

# AGENDA

**Meeting:** TROWBRIDGE AREA BOARD  
SPECIAL LOCAL ECONOMY / ECONOMIC REGENERATION MEETING

**Place:** Ridgeway space - County Hall, Trowbridge BA14 8JN

**Date:** Thursday 18 September 2014

**Time:** 6.30 pm for Fire & Rescue Service Consultation. 7.00pm for the main meeting.

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

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**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.

**Tea, coffee and the opportunity to talk informally from 6:15pm**

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Please direct any enquiries on this agenda to David Parkes ( Democratic Services Officer) on 01225 718220 / [david.parkes@wiltshire.gov.uk](mailto:david.parkes@wiltshire.gov.uk) or Rachel Efemey (Trowbridge Community Area Manager) on 01225 718608 / [rachel.efemey@wiltshire.gov.uk](mailto:rachel.efemey@wiltshire.gov.uk).

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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## Wiltshire Councillors

Nick Blakemore – Adcroft  
Ernie Clark – Hilperton  
Dennis Drewett – Park  
John Knight – Central  
Stephen Oldrieve – Paxcroft

Helen Osborn – Lambrok  
Jeff Osborn – Grove  
Graham Payne – Drynham  
Horace Prickett – Southwick

Items to be considered	Time
<p>1     <b>Wiltshire Fire and Rescue Consultation</b></p> <p>Simon Routh – Jones, Chief Fire Officer, Wiltshire Fire Service</p>	
<p>2     <b>Chairman's Welcome and Introductions</b></p>	7:00pm
<p>3     <b>Apologies</b></p> <p>To receive any apologies for absence.</p>	
<p>4     <b>Minutes</b> (<i>Pages 5 - 12</i>)</p> <p>To approve the minutes of the meeting held on Thursday 17 July 2014.</p>	
<p>5     <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>6     <b>Chairman's Announcements</b> (<i>Pages 13 - 14</i>)</p> <p>Chairman's Announcements to include:</p> <ul style="list-style-type: none"> <li>i) Area Board Older Peoples Health Fair Promotion. To provide an older people's health fair style event on 16 October 2014 (14:00–17.00) The Atrium, County Hall.</li> <li>ii) Petition to Maintain Street Lighting Service at Chaffinch Drive, Trowbridge.</li> <li>iii) Invitation to the Family Communion service on Sunday 12<sup>th</sup> October at St John's Parish Church, Upper Studley, Trowbridge.</li> </ul>	
<p>7     <b>Partner Updates</b> (<i>Pages 15 - 30</i>)</p> <p>To note the written reports from the following:</p> <ul style="list-style-type: none"> <li>i. Wiltshire Police</li> <li>ii. Town and Parish Councils</li> <li>iii. TCAF</li> </ul>	
<p>8     <b>Election of Board Member to the Local Youth Network</b></p> <p>A Member is to be elected as the Board's representative on the new Local Youth Network (LYN).</p>	

9 **Funding** (*Pages 31 - 42*)

**a. Community Area Grants**

To consider the following applications:

- i. Trowbridge Child Minding Network- £957.00 requested for the purchase of tablets to support children in their learning.
- ii. Hilperton Primary School - £1911.50 requested for Resurfacing of recreation area (beneath play equipment).

10 **The Local Economy & Wiltshire Council's Role in Economic Development** (*Pages 43 - 50*)

A presentation giving an overview of the local economy and information on the range of activities that Wiltshire Council carries out to support economic regeneration by Tim Martienssen (Head of Service, Economic Development and Planning, Wiltshire Council).

11 **Transforming Trowbridge**

A presentation from Chris Beaver, Vice Chairman of Transforming Trowbridge on their current priorities for Trowbridge.

12 **Trowbridge Campus Update**

Colin Kay (Chairman of the Shadow Campus Operations Board) to update on the current situation of the Trowbridge community campus.

13 **Innox Riverside Development Update**

An update on the Innox Riverside Development by Angus Horner (Managing Director of Prorsus).

14 **Swindon & Wiltshire Local Economic Partnership Presentation**

A presentation by Cllr Fleur de Rhe Philip, Wiltshire Council, on the current priorities of the LEP and how it will make an impact in Trowbridge.

15 **apetito**

Kevin Rosevere, Financial Controller & Chief Risk Officer for 'apetito', will give a presentation about what it is like to be a business operating in Trowbridge and what could be improved for businesses in the area.

16 **Our Place Project**

Lance Allen, Town Clerk Trowbridge Town Council, will update on this project

17 **The Halve Social Centre Community Asset Transfer**\_(Pages 51 - 62)

18 **Community Area Transport Group Recommendations**

To consider the report from the 9th September CATG meeting.

19 **Any Urgent Business and Forward Plan**

The Chairman will take any items of urgent business.

The meeting is asked to note the future meeting dates below and the Forward Plan.

20 **Close**

**9.10pm**

**Future Meeting Dates**

**Thursday 16 October 2014 – 14:00 – 17:00**  
Older People's Health Fair, The Atrium, County Hall

**Thursday 13 November 2014 – 19:00**  
Regular Area Board, The Atrium, County Hall.

# MINUTES

**Meeting:** TROWBRIDGE AREA BOARD  
**Place:** The Cotswold Room - County Hall, Trowbridge BA14 8JN  
**Date:** 17 July 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 9.08 pm

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Please direct any enquiries on these minutes to:

David Parkes ( Democratic Services Officer), Tel: 01225 718220 or (e-mail)  
[david.parkes@wiltshire.gov.uk](mailto:david.parkes@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

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

Also present:

Cllr Keith Humphries

### **Wiltshire Council Officers**

Rachel Efemey (Community Area Manager), Michael Hudson (Associate Director, Finance and Pension Fund Treasurer), Peter Binley (Head of Highways Asset Management and Commissioning) Bill Parks (Highways), Chris Clark (Highways), Mark Banks (Highways), Margaret Tipper (Community Governance) and Julie Anderson-Hill (Head of Transformational Change and Health Coordinator).

