled Online for support funding as it explored options to ensure financial sustainability following withdrawal of its former accommodation. The Health and Wellbeing Group recommended approving £1326.70 be awarded and to defer a decision on the remainder requested until the new financial year. On the motion of Councillor David Halik, seconded by Councillor Steve Oldrieve, it was,</p> <p><u>Resolved</u> To award the sum of £1326.70 to the Trowbridge Disabled online.</p> <p><u>Reason</u> The application met the Grant Criteria</p> <p><u>Community Development Worker Support for Older Peoples community club</u> The sum of £1800.00 was requested by the Wiltshire Race Equality Council to fund a community development worker. The Health and Wellbeing Group recommended approving £1326.70 for the community outreach work. On the motion of Councillor Deborah Halik, seconded by Councillor Ernie Clark, it was,</p> <p><u>Resolved</u> To award the sum of £1326.70 to the Wiltshire Race Equality Council.</p> <p><u>Reason</u> The application met the Grant Criteria</p>
7d	<p><u>Youth Grants</u></p> <p><u>Connect Mentoring</u> The sum of £4500.00 was requested by Youth For Christ to fund a school mentoring project. The Local Youth Network recommended the full amount be</p>

awarded subject to the service being made available and accessible to all young people and that the mentoring activity be faith neutral at all times. On the motion of Councillor Stewart Palmen, seconded by Councillor Steve Oldrieve, it was,

Resolved

To award the sum of £4500.00 to the Youth for Christ.

Reason

The application met the Youth Grant Criteria

DJ Workshops

The sum of £3077.00 was requested by LoveSound to fund a series of workshops and a training course. The Local Youth Network recommended the £1000.00 be awarded to enable four workshops instead of three and in place of the proposed 12 week course, and requested an update to see if after the sessions young people were interested in such a course. On the motion of Councillor David Halik, seconded by Councillor Edward Kirk, it was,

Resolved

To award the sum of £1000.00 to LoveSound.

Reason

The application met the Youth Grant Criteria

Boomerang Project

The sum of £3450.00 was requested by GOFISH to fund its Boomerang Project. The Local Youth Network £500.00 be awarded to help develop the project. On the motion of Councillor Steve Oldrieve, seconded by Councillor Stewart Palmen, it was,

Resolved

To award the sum of £500.00 to GOFISH.

Reason

The application met the Youth Grant Criteria

Rent Support

The sum of £2500.00 was requested by Trowbridge Sea Cadets for Rent support and equipment provision, with the £2000.00 referred to the community grants criteria). On the motion of Councillor Peter Fuller, seconded by Councillor Steve Oldrieve, it was,

Resolved

To award the sum of £500.00 to the Trowbridge Sea Cadets.

Reason

The application met the Youth Grant Criteria

7e	<p><u>Community Area Transport Group</u></p> <p>The notes from the latest meeting of the Community Area Transport Group were received. On the motion of Councillor Ernie Clark, seconded by Councillor David Halik, it was,</p> <p><u>Resolved:</u></p> <p>To agree £1000.00 for Issue 6452, Conversion FP Trow 13 to allow cycling, subject to £500.00 contribution from Trowbridge Town Council.</p>
8	<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 The written update on the proposed precept rise was noted. ii. Dorset and Wiltshire Fire and Rescue Service The video update was noted for circulation. iii. Wiltshire Police The written report was noted and a further verbal update received from Inspector Andy Fee. It was stated that the local community policing team was seen as leading the way on tackling modern slavery and human trafficking, that training for officers on their new drone would take place soon, and that the request for further funding from the Police and Crime Commissioner, if approved, would supply an additional three officers for the community policing area, including Trowbridge. iv. Town and Parish Councils The written update from Trowbridge Town Council was received. It was noted that although the policy and resources committee had been recommended to support the maternity provision proposal, it had in fact registered objections. An update was provided from North Bradley, where it was stated a new councillor had been co-opted onto the council, the Neighbourhood Plan was shortly to begin its Regulation 14 consultation, and that discussion had been ongoing with Trowbridge Town council regarding the Grass Pitch development at Ashton Park. v. Safer and Supportive Communities Group A meeting would be held in February 2019. vi. Health and Wellbeing Group Updates on recent events were provided.

	<p>vii. Trowbridge Wellbeing Centre Development Group</p> <p>The written update was noted, along with a further meeting to take place on 19 March 2019. It was stated a significant delay had been due to the Environment Agency delaying on necessary conditions for the site. It was proposed, and agreed, that the Community Engagement Manager should draft a letter from the Area Board noting the updates provided by the CCG as to the significant health investment that was intended to take place on the site, and that the Board believed that the Council should be making similarly significant efforts to deliver the site.</p>
9	<p><u>National Armed Forced Day</u></p> <p>A report was received on the preparations for the Wiltshire National Armed Forced Day events, which would take place in June 2019 in Salisbury. The report outlined suggested proposals for area board contributions to the events.</p> <p>After discussion, it was,</p> <p><u>Resolved:</u></p> <p>To note the report and support the community participation in National Armed Forces Day 2019 events projects.</p>
10	<p><u>Bowyers Site and County Hall East Wing</u></p> <p>There were no updates to report regarding the Bowyers site development. In respect of East Wing updates were made under minute 5 during the presentation of the Cabinet Member and the Clinical Commissioning Group.</p>
11	<p><u>Urgent items</u></p> <p>At the conclusion of the meeting a presentation was made to the Community Engagement Manager, Mary Cullen, for whom it would be their last meeting with the council. The Board expressed its most sincere thanks and best wishes to Mary for all her sterling community work.</p>

Chairman's Announcements

Subject:	New proposals to build on successful community model for children's centre services
Web contact:	http://www.wiltshire.gov.uk/council-democracyconsultations

Wiltshire Council is asking for people's views on proposals to expand its successful model of providing children's centre services in local community venues.

More vulnerable families are being reached as many of the services for under 5s are now provided at the heart of communities.

Currently the services are provided in a mix of venues, including dedicated buildings or community sites such as libraries, church halls and community centres. More people are also accessing information online so future provision will have to meet that need.

Latest figures show on average 83% of the activities that children's centre services run are already held in community venues. In Cricklade this is 92% and in Longfield all activities are held in the community or parents' homes.

Now Wiltshire Council is keen to expand the successful model by finding more community spaces including halls, libraries, campuses and leisure centres. People are being consulted on alternative venues so underused buildings can be closed and more sessions can be held for children and families in well-used community sites. The services for families with under 5s provide a range of support and advice around parenting, home learning environment, domestic abuse support, employment and training opportunities and healthy lifestyles.

Children's centre services would continue to work in collaboration with health visiting and midwifery and other colleagues who support housing and employment. There would also be a greater emphasis on providing help earlier for families before they reach crisis point.

Due to reductions in funding to the council, we are having to look at funding for all services. We have worked with children's centre services providers The Rise Trust and Spurgeons, to identify underused buildings to ensure that frontline services to our families are protected. They have helped provide an overall picture of which centres are best used and where new community venues can be found. The centres which are part of the consultation are: Cricklade, Pewsey, Mere, Salisbury City, Trowbridge Longfield and Westbury White Horse.

If these proposals are accepted Cricklade, Pewsey, Westbury and Trowbridge Longfield would be offered to onsite childcare providers to expand to offer much needed additional childcare. Mere will be offered back to the school and the lease will be surrendered on Salisbury City which is rarely used as services are offered in the Methodist church next door as it is a far better space.

The consultation is available at <http://www.wiltshire.gov.uk/council-democracy-consultations> and will run from 23 January until 20 March 2019 with a report due to go to cabinet later this spring.

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Chairman's Announcements

Subject:	Electoral Review – Next Steps
Web contact:	committee@wiltshire.gov.uk

Following a public consultation from 28 August - 5 November 2018 the Local Government Boundary Commission for England ("The Commission") has announced its proposals for a pattern of 98 electoral divisions across Wiltshire to apply from the next unitary elections in May 2021. The Commission received submissions from [Wiltshire Council](#), many town and parish councils and other interested individuals in developing its proposals.

The draft recommendations of the Commission, along with the submissions it received, can be accessed via [their website](#) at the following [link](#). In some areas the proposals are significantly different to the Wiltshire Council proposals.

The Commission has launched a further consultation to receive comments regarding its proposals, which will run from 5 February – 15 April 2019. **This will be the final opportunity for any parties to comment upon the proposals.**

Next Steps

The [Electoral Review Committee](#) of Wiltshire Council is considering the draft recommendations of the Commission and will be recommending a course of action for Full Council.

The Committee encourages any member of the public, any town or parish council, and any other parties, to respond to the consultation via the Commission's website and to reviews@lgbce.org.uk.

The Committee would also be happy to receive any such comments to help inform its own deliberations.

Final Stage

In July 2019 the final recommendations of the Commission will be published. At this stage they will no longer be able to be amended – a draft order will be prepared for laying in Parliament, where the recommendations may be accepted or rejected, but not amended.

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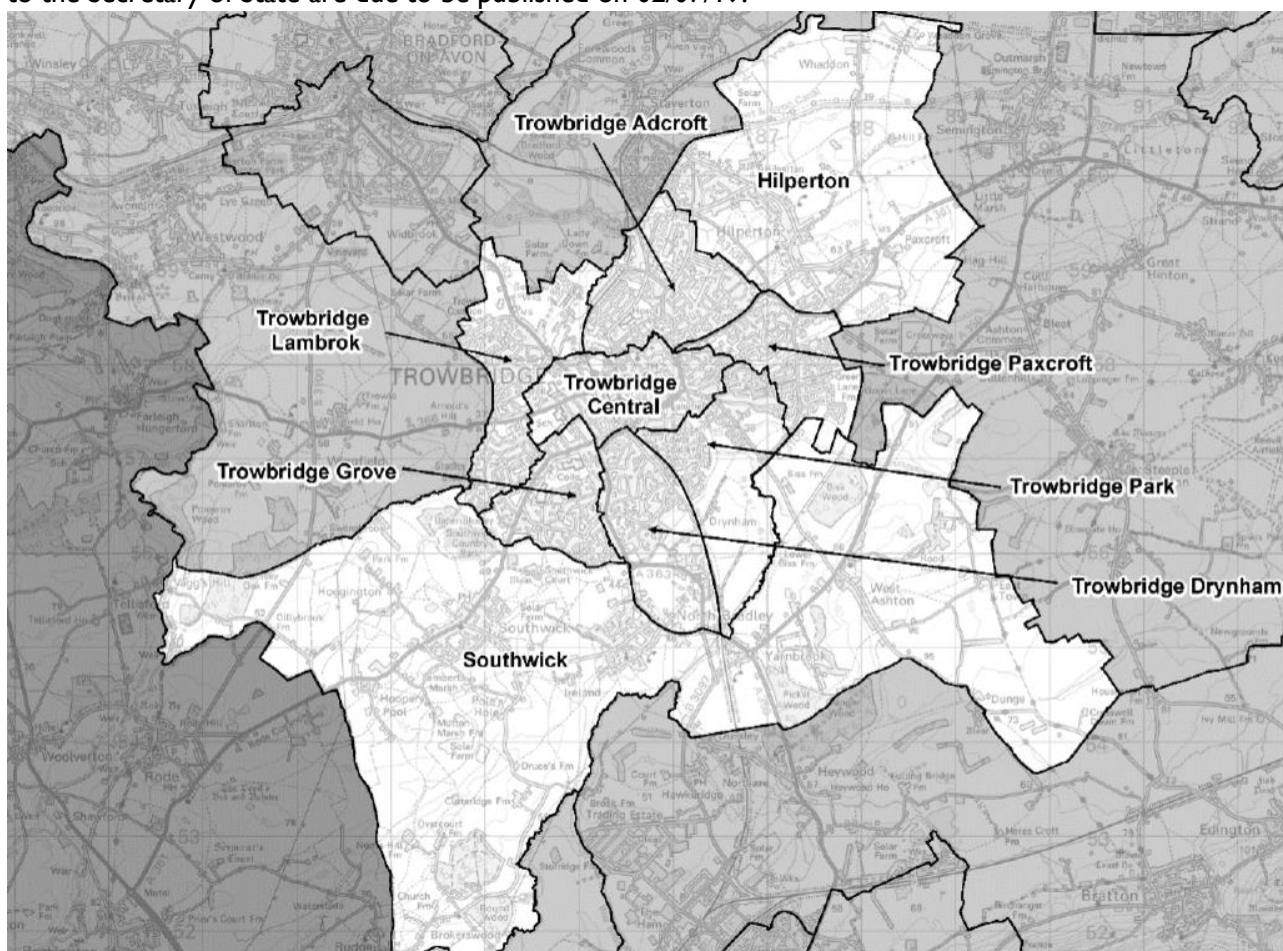
Town Clerk's Report to Policy & Resources Committee

5th March 2019

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

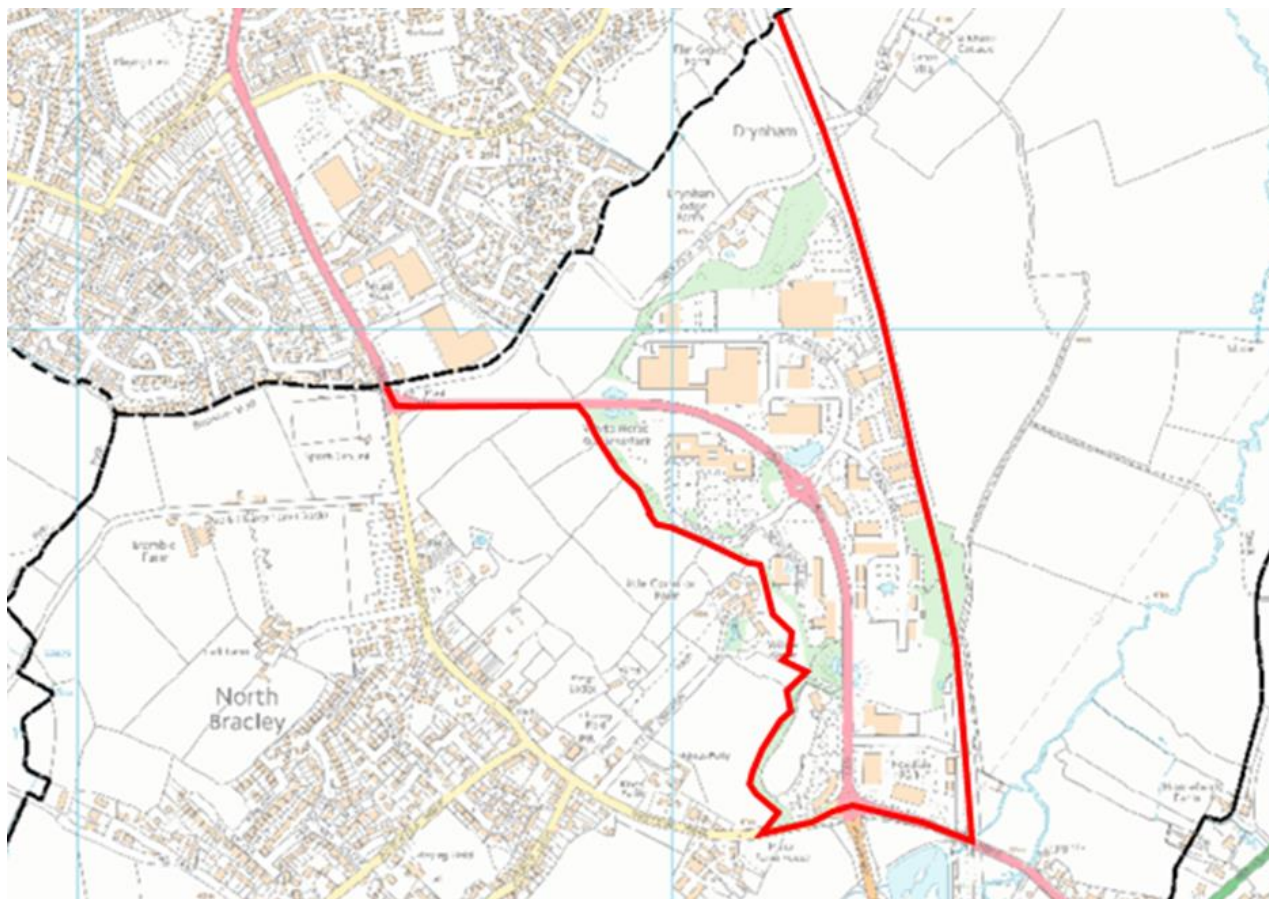
I. POLICY

I.1 Review of Wiltshire Council Electoral Divisions – (AGENDA ITEM 7) The Local Government Boundary Committee for England (LGBCE) is reviewing electoral arrangements for Wiltshire Council (WC). LGBCE proposes that WC retains 98 councillors. The initial consultation ran 28/08/18-05/11/18. The draft recommendations were published on 05/02/19 and for Trowbridge generally fall into line with the proposals made by WC. Consultation on these proposals runs until 15/04/19. The final recommendations to the Secretary of State are due to be published on 02/07/19.



The nine Trowbridge Community Area divisions remain, but with; DRYNHAM extended into parts of North Bradley including Drynham Lane and White Horse Business Park; PARK extended into those parts of North Bradley in Ashton Park. Adjustments between town divisions are made to achieve electoral equality: PAXCROFT loses areas to the north of Hilperton Rd (to ADCROFT) and areas accessed from Green Lane (to PARK). CENTRAL gains areas north of Paxcroft Brook and parts of Longfield (from PARK), and loses areas south of County Way (to DRYNHAM), west of Bond Street (to GROVE), north of Lambrok Stream, Millington Rd and Hungerford Drive (to LAMBROK).

RECOMMENDATION: That the Council supports LGBCE's draft recommendations for Electoral Divisions and retention of three town councillors for each of the seven town wards and subject to the views of North Bradley Parish Council may request a revision to the proposed Drynham Division to exclude the area between White Horse Business Park and North Bradley Village as per the following map.