### **Town and Parish Councillors**

Trowbridge Town Council – Mayor Glyn Bridges and Bob Brice  
Southwick Parish Council – Stephen Carey

**Partners**

Wiltshire Police – Insp Chris Chammings,  
Wiltshire Fire and Rescue Service – Mike Franklin  
Trowbridge Community Area Future – Margaret Howard

**Total in attendance: 46**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
64	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Graham Payne, welcomed everyone to the meeting of the Trowbridge Area Board</p>
65	<p><u>Apologies</u></p> <p>Apologies for absence were received from Cllr Dennis Drewett, TCAF, YAG and Corporate Director Dr Carlton Brand.</p>
66	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 15 May 2014 were presented for consideration and it was,</p> <p><b>Resolved:</b></p> <p><b>To approve as a true and correct record and sign the minutes.</b></p>
67	<p><u>Declarations of Interest</u></p> <p>Councillors Graham Payne, Jeff Osborn, John Knight and Helen Osborn all declared general, non-pecuniary interests in Trowbridge Town Council issues due to being members of the Town Council.</p>
68	<p><u>Chairman's Announcements</u></p> <ul style="list-style-type: none"> <li><b>i. Wiltshire Sports Awards - Nominate Your Sporting Hero</b></li> <li><b>ii. Community Infrastructure Levy (CIL)</b></li> <li><b>iii. Garden Waste Consultation</b> – The Chairman urged public participation on this issue.</li> <li><b>iv. First World War Commemoration Event</b> – A flyer with event information was circulated.</li> <li><b>v. Changes to the Electoral Registration System</b></li> </ul>
69	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> <li><b>i. Wiltshire Police</b> The written update was noted. Inspector Chris Chammings asked for public feedback on his team's performance. Cllr Helen Osborn asked</li> </ul>

about the Tour of Britain arrangements and in response, it was confirmed that the Tour would come through town centres. The Area Board passed on their congratulations to PC Hough and PCSO Badder who recently had become runners up in the NPT of the year awards.

**ii. Wiltshire Fire and Rescue Service**

The written update was noted. Mike Franklin discussed operational activity and community involvement, including salamander and job centre plus activities. It was noted that there was a climbing wall at the fire station that is available for public use. The public consultation was raised which had been postponed. Further information was available on the website and the consultation would go live on Monday 21 July.

Members congratulated those members of the Fire and Rescue Service who attended a major fire during a strike. Discussion continued to the implications for the Trowbridge Community Area in relation to the structural and organisational changes to Wiltshire and Swindon Fire and Rescue Service.

The closing date of the consultation was stated as 20 October 2014 and the Chairman urged all those present to respond.

**iii. NHS Wiltshire**

The written updates were noted. There were no further updates.

**iv. Trowbridge Community Area Future (TCAF)**

The written update was noted.

**v. Town and Parish Councils**

Updates were received as follows:

- a) The Mayor of Trowbridge Town Council alerted Members to the need to protect Trowbridge Town's heritage. Trowbridge road gullies had been removed by developers as grates had been deemed 'a hazard'. Street name plates had also been removed and a need to retain street furniture was stressed. The need to broker a meeting was raised between the Town Council and officers from the Highways department.
- b) Trowbridge Town Council – TTC provided a written update to the Board which included, among other items, finance, leisure services and town development.
- c) Hilperton Parish Council – A member of the public raised concerns in regards to compensation for vibration and potential structural damage in regards to the Hilperton Relief Road. A response was provided by the Head of Highways Asset Management and the member of the public was advised that the Legal Department dealt with claims.
- d) Southwick Parish Council discussed the crossing on Wynsome Street which was due to be installed shortly.



70	<p><u>Outside Body Updates</u></p> <ul style="list-style-type: none"> <li>i. Trowbridge Shadow Community Operations Board – A date to go to Cabinet for approval had not yet been received. Governance was discussed with Members and more information would be available from the COB at the next Area Board meeting. The Community Area Manager also explained the potential changes to the CAM’s role.</li> <li>ii. A Health Partners’ Update for Trowbridge COB – An update for Trowbridge COB was circulated that set out the aspirations of health partners for their services in Trowbridge and what they aimed to achieve. The COB would be working with its partners to deliver on the detail, including the size, shape and location of facilities.</li> </ul> <p>Wiltshire CCG was now in a position to formally determine the service it would consider operating out of the new Trowbridge campus. The service areas that would be considered for the campus were stated in the report.</p>
71	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme:</p> <ul style="list-style-type: none"> <li><b>1.1</b> West Wilts Esprit Gymnastics Club - £3,000 requested for gymnastics equipment for young people  <b>Decision:</b>  <b>The Area Board awarded the sum of £3,000 to West Wilts Esprit Gymnastic Club.</b></li> <li><b>1.2</b> Paxcroft Mead Community Centre - £2,350 requested for a replacement heating system  <b>Decision:</b>  <b>The Area Board awarded the sum of £2,350 to Paxcroft Mead Community Centre.</b></li> <li><b>1.3</b> North Bradley Progressive Hall - £1,706.50 requested for replacement windows  <b>Decision:</b>  <b>The Area Board awarded the sum of £1,706.50 to North Bradley Progressive Hall</b></li> <li><b>1.4</b> Trowbridge Child Minding Network- £957 requested for the purchase of tablets to support children in their learning  <b>Decision:</b>  <b>To defer the funding application as the applicant was not present.</b></li> </ul>

72	<p><u>Visiting Cabinet Representative</u></p> <p>Visiting Cabinet Member Cllr Keith Humphries discussed his current priorities as Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing). Cllr Humphries discussed the 'Care Act' as a significant piece of legislation as it revolutionises the way that care will be given. Seminars were to be provided to Area Boards and Members in relation to the act. Cllr Humphries also discussed public health with the Board. He stated that one in three adults will likely die with some form of dementia and highlighted the expected diabetes 'tidal wave'. Concerns in relation to skin cancer in the county were also raised, as well as raising awareness of breastfeeding friendly facilities. An art competition was to take place to raise awareness of baby friendly facilities to give women more privacy to breastfeed.</p>
73	<p><u>CCG - 5 Year Plan</u></p> <p>A presentation was received from Dr Stephen Rowland, Dr Cookson and Jo Cullen of the Clinical Commission Group in relation to their 5 year plan. The 5 Year Plan could be downloaded from: <a href="http://www.wiltshireccg.nhs.uk/5yearplan">http://www.wiltshireccg.nhs.uk/5yearplan</a></p> <p>An introduction to the group was provided and it was explained that the group commissions health services for the people of Wiltshire. It was stated that the group focused on independent living and 'home not hospital'. It was explained that there was a need to spend more money to improve community care and increase the range of services provided in a local setting.</p> <p>The potential 'tidal wave' of diabetes was raised, as well as dementia care and public engagement.</p> <p>The Board heard that Dr Cookson was currently in the process of complaining to the NHS property wing ombudsmen in relation to the application for the new 'Bradcroft' surgery.</p> <p>The CCG were to be invited to return in January to provide another update.</p> <p><b>Resolved:</b>  <b>To thank Dr Rowland, Dr Cookson and Jo Cullen for their update.</b></p>
74	<p><u>Car Parking at County Hall, Trowbridge</u></p> <p>Julie Anderson-Hill (Head of Transformational Change and Health Co-Ordinator) provided an update on matters relating to car parking at County Hall, in particular the issues of public parking for library users. It was stated that it was necessary to take the service to the customer and that flexible working should</p>

	<p>reduce the demands for car parking. Car parking enforcement at County Hall would be introduced using the 'mipermit' service for staff. This system would protect visitor bays for library users.</p> <p>Members asked how it will be ensured that visitors are actually using the library. It was explained that reception would issue tickets and eventually would operate a fully automated electronic system.</p> <p><b>Resolved:</b>  <b>To note the report within the agenda pack.</b></p>
75	<p><u>Introduction of the Street Lighting Central Management System in Trowbridge</u></p> <p>Peter Binley (Head of Highways Asset Management) introduced the Street Lighting Central Management System in Trowbridge. The intelligent street lights were required to save money and reduce the carbon footprint. It was stated that £1.2M was spent each year in maintaining street lighting. The Board heard that street lighting could be dimmed out of hours and some could be switched off altogether. There was a need to ensure that there were not dark areas where people felt unsafe.</p> <p>It was stated that about half the street lighting would be converted to operate for part of the night; it would generally be off between midnight and 5:30AM. The full scheme would save £300,000 per annum at current energy prices.</p> <p>The Board heard that the situation would be monitored for six months and it would react to anti-social behaviour accordingly.</p> <p><b>Resolved:</b>  <b>To note the information provided by the Head of Highways Asset Management and Commissioning.</b></p> <p>N.B. (additional text added 18/08/2014)</p> <p>It was heard that any lighting issues raised by local residents would be resolved by making the appropriate changes. The scheme would be reviewed after six months but would be monitored and adjusted as necessary.</p>
76	<p><u>JSA / Community Priorities</u></p> <p>The Members decided on which JSA / Community Priorities the Board would focus on and how to action them.</p> <p><b>Decision:</b>  <b>To approve the recommendation of the Community Area Manager as follows:</b></p>

	<ul style="list-style-type: none"> <li>• That the Area Board agrees to champion the three priorities outlined in paragraphs 3.1, 3.2 &amp; 3.3 and works to facilitate local action to tackle those priorities.</li> <li>• That the Board appoints a lead Member to champion each of the priorities adopted.</li> <li>• That the Board earmarks funding to promote, initiate and support community-led action around the selected priorities.</li> </ul> <p><b>Decision:</b>  <b>To elect Cllr John Knight as Champion for Economic Development.</b></p>
77	<p><u>Peter Black Site Update</u></p> <p>No update was provided.</p>
78	<p><u>Any Urgent Business and Forward Plan</u></p> <p>The daytime health fair may be fused with the older person's meeting.</p>
79	<p><u>Close</u></p>



Gordon Findlay



Wiltshire Council  
County Hall  
Bythesea Road  
Trowbridge, Wiltshire  
BA14 8JN

18 August 2014

Dear Sir/Madam,

**Petition to Maintain Street Lighting Service at Chaffinch Drive, Trowbridge.**

We are all concerned by what appears to be some form of "strategy" switching off street lights in and around Chaffinch Drive during the hours of darkness, particularly at the end of our cul-de-sac as it has an adverse impact affecting a concentrated group of residents/properties.

I therefore phoned a variety of your departments, including Highways/Street Lighting on 11/12 August but could not get a clear/satisfactory response. I was advised instead to lodge my concerns on "My Wiltshire", which I did under "Service Request" 162752, but this appears just to be some form of routine incident/failure report mechanism. I therefore sent a further email to [localhighways@wiltshire.gov.uk](mailto:localhighways@wiltshire.gov.uk) on 12 August. I have not yet received a response to either of these forms of contact.

I now also enclose a copy of the above Petition duly signed by all residents and ratepayers of Chaffinch Drive, in strong support of maintaining the provision of street lighting utility service in Chaffinch Drive and the immediate area, in accordance with the original design and established levels of illumination and coverage, in the interests of continued safety, security and amenity.

I am a Chartered Civil Engineer with experience of utility infrastructure design/operation and a Chartered Environmentalist, so fully appreciate the benefits of sustainability and reduced carbon footprint, but for reasons of maintaining adequate safety, security and amenity in Chaffinch Drive, I suggest that more cost-effective and appropriate measures are available at other locations where higher intensity, overlapping and redundant lighting could be eliminated with negligible impact.

As local Neighbourhood Watch Coordinator, I speak for all the residents who are convinced with good reason that the complete darkness being imposed will endanger personal safety (in particular the young and elderly) and also create an unacceptable situation to encourage other crimes, burglary etc.

It is disappointing to have to write regarding this matter and I sincerely hope that you will be able to confirm please that the originally designed and established levels of illumination/coverage in Chaffinch Drive and the immediate area shall be maintained.

Yours Faithfully,



Gordon Findlay BSc.; FCIBSE; FHEA; FCIWEM; CWEM; CEng; CEnv.

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### Town Clerk's Report 27<sup>th</sup> August 2014 to Policy & Resources Committee 2<sup>nd</sup> September 2014

#### 1. **POLICY**

1.1 **One Wiltshire Smart Card** (AGENDA ITEM 7) – To consider the resolution of Wiltshire Council and whether the Town Council should seek to include Town Council services in the One Wiltshire Smart Card proposal.