Alongside the Electoral Review, Wiltshire Council is conducting a **Polling District & Polling Places** review. The consultation is likely to be ongoing when the July meeting of the committee takes place.

1.2 Community Governance Review (CGR) – The Town Council Strategy says;

Trowbridge Town Council will continue the campaign to ensure that Trowbridge can have A TOWN COUNCIL FOR ALL OF THE TOWN, including all the built up urban areas which are not connected to their respective villages and if necessary will seek a further Community Governance Review when Ashton Park urban extension is being built-out or if other areas of development take place on the edges of the current town boundary, but recognises that this is unlikely to take effect before 2025.

When it concluded the review in 2016 Wiltshire Council indicated that it would reconsider areas once development had taken place. When the new Wiltshire Council divisions are established in 2021 the town council may request a Community Governance Review to include areas into which the town has grown.

1.3 Policies – (AGENDA ITEM 15) - The following are presented for approval in March 2019:

- a) Recruitment Procedure (Casual Employees)
- b) Maternity Scheme
- c) Annual Performance Review Policy (formerly Appraisals Procedure)

1.4 Bath Clean Air Zone – Bath & North East Somerset Council consulted on a proposal to introduce a clean air charging zone (CAZ) in Bath City Centre including the A36/A4 junction north of Cleveland Bridge, older vehicles not meeting stringent emissions criteria would be charged a daily fee. The Town Council responded to the consultation proposing a number of amendments to the proposed boundaries. The consultation is now closed. Feedback is now being analysed to inform the final report, which will be available to read on their website in March. www.bathnes.gov.uk/bath-breathes-2021-overview. Early indications are that the recommendations will be to charge large vehicles only and not cars.

1.5 Fairtrade – The Council has recently agreed to renew its commitment to Trowbridge being a Fairtrade town. Fairtrade celebrating the 10th anniversary of Trowbridge achieving Fairtrade status at a luncheon held at Wesley Road church on Saturday 2nd March, to which councillors were invited.

1.6 Markets – The Council has recently agreed to support the establishment of a monthly market on one Saturday each month. Cllr Palmen is coordinating.

2. RESOURCES – Delegated to the Head of Service: Resources & Venues, Juliet Weimar.

2.1 Financial Resources - Quarterly accounts (April-June, July-Sept, Oct-Dec & Jan-March) are presented to each spending committee and collectively to Policy & Resources Committee.

2.2 Risk & Audit Panel (AGENDA ITEM 16) - The notes of the Risk & Audit Panel meeting held on Tuesday 26th February 2019 will be considered by the committee. (copy to be circulated).

2.3 Management Accounts – (AGENDA ITEM 18) The third quarter accounts up to the end of December are presented to the committee for consideration in March.

	Actual £'000	Budget £'000	Variance £'000
Gross Expenditure	270,747	305,710	34,963
Income	26,212	44,982	(18,770)
Net Expenditure	244,535	260,728	16,193

2.4 Budget 2019/20 –The Council approved the budget on 15th January:

A total budget requirement for 2019/20 of £1,864,052

Part funded through estimated income from Community Infrastructure Levy of (£66,460)

Leaving a net precept requirement for 2019/20 of £1,797,592

Which results in an increase of £4.99 on the Trowbridge Town Council

'Band D' Council Tax Charge, to £153.98

OTHER TOWN COUNCILS: Councils have published decisions as follows:

Council	2018/19	2019/20	Change	
Chippenham	£174.20	£239.61	£65.41	+37.55%
Calne	£210.31	£210.31	£0.00	0%
Salisbury	£208.00	£208.00	£0.00	0%
Malmesbury	£199.51	£205.49	£5.98	+3.00%
Royal Wootton Bassett	£199.81	£204.81	£5.00	+2.50%
Cricklade	£185.47	£196.72	£11.25	+6.07%
Marlborough	£187.97	£195.13	£7.16	+3.81%
Bradford on Avon	£174.42	£185.39	£10.97	+6.30%
Corsham	£153.52	£168.74	£15.22	+9.91%
Wiltshire Council towns AVERAGE	£152.50	£162.61	£10.11	+6.63%
Devizes	£153.77	£159.71	£5.94	+3.86%
Trowbridge	£148.99	£153.98	£4.99	+3.35%
Melksham	£140.78	£153.12	£12.34	+8.77%
Tidworth	£135.29	£148.70	£13.41	+9.91%
Wilton	£128.28	£137.43	£9.15	+7.13%
Westbury	£129.58	£132.94	£3.36	+2.59%
Warminster	£124.13	£127.96	£3.83	+3.09%
Ludgershall	£100.97	£104.65	£3.68	+3.64%
Amesbury	£88.21	£98.07	£9.86	+11.18%
Durrington	£54.21	£58.75	£4.54	+8.37%
Stratton St Margaret	£189.96	£193.03	£3.07	+1.62%
Swindon North	£114.83	£119.41	£4.58	+3.99%
Swindon South	£114.90	£114.90	£0.00	0%
West Swindon	£93.11	£94.97	£1.86	+2.00%

The average charge has risen above £160 and means that Trowbridge remains in the better value half. If we factor in the size of each town (based upon the Band-D equivalents), then the average charge to each Band-D household in towns in the Wiltshire Council area is: £175.13 more than 13.7% higher than Trowbridge.

2.5 HUMAN RESOURCES

2.5.1 New Starters

- **LS** - Victoria Spriggs –Event Support & Admin Officer, started 1st February 20 hours per week.

2.5.2 Staff Changes

- **LS** -Chloe Johnson, Sports Coach, increased to 30 hours per week from 14th January 2019.

2.5.3 Leavers

- **LS** - Megan Trollope, Sports Coach left on 9th January.
- **CB** - Steve Aslett – final day of employment 31st January 2019

2.5.4 Recruitment

- **LS** - Facilities Maintenance Officer - interviews and start date to be confirmed.
- **NS** Interviews for a 37 hours per week Neighbourhood Services Groundsman are taking place on 27th February 2019.This position has replaced the previous advert for two Street Cleaning Operatives.
- **CB** -new Events and Conference Assistant in The Civic - Imogen La Trobe has been appointed and will be starting with us on 1st April.

2.5.5 Training:

- **TIC** - Laura starting Level 2 in Data Protection & Security
- **TIC** - Mike starting Level 2 in Business & Administration
- **TIC** - Ben – Level 2 in Customer Service + 1 day basic Excel training at Lackham in Feb

3. SERVICES

Heads of Services make detailed reports to their respective committees which are published the week before the committee meeting. Trish Carpenter is the Council Secretary responsible for administering these committees.

3.1 CULTURAL & NEIGHBOURHOOD SERVICES – Delegated to Clare Lyall, Head of Service: Cultural and Neighbourhoods, (responsible for overseeing Museum and Neighbourhood Services). Our Neighbourhoods Team look after play areas, recreation grounds and support the activities of Wiltshire Council in looking after our streets.

Full updates will be in reports to committees on 26th March.

3.1.1 Friends of Trowbridge Park – Following the resignation of the Chair of the FOTP the remaining Friends have decided to discontinue the group and become volunteers, working with the council on maintaining and improving the Park.

3.2 VENUE SERVICES – Delegated to Juliet Weimar, Head of Service: Resources & Venues, (responsible for overseeing The Civic and Longfield Community Centre). The Civic Board is responsible for overseeing the commercial operation of The Civic. Minutes of the meeting held on 5th February are presented to this committee. Next meeting 14th May.

3.3 LEISURE & INFORMATION SERVICES – Delegated to Hayley Bell, Head of Service: Leisure & Facilities, (responsible for overseeing Active Trowbridge, Information Services and Facilities). A full update is provided in the report to committee on 28th May.

4. TOWN COUNCIL PROJECTS

4.1 Museum Project – (AGENDA ITEM 8) The Town Council Strategy says;

Trowbridge Town Council will; complete the project 'Onwards and Upwards' to expand Trowbridge Museum; secure funding from the HLF and other funders and; will contribute around £900,000, funded from borrowing at a cost of up to £50,000 per annum. The new Museum will reach out from its base in Home Mills in The Shires, to encompass the whole town, through visual links from the top floor, interpretation and signage at key locations and significant buildings linked to the museum.

The HLF has made a grant of £1,172,500 towards the £2.45million project. The Friends of Trowbridge Museum has contributed £150,000 towards the project so far, and the Town Council has borrowed £450,000 towards the project, with a further £450,000 due to be borrowed in 2019/20. The Museum is closed and storage of the collection is complete. The construction contract went out to tender and we are now considering the tender returns. Work is due to commence in April. The new Museum, expanded to cover two floors, with a new lift shaft is due to open in 2020. The Museum staff will be relocating temporarily to the Bowyer Room at The Civic until the project is complete.

RECOMMENDATION: That we appoint the main contractors for the Museum Expansion Project, subject to satisfactory negotiations to achieve an acceptable contract price.

4.2 Sports Pitches Project – The Town Council Strategy says;

Trowbridge Town Council will support and if necessary be actively involved in:

a. Provision of an all-weather pitch at Doric Park in conjunction with national sports funders and other organisations.

b. Development of the Health & Well-being Centre by Wiltshire Council in the town centre.

4.2.1 Doric Park – (AGENDA ITEM 9) We are progressing the development of land at Doric Park to provide an all-weather 3G pitch, car-parking, changing rooms and possibly education facilities and a gym. The cost of the development will be around £2million. We anticipate a requirement to secure borrowing of around £1million with other funding being available from S106 (£600,000) and grants (£500,000) including the Football Foundation. Borrowing will be funded from lettings income. Framework consultants RLF and QMP are detailing proposals and we have engaged Carter Jonas as our agents. We will be seeking to negotiate an agreement with the Rugby Club on access and land transfers prior to submitting a planning application. We have concluded that it is not viable to provide the squash facilities for financial reasons. Following preliminary discussions with Wiltshire College regarding the potential use by them daytime Monday-Friday we are considering entering into a Memorandum of Understanding to take these proposals forward and make some amendments to our design to accommodate their requirements.

RECOMMENDATION: That the Town Council signs a Memorandum of Understanding with Wiltshire College to take forward consideration of a partnership for the development and use of the Doric Park 3G facilities.

4.2.2 Grass Pitch Development - Ashton Park - Following consultation by Wiltshire Council's Leisure & Play Strategy Officer, Colin Brown, with West Ashton and North Bradley PCs about proposed sports pitches, changing accommodation and car-park at Ashton Park we are now progressing discussions with Persimmon. Whilst both parishes are involved in negotiations they are happy to let Trowbridge TC lead and make a decision on which organisation will take ownership, all are agreed that we should seek to avoid a Management Company taking on this role, as this has been contentious at Castle Mead. The facility is due to be located on the West side of the West Ashton Road and will be provided by the developer including changing rooms and car-parking, with additional future maintenance funding.

4.3 Town Park – Refurbishment of Tennis Courts –We have now obtained planning permission for the new low energy floodlights which will be installed using S106 funding during 2019.

5. CIVIC & DEMOCRATIC ACTIVITIES

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

Tuesday 12 th March	Town Development (19:00)	
Tuesday 19 th March	Full Council (19:00)	
Tuesday 26 th March	Museum (6.00pm)	Neighbourhoods (6.30pm)
Tuesday 2 nd April	Town Development (19:00)	
Tuesday 9 th April	NO MEETING	
Tuesday 16 th April	Annual Town Meeting (18:30) & Gathering (19:00)	
Tuesday 23 rd April	Town Development (19:00)	
Tuesday 30 th April	Risk & Audit Panel (15:00)	
Tuesday 7 th May	Policy & Resources (19:00)	

5.2 Dates for your diary:

Civic Dinner – Saturday 23rd March 2019

Civic Service – Sunday 21st July 2019

Annual Town Meeting & Town Gathering

5.3 Twinning - Trowbridge is twinned with four communities:

5.3.1 Leer in Ostfriesland, Germany. A party of 8 including the Mayor of Leer, will be visiting Trowbridge to attend the Civic Dinner on March 23rd, representing both Stadt Leer and the twinning association (LPV). An invitation from the Chair of the Trowbridge/Leer Twinning Association has been sent to Stadt Leer, the Leer Partnerschaft Verein (LPV - twinning assoc), extending to the former members of the Arbeitskreis, and the Poseidon Swimming Club, to visit Trowbridge to mark the 30th anniversary of the twinning between our two towns. Discussions are underway to hold a celebratory dinner at the Civic Centre.

5.3.2 Charenton-le-Pont on the outskirts of Paris, France.

5.3.3 Elblag in Poland (with the other four towns in West Wiltshire).

5.3.4 Oujda in Morocco.

6. TOWN DEVELOPMENT – Committee meets 12th March, 2nd and 23rd April. The committee considers all regulatory matters consulted on by Wiltshire Council including planning, listed building and tree applications, road closure, traffic regulation and licensing.

6.1 Development Sites

6.1.1 Commercial/Mixed-use sites

Bowers – www.innoxmills.co.uk are close to agreement with a developer. The town council supports at least 300 houses on this site. The developer was expected to meet with the Town Clerk and councillors on 1st March, prior to submitting their pre-application.

County Hall East – Wiltshire Council have made a mixed use outline application including the new health facilities to replace the hospital and new leisure facilities as well as 54 apartments (also see 8.1.3 below)

6.1.2 Housing Sites – Some were delayed pending resolution of mitigation measures associated with Bechstein Bats at Biss and Green Lane Woods. The following provides a summary of the situation.

A. Ashton Park and associated sites.

Ashton Park – Persimmon (mainly in West Ashton and North Bradley Parishes), [15/04736/OUT](#) for 2,500 houses, employment area, sports pitches, open space, allotments, play areas, 2 primary and 1 secondary schools and A350 improvements was permitted in April 2018, S106 agreement being negotiated.

Southview Park - Wain Homes development complete, including the cycle/footway to Drynham Rd. Applications [16/00547/FUL](#) [17/12509/FUL](#) for up to 121 new dwellings. Concerns about access links to the rest of Ashton Park, the LEAP at Southview Park and the cycling and walking network were raised.

B. Sites within the settlement boundary

B1. Under Construction

Court Mills – [18/03020/FUL](#) Being converted to 7 town houses overlooking the Town Park.

St George's Works – 30 apartments [18/02924/VAR](#) overlooking the Town Park (see 4.5 above).

Bradley Road – Former District Council site [Newland Homes](#) permission [17/05669/FUL](#) for 79 homes.

B2. Permitted

White Horse Business Park - (North Bradley Parish) Application to convert offices to 104 new homes.

McDonogh Court – [18/02099/FUL](#) for construction of 20 houses and flats off Polebarn Road.

B3. Applications Submitted

Courtfield House – Ashford Homes [18/04656/FUL](#) conversion with a further 16 houses in the grounds.

United Church Buildings – [18/03856/LBC](#) for conversion into 25 apartments.

Clark's Mill – [18/00200/FUL](#) for conversion to 19 dwellings next to the Town Bridge.

Former Margaret Stancomb School – Selwood Housing application [18/10554/FUL](#) to provide 21 new residential properties including 3 in the converted school building.

Homefield House – [19/00840/FUL](#) an application for conversion to 18 residential apartments.

B4. Potential

Ashton Street Centre – To be disposed of by WC should accommodate 70 dwellings.

Hospital – Promoted in the 'One Public Estate' bid by WC and partners for up to 200 houses:

C. Promoted by Wiltshire Council in the Housing Site Allocations Plan (HSAP):

C1. Supported by the Town Council

Elm Grove Farm (SHELAA 613/248 & WHSAP H2.1) – (partly in North Bradley Parish) Coulston Estates, are promoting development at Elm Grove Farm and land adjacent to Drynham Lane and west of the railway line with a view to bringing the site forward to provide 250 houses and new football pitches. Wiltshire Council were seeking to use the Queen Elizabeth II Field; Elm Grove Recreation Ground to provide the new school but they have now decided that the new school is not required. An application is expected soon. The developer made a presentation to the Town Development Committee on 29th January. The North Bradley Consultation Draft Neighbourhood Plan also supports this site.

Church Lane (SHELAA 1021 & WHSAP 2.4) – Accessed directly off Frome Road, is wholly within the town boundary; 45 houses now subject to an access only outline application [18/10035/OUT](#).

Spring Meadows (SHELAA 3260 & WHSAP 2.5) – Accessed off Frome Rd is inside the town boundary; 45 houses.

C2. For Reconsideration, following North Bradley Neighbourhood Plan Consultation Draft.

Land off A363 White Horse Business Park, E. of Woodmarsh (SHELAA 298 & WHSAP 2.2) – (Located wholly in North Bradley Parish) 175 houses. North Bradley Neighbourhood Plan Consultation Draft supports the allocation of those parts of this site which are closest to the village (see 6.2.2 below)

C3. Opposed by the Town Council (contrary to the Core Strategy, 'maintain open countryside')

South West of Elizabeth Way 'Hilperton Gap' (SHELAA 263/297 & WHSAP 2.3) - (Almost wholly within Hilperton Parish) [Framptons](#) application [16/00672/OUT](#) 170 houses, access off Elizabeth Way. The WHSAP has increased the site to potentially accommodate 355 houses. This site is supported by the Hilperton Neighbourhood Plan, but the Plan did not fully consider other sites closer to the village.

Southwick Court (SHELAA 3565 & WHSAP 2.6) – (Located in Southwick & North Bradley Parishes) Savills on behalf of Waddeton Park are promoting development between the town and Southwick Court. www.landsouthoftrowbridge.co.uk/ indicating access off Frome Rd for 180 houses. North Bradley Neighbourhood Plan Consultation Draft indicates acceptance of the small part which is in North Bradley.