**RECOMMENDATION** – *that the town council explores the opportunity with Wiltshire Council for the Town Council to be included in any proposals which come forward for a One Wiltshire smart card.*

1.2 **The Future of Wiltshire Fire & Rescue Services** (AGENDA ITEM 8) – To consider responding to the consultation. The full consultation web site can be found from the following link: [www.wiltshire.gov.uk/strengtheningourfrs](http://www.wiltshire.gov.uk/strengtheningourfrs)

Scenario	Potential savings
Remain independent and increase collaboration with Wiltshire Council and Swindon Borough Council	At least £0.8 million Within Wiltshire & Swindon
Remain independent and increase collaboration with Dorset Fire Authority while also collaborating with Wiltshire Council and Swindon Borough Council	At least £0.9 million Within Wiltshire & Swindon
Merge with Dorset Fire Authority to create a single Combined Fire Authority while also collaborating with Wiltshire Council and Swindon Borough Council	At least £4 million joint savings Within a combined Wiltshire & Dorset

**RECOMMENDATION** – *That Trowbridge Town Council fully supports the proposal for a merger of the Wiltshire Fire Authority and the Dorset Fire Authority as the only option which can deliver the savings necessary, given the funding cuts already imposed and expected in future, whilst retaining sufficient resources to deliver a quality Fire and Rescue Service for Trowbridge, Wiltshire and Dorset.*

#### 2. **FINANCE**

2.1 **Local Gov't Act S150(5), Orders For Payment** – Following the adoption of this in parliament the RFO will be bringing forward proposals to implement electronic banking and changes to Financial Regulations.

2.2 **Civic Dinner** – A review of the Civic Dinner format/budget is currently underway.

2.3 **Quarterly Management Accounts April 2014 - June 2014 (AGENDA ITEM 9)** (Committee only). Information relating to the rest of the council services is circulated separately (copy attached)

##### Quarter 1

	<u>Actual</u> £000	<u>Budget</u> £000	<u>Variance</u> £000
Gross Expenditure	126	131	5
Income	1	1	0
Net Expenditure	125	130	5

The budgeted net expenditure for the first quarter was £130k with the actual net expenditure at £125k which was £5k favourable.

**Democratic Services CC401** were £0.7k favourable for the first quarter with internal transfer savings on the civic centre building costs.  
Salaries include a 1% provision and low pay review.

**Mayor CC402** net costs were (£0.5k) over due to budget phasing.

**Grants CC403** Overall grants for the first quarter were £0.7k favourable due to phasing.

**Projects CC404** were £3k favourable due to phasing

**Establishment CC 410** was £0.6k under budget, with savings on insurance and the shared cost of the civic centre building.

### 3. PERSONNEL

#### 3.1 Starters –

- Rebecca Mellars started as Civic Centre Supervisor 18<sup>th</sup> August (1 year contract.)
- Hannah Lyddy starts as Museum Manager on 1<sup>st</sup> October. (1 year contract.)
- Interviews have taken place for the Sports Coaches positions that are available. 2 x Sports Coach apprentices (30 hours, 1 year FTC): Katie Wilson and Nathan Owens  
1 x Sports Coach (30 hours, 1 year FTC): Brett Partner  
All starting 1 September 2014.
- Adam Casserly is being made permanent with effect from 1 September 2014, increasing to 37 hours per week.

3.2 **Leavers** – Imraj Heer's (Sports Coach) last working day is 31<sup>st</sup> August.

3.3 **Vacancies** – none

### 4. SERVICES

4.1 **MUSEUM & TOURISM** – The next committee meeting is 14<sup>th</sup> October at 6:30pm

**4.1.1 Museum Project – (AGENDA ITEM 10)** I will be attending a meeting with the Heritage Lottery Fund in Exeter on 17<sup>th</sup> September. Following confirmation of the 2<sup>nd</sup> year Arts Council funding we have appointed a new Museum Manager which allows Clare Lyall to concentrate on the project over the next year, funded from the Arts Council money. The council needs to confirm it would be happy to borrow money to contribute towards the project funded from the annual contribution to the project of £25,000 per year.

**RECOMMENDATION that the Policy & Resources Committee recommends to Full Council that the Council, in principle, approves the application to borrow subject to funding from external sources being approved.**

**4.1.2 Holiday Activities** – ran successfully during the Summer holiday.

**4.1.3 Exhibition** - The current Mockingbird exhibition runs until 27<sup>th</sup> September.

**4.1.4 Magna Carta 800 1215-2015** – Wiltshire is the only county where it is possible to visit an original copy of the Charter and a Baron Town. Our main event will be held in the Park on the 24<sup>th</sup>/25<sup>th</sup>/26<sup>th</sup> July 2015. We will also host a conference on Saturday 25<sup>th</sup> April. All departments of the Town Council will be involved in organising elements of the Charter Fair as well as our partner organisations.



The Chamber of Commerce is organising a Trowbridge Business Expo in the Civic Centre on the Friday and Saturday, the Town Team will be organising markets in Fore Street, The Active Trowbridge Play Day will be held as part of the weekend on the Saturday in the Park, there will be a Town Crier's Competition on the Sunday and the Civic Service on Sunday evening.

**4.1.5 Accreditation** – We submitted our application in June for reaccreditation of the Museum.

**4.2 LEISURE SERVICES** - The next committee meeting is 14<sup>th</sup> October 2014 at 6:30pm

**4.2.1 TOUR OF BRITAIN** – The Tour of Britain cycle race will be passing through Trowbridge on Friday 12<sup>th</sup> September at around 10:40am via Trowle Common, Bradford Road, Stallard Street, Bythesea Road, County Way and Hilperton Road. This is part of stage 6 Bath to Hemel Hempstead. [http://www.tourofbritain.co.uk/stages/#.U7\\_pkIJOVP8](http://www.tourofbritain.co.uk/stages/#.U7_pkIJOVP8) .We are working with schools to ensure a good turnout of support.

**4.2.2 Sports Roadshow** – Operated once again during the summer holidays, focussed on the Park this year. Please refer to the leisure Services Manager's report to committee on 14<sup>th</sup> October.

**4.2.3 Fun Days** – Fun Days operated throughout the Summer holidays at Walwayne Court and Paxcroft Schools.

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

**4.2.5 Sports and Play Festival** – Our Festival in 2015 will be held on Saturday 25<sup>th</sup> July as part of the town's Magna Carta 800 celebrations.