D. Sites Discounted by Wiltshire Council

Land South of Green Lane, Castle Mead Extension (SHELAA 256) – Persimmon - Application [16/03420/FUL](#) for 272 more homes up to Green Lane Wood was withdrawn. The Bat reports indicate this site cannot proceed in the foreseeable future.

Ashton Road - (Steeple Ashton Parish) [Taylor Wimpey](#) 200 homes north of Green Lane Wood [16/04468/OUT](#) refused. The Bat reports indicate that this site cannot proceed in the foreseeable future.

Biss Farm (currently undeveloped employment allocation) - Application for 267 houses [17/09961/OUT](#), primary school, pub and care-home by Persimmon between Leap Gate & West Ashton Rd. The Town Council supports this application and therefore the allocation of this site for 267 houses.

6.2 Neighbourhood Plans

6.2.1 TROWBRIDGE – The Steering Group has reviewed the Scoping Report which is in the process of being edited and the initial consultation results. It will be reviewing The Masterplan at the next meeting on 19th March. The Steering Group also met with representatives from North Bradley and Councillor Darren Henry, Portfolio Holder for Planning Policy, on 19th February, the main area of discussions being the impact of the North Bradley neighbourhood Plan.

6.2.2 North Bradley – The North Bradley Neighbourhood Plan Consultation Draft (NBNP) was due to complete Regulation 14 consultation on 3rd March prior to a referendum. It supports some development in the gap between White Horse Business Park and the village, but only on that part of the site (SHELAA site 298/WHSAP site H2.2) which is closest to the village, for up to 175 homes, leaving a landscape buffer, in

accordance with the Core Strategy between the town/White Horse Business Park and the village. In addition, the Plan proposes two additional sites close to the village for development of a further 60 homes

6.2.3 Hilperton, Holt and Bradford on Avon – Are all 'Made' by Wiltshire Council and now form part of the WC Local Development Plan and the policies given full weight when assessing planning applications that affect land in the areas.

6.2.4 West Ashton – Awaiting confirmation from WC before they can progress to Regulation 14 consultation and referendum.

6.2.5 Southwick has been designated as a Neighbourhood Plan area.

6.2.6 Staverton, Steeple Ashton and Wingfield have not commenced the process.

6.3 Wiltshire Housing Sites Allocation Plan (WHSAP) (AGENDA ITEM 10) – Planning Inspector, Steven Lee will hold the [Examination in Public](#) in the Civic Centre from 2nd to 18th April. Following publication of the NBNP, as is indicated above in 6.2.2 and 6.1.2C2, there is an opportunity for the Town Council to reconsider its position regarding site H2.2 and support the position indicated in the NBNP.

RECOMMENDATION: That the Town Council supports the position indicated in the North Bradley Neighbourhood Plan Consultation Draft with regard to WHSAP site H2.2, including the allocation of those parts of the site which are closest to the village of North Bradley, whilst retaining a strategic Landscape Buffer between the village, the growing town and White Horse Business Park. Therefore, the Town Council no longer objects to the allocation of this site in the WHSAP and reports this change of position to the Inspector Steven Lee.

6.4 Wiltshire Core Strategy Review – The Town Council considers that in order for Trowbridge to continue to grow in the period beyond 2026, without compromising the integrity of our neighbouring villages of Hilperton, West Ashton, North Bradley and Southwick then a review of the Green Belt to the North West and West of the town will be required, potentially removing Greenbelt status from some areas close to the town for future housing development.

6.5 Future High Streets Fund – The Government is making over £670million available to towns to transform town centres for the future. WC is able to make three bids and has invited Trowbridge to make a bid. The initial Expressions Of Interest will be completed by 22nd March and if we are successful we can then detail the projects we would wish to include, such as facilitating developments at the Bowyers site and Bythesea Road, highway and station access improvements, Riverside, links between the town centre and St Stephen's Place etc. There is also a specific Heritage element available which could support the Town Hall. The Town Clerk is currently working with Wiltshire Council on submitting the bid.

7. TROWBRIDGE PARTNERSHIPS - The Council Strategy says:

Building partnerships to ensure that others are also investing in our town.

7.1 Transforming Trowbridge (AGENDA ITEM 11) – The Town Council is the accountable body for TT. Transforming Trowbridge is considering winding-up and redistributing remaining funds either back to the original funders or to the Town Hall. The Town Council's share of residual funds is around £1500.

RECOMMENDATION: That the Committee decide to do one of the following:

- a. Request that the Town Council's share be returned to General Reserves or,
- b. Request that the Town Council's share is passed to Trowbridge Town Hall Trust.

7.2 Trowbridge Town Team – The Town Council is the accountable body for TTT. The organisation concentrates on developing the entrepreneurial skills of Young People under the GOFISH programme.

7.3 Trowbridge Community Area Future (TCAF) – Works with partners to address priorities in the Joint Strategic Assessment in our most deprived communities (Studley Green-10%, Seymour/Adcroft & Longfield-20%). TCAF receives an annual grant from the council, utilises the Cabin at Seymour and operates the Community Hub in the Shires. Councillors interested in using the hub for surgeries should contact tcaf@trowbridge.gov.uk Staff: Meg Aubrey, Project Manager Youth & Community Development; Zoe Meaden, Community Project Co-ordinator/Administrator;

Louise Williams, Community Administrator – Maternity leave. Deborah McLean, Youth Work Coordinator. Emma Heath & Mya Wootten, Youth Support Workers

7.4 Cock Hill Solar Community Fund. Support local applicants with grants from a £15k/annum fund. Applications should be made to the Wiltshire Community Foundation.

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

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

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

7.8 Trowbridge Town Hall Trust – David Lockwood has been appointed as Director of Trowbridge Arts, working for the Trust. The Council approved the following on 15th January:

That Trowbridge Town Hall Trust is offered a grant of £20,000 in 2019/2020 split into four quarterly payments of £5000 each, paid in April 2019, July 2019, October 2019 and January 2020.

On condition that:

A. Prior to the first payment being made, Trowbridge Town Hall Trust introduces a membership arrangement whereby volunteers, members of the public and corporate bodies can become members of the Trust through payment of a subscription and therefore attend and vote at Annual General Meetings and other similar meetings of the Trust.

B. Prior to the second payment being made, Trowbridge Town Hall Trust introduces changes to facilitate greater transparency to the processes for the appointment of Trustees, as approved by Trowbridge Town Council and the Charity Commission.

(For example, this may include changes to the constitution to allow for Trustees to be appointed by Trowbridge Town Council, by Friends of Trowbridge Community Sensory Garden (registered charity 1106281), by User Organisations, by members at the Annual Meeting of the Trust and by co-optation by the existing Trustees.)

C. That none of the grant provided by Trowbridge Town Council is used to pay salaries.

The Trowbridge Town Hall trust is currently working on introducing a new membership scheme and new Trustee appointment arrangements.

7.9 Trowbridge Post Office – a Customer Forum was held on Tuesday, 19 February at the Civic. The format of the event was a drop-in session to which customers, colleagues that work at the branch and their union officials, local stakeholders and the media were invited to meet with senior Post Office representatives to discuss the proposal to close the Crown office and relocate services to WHSmith. The Post Office promoted the event in branch with customers and through a press release.

8. WILTSHIRE

8.1 Wiltshire Council

8.1.1 Area Board – Next meeting Thursday 7th March, 18.30 for 19:00 Cotswold Space County Hall. The Community Engagement Manager for Trowbridge is Liam Cripps, who has taken over from Mary Cullen.

8.1.2 Local Youth Network – The LYN Management Group considers grant applications from Youth activity and support organisations and makes recommendations to the Area Board.

8.1.3 Waiting Restrictions – Wiltshire Council is progressing the list of requests compiled since 2011 and has provided reasons why some such requests are not being progressed. They are also assessing the requests related to potential wide area and College Residents' Parking Zones (RPZ).

8.1.4 Castle Place Multi-Storey Car Park – (AGENDA ITEM 12) - WC has now resolved to pursue the sale of the multi-storey car-park to the owners of Castle Place (APAM). If this proceeds, the current restrictive covenant on charging would be nullified. The new owners are likely to wish to redevelop the site in the longer term, with the retention of parking for their customers at Castle Place and St Stephen's Place. There have been suggestions that WC might consider selling the car-park to Trowbridge Town Council instead. The expectation is that a minimum price of purchase would be £2million. In addition, the Town Council would need to consider the reason for the Town Council purchasing the car-park. This could be the retention of all day free parking. In these circumstances the opportunity to raise income from the car park would be severely limited, as the restrictive covenant would continue to apply, requiring the retention of no charging for short or long term.

So in addition to financing the borrowing, the Town Council would also be required to fund the maintenance and running costs. Borrowing would cost around £100,000 per annum, running costs a further £75,000 and replacement £100,000 per annum. The total of £275,000 per annum would result in an increase in the Town's Council Tax Band-D Charge of more than £23.55 which is 15.3%. Councillors should also consider that many of the users who are benefitting the most are those from out of town.

RECOMMENDATION: That the Town Council advises Wiltshire Council that the Town Council does not wish to pursue the potential of purchasing the Multi-Storey Car-Park.

8.1.5 Service Delegation & Asset Transfer (SDAT) – Alan Richell, Growth & Investment Programme Director and Richard Clewer, Cabinet Member, have indicated that WC wish to bring forward discussions on SDAT prior to late 2019. In addition to play areas, the Town Park, allotments, closed churchyards and grit bins already transferred, the council may consider in future taking over recreation grounds (Stallards, Seymour, Elm Grove) and open space (including Paxcroft Brook). These have been factored in to the long-term financial plan. The Town Council would also be interested in delegation of street trading licensing. No funding is available for town and parish councils taking on additional assets and services.

8.1.6 Play Areas – The town council is taking responsibility for maintaining the 24 WC play areas from 1st April, including grass cutting, shrubs, hedges and fences. We have not received the formal management agreements but the Town Clerk has written confirming the Town Council will take responsibility under Section 101 of the Local Government Act 1972 as agent for Wiltshire Council. We are due to receive the remaining half of the £50k transfer fee by the end of March and S106 revenue expenses funds during April.

8.1.7 Street Cleaning - WC undertakes the statutory minimum utilising a barrow operative and sweeper, there is no value available to the town council to take on these activities, so the town council is securing resources to improve the outer areas and undertake activities not deemed necessary by WC. This approach will be coordinated by the town council to ensure reports are being made on the WC App and town centre resources applied to priorities. The council has now purchased a weed-ripper and has included in the budget, resources to purchase a drive-on street sweeper and StreetCare Operative.

8.1.8 Bus Shelters (AGENDA ITEM 13) – Having reviewed the historical records held by the council it is clear that the town council is responsible for a significant majority of the Bus Shelters in the town and to ensure proper coordination of repairs and maintenance should consider taking responsibility for all of them (except those that are the responsibility of the operator during 2019/20. Wiltshire Council is not funding any repairs or replacement of bus shelters.

RECOMMENDATION: That the town council accepts responsibility for the repair, maintenance and replacement (where deemed appropriate) of all bus shelters in the town except those which are owned by operators.

8.1.9 Litter Bins - We will consider the costs of emptying litter bins and providing additional bins over and above those provided by WC, once our street sweeping is operational.

8.1.10 Free Parking Days (AGENDA ITEM 14) Wiltshire Council offers a free-parking allocation to towns each year, for the town council to allocate, the Trowbridge allocation for 2019 is 1548 free spaces and they can be allocated between 1st January and 31st October.

RECOMMENDATION: That the Committee approves Saturday 29th June 2019 (Armed Forces Day), Saturday 13th July 2019 (Active Festival), Saturday 7th September 2019 (Carnival Country Fayre) and Friday 18th/Sat 19th October (Carnival) as free parking days in the Bradford Road, Broad Street, Church Street, Court Street and Lovemead car-parks, making all council car-parks free of charge on these days.

8.2 Health Services – Wiltshire Clinical Commissioning Group (WCCG) is responsible for commissioning 'Primary Care' services to people in Wiltshire and registered with Wiltshire GPs.

8.2.1 Maternity Care - Sarah MacLennan, Associate Director of Communications & Engagement provided a response which was circulated to councillors on 31st January, to the points raised by Mr Milroy and supported by the Town Council.

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

8.4 Wiltshire Police – Inspector Andy Fee reports regularly to Full Council meetings. Councillors and the public are urged to sign up for [Community Messaging](#) including details of charges and crimes reported.

8.5 Wiltshire Association of Local Councils - [WALC](#) is the county association for town & parish councils, affiliated to NALC the National Association. Trowbridge Town Council is a member of both.

8.6 Swindon & Wiltshire Local Enterprise Partnership (SWLEP) – at the Area Board Paddy Bradley confirmed that Trowbridge is very much part of the A350 Growth Corridor, positioned in the centre of the corridor and should receive equal weight with respect to investment into the area

8.7 Enterprise Wiltshire – No meetings recently.

8.8 Market Towns Network – The next meeting is being held in Salisbury on 28th March followed by Warminster on 3rd October.

8.9 Wiltshire Super Councils Network – Met in Calne on 20th February. Councillor Cavill attended with the Clerk. The following councils are included: Salisbury, Chippenham, Calne, Swindon North, Swindon South and Stratton St Margaret.

8.10 Society of Local Council Clerks (SLCC) – The Council pays the fee for the Clerk to be a member of the Society of Local Council Clerks (SLCC), which provides training and advice. The Clerk was elected to be a member of the Board of SLCC and attended his first board meeting in London in January. The recent branch meeting was held in Market Lavington.

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

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We're making a difference

TCAF Report to Trowbridge Area Board March 2019

TCAF has been busy delivering a full programme of youth and community work across Trowbridge.

TCAF Youth Programmes

Brighter Aspirations: TCAF are pleased to welcome our new Senior Youth Worker Deborah McLean who will build on the strong legacy of positive youth provision that has been delivered by Sarah Holland over the past 2 ½ years. TCAF have established a team of committed youth support workers that will work with Deborah to support the delivery of a series of successful youth cafes in the three deprived communities of Trowbridge: Seymour, Studley Green and Longfield. The youth cafes cover a range of issue-based work, alongside creative activities planned by our sessional youth workers. TCAF have continued to deliver their sexual health workshops including the use of a 'living baby' to demonstrate the impact of parenthood on everyday life. TCAF work with John of Gaunt School to offer lunchtime drop-in sessions and will be re-launching the 1:1 mentoring programme within the school in the coming month. TCAF have continued to partner with Greggs the Bakers to distribute leftover food three days a week at the youth cafes.

TCAF youth ambassadors: TCAF are delighted to have established a youth ambassador scheme with Lottie and Marc acting as TCAF's first ambassadors. The youth ambassadors will work with TCAF staff and trustees to support the ongoing governance and development of the organisation. Lottie and Marc led a successful money collection at Christmas which raised £219 towards a team building day for TCAF's young people. The ambassador were also able to support the interviewing of the new Senior Youth Worker.

TCAF youth apprentice: TCAF's youth apprentice Maisie Marchant has been a fantastic asset to the team, using her arts background to help plan creative activities to be run during TCAF's youth cafes. Maisie has been helping lead activities around sexual health to continue to develop the sexual health project support by the LYN. Maisie will also be leading a planned arts project that will culminate in an arts exhibition in The Shires Shopping Centre and a youth-led event at Longfield Community Centre.

TCAF Community Programmes

Community Hub at BA14: TCAF are pleased to also welcome Zoe Meaden our new Community Project Co-ordinator who is leading on the management of the Community Hub at BA14, a partnership of local charities and support services that have come together to occupy a vacant shop in the Shires Shopping Centre in the centre of Trowbridge. TCAF have seen a steady increase in local people accessing the Hub to gain support around a range of personal issues. TCAF now have 7 regular volunteers supporting the Hub to be opened Monday- Friday. Dennis Drewitt, the Town Mayor, led a Christmas Celebration in The Shires

that provided an opportunity to celebrate the hard-work of TCAF's volunteers. TCAF's youth team are going to be offering a homework drop-in session from The Community Hub at BA14 from March 2019.

Kindness Café: With the support of Trowbridge Area Board ,TCAF have launched a weekly 2hr Kindness Café that offers an informal space for local people to come and chat. The cafe is particularly targeted at older people to help develop peer support to meet their health and wellbeing needs.

Pop-Up events: Recent pop-up events have included The Wiltshire Wildlife Trust delivering a waste free event in The Community Hub at BA14 with young people enjoying peddling a smoothie-making bike. The Wiltshire Centre for Independent Living led a consultation event from The Hub to discuss local health and wellbeing needs.

Trowbridge Neighbourhood Group: The Neighbourhood Group met in January 2019, with a next meeting planned for Thursday 28th March in The Pitman Room at The Civic Centre. Hayley Bell (TCAF Trustee and Head of Leisure and Facilities, Trowbridge Council) and Meg Aubrey agreed to arrange to visit neighbourhood/resident organisations across Trowbridge to identify how they can best use the Neighbourhood Group and identify their current needs and concerns.

Meg Aubrey
Youth and Community Development Manager
25.2.19

Wiltshire Council

Trowbridge Area Board

March 2019

Subject: Road Surfacing Programme 2019/20

Cabinet Member: Councillor Bridget Wayman - Highways, Transport and Waste

Key Decision: No

Executive Summary

There has been under investment in highways maintenance nationally for many years, but Wiltshire Council has been making a substantial investment in improving its road network, with a budget of up to £21 million annually in recent years. Since 2014 about 907 kilometres of the network has been resurfaced, which is about 20% of the total network.

146 kilometres of roads were resurfaced in 2018/19 and over 55,000 square metres of other road repairs carried out. This programme of surfacing work will continue in 2019/20 with a large number of sites identified for treatment (see **Appendix 1**). A provisional list of sites for treatment in future years has also been developed, which will be subject to annual review to ensure the priority sites are being addressed.

The overall condition of Wiltshire's roads compares favourably with the national average and the south-west average road conditions. However, it is appreciated that there is still much to do. As well as the roads it proposed to carry out programmes of footway maintenance, road marking renewals, and sign replacement in 2019/20.

Proposals

It is recommended that the Area Board:

- (i) Welcomes the road surfacing work and repairs carried out in 2018/19 and notes the improvement in the overall condition of Wiltshire's roads in recent years, but acknowledges that further investment is still required.
- (ii) Approves the highway maintenance scheme list for 2019/20 prepared for the Area Board.
- (iii) Notes the new provisional five year programme, which will reviewed annually to ensure best value for money and whole life costing for the highways asset.

Reason for Proposals

The highway network forms the Council's largest asset, and it is important that it is maintained in the most cost-effective way that provides value for money. This includes the use of asset management and whole life costing approaches to inform long-term investment decisions.

Asset management principles have been applied for many years in Wiltshire to ensure that there is appropriate investment with longer term planning for the management of the highways assets. The development of a long-term programme will help with the forward planning of work on the highway network.

Alistair Cunningham
Corporate Director

Wiltshire Council

Trowbridge Area Board

7 March 2019

Subject: Road Surfacing Programme 2019/20

Cabinet Member: Councillor Bridget Wayman - Highways, Transport and Waste

Key Decision: No

Purpose of Report

1. To provide information on the progress made in improving the condition of the county's roads, and to advise on the road surfacing schemes to be undertaken in 2019/20.

Relevance to the Council's Business Plan

2. The Wiltshire Council Business Plan 2017 – 2027 sets out the vision to create strong communities, with priorities for growing the economy, strong communities and protecting the vulnerable. As part of growing the economy it is acknowledged that it is necessary to bring the county's roads up to an acceptable state. The goal is that road infrastructure is improved and to:
 - Improve asset management and the use of investment to improve the condition of Wiltshire roads (implementing our Highways Asset Management Strategy).
 - Promote and further development the MyWiltshire app to improve and increase the reporting of issues.

Background

3. The local highway network in Wiltshire comprises over 4,400 kilometres of roads and is vital for businesses and communities. Effective maintenance to ensure its availability is essential to the economic development of the county. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively, and has been making a significant investment in improving the condition of its highway assets in recent years.
4. The condition of the county's roads is important to the public. This is demonstrated by the results of previous People's Voice surveys and the annual National Highways and Transportation (NHT) surveys, which indicate low levels of public satisfaction with road conditions nationally and in Wiltshire.
5. This report provides a summary of the progress to date on improving the condition of the county's roads, and the proposed road surfacing on the Council's current highway investment programme.

Main Considerations for the Council

6. Wiltshire Council has to address the longstanding under investment in highways maintenance and the consequent backlog, which has been a problem nationally for many years. The Council's major programme of investment in highway maintenance over the past decade has significantly improved the condition of the county's roads, and stopped the deterioration of the road network.
7. Nearly all of the schemes in the 2017/18 programme have been completed, and those not completed will form part of the future programme. Information about the type of road surfacing treatments undertaken by the Council is included in **Appendix 1**.
8. There are also a large number of skid resistance sites to be treated this year, which are required in order to keep the roads safe. They consist of various treatments, including surface retexturing and resurfacing. Some repairs and retexturing are needed as a result of the damage caused by the hot weather in the summer. The treatment for these sites is currently being finalised.
9. A provisional list of roads for treatment over the next five years has also been developed (See **Appendix 2**). This is based on current road conditions and anticipated deterioration in condition. This list will be reviewed annually to ensure that the priority sites are treated to keep the roads safe. The details of the proposals for 2019/20 are shown in the document.
10. The CATG and Area Board are welcome to identify any sites of local concern which may need to be prioritised, and possibly substituted for future schemes in the list. Any defects or areas of immediate concern should be raised with the area engineer or technician, or reported through My Wiltshire.

Safeguarding Implications

11. None.

Public Health Implications

12. The condition of roads and related infrastructure can have serious safety implications, especially with regard to skid resistance. Keeping the roads in good condition can help with reducing accidents. Roads, bridges, highway structures, signs and street lighting also need to be kept in good condition in order to protect the public and those maintaining the assets.

Corporate Procurement Implications

13. There are no procurement implications at this stage.

Equalities Impact of the Proposal

14. The improved maintenance of the highway network, its management using sound asset management principles, and good performance by the highways contractors, should benefit all road users, including public transport, and vulnerable road users such as cyclists and pedestrians.

Environmental and Climate Change Considerations

15. The effects of climate change could be significant for the highway network. There was considerable damage to the roads, footways and drainage systems in the flooding of 2014, and such events could be repeated. The hot weather in the summer of 2018 caused damage costing over £1,000,000 to repair in Wiltshire. Having robust maintenance and investment strategies to improve the condition of the network helps build resilience into the highway network and the infrastructure.
16. Where possible, suitable materials arising from road resurfacing schemes are recycled. Large quantities of road planings are often used on rights of way to repair damage and on county farms, or provided to community groups. Trial sites for in-situ recycling of materials are carried out where feasible.

Risk Assessment

17. The application of good asset management principles, the planned maintenance of the highway infrastructure, and the establishment of formalised asset management policies and the programme of planned resurfacing, help reduce the risk of incidents and claims.

Risks that may arise if the proposed decision and related work is not taken

18. There is a risk of increased collisions, claims and public dissatisfaction if highway maintenance is not carried out. The principles of asset management have been followed by this Council for many years, and there is a need to continue to demonstrate best practise and obtain best value for money.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

19. It is important to ensure that highways asset management and service delivery are implemented effectively. Processes are currently in place with Service Delivery Teams managing the various aspects of the highway service, and these are the appropriate groups to continue to manage the associated risks. The teams include representatives from the Council, consultants and contractors involved in carrying out the works, and they report to the Contract Management Meeting comprising senior managers from those organisations.

Financial Implications

20. The highway network and related infrastructure forms the Council's largest asset, and has a replacement value of over £5 billion. It is important that it is maintained in the most cost-effective way in order to obtain value for money. This includes the use of a whole life costing approach to inform investment decisions on highway maintenance.

Legal Implications

21. The Council has a duty under the Highways Act to maintain the county's roads. The highway inspection procedures, policies and improvement plans ensure that this duty is fulfilled. The investment and improved road conditions in recent years is helping the Council meet its responsibilities with regard to road maintenance.

Options Considered

22. The recent investment in highways maintenance has seen a substantial improvement in the condition of the county's roads, which are in better overall condition than most road networks in the south-west and nationally.
23. The proposed scheme list for 2019/20 has been developed based on the condition data and local knowledge and is considered to represent a realistic programme in view of current funding levels.

Conclusions

24. The highway network forms the Council's largest asset, and it is important that it is maintained in the most cost-effective way in order to show value for money. This includes the use of whole life costing approaches to inform investment decisions.
25. A programme of road resurfacing for 2019/2020 has been identified, based on safety needs and the need to improve the condition of the highway network and related assets. A provisional list of sites for treatment in future years has also been identified, which will be reviewed annually.

Parvis Khansari
Director Highways and Transport

Report Author:
Peter Binley
Head of Highways Asset Management and Commissioning
March 2019

The following unpublished documents have been relied on in the preparation of this report:

None

Appendices

Appendix 1 – Wiltshire Highways Maintenance Programme 2019/20
Appendix 2 – Area Board Surfacing Proposals

Wiltshire Highways Maintenance Programme 2019/20



March 2019

Wiltshire Highways Maintenance Programme 2019/20

Contents

Background

Investment in Local Highways

Comparison with Other Authorities

Road Maintenance

Other Highway Assets

Bridges

Integrated Transport Schemes 2019/20

Future Highways Investment Proposals

Road Surfacing Proposals 2019/20

Background

Wiltshire Council is responsible for the maintenance of the local road network in Wiltshire, excluding the motorways, trunk roads and those in private ownership. The highway network is vital for businesses and communities, and effective maintenance to ensure its availability is essential to the economic development of the county.

The local highway network in Wiltshire comprises over 4,400 kilometres of road and almost 1,000 bridges. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively, and has been making a significant investment in improving the condition of its highways assets in recent years.

The weather was a particular challenge for road maintenance in 2018, with a very cold winter causing freeze and thaw damage, and then a very hot summer causing some roads to melt and surfaces to deteriorate.

Investment in Local Highways

The Council's 'Local Highways Investment Fund 2014 – 2020' was introduced to address the longstanding under investment in highways maintenance and the consequent backlog of maintenance, which have been problems nationally for many years. The Council's programme of major investment in highway maintenance is intended to deliver and sustain a significant improvement in the condition of the county's highway network.

The first four years of the programme saw significant increased investment in the county's road network with a budget of £21 million annually for road major maintenance. This reduced slightly in 2018/19, but will increase again in 2019/20 to a level similar to those of previous years.

A large programme of road resurfacing was undertaken in 2018/19.

Road class	A	B	C	Un-classified	Total
Length treated 2017/18 Km	46.8	21.2	48.5	29.6	146.1

A substantial amount of road resurfacing work has been undertaken in Wiltshire in recent years, with considerable lengths of road resurfaced:

Year	Length treated (kilometres)
2014/15	148
2015/16	182
2016/17	250
2017/18	181
2018/19	146
Total	907

There have been 907 kilometres of road resurfaced in the five years since 2014, which is about 20% of the network.

There have also been many smaller sites treated with hand patching and repairs to address localised areas in poor condition. Over 58,000 square metres of road were repaired in 2018/19 in addition to the lengths of road surfaced described above.

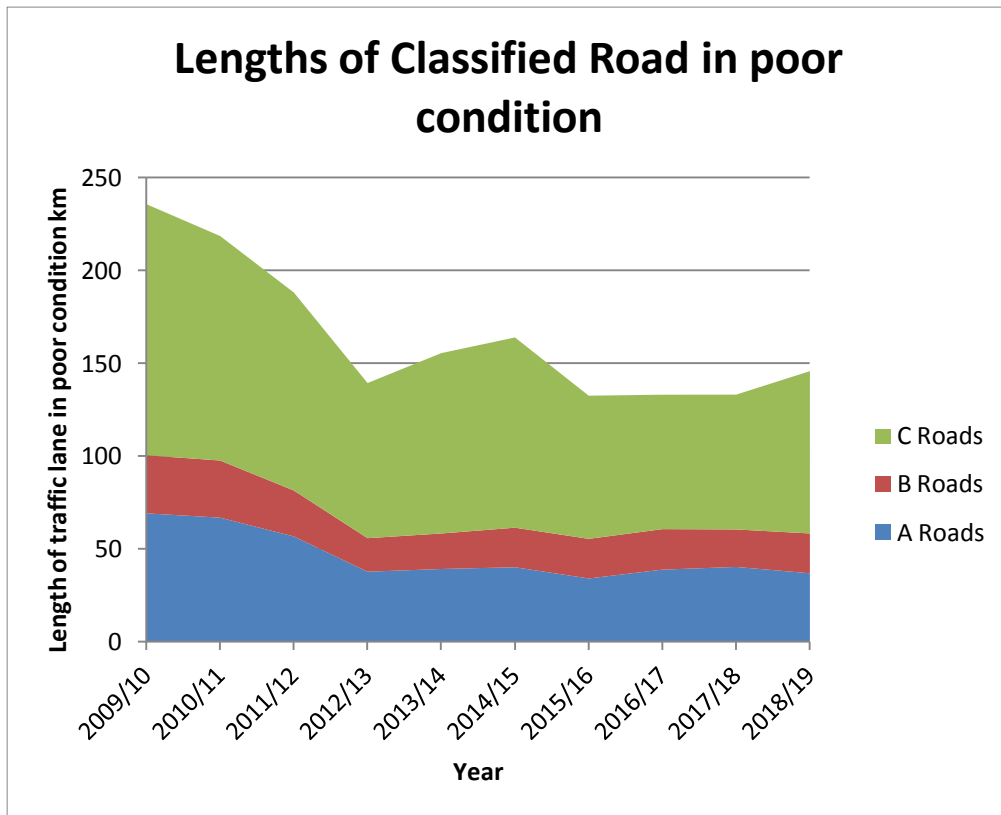
Road Class	Area of Road Repaired (Sqm)
A	11,699
B	7,719
C	21,965
Unclassified	17,161
Total	58,544

The repairs have been carried out across all of the Area Boards in 2018/19.

Area Board	Area of Road Repaired (Sqm)
Amesbury	3,669
Bradford on Avon	3,885
Calne	1,441
Chippenham	2,207
Corsham	2,386
Devizes	2,431
Malmesbury	3,496
Marlborough	3,546
Melksham	2,863
Pewsey	3,841
RWB & Cricklade	4,450
Salisbury	2,999
South West Wiltshire	7,170
Southern Wiltshire	1,156
Tidworth	1,316
Trowbridge	1,622
Warminster	9,261
Westbury	807
Total	58,544

It should be noted that the quantities of repairs in each Area Board will vary from year to year according to need.

There has been a significant reduction in the length of road in poor condition in Wiltshire, which has almost halved since 2009. This has been largely due to the additional funding provided by the Council, which has helped reduce the backlog and prevented further deterioration.

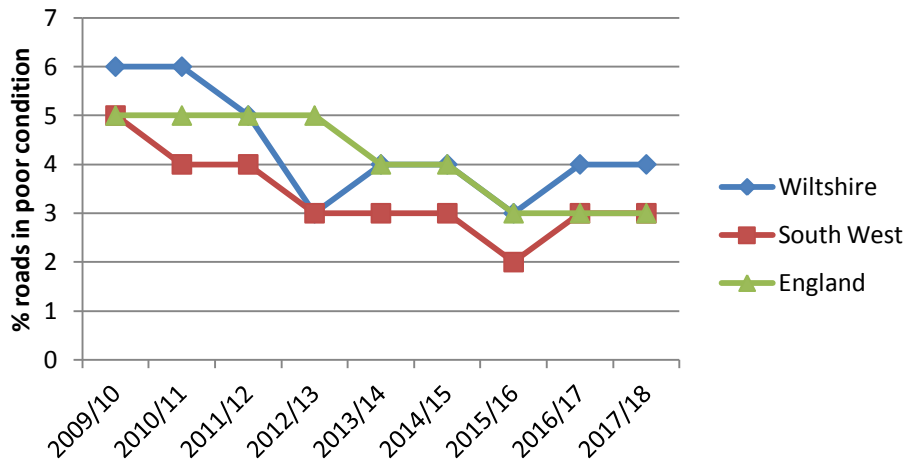


Without the investment to improve the condition of the roads, they would have deteriorated at an increasing rate over the last decade, and the lengths of road in poor condition would have increased rapidly.

Comparison with other authorities

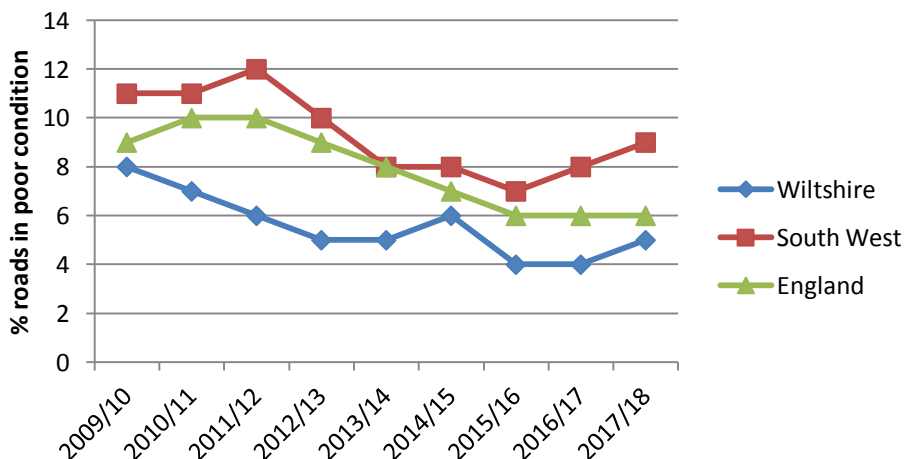
The condition of A class roads has improved nationally since 2009 from 5% in poor condition to 3% in poor condition in 2016/17 (Note - Low percentages are good). In Wiltshire the A class roads have improved, but they are still slightly above the national and south-west averages. It is anticipated they will be much closer to the average next year following the work carried out in 2018/19.

A Class roads in poor condition



The B and C class roads represent 45% of the road network by length in Wiltshire, which is a large proportion of the network. Keeping these roads in good condition is important to the local communities, and requires substantial investment.

B and C class roads in poor condition



The B and C class road conditions in Wiltshire are better than the national average and much better than the south-west average. There was a slight increase in the percentage of B and C class roads in poor condition in Wiltshire in 2017/18, but this appears to be typical of roads in the south west.

The condition of the unclassified roads is more difficult to compare as the assessment methods have not been consistent across authorities. In general terms the condition of the more important unclassified roads in Wiltshire compares well with those of similar authorities in the south west, but further assessment will be needed to get a better understanding of minor road conditions across the south west.

Overall the condition of roads in Wiltshire compares favourably to most conditions nationally and in the south west. However, there is further work required, especially on the county's A roads and on the minor road network. More detailed surveys are proposed to be undertaken in Wiltshire in 2019/20 to obtain better information on the condition of the unclassified roads, and to assist in prioritising further investment.

Road Maintenance

The funding levels for road resurfacing and related work in Wiltshire have been proportionally higher than for most authorities in recent years because of the additional funding provided by this Council. An initial six year programme was developed in 2013, and progress on implementing it has been reported annually to the Council's Area Boards and the Environment Select Committee.

Good progress has been made on delivering the original programme, with the programme now substantially complete. However, there are still a few sites which were included in the original programme, or have subsequently been added for treatment, which have yet to be completed. These will be included in the new forward programme.