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

**4.2.7 Sports Pitches Project** – We are working with local clubs, Wiltshire FA, Sport England and WASP to develop plans for the land at Devizes Road. We will progress the project once S106 funding is secured via Wiltshire Council, which is expected from two of the four sites shortly.

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

**4.3.1 Civic Centre** – The Management Board met on 31<sup>st</sup> July and meets again on 20<sup>th</sup> November.

**4.3.2 Town Park**

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

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

**4.3.3 Trowbridge In Bloom** –

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

**South West In Bloom (SWiB) Awards** - at the Civic Centre on 18<sup>th</sup> September when we will receive delegations from all across the South West to Discover TROWBRIDGE.

**4.3.4 Studley Green Community Centre** – A new 16 year lease is being finalised with the trustees of the Community Association, which commenced on 1<sup>st</sup> July.

**4.3.5 Lambrok Playing Fields and Changing Rooms** – The club is installing a rail around one of the pitches and is using mobile dugouts this season, following promotion.

**4.3.6 Civic Centre – Installation of SOLAR Photovoltaic Cells on the roof (AGENDA ITEM 11).** The Roof of the Civic Centre provides an ideal location for the retrospective installation of Solar Photo Voltaic Panels, which would supply discounted electricity to the Civic Centre. In order to avoid the need for the town council to borrow money for this project we have entered into discussion with Kennet Community Energy Limited (KCEL), which is a not for profit renewable energy organisation which has installed a similar system on the Wadworth Brewery. They will return any future surplus to community projects. We have already entered into a Heads of Terms agreement to progress the project and the approval of the council is now sought to take the project further and agree the lease of the roof for a period of 25 years to enable installation to take place and an energy supply agreement which will enable the Civic Centre to utilise the electricity produced at a reduced tariff, with maximum RPI only increases in future years.

**RECOMMENDATION: That the committee approves the proposal to enter into an agreement with KCEL for the installation of SOLAR PV on the roof of the Civic Centre, subject to planning permission.**

## 5. **MARKETING & EVENTS**

**5.1 Newsletter** – We continue to publish the newsletter as part of the Trowbridge Magazine in September and November 2014.

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

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

**5.4 Armed Forces Weekend** – The weekend commenced on Saturday 28<sup>th</sup> June with the award of Freedom of the town to the Royal Artillery, followed by a parade through the town with bayonets fixed. This and the rest of the weekend was once again enjoyed by thousands of visitors. Plans are already being considered for 27<sup>th</sup> and 28<sup>th</sup> June 2015.

**5.5 DISCOVER Trowbridge** – Our design consultant team have further developed the branding, which was implemented on some of our lamp post banners ready for South West in Bloom Judging day in July, these will be added to ready for the cycle race in September. We are also producing some new cloth bags incorporating the logo.

**5.6 Civic Service** – the Civic Service was well attended by many members of the community. A total of £506.61 was collected for the Mayor's Charity, Dorothy House.

**6. TOWN DEVELOPMENT** – Committee meets 9<sup>th</sup> & 30<sup>th</sup> September and 21<sup>st</sup> October.

**6.1 Transforming Trowbridge** – [www.transformingtrowbridge.org.uk](http://www.transformingtrowbridge.org.uk) Established by Wiltshire Council, a partnership to support regeneration of the town centre is leading on development of the Masterplan.

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

**6.2 Business Improvement District (BID)** - Consultants Mosaic completed the feasibility study, with a recommendation to proceed to establish a BID to ballot. Wiltshire Council will be funding this stage.

## 6.3 Town Centre Developments

**St Stephen's Place** – Dean's Diner is now open with Chiquito taking one of the remaining units.

**Cradle Bridge** – Indications are that MRMU, a developer based in Cornwall [www.mrmultd.co.uk/](http://www.mrmultd.co.uk/) are behind the purchase of the former Peter Black site.

**Bowers** – Demolition works appear to have commenced.

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

**Retail** – T K Maxx are due to open soon next door to Knees in Bradley Road.

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

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

<http://www.wainhomes.net/southwest/development-details.php?itemID=47>

**H11 Castle Mead**, Persimmon & Charles Church 650 houses for sale, the link road to West Ashton Rd is now complete, and the Primary School will be officially opened by the Mayor, Cllr Bridges on 25<sup>th</sup> September 2014. Work on the Hilperton Gap Relief Rd from Leap Gate to and Canal Rd should commence this year.

<http://www.persimmonhomes.com/castle-mead-2206>

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

<http://www.barratthomes.co.uk/new-homes/wiltshire/H605001-Paxcroft-Mead/>

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

<http://www.abbeynewhomes.co.uk/PASTURES%20Trowbridge/home.html>

**St James' Gardens** off Union Street, Newland Homes 75 houses SOLD.

<http://www.newlandhomes.co.uk/new-homes/newland-at-ushers/overview-11>

**Centenary Court**, Yeoman Way, Curo Group Shared ownership social housing available. Officially opened by the Mayor, Cllr Bridges on 11<sup>th</sup> August 2014.

[www.curo-group.co.uk/find-a-home/buy-a-home/curo-properties/centenary-court-trowbridge](http://www.curo-group.co.uk/find-a-home/buy-a-home/curo-properties/centenary-court-trowbridge)

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

<http://www.greensquaregroup.com/new-homes/projects/current/trowbridge-rugby-club>

**Ashton Park** – Mainly in West Ashton and North Bradley Parishes, proposes around 2,500 houses. Consultation events were held recently, including details of the proposed improvements to the A350 around West Ashton cross roads and Yarnbrook. An application is expected once the Core Strategy Inspectors Report has been published. Further briefings have been held for town and parish council representatives.

## 6.5 Other Commercial Developments – Plans are being considered by a local investor for the employment allocation on West Ashton Road, including a sports stadium and other leisure facilities.

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

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

**6.6.1 Housing Site Allocations Plan (AGENDA ITEM 12)**- Wiltshire Council is developing a plan to support the emerging Core Strategy and the delivery of new housing sites up to 2026.