The condition of the network has been reviewed in order to develop a new five year programme for highway maintenance. The Council's new Highways Infrastructure Asset Management System (HIAMS) is being used to help derive the future works programme to ensure best value for money and whole life costing for the highways asset. The new system provides the opportunity to carry out more detailed calculations regarding road condition and deterioration to inform investment decisions.

The road maintenance programme for 2019/20 includes a number of different treatments to address specific problems. The proposed sites have been inspected in detail in order to determine the most appropriate treatment or surfacing materials. The main treatment types are described below.

Road Surfacing

The use of bituminous materials to surface the roads usually produces the most effective and durable surface. The use of hot rolled asphalt with chippings is often preferred in Wiltshire as it is very durable with good skid resistance for most of the types of road and traffic volumes we have in the county. Other materials are used to meet specific needs or constraints.



A large programme of resurfacing across the county is proposed for 2019/20.

At locations which are subject to heavy loadings or extreme stress, specialist treatments are used, including grouted asphalt which provides a particularly strong surface.



Specialist treatments such as grouted asphalt are used at some high stress areas.

Where the lower road construction layers are structurally failing, deeper excavation and renewal is used, provided underground services or structures do not limit the depth of construction. Surveys and assessments are undertaken to ensure that drainage systems are working properly before the road is resurfaced.

Surface Dressing

The use of surface dressing, which is sometimes referred to as ‘tar and chippings’, is a traditional method of surfacing which has been used for decades on rural roads.



An extensive programme of surface dressing helps seal and protects the county’s rural roads, and improves skid resistance.

It is very effective at sealing the underlying road construction and provides good skid resistance. It is usually not as durable bituminous resurfacing, but it is a very cost effective treatment if it is carried out regularly. Any weak areas of road are ‘patched’ before the surface dressing is applied.

Pre Surface Dressing Patching

The opportunity is being taken to carry out patching and localised repairs this year on some of those roads which are likely to be included in the surface dressing programme for 2020/21 or in future years. This has the benefit of addressing the sections of a road in worst condition early, and provides a solid base for the subsequent surface dressing.

Texture Treatment

It is important that roads have adequate skid resistance. Higher skid resistance is required on bends and at the approach to junctions. Specialist surveys are undertaken of the main roads to assess the existing surface condition, and identify where treatment is needed.

On some roads resurfacing may be required, but at other locations it is possible to use shot or water blasting to improve the texture. The site assessments are currently underway to identify suitable sites for this type of treatment in 2019/20.

High Friction Surfacing

At some key locations, such as the approach to traffic signals, the use of special high friction surfacing may be used to improve safety. Because of the high stresses at these locations these surfaces may need more frequent renewal. A programme of replacement using potentially more durable materials at these sites will be undertaken as a rolling programme.

Carriageway and Pothole repairs

The Council operates three Pothole Gangs to make emergency repairs and two Patching gangs to make more substantial repairs.



Pothole Gangs respond to defects and potholes on the network

These resources are deployed to address problems as they occur. Last year over 10,000 potholes were filled, which was a substantially more than usual because of the severe winter. Generally there are about 6,000 potholes each year on the network, but the number can increase substantially when there is extreme weather.



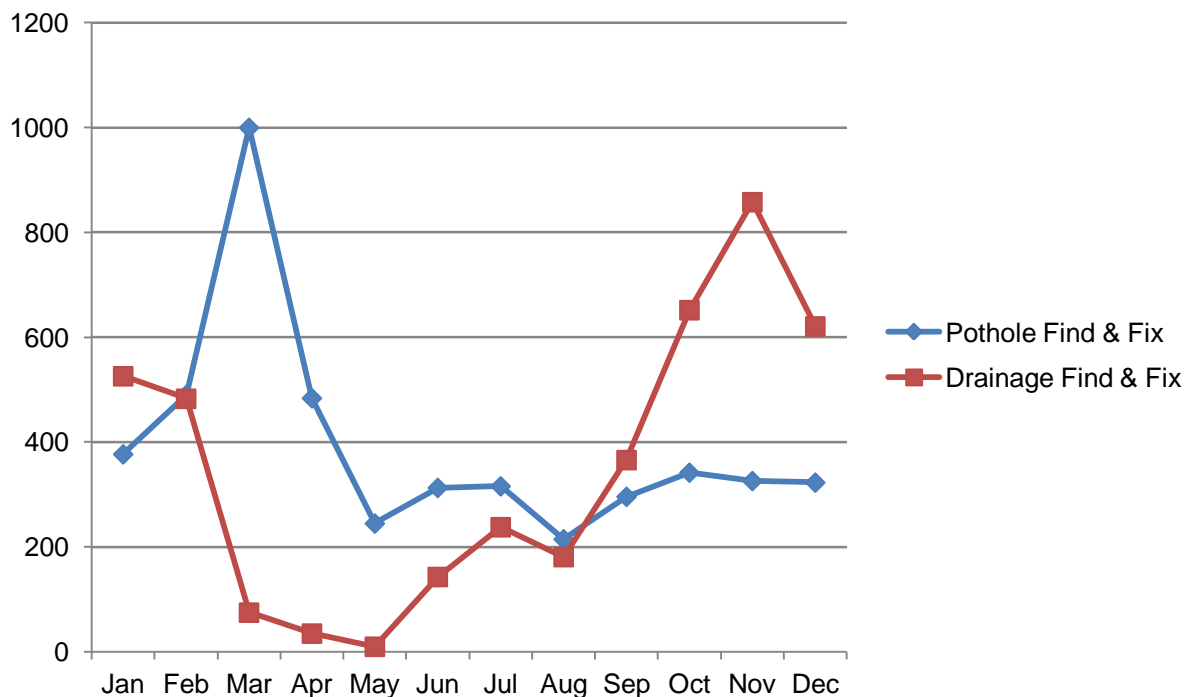
Potholes and highway defects can be reported using the My Wiltshire app, or on the Council's website.

Parish Stewards

The Parish Steward Scheme, which helps to help address the highway priorities of the local communities is provided by the Council's contractor Ringway. The scheme has been a great success and is a well liked and respected service.

As well as the work identified by the town and pariah councils, the Parish Stewards also carry out pothole repairs, address drainage issues and carry out other maintenance work. The type of work varies from month to month depending on requirements.

Parish Steward Work in 2018



In the early months of the year the focus is often on potholes and the need to deal with damaged road surfaces following the winter freeze and thaw damage on the network. In the autumn keeping the drains clear and working is often a priority. In the winter the Parish Stewards are often involved gritting the roads and other winter maintenance operations.

The flexibility that the Parish Stewards bring to routine highway maintenance activities is appreciated, and it offers a cost effective means of dealing with a variety of issues on the highway network.

Other Highway Assets

With an extensive road network and aging infrastructure there is a need to plan for long term renewal of all highway assets as well as the roads. Good progress has been made on reducing the road maintenance backlog in recent years, but further work is still required and other assets, including street lighting, safety fences, road signs, traffic signals and bridges, will need further investment to keep them safe and to avoid unplanned emergency repairs in the future.

Footways

The condition of footways has been a particular concern. A programme of footway renewal schemes was started in 2017/18, but this had to be reduced last year because of budget constraints. The increased budget for 2019/20 is enabling the programme of footway treatment to be continued this year.

Sites for treatment in 2019/20 are currently being assessed.

Drainage

Keeping road drainage operating properly is not only important in order to keep the roads safe for users, but it also helps to prevent damage to the road and its sub-structure. A programme of drainage CCTV surveys is undertaken on the network throughout the year. With the extensive road network in Wiltshire it is taking many years to survey all of the drainage systems, but the Council already has more information than most similar highway authorities.

The drainage pipes can be affected by siltation, tree root damage, ground conditions or public utilities work. Where damage is identified, repairs are programmed and integrated into the programme of road resurfacing and other work.



Underground drainage pipes can be damaged by public utilities works as well as tree roots and silt

Where road drainage pipes are damaged by public utilities the Council seeks to recover the cost of the repair and get the services diverted.

Road Markings

A programme of renewing road markings on the main routes into towns was started two years ago and is continuing in 2019/20 in Royal Wootton Bassett, Devizes,

Cricklade and Westbury. The programme will also address particular sites in other towns in need of treatment for safety reasons.

A programme of rural road markings will also be undertaken to improve markings at rural road junctions. This will concentrate on locations where lines are fading or being worn away and there are increasing safety risks.

Road Signs

A programme of replacing damaged or faded signs started last year. It initially concentrated on the prohibition and safety critical signs. This programme will continue in 2019/20. There are particular problems with posts rusting or being damaged and the programme is intended to address these issues.

Verge Overrun

The rural grass verges can be damaged by large vehicles, or by vehicles leaving the paved surface to pass other vehicles. This is especially a problem during wet weather. A programme of verge repair and hardening has been taking place during 2018, and an expanded programme will take place during 2019/20 to address those sites with the most damage.

Bridges

A programme of bridge repairs and renewal is included in the programme for 2019/20

Area Board	Parish	Road	Bridge Name	Work Description
Bradford on Avon	Staverton & Holt	B3105	Staverton Mill	Masonry Repairs
Bradford on Avon	Bradford on Avon	B3107	Holt Rd Retaining Wall	Masonry Repairs
Chippenham	Chippenham	TS	Saxon Street	Redeck
Chippenham	Chippenham	TS	Wessex	Redeck
Malmesbury	Ashton Keynes	Cox Hill C21	Oatlake	Waterproofing
Malmesbury	Brinkworth	Dead lane C104	Dead Lane	Waterproofing
Marlborough	Chilton Foliat	B4192	Skates Corner	Replace with pipes
Marlborough	Ramsbury	Stone lane U/C	Stone Lane	Masonry Repairs
Pewsey	Manningford	Manor Lane U/C	Sharcott Mill	Redeck
Royal Wootton Bassett	Cricklade	Cirencester Rd C124	Weavers	Waterproofing
South West Wiltshire	Quidhampton & Wilton	A3094	Quidhampton Wylve	Waterproofing
South West Wiltshire	Quidhampton & Wilton	A3094	Quidhampton Nadder	Waterproofing
South West Wiltshire	Barford St Martin	A30	Gall	Waterproofing
South West Wiltshire	West Tisbury	Tisbury Gates Lane U/C	East Hatch	Masonry Repairs
South West Wiltshire	Sedge Hill & Semley	Share Lane U/C	Share	Strengthening Saddle
Southern Wiltshire	Grimstead	Byway	Old Canal	Masonry Repairs
Tidworth	Ludgershall	FP	Tidworth Rd Rail	Repairs and strengthening
Tidworth	Tidworth	Meerut Rd	Oval	Reconstruction
Trowbridge	Trowbridge & Southwick	A361	Whitrow	Waterproofing
Warminster	Heytesbury	Parl Lane U/C	Slaters 2nd	Scour repair, new invert

Other bridges may be added to the list in response to ongoing bridge inspections.

Integrated Transport Schemes 2019/20

Local safety schemes, traffic management measures, cycling walking schemes are developed through the Community Area Transport Groups (CATGs), or in response to particular issues on the network. The main schemes identified to date for next year are listed below:

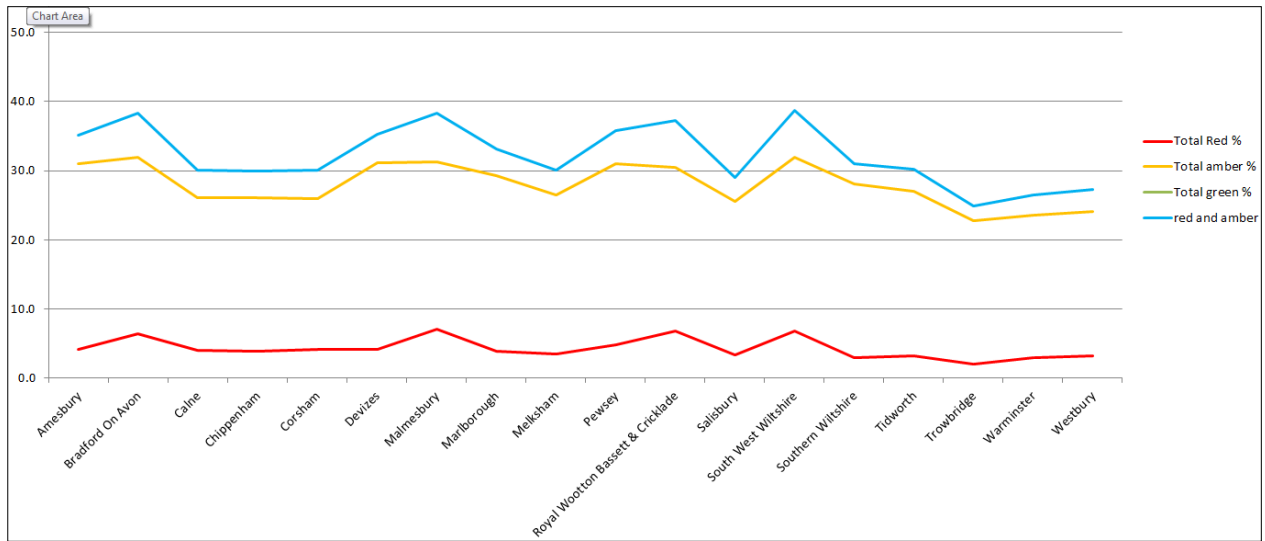
Community Area	Category	Works	Indicative Budget
Bradford on Avon	Substantive CATG	B3108 Winsley Hill at Canal Bridge - Footway	20000
Calne	Developer Contribution	Calne - Abberd Way to Abberd Brook shared use path	40000
Calne	Developer Contribution	Calne - Abberd Lane cycle facilities	30000
Calne	Developer Contribution	Calne - Cycle route across Recreation Ground	30000
Chippenham	Taking Action on School Journeys	Hardenhuish Chippenham - Advisory 20mph and refuge island improvements	21000
Chippenham	Highway Improvements	A350 Plough Crossroads traffic signal replacement and upgrade	300000
Corsham	Local Safety Scheme	A4 Corsham Cross Keys junction - signal replacement and pedestrian upgrade	200000
Corsham	Taking Action on School Journeys	Colerne Primary - Island replacement, kerbing, & footway, Signs & markings	34000
Corsham	Taking Action on School Journeys	Neston Primary - Advisory 20mph, road markings, footway	20000
Corsham	Developer Contribution	Corsham Skynet Drive - Signal control crossing	30000
Marlborough	Developer Contribution	Marlborough Care Home to Tesco - shared use path (provisional)	100000
Pewsey	Substantive CATG	C261 Woodborough - Footway	24000
Pewsey	Substantive CATG	North Newnton Rushall Lane - Footway	63000
RWB and Cricklade	Substantive CATG	A3102 Tockenham - Safety Measures	35500
Southern Wiltshire	Developer Contribution	Salisbury Old Sarum Longhedge cycle links	20000
Tidworth	Substantive CATG	A338 Link Road to Tank Crossing, Tidworth - Footway	32000
Tidworth	Substantive CATG	A338/Brunton Junction, Collingbourne Kingston - junction improvements	14600
Trowbridge	Developer Contribution	Trowbridge County Way Hilperton Rd rbt to West Ashton rd rbt - cyclepath	100000
Trowbridge	Developer Contribution	Trowbridge Moyle Park cyclepath	50000
Trowbridge	Highway Improvements	A361 Trowbridge County Way / Ashton Street - replace existing signal crossing	25000

There will also likely to be a large number of CATG schemes which will be developed during the year, but have not been identified at this stage.

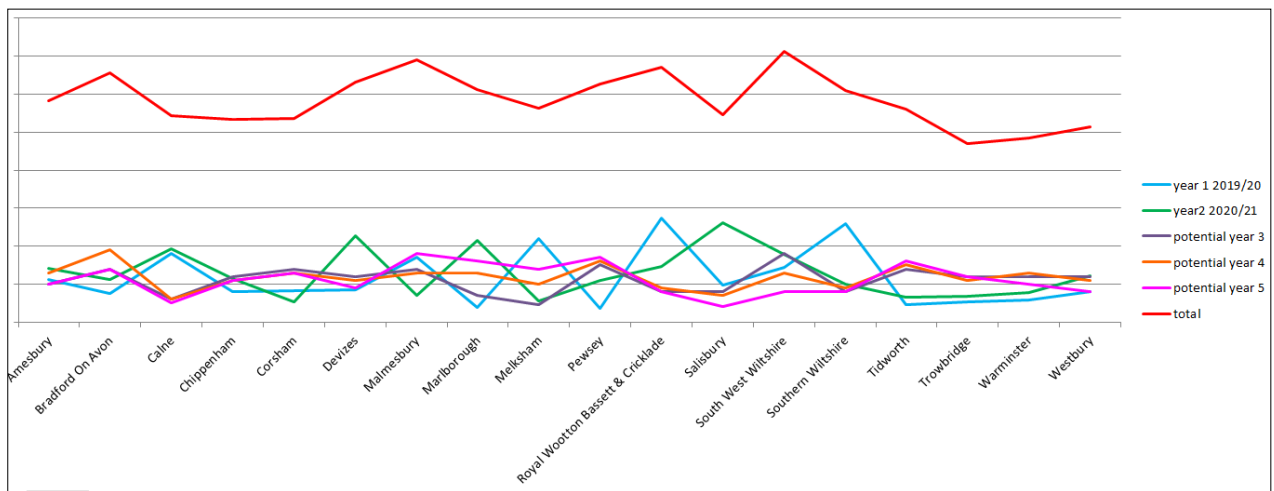
Future Highways Maintenance Investment Proposals

The condition of most of the county's roads is monitored every year using vehicle mounted lasers, and the results of these surveys are reported annually to the DfT. It is proposed to extent these surveys to cover the whole of the network in 2019/20.

The condition of the highway network is monitored according to road type, and on an Area Board basis. The intention is to ultimately achieve consistent road conditions across the network. The current road conditions (showing those in poor or declining condition) for the Area Boards are shown below:



The proposed spending in future years is being developed to address these conditions:



The funding for the maintenance in each Area Board will vary from year to year because of the need to carry out some larger schemes from time to time. Consequently in some years the spend may reduce, and in other years it will be higher. Over the next five year period it is proposed that the overall spend will reflect need based on the road conditions.

Road Surfacing Proposals for 2019/20

A programme of proposed road surfacing has been developed based on the condition survey results and the local engineers' knowledge. The list of sites included as **Appendix 2** of the Area Board reports.

It should be noted that some variations to the proposals may be necessary if circumstances change, particularly as a result of weather damage elsewhere on the network. Some schemes may be delayed if public utilities are carrying out work on the road, as the surfacing will be carried out when that work is completed.

The document also includes an indicative list of the potential sites for treatment in future years. This list is provisional at this stage and is based on anticipated deterioration rates. It will be necessary to review the lists annually to ensure the priority sites are being identified.

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Wiltshire Highways Maintenance Trowbridge Area Board 2019 - 2023

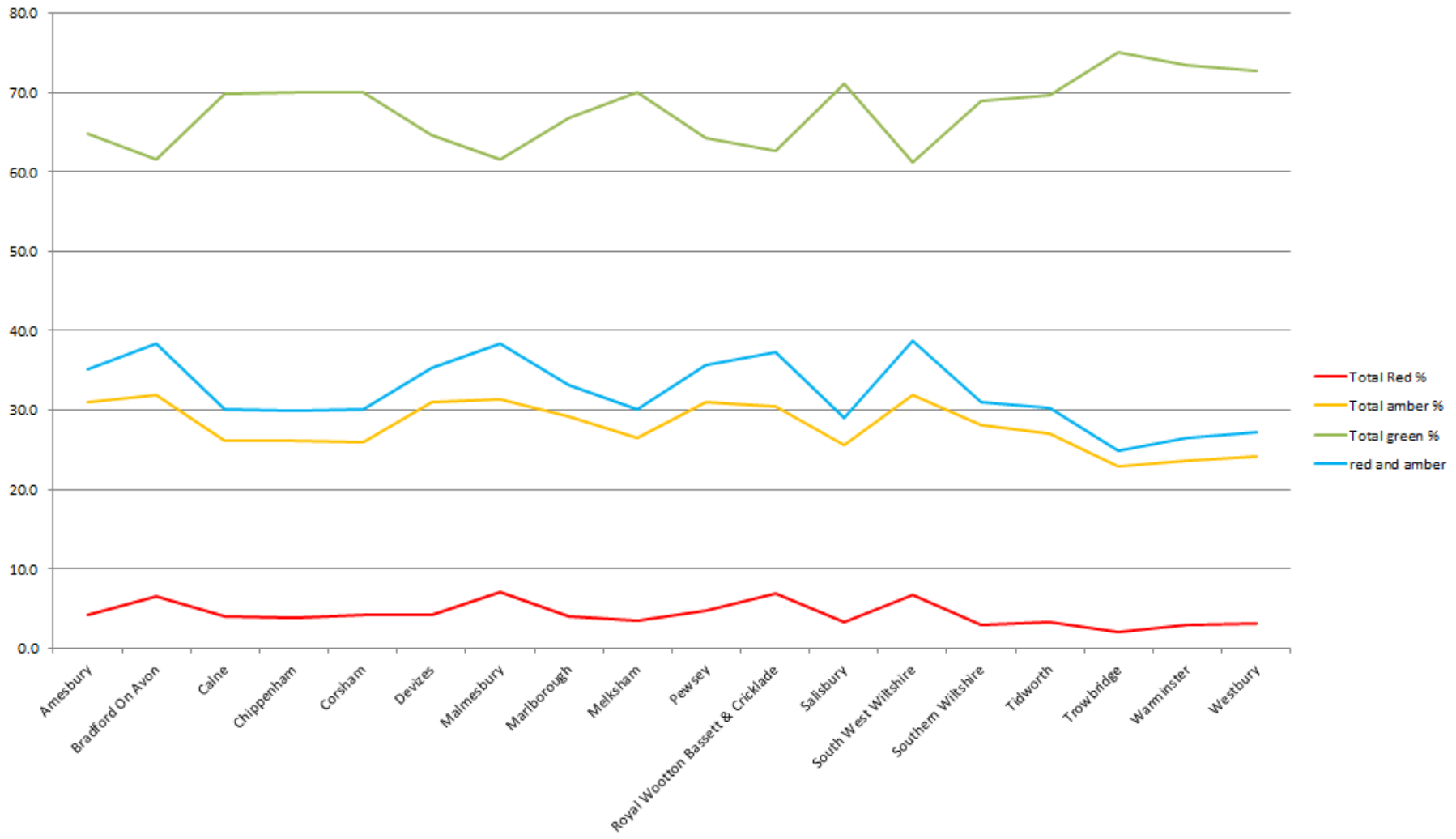


March 2019

CURRENT CONDITION BY AREA BOARD

TOTAL LENGTH OF THE ADOPTED NETWORK REQUIRING MAINTENANCE

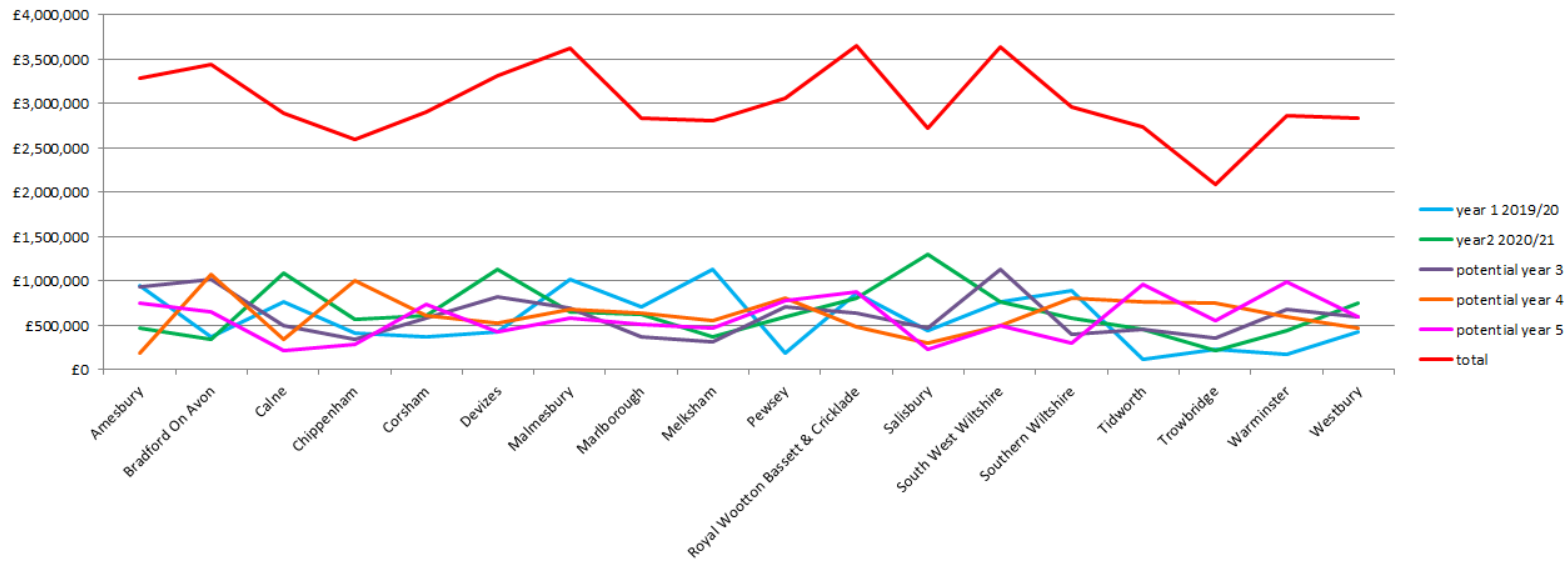
Red = requiring work now Amber = requiring work very soon Blue = total Red and Amber Green = not requiring treatment within the next few years



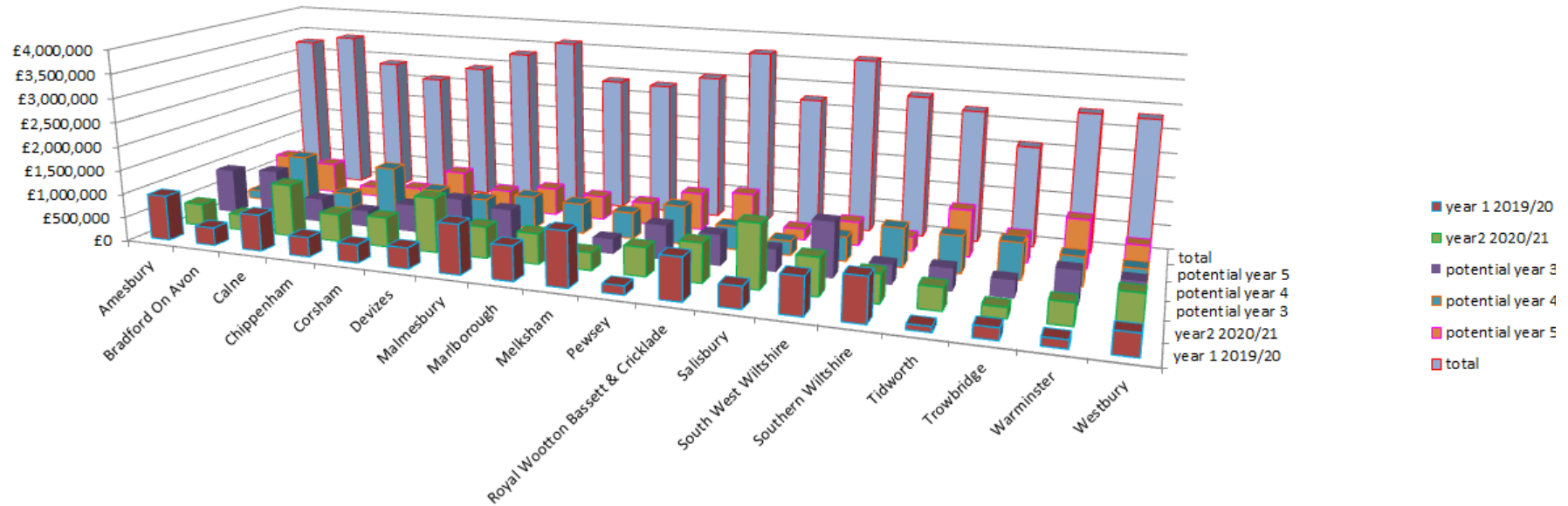
Page 58

needs

The budget has been allocated in accordance with the need for maintenance in each area board, spend will vary in each board area where substantial interventions are required.



Spend profile



	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey
year 1 2019/20	£939,854	£372,664	£756,486	£402,841	£369,374	£427,307	£1,021,460	£710,000	£1,121,644	£179,614
year2 2020/21	£464,617	£338,694	£1,092,637	£569,240	£611,695	£1,135,203	£648,794	£626,032	£360,881	£586,336
potential year 3	£936,905	£1,011,484	£497,742	£342,066	£580,406	£812,893	£696,000	£364,490	£307,395	£709,027
potential year 4	£188,128	£1,070,833	£333,492	£1,008,116	£610,000	£516,847	£680,000	£631,845	£553,138	£800,000
potential year 5	£750,000	£650,000	£209,643	£275,850	£740,000	£419,866	£576,628	£503,251	£463,214	£780,000
total	£3,279,504	£3,443,675	£2,890,000	£2,598,113	£2,911,475	£3,312,116	£3,622,882	£2,835,618	£2,806,272	£3,054,977

	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury	total
Page 60 year 1 2019/20	£865,485	£438,642	£759,052	£888,085	£107,343	£230,865	£166,518	£430,377	£10,187,611
year2 2020/21	£798,401	£1,297,800	£763,473	£576,393	£450,030	£268,392	£439,452	£744,367	£11,714,645
potential year 3	£636,729	£460,925	£1,127,228	£397,967	£455,528	£273,584	£671,490	£591,023	£10,954,582
potential year 4	£487,199	£300,000	£500,168	£800,424	£758,019	£741,906	£587,426	£471,546	£11,039,087
potential year 5	£870,432	£230,716	£490,954	£292,659	£965,347	£544,000	£990,772	£590,000	£10,343,332
total	£3,658,246	£2,728,083	£3,640,875	£2,955,528	£2,736,267	£2,058,747	£2,855,658	£2,827,313	£54,239,257

The current spend profile has been as closely matched to the needs graph some area boards such as Trowbridge have not had their full year 5 commitment, the spend profile and schemes will be reviewed annually.

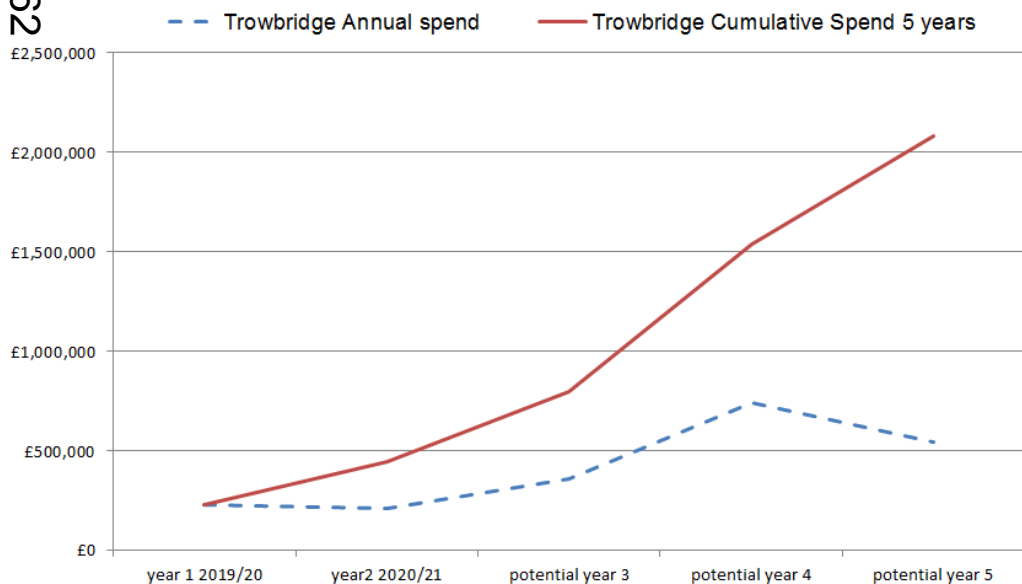
The following pages detail the schemes that have been considered in the 5year plan,

TROWBRIDGE AREA BOARD

Road number	lifecycle number	General description	Description from	Description to	Treatment	Length	Year
A363	TROW_19_0001	WESTBURY ROAD/ ST PHILIPS WAY ROUNDABOUT			SURFACING	130	2019/20
A363	TROW_19_0002	STALLARD STREET	TRINITY ROUNDABOUT	BYTHESEA ROAD MINI	SURFACING	140	2019/20
C234 / C277	TROW_19_0003	WYNSOME STREET, GOOSE STREET, BRADLEY ROAD, SOUTHWICK ROAD, WESTBURY ROAD	A361 FROME ROAD	A363 WESTBURY ROAD ROUNDABOUT	PATCHING		2019/20
C227	TROW_19_0004	SD0459 - C227 BRADLEY ROAD, SOUTHWICK			SURFACE DRESSING	880	2019/20
UC	TROW_20_0001	EASTBOURNE GARDENS, TROWBRIDGE			SURFACING	183	2020/21
A363	TROW_20_0002	PHILLIPS WAY ROUNDABOUT TO NORTH BRADLEY ROUNDABOUT			SURFACING	900	2020/21
C361	TROW_20_0003	MORTIMER STREET, TROWBRIDGE			SURFACING	316	2020/21
UC	TROW_21_0001	MAPLE GROVE, TROWBRIDGE			SURFACING	214	2021/22
UC	TROW_21_0002	COURT STREET, TROWBRIDGE			SURFACING	230	2021/22
UC	TROW_21_0003	CARISBROOKE CRESCENT, TROWBRIDGE			REQUIRES REVIEW	76	2021/22
B3097	TROW_22_0001	HAWKERIDGE ROAD, YARNBROOK			SURFACING	575	2022/23
UC	TROW_22_0002	CHURCH LANE, NORTH BRADLEY			SURFACING	852	2022/23
UC855802	TROW_22_0003	BELLEFIELD CRESCENT	ST THOMES ROAD SW	ST THOMAS ROAD TROWBRIDGE	REQUIRES REVIEW	400	2022/23
UC845401	TROW_22_0004	IRELAND NR SOUTHWICK LAST HALF	APPX HALF WAY TO BEND	END OF BOTH RESIDENTIAL SPURS	REQUIRES REVIEW	250	2022/23
C397	TROW_22_0005	BROOK ROAD TROWBRIDGE	WINGFIELD ROAD	BRADFORD ROAD	REQUIRES REVIEW	1030	2022/23
UC855602	TROW_23_0001	RUTLAND CRESCENT TROWBRIDGE	BRADLEY ROAD TROWBRIDGE	DURSLEY ROAD TROWBRIDGE	REQUIRES REVIEW	500	2023/24