The 'Housing Site Allocations Development Plan Document (DPD)' will; identify sites (in addition to the strategic sites such as Ashton Park) to deliver new homes to ensure that a 5 year land supply can be maintained; and undertake a review of 'settlement boundaries', as defined currently. A significant number of potential site options for assessment have been submitted to the Council, all of which are being considered through an initial screening process. At this stage, an initial, informal consultation with Parish and Town Councils on the methodology and draft proposals relating to settlement boundary reviews commenced on **28 July** for 8 weeks, until **Monday 22 September**.

The Town Council has been informed by a developer of one such proposed site, situated between Frome Road and Spring Meadows.

**RECOMMENDATION:**

**That the committee considers if it would, in principle, consider this site as an additional housing site.**

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

**6.8 ALABARE – (AGENDA ITEM 13)** proposal to establish resettlement accommodation for ex-service personnel.

Alabare and their partners are seeking in principle approval for the concept of establishing a new location for their day services in the town, as the existing premises in Duke Street are no longer fit for purpose, and also extending their services to include accommodation for ex-service personnel.

**RECOMMENDATION that the Town Council supports in principle the concept of establishing a new location in the town for their day services. Further information to be circulated.**

## **7. PARTNERSHIP**

**7.1 OUR PLACE** - The Town Council's bid to the second stage Going Further of 'Our Place' has been successful following submission of our Development Plan for the first Getting Going stage. We will receive a £17,000 grant which will facilitate all of the partners including TCAF, the Campus, Wiltshire Council and the Wiltshire Clinical Commissioning Group working together to plan for the future of our town centre. We will also receive consultant support. We are also being considered as a Case Study being prepared by the national Association of Local Councils (NALC).

**7.2 Campus** – we still await confirmation regarding the funding, location and timescales for implementation of the Trowbridge Campus plans. The Campus will be a significant element of the Our Place project and the links to health facilities.

**NHS** – The following was reported to the last Area Board meeting in July, from the Health partners:

## **Health Partners' Update for Trowbridge COB**

Set out below are the aspiration of health partners for their services in Trowbridge and what they aim to achieve. Trowbridge COB will be working with its partners to deliver on the detail, including the size, shape and location of the facilities.

### Wiltshire Clinical Commissioning Group

Wiltshire CCG is now in a position to formally determine the services it would consider operating out of the new Trowbridge campus. In respect to the services commissioned by Wiltshire CCG, the following services would like to be considered for space in the Trowbridge campus:

- Minor Injury unit which will be combined with the establishment of an urgent primary care centre. This will include X-ray and other basic diagnostics.
- Facilities for outpatient clinics and consultation rooms for multiple organisational use including Avon and Wiltshire Mental Health Partnership and the Acute Hospitals.
- Space for therapy services
- Birthing Unit
- Office accommodation for Trowbridge Integrated Health and Social Care teams

Given the nature of these services it will be essential that CCG works with the Trowbridge COB to consider the transport links and parking so that the client requirements are fulfilled.

This clarifies the current thinking in respect to the health requirements for the Trowbridge campus.

The CCG would now like to start working with colleagues to consider the floor area requirements taking into account future ways of working, and the council's transformation team will lead, support or assist with this transformational change work.

### NHS England / Core Primary Care

GP surgeries in Trowbridge have given serious consideration to being involved in Trowbridge campus and believe it is an exciting opportunity to enhance the health facilities in the Trowbridge area. The practices wish to be involved in the project and support its speedy development.

NHS England has worked with the local GP surgeries to determine space requirements in the Trowbridge Campus for town based primary care services (not a single surgery). This amounts to approximately 1400m<sup>2</sup> of space and, as with the other proposals, is subject to a fully developed business case that demonstrates value for money and financial affordability.

### Avon and Wiltshire Mental Health Partnership

AWP have expressed an interest in including some mental health services in purpose built facilities within the Trowbridge campus.

### Wiltshire Council

Wiltshire Council is exploring the possibility of extra care housing being delivered close to the campus site, once finalised (working with private sector partners and using the Housing Revenue Account to deliver this). This would link well with extra care 'wrap-around' community services and leisure facilities in the campus which would support rehabilitation and re-ablement.

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

**7.3.1 Area Board** – The next meeting is on 18<sup>th</sup> September at County Hall. The Community Area Web Site is at [www.trowbridge.ourcommunitymatters.org.uk](http://www.trowbridge.ourcommunitymatters.org.uk)

**7.3.2 Community Area Transport Group (CATG)** – Next meeting 9<sup>th</sup> September at 10am Civic Centre.

**7.3.3 Stallard Recreation Ground Changing Rooms** – This facility on Innox Rd will be implemented by Wiltshire Council, with a contribution from the Town Council, once football foundation money is confirmed.

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

**7.3.5 Car Parking at County Hall** – new arrangements are being introduced for visitor parking which will require registration with reception or at the library.

**7.3.6 Review of Positive Leisure-Time Activities for Young People** – Wiltshire Council is now implementing changes to the delivery of Youth Services, with Area Board style grant funding for activities. The Town Council responded in March, emphasising the need for the allocation of funds to Community Areas to be fair and transparent. The 6 month allocations for this year have been confirmed and appear significantly more logical and justifiable than the original draft proposal. The figures are now as below:

## Delegated youth funding 2014/15

Area Board	Allocation 14/15
AMESBURY	£17,543
BRADFORD ON AVON	£9,609
CALNE	£13,721
CHIPPENHAM	£25,620
CORSHAM	£10,845
DEVIZES	£18,832
MALMESBURY	£10,395
MARLBOROUGH	£14,998
MELKSHAM	£15,127
PEWSEY	£9,907
ROYAL WOOTTON BASSETT & CRICKLADE	£20,161
SALISBURY	£18,207
SOUTHERN WILTSHIRE	£11,319
SOUTH WEST WILTSHIRE	£14,141
TIDWORTH	£12,409
TROWBRIDGE	£24,330
WARMINSTER	£13,688
WESTBURY	£10,048

Total (6 months)

£270,900

**7.3.7 Wiltshire Council's contract with Balfour Beatty Living Places for Grass Cutting** – we have had various responses from Wiltshire Council and BBLP on the matter which have been circulated to Members.

**7.3.8 Yerbury Street Residents' Parking**– Wiltshire Council are introducing a permit scheme for their own Car Park at County hall to resolve the Library parking issue, which will no doubt be used as implementation for Yerbury Street as well.

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

Safer Trowbridge	8 <sup>th</sup> Sept	10.00am	Civic Centre
TCAF Steering Group	15 <sup>th</sup> Sept	4.00pm	Civic Centre
TCAF Neighbourhood Partnership	15 <sup>th</sup> Sept	6.00pm	Civic Centre
TCAF Culture	15 <sup>th</sup> Sept	7.00pm	Civic Centre
TCAF health & Social Care	17 <sup>th</sup> Sept	12.30pm	Civic Centre

**7.5 Collaborative Schools Ltd (CSL)** – A decision on the alternative provision free-school application is awaited.

- 7.6 Police and Community Safety** – Inspector Chris Chammings will give a written report to Full Council meetings.
- 7.7 Wiltshire Association of Local Councils (WALC)** – Newsletters are regularly circulated or available on their website [www.wiltshire-alc.org.uk](http://www.wiltshire-alc.org.uk)
- 7.8 Swindon/Wiltshire Local Enterprise Partnership** – a contribution towards West Ashton and Yarnbrook relief road is expected in future phases once development has progressed through the planning system.

## 8. CIVIC & DEMOCRATIC ACTIVITIES

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

Tuesday 9 <sup>th</sup> September	Town Development
Tuesday 16 <sup>th</sup> September	Full Council
Tuesday 23 <sup>rd</sup> September	TIB Presentation evening
Tuesday 30 <sup>th</sup> September	Town Development
Tuesday 7 <sup>th</sup> October	NO MEETING
Tuesday 14 <sup>th</sup> October	Museum & Tourism 6:30pm
Tuesday 14 <sup>th</sup> October	Leisure Services
Tuesday 21 <sup>st</sup> October	Town Development
Tuesday 28 <sup>th</sup> October	NO MEETING
Tuesday 4 <sup>th</sup> November	Policy & Resources
Tuesday 11 <sup>th</sup> November	Town Development
Tuesday 18 <sup>th</sup> November	Full Council
Tuesday 25 <sup>th</sup> November	Direct Services

**8.2 Twinning** – Following a successful visit by officials and twinningers from Leer in June/July, arrangements are now underway for a coach trip to Leer in October for the Gallimarkt Festival. The Mayor will be participating in this trip from Tuesday 7<sup>th</sup> October – Sunday 12<sup>th</sup> October. Anyone wishing to book a place on the coach should contact Mrs Jillian Knight [jillknight58@hotmail.co.uk](mailto:jillknight58@hotmail.co.uk). With effect from 1<sup>st</sup> November the town of Leer will have a new Mayor, Beatrix Kuhl, who is elected for 7 years. Herr Kellner will do the opening of the Gallimarkt this October for his last time. In addition, Cllr Brice along with the Town Crier and Doug Ross will be participating in the Ostfrieslandschau in Leer, from Saturday 27<sup>th</sup> September to 5<sup>th</sup> October, setting up their traditional English Pub and selling local Moles beer.

**8.3 The Annual Civic Service** held on Sunday 3<sup>rd</sup> August – a total of £506.61 was collected on behalf of the Mayor's Charity – Dorothy House.

### Lance Allan

#### Town Clerk

Trowbridge Town Council,  
The Civic Centre,  
St Stephen's Place,  
TROWBRIDGE,  
Wilts,  
BA14 8AH

E: [info@trowbridge.gov.uk](mailto:info@trowbridge.gov.uk)

T: 01225 765072

@Trowbridgegov #Trowbridge

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

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

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



For further event details, please click on links where applicable

## REGULAR ACTIVITIES

### SEPTEMBER 2014

- 6 [Carnival Country Fayre](#) Trowbridge Park
- 6 [Gloucester Road Allotment Anniversary](#) Gloucester Road
- 7 [Wedding Fayre](#) Civic Centre
- 14 Sunday Club Outing [Details Here](#)
- 18 South West in Bloom Regional Awards Civic Centre
- 20 ['The Female of The Species'](#) Civic Centre
- 22 [Pub Quiz](#) in aid of Trowbridge Carnival Polish Club

### OCTOBER 2014

- 11 [Trowbridge Apple Festival](#) Courtfield House
- 11 [Rock Diabetes](#) Civic Centre
- 12 Sunday Club Civic Centre
- 17-2 November [Trowbridge Arts Festival](#) Various locations
- 17 & 18 [Charity Ladies' Nights](#) Civic Centre
- 18 [Carnival Procession](#) Route TBC
- 24 & 25 [Charity Ladies' Nights](#) Civic Centre

### NOVEMBER 2014

- 1 [Hallowe'en Ball](#) Civic Centre
- 8 ['Rat Pack' Tribute Show](#) Civic Centre
- 9 Remembrance Sunday Service St. James' Church
- 16 Sunday Club Civic Centre
- 29 [Christmas Craft and Food Festival](#) Civic Centre

### DECEMBER 2014

- 7 Sunday Club – Christmas Meal Civic Centre
- 11,12,13,17,18,19,20 [Christmas Party Nights](#) Civic Centre
- 27 [Motown Live at The Civic](#) Civic Centre
- 31 New Year's Eve Family Disco Civic Centre

### 2015

#### JUNE

[MAGNA CARTA Bike Ride 800 miles in 800 years](#), visiting the 22 Baron Towns in a week, arriving in Trowbridge on Saturday 20<sup>th</sup> June.

#### JULY

##### [MAGNA CARTA 800 Charter Fair](#)

24, 25, 26

Street Markets and entertainment – Friday/Saturday/Sunday  
Business Expo – 800 years of industry and commerce – Friday/Saturday  
Medieval Play Festival in the Park – Saturday  
Town Crier's Competition – Sunday  
Civic Service - Sunday









**Trowbridge Area Board  
September 2014  
Neighbourhood Policing**

ET Trowbridge NPT	Crime				Detections*	
	12 Months to August 2013	12 Months to August 2014	Volume Change	% Change	12 Months to August 2013	12 Months to August 2014
Victim Based Crime	2465	2449	-16	-0.6%	28%	24%
Domestic Burglary	132	114	-18	-13.6%	6%	15%
Non Domestic Burglary	212	167	-45	-21.2%	4%	3%
Vehicle Crime	227	166	-61	-26.9%	11%	13%
Criminal Damage & Arson	474	452	-22	-4.6%	18%	15%
Violence Against The Person	573	649	+76	+13.3%	42%	33%
ASB Incidents	2092	1691	-401	-19.2%		

**Current NPT Priorities:**

My priorities for Trowbridge NPT are simple. I will provide a visible team within the community and respond to the needs of that community.