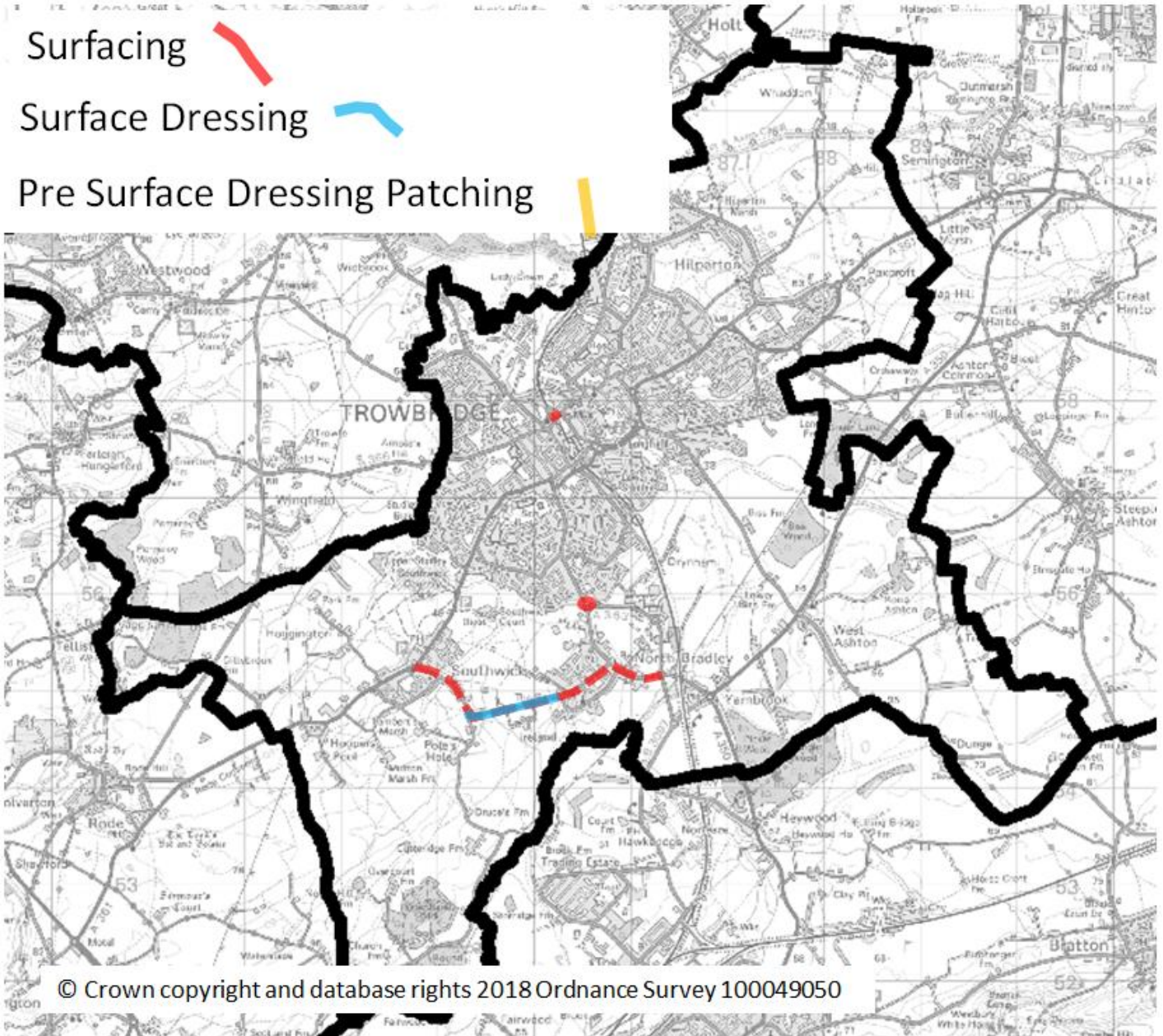
UC855603	TROW_23_0002	ASHMEAD TROWBRIDGE	RUTLAND CRESCENT	RUTLAND CRESCENT	REQUIRES REVIEW	400	2023/24
UC855830	TROW_23_0003	LANGFORD ROAD TROWBRIDGE	MELTON ROAD/LANGFORD ROAD	FRANCIS STREET TROWBRIDGE	REQUIRES REVIEW	750	2023/24
UC855824	TROW_23_0004	MELTON ROAD TROWBRIDGE	SEYMOUR ROAD TROWBRIDGE	MELTON RD/LANGFORD RD TROWBRIDGE	REQUIRES REVIEW	230	2023/24
UC865822	TROW_23_0005	VICTORIA ROAD (SPINE) TROWBRIDGE	A361 JUNC VICTORIA ROAD	WYKE ROAD TROWBRIDGE	REQUIRES REVIEW	1029	2023/24
UC825403	TROW_23_0006	LOOP ROAD AND HOOPERS POOL	A361	END	REQUIRES REVIEW	1000	2023/24

C227	REQUIRES REVIEW	WOODMARSH/WESTBURY ROAD LOOP, NORTH BRADLEY			MICROASPHALT	1200	REQUIRES REVIEW
C49	REQUIRES REVIEW	WEST ASHTON RD	WEST ASHTON RD RBT	A350 WEST ASHTON	SURFACE DRESSING	1420	REQUIRES REVIEW
UC855501	REQUIRES REVIEW	CHURCH LANE NORTH BRADLEY	SOUTHWICK RD	WESTBURY ROAD	SURFACE DRESSING	870	REQUIRES REVIEW
UC855403/1	REQUIRES REVIEW	THE RANK NORTH BRADLEY	SOUTHWICK RD	END	SURFACING	360	REQUIRES REVIEW

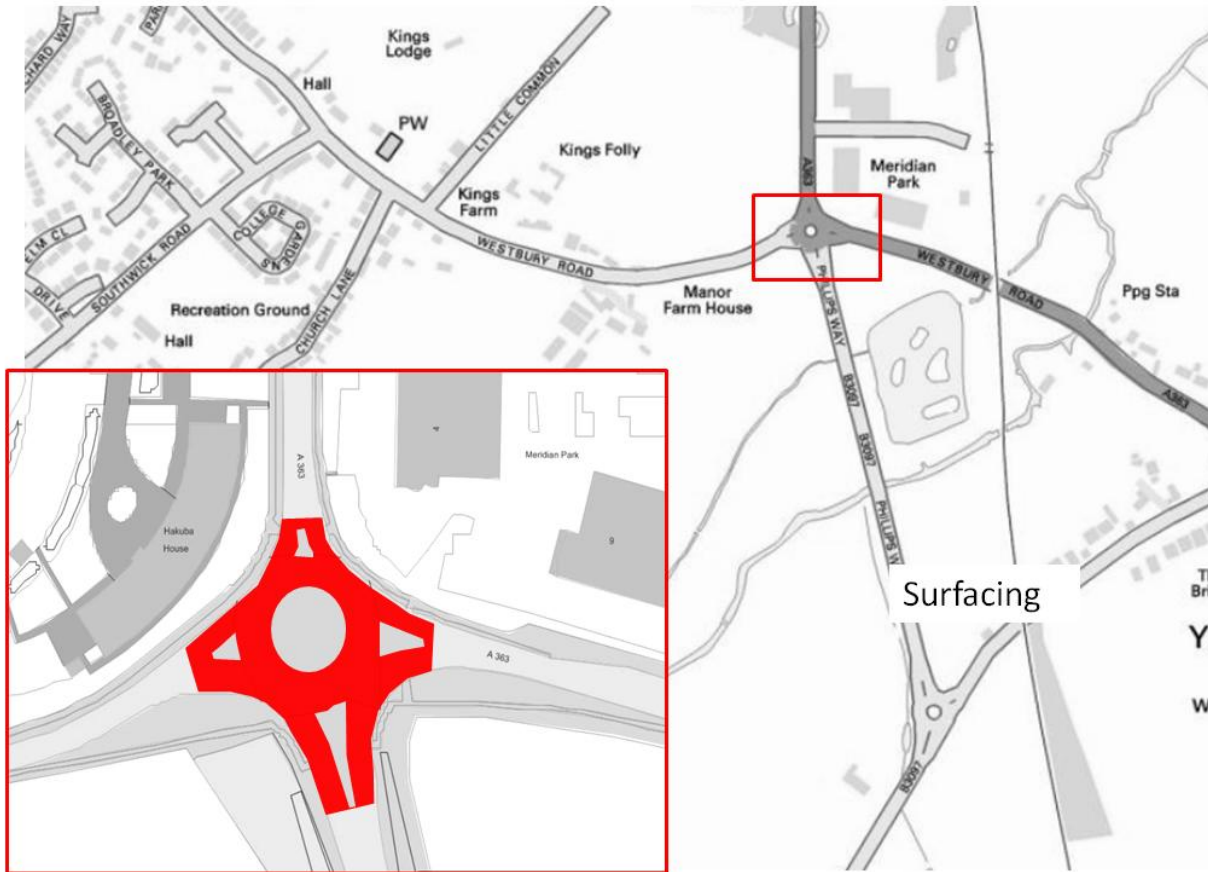


	Trowbridge Annual spend	Trowbridge Cumulative Spend 5 years
year 1 2019/20	£230,865	£230,865
year2 2020/21	£268,392	£499,257
potential year 3	£355,284	£854,541
potential year 4	£741,906	£1,596,447
potential year 5	£544,000	£2,140,447
total	£2,082,655	

TROWBRIDGE AREA BOARD OVERVIEW

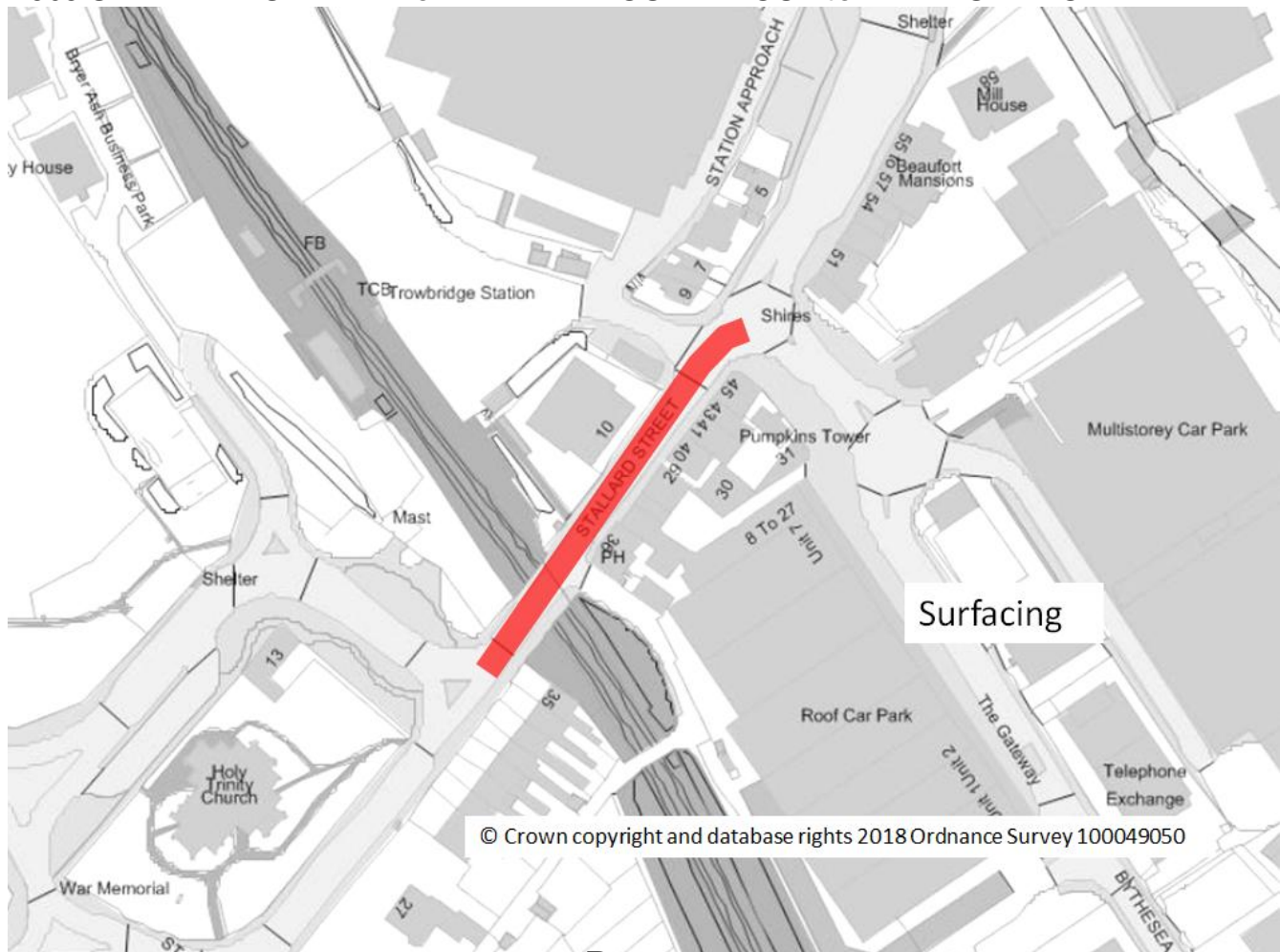


A363 WESTBURY ROAD/ ST PHILIPS WAY ROUNDABOUT



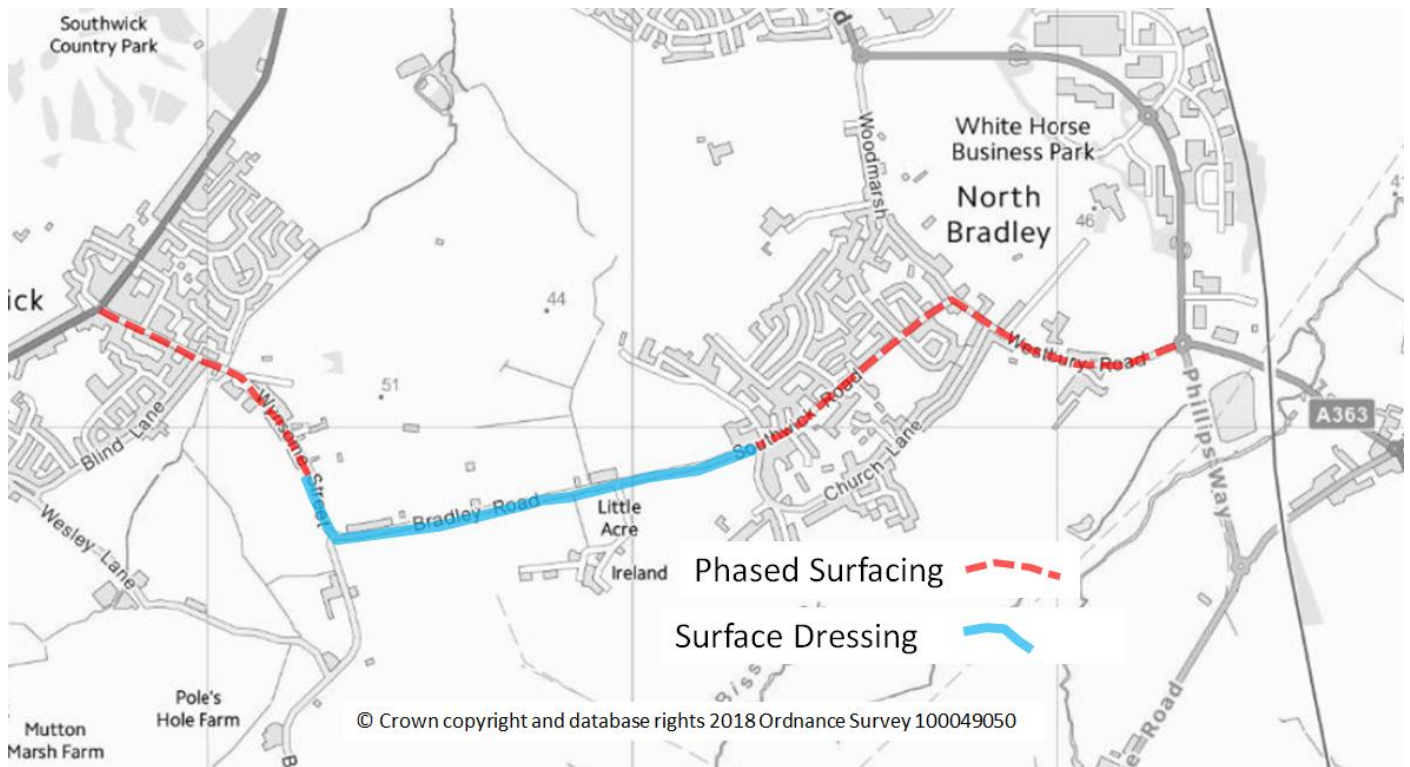
© Crown copyright and database rights 2018 Ordnance Survey 100049050

A363 STALLARD STREET from TRINITY ROUNDABOUT to BYTHESEA ROAD MINI



© Crown copyright and database rights 2018 Ordnance Survey 100049050

WYNSOME STREET, GOOSE STREET, BRADLEY ROAD, SOUTHWICK ROAD, WESTBURY ROAD, Phased Surfacing and Surface Dressing over appx 2 – 3 years



NOTE: there are still schemes to identify from the condition surveys that will be carried out in 2019 for the Trowbridge area

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Report to	Trowbridge Area Board
Date of Meeting	07/03/2019
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: The Big Community Grow Project Title: Trowbridge Apple Festival equipment View full application	£996.20
Applicant: Friends of Southwick Country Park Project Title: Improvements to Southwick Country Park View full application	£800.00
Applicant: Trowbridge Fairtrade Town Group Project Title: Trowbridge Town Hall electrical screen View full application	£950.79
Applicant: Friends of Castle Mead School Project Title: Friends of Castle Mead New Shed View full application	£1134.00
Applicant: Castle Mead School Project Title: Wildlife Garden View full application	£990.80

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2018/2019 year is made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
3209	The Big Community Grow	Trowbridge Apple Festival equipment	£996.20
Project Description: The Trowbridge Apple Festival has taken place annually for last 7 years and has become popular event for the town attracting visitors from around the town and from further afield. We would like to buy essential equipment to help us run the event - second apple press screw and rack style will give visitors more chances to experience apples pressing and a different style pressing experience from the press we already use and tables for activities and stall holders to use.			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
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3143	Friends of Southwick Country Park	Improvements to Southwick Country Park	£800.00
Project Description: To provide additional litter bin. To establish fencing between pedestrians and vehicles at Park entrance. To provide three benches in remote areas of the Country Park.			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
3211	Trowbridge Fairtrade Town Group	Trowbridge Town Hall electrical screen	£950.79
Project Description: Trowbridge Town Hall hosts many community groups in its main meeting room known as the Supper Room after its original use in the Town Hall. The facility though flexible to many group sizes up to 150 people the facility for modern media is sadly lacking. This project will enable the purchase and installation of a fit for purpose electrical screen to enable all our visiting groups to better use the facility.			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
3202	Friends of Castle Mead School	Friends of Castle Mead New Shed	£1134.00
Project Description: The Friends of Castle Mead do not have space in the school to store any equipment therefore we need to buy a shed for storage. All items we store go towards raising money for extracurricular equipment for the pupils.			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
3210	Castle Mead School	Wildlife Garden	£990.80
Project Description: We are trying to develop our grounds to create areas that families can enjoy and experience the outdoors with their children. WE have a number of groups using the school outside school hours which would make use of the Wildlife garden - Harbour Project Wiltshire SEMH project for children from around the town with mental health issues Weekend activities for families being run by volunteers Friends of Castle Mead Kingfisher Church on site to encourage families to come together as a community and to be outside with their children enjoying wildlife			

gardening and being active. This Wild life garden would include a pond bird hide and incorporate the WW1 Wood as part of existing Wiltshire Project Wiltshire Council. Children and adults could enjoy watching birds pond dipping identifying plants etc. These activities would develop confidence and self-esteem for children and families as well as knowledge and understanding of the natural world. Funds would be used to purchase a hide and put in fencing to protect/make safe the pond on the school site.

Proposal

That the Area Board determines the application.

No unpublished documents have been relied upon in the preparation of this report.

Report Author:

Liam Cripps

Community Engagement Manager

01225 713143

Liam.Cripps@wiltshire.gov.uk

Grant Applications for Trowbridge on 07/03/2019

ID	Grant Type	Project Title	Applicant	Amount Required
3209	Community Area Grant	Trowbridge Apple Festival Equipment	The Big Community Grow	£996.20
3143	Community Area Grant	Improvements to Southwick Country Park	Friends of Southwick Country Park	£800.00
3211	Community Area Grant	Trowbridge Town Hall Electrical Screen	Trowbridge Fairtrade Town Group	£950.79
3202	Community Area Grant	Friends of Castle Mead New Shed	Friends of Castle Mead School	£1134.00
3210	Community Area Grant	Wildlife Garden	Castle Mead School	£990.80

ID	Grant Type	Project Title	Applicant	Amount Required
3209	Community Area Grant	Trowbridge Apple Festival equipment	The Big Community Grow	£996.20

Submitted: 20/02/2019 22:02:01

ID: 3209

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Trowbridge Apple Festival Equipment

6. Project summary:

The Trowbridge Apple Festival has taken place annually for last 7 years and has become popular event for the town attracting visitors from around the town and from further afield. We would like to buy essential equipment to help us run the event - second apple press screw and rack style will give visitors more chances to experience apples pressing and a different style pressing experience from the press we already use and tables for activities and stall holders to use.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division**8. What is the Post Code of where the project is taking place?**

BA14 7SH

9. Please tell us which theme(s) your project supports:

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Heritage, history and architecture

Recycling and green initiatives

If Other (please specify)

10. Finance:**10a. Your Organisation's Finance:****Your latest accounts:**

08/2017

Total Income:

£2463.00

Total Expenditure:

£1338.00

Surplus/Deficit for the year:

£1125.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

Why can't you fund this project from your reserves:

Our reserves are restricted funds to enable us to run the event and do not include funds for capital expenditure such as this.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£996.20		
Total required from Area Board		£996.20		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Screw and rack apple press	695.00			
folding event tables x 8	301.20			
Total	£996.2			£0

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Families in the Trowbridge area attend the event and enjoy the activities - families enjoy free activities that promote healthy eating traditional activities and sustainability - free activities widen participation from all sectors of our community. Families can engage with other local groups and business raising awareness of these groups e.g. Town Hall Arts, Trowbridge Museum, Friends of Biss Meadows and Larkrise Farm. Creating great community cohesion as well as understanding of environmental issues and heritage/tradition.

14. How will you monitor this?

Attendance from members of public. Participation by local groups. Repeat attendance by families and local groups.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

We apply for grants each year where appropriate. We sell refreshments at the event to help fund running costs

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

3143	Community Area Grant	Improvements to Southwick Country Park	Friends of Southwick Country Park	£800.00
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Submitted: 05/01/2019 16:47:27

ID: 3143

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

Total required from Area Board		£800.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
Litter Bin	379.50			
Postcrete	15.51			
Fencing timber	181.28			
Delivery	20.00			
Bench timber	252.00		Voluntary Labour costs	48.29
Total	£848.29			£48.29

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Users of the Country Park will have safer access to the Park with fencing to separate vehicles from pedestrians. Additional litter bin will assist in keeping the Park tidy. Additional benches will provide seating in more remote areas.

14. How will you monitor this?

The Friends of Southwick Country Park volunteers are frequent visitors and will assess the use the projects.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Volunteers will make routine maintenance as necessary.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

3211	Community Area Grant	Trowbridge Town Hall Electrical Screen	Trowbridge Fairtrade Town Group	£950.79
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Submitted: 21/02/2019 12:36:54

ID: 3211

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept**5. Project title?**

Trowbridge Town Hall electrical screen

6. Project summary:

Trowbridge Town Hall hosts many community groups in its main meeting room known as the Supper Room after its original use in the Town Hall. The facility though flexible to many group sizes up to 150 people the facility for modern media is sadly lacking. This project will enable the purchase and installation of a fit for purpose electrical screen to enable all our visiting groups to better use the facility.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?

BA148EQ

9. Please tell us which theme(s) your project supports:

Children & Young People
Arts, crafts and culture
Countryside, environment and nature
Economy, enterprise and jobs
Festivals, pageants, fetes and fayres
Food, farming and local markets
Health, lifestyle and wellbeing
Heritage, history and architecture
Inclusion, diversity and community spirit
Recycling and green initiatives
Safer communities
Sport, play and recreation
Transport and roads
Technology & Digital literacy

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2018

Total Income:

£186000.00

Total Expenditure:

£205000.00

Surplus/Deficit for the year:

£19000.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

Why can't you fund this project from your reserves:

The Town Hall Trust project works on a grant income basis where funding is fully allocated on a year by year budget

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost £950.79

Total required from Area Board £950.79

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
screen purchase	525.79	Grant		525.79
delivery of screen	20.00	Grant		20.00
consumables	50.00	Grant		50.00
new electrical supply	150.00	Grant		150.00
install 1 day	200.00	Grant		200.00
Total	£945.79			£945.79

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The Town Hall Supper Room offers community groups of a wide range of interests a facility where they can promote their charity and network from small to larger groups of up to 150 people. Currently pull up OHP screens are not the right answer a proper wall screen is required. Groups presentations are significantly improved using this as a projection media.

14. How will you monitor this?

Hall booking usage

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Fixed cost item that should last many years

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

3202	Community Area Grant	Friends of Castle Mead New Shed	Friends of Castle Mead School	£1134.00
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Submitted: 17/02/2019 20:04:35

ID: 3202

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept**5. Project title?**

Friends of Castle Mead New Shed

6. Project summary:

The Friends of Castle Mead do not have space in the school to store any equipment therefore we need to buy a shed for storage. All items we store go towards raising money for extracurricular equipment for the pupils.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division**8. What is the Post Code of where the project is taking place?**

BA14 6DG

9. Please tell us which theme(s) your project supports:

Children & Young People
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

08/2018

Total Income:

£6747.34

Total Expenditure:

£4522.19

Surplus/Deficit for the year:

£2225.15

Free reserves currently held:

(money not committed to other projects/operating costs)

£5903.46

Why can't you fund this project from your reserves:

A large amount of our free reserves are already ear marked for other projects that will benefit the children directly for example costumes for the dance competition leavers gifts and various garden projects. We believe that the money we have raised by previous events should go directly to equipment and activities that the pupils will benefit from. We would like the Area Board to fund a new shed to maximise the money available to spend on assisting the children directly. As Castle Mead is a new school the money is focused on improving the outdoor space for the children.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£2268.00		
Total required from Area Board		£1134.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Shed materials and installation	2268.00	Our reserves	yes	1134.00
Total	£2268			£1134

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The students of Castle Mead School and community of Castle Mead school will benefit from this project. The Friends of Castle Mead arrange many events throughout the year that the involve the entire community and storage for all their equipment it essential. For example, we have a pop corm maker and candy floss machine which are large items used at community fetes and the school has nowhere for these to be stored safely and securely. All equipment can be used again and again if stored properly in dry conditions so by purchasing a quality shed we are maximising the working life of the items we buy and use. The events that are arranged by The Friends of Castle Mead involve the community and are an essential part of bringing people together in a welcoming safe environment. Both children and parent alike benefit from this welcoming space to spend time with the community.

14. How will you monitor this?

The Friends of Castle Mead will monitor success by continuing to arrange events and activities for the school and the community and monitoring their participation. For example, we will monitor the number of visitors to events and will hope that visitor numbers increase once the shed is in place and we have a safe secure place to store all the essential equipment.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

This is a one-off cost and will not continue once the funding has been spent.

16. Is there anything else you think we should know about the project?

This is not part of a larger project.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land
 yes I will make available on request the relevant planning permission for the project.
 yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

3210	Community Area Grant	Wildlife Garden	Castle Mead School	£990.80
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Submitted: 20/02/2019 23:06:43

ID: 3210

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept**5. Project title?**

Wildlife Garden

6. Project summary:

We are trying to develop our grounds to create areas that families can enjoy and experience the outdoors with their children. WE have a number of groups using the school outside school hours which would make use of the Wildlife garden - Harbour Project Wiltshire SEMH project for children from around the town with mental health issues Weekend activities for families being run by volunteers Friends of Castle Mead Kingfisher Church on site to encourage families to come together as a community and to be outside with their children enjoying wildlife gardening and being active. This Wild life garden would include a pond bird hide and incorporate the WW1 Wood as part of existing Wiltshire Project Wiltshire Council. Children and adults could enjoy watching birds pond dipping identifying plants etc. These activities would develop confidence and self-esteem for children and

families as well as knowledge and understanding of the natural world. Funds would be used to purchase a hide and put in fencing to protect/make safe the pond on the school site.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?

BA14 6GD

9. Please tell us which theme(s) your project supports:

Children & Young People

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

08/2018

Total Income:

£1668915.00

Total Expenditure:

£1564834.00

Surplus/Deficit for the year:

£104081.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

Why can't you fund this project from your reserves:

School budget does not allow for this capital expenditure - funds are required for school commitments which includes pay awards for support staff and teachers confirmed which are higher than anticipated. The Friends of Castle Mead is a new and growing organisation and not yet able to fund this kind of project on the site. Our aim is that use of the school grounds outside normal will help develop support for the Friends and other voluntary groups giving the community a centre and meeting area for the housing development.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost	£2690.80
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Total required from Area Board		£990.80	
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed
Bird hide wooden construction	1000.00	Labour for fencing and creating area - in kind - volunteers	yes 1000.00
		Trees (part of WC WW1 project) - Woodland Trust	yes 0.00
Fencing panels picket 1.8m x 15m	440.80	Pond labour/digger - in kind	yes 500.00
Pond and liner	550.00	Donation from Friends of Castle Mead	yes 500.00
Trees Woodland Trust	0.00		
Labour for fencing - in kind volunteers	1000.00		
Total	£2990.8		£2000

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Families in local area. Families using the SEMH Harbour Project. It will give families an area to visit and enjoy together - helping develop parenting skills with the support of professionals within formal groups self-esteem for children and families through enjoyment of wildlife understanding of nature and environment community cohesion and shared objectives for families in the new housing development develop of strong parent group to support the school with essential fundraising support and understanding for wider areas/projects in the town e.g. Biss Wood, Biss Meadows and Green Lane woods.

14. How will you monitor this?

Use of school grounds by external groups number of groups and occasions use of school grounds at weekends number of occasions

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Once the area is created the school will include maintenance of the area in its maintenance schedule along with additional support from Friends of Castle Mead volunteers to carry out work. Some of the work to maintain the area will be carried out as activities for the community e.g. cleaning out the pond planting and replanting in the area weather treating fence pruning trees as they grow etc.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

Grant Applications for Trowbridge on 07/03/2019

ID	Grant Type	Project Title	Applicant	Amount Required
665	Youth	Wiltshire YFC 2019 Trowbridge Summer Pop Up Event	Wiltshire YFC	£2500.00

Submitted: 01/02/2019 11:49:13

ID: 665

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Youth

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

N/A

5. Project title?

Wiltshire YFC 2019 Trowbridge Summer Pop Up Event

6. Project summary:

Providing a Safe and active venue for youth engagement. Wiltshire YFC Trowbridge Summer 2018 Pop Up Youth Cafe working with detached young people and using resources and youth workers to encourage and support teenagers. The activities are open and free to all but often connects with those who are NEET or at risk of exclusion. The event also takes place during the summer break when groups gather together and more at risk of anti-social behaviour.

7. Which Area Board are you applying to?

Trowbridge

8. What is the Post Code of where the project is taking place?

BA14 9AG

9. Please tell us which theme(s) your project supports:

Informal education
Youth work/development
Sport/Leisure
1:1/group work
Community Project
Community Safety
Volunteering
Environment
Health

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

08/2018

Total Income:

£61970.00

Total Expenditure:

£73867.00

Surplus/Deficit for the year:

£11867.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£3000.00

Why can't you fund this project from your reserves:

This figure surplus is actually covered by our Bath YFC parent charity who subsidise the Wiltshire work. The reserves are in place as good practice for ongoing running costs and work. This application covers the costs incurred from this specific project.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£2500.00		
Total required from Area Board		£2500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Youth Workers	1500.00			
Refreshments	150.00			

Insurance 50.00
 Administration 300.00
 Sports/Activities 500.00

Total **£2500** **£0**

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

634	Youth	John of Gaunt Body Positivity Project	Wiltshire Mighty Girls	£2975.00
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Submitted: 10/11/2018 12:29:00

ID: 634

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Youth

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

N/A

5. Project title?

John of Gaunt Body Positivity Project

6. Project summary:

To work with students at John of Gaunt school to promote Body Positivity and highlight the role social media and other influences have on body image health wellbeing and self-confidence. The project has four parts - a film screening to interested parents. A film screening to students at John of Gaunt 270 students. A 7.5-hour art photography and creative writing workshop run over 3 sessions in school for up to 48 participants. The fourth part is an exhibition of work from the workshop - creating an opportunity to share and create a legacy for the school and students.

7. Which Area Board are you applying to?

Trowbridge

8. What is the Post Code of where the project is taking place?

BA14 9EH

9. Please tell us which theme(s) your project supports:

Informal education

Youth work/development

Arts/Culture

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

07/2018

Total Income:

£6150.00

Total Expenditure:

£4451.00

Surplus/Deficit for the year:

£1699.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£1199.00

Why can't you fund this project from your reserves:

Most of our current reserves are allocated to projects in the BOA area - as we were in receipt of a grant from the BOA Area Board in June 2018. However, we can use some of our reserves to contribute towards the project. Cost savings can be made if we choose to only run one lots of workshops - reducing costs to 1910 and participation in the workshop to 24.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£3360.00		
Total required from Area Board		£2975.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Film License	300.00	Our reserves	yes	385.00
WMG Staff costs workshop 1	1260.00	TCAF staff costs donated	yes	0.00
Materials workshop 1	350.00	WMG volunteer time - 2 days to support bid and delivery of project	yes	0.00
WMG staff costs workshop 2	1100.00	Donations from families of participants - sale of framed art		300.00
Materials workshop 2	350.00			
TCAF staff costs donated	0.00			
Total	£3360			£685

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Trowbridge

13. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

Report to	Trowbridge
Date of Meeting	07/03/2019
Title of Report	Community Youth Grants

1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Trowbridge Area Board.

Application	Grant Amount	
Applicant: Wiltshire YFC Project Title: Wiltshire YFC 2019 Trowbridge Summer Pop Up Event	£2500.00	
Applicant: Wiltshire Mighty Girls Project Title: John of Gaunt Body Positivity Project	£2975.00	

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2018/19 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2018/2019.

Community Youth Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

Community Youth Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

3. The applications

Applicant: Wiltshire YFC Project Title: Wiltshire YFC 2019 Trowbridge Summer Pop Up Event	Amount Requested from Area Board: £2500.00	
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This application meets grant criteria 2018/19.

Project Summary: Providing a Safe and active venue for youth engagement. Wiltshire YFC Trowbridge Summer 2018 Pop Up Youth Cafe working with detached young people and using resources and youth workers to encourage and support teenagers. The activities are open and free to all but often connects with those who are NEET or at risk of exclusion. The event also takes place during the summer break when groups gather together and more at risk of anti-social behaviour.

Applicant: Wiltshire Mighty Girls Project Title: John of Gaunt Body Positivity Project	Amount Requested from Area Board: £2975.00	
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This application meets grant criteria 2018/19.

Project Summary: To work with students at John of Gaunt school to promote Body Positivity and highlight the role social media and other influences have on body image health wellbeing and self-confidence. The project has four parts - a film screening to interested parents. A film screening to students at John of Gaunt 270 students. A 7.5-hour art photography and creative writing workshop run over 3 sessions in school for up to 48 participants. The fourth part is an exhibition of work from the workshop - creating an opportunity to share and create a legacy for the school and students.

Report Author:
Liam Cripps, Trowbridge Area Board
01225 713143