In order to provide this I will ensure officers patrol more on foot and bicycles, and less in cars.

**Team News:**

Your NPT remains unchanged since your last meeting, and much good work has continued, of particular note is;

- Following Intelligence from the community a warrant was executed at an address in the town centre and a large amount of drugs were located and the occupant was arrested for possession with intent to supply.

- 2 persons arrested for graffiti and enquiries are continuing to ensure that all offences that they are responsible for are fully investigated and detected, and restorative justice tactics are implemented if suitable.
- Male charged after a particularly serious assault took place in the town centre in July.
- Following a premises search after arrest a cannabis cultivation business was located within Trowbridge Town Centre.

Your NPT teams remain unchanged;

### **Trowbridge Town (ET11)**

PC Alison Davies, PC Jamie Darvill, PCSO Jo Matthews & PCSO Ben Brown

### **Adcroft & Paxcroft (ET12)**

PC Amy Hardman, PCSO Nina Marsh & PCSO Jason Greenland

### **Trowbridge Park (ET13)**

PC Charlotte Chilton, PCSO Matt Till & PCSO Laura Humphreys

### **Drynham & Grove and Lambrok (ET14 & ET15)**

PC Helen Daveridge, PCSO Vicky Huntley & PCSO James Bates

### **Trowbridge Rural (ET16)**

PC Mark Hough & PCSO Maria Badder

## **Overview**

By the time of the Area Board, the Tour of Britain will have whisked its way through Trowbridge.

I would like to pass on my sincere thanks for all of the hard work that has taken place to bring this prestigious event to our town, and I hope that an enjoyable and safe day was had by all.

As shown at the start of this report the performance data for a 12 month period up to and including the 1<sup>st</sup> Sept is extremely positive with **less crime** than the previous 12 month period.

We are nearing the end of the summer period where historically ASB has risen, but as you can see we have over 400 less incidents reported than the previous 12 month period. I feel this is as a result of vigilant community spirit, fantastic partnership work and a more visible policing presence in our town.

At the last area board I reported to you that Burglaries in private homes had risen by 10.2%. I am now delighted to say that through targeted visible patrols, closer work with investigative and intelligence gathering teams and, I am sure, a portion of fortune, this has now completely reversed, and is now over 13% less than the previous 12 month period.

The community play a huge part in tackling burglaries, and the below constant messages still ring true as we start to gather momentum towards the Christmas period, so please spread the word to;

- Report to police, or via Crime stoppers, any information you have or any concerns or suspicions about anyone involved in criminality
- Secure your property
- Mark your property
- Record details of identifiable property and/or take photos of you belongings.

The website [www.immobilise.com](http://www.immobilise.com) can be used to record these details and may even prevent offenders taking the item in the first place.

Violence against the person over the year has risen slightly, however Violent Crime resulting in injury has actually reduced over the year, and this is as a direct result of the ongoing presence in the town centre with Op Exit, and also the highly effective work taking place with Drink Banning Orders and visible policing within the community.

### **And finally.....**

When I have spoken to many of you , I have always stated that I believe NPT should deliver to the community, and adapt our priorities to match the needs of those we police with consent.

To be able to capture the largest numbers of opinions possible I have hijacked a small part of Wiltshire Councils 'Perception Survey' that is being delivered by Tom Ward, as it seemed too good an opportunity to miss!

I am confident that by including a handful of police/crime related questions, I will get a much better largescale understanding of what the people of Trowbridge want from their NPT.

Please ensure you sell this to your community, as the more uptake we get, the more accurate the results.

**Chris Chammings  
Sector Commander**

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<b>Report to</b>	<b>Trowbridge Area Board</b>
<b>Date of Meeting</b>	<b>18 September 2014</b>
<b>Title of Report</b>	<b>Area Board Funding Applications</b>

**Purpose of Report**

1. To ask Councillors to consider 2 funding applications to the community area grants fund scheme (Appendix 1)
  - 1.1 Trowbridge Child minding Network- £957 requested for the purchase of tablets to support children in their learning
  - 1.2 Hilperton Primary School - £ 1,911.50 requested to resurface the recreation area beneath play equipment

**Total Amount requested = £2,868.50**

## 1. Background

- 1.1 Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance.
- 1.2 Trowbridge Area Board has been allocated a capital budget for 2014/2015 of £75,942.18 and £13,402 revenue budget. Funding allocated to date:
- TCAF - £13,402 for revenue funding
  - Gloucester Road Allotment Association - £1,200 for the enhancement of facilities for gardeners with Disabilities
  - Monday Wednesday Club - £500 for a portable skittle alley
  - Trowbridge Academy of Boxing - £757 for equipment for a community Boxing Club
  - Alzheimer's Support - £4,500 for the Refurbishment of Mill Street Day Club
  - West Wilts Esprit Gymnastics Club - £3,000 requested for gymnastics equipment for young people
  - Paxcroft Mead Community Centre - £2,350 requested for a replacement heating system
  - North Bradley Progressive Hall - £1706.50 requested for replacement windows

The Board currently has a capital budget of £61,928.68 remaining.

- 1.3 Area Boards will be encouraged to develop ways of linking grant funding to locally agreed priorities emerging from the Joint Strategic Assessment, the local community plan or other relevant local evidence.
- 1.4 Area Boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.5 In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.6 In addition to CAGs, Councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7 Funding applications will be considered at every ordinary Area Board meeting.
- 1.8 Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available to view on the Wiltshire



Council web [http://portal.wiltshire.gov.uk/areaboard\\_grants/grants\\_list.php](http://portal.wiltshire.gov.uk/areaboard_grants/grants_list.php)

- 1.9 All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• Area Board Grant Guidance 2014/15 as presented for delegated decision</li></ul>
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## **2. Main Considerations**

- 2.1. Councillors will need to be satisfied that grants awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made.

## **3. Environmental Impact of the Proposals**

- 3.1. Community Area 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.

## **4. Financial Implications**

- 4.1. Awards must fall within the budget allocated to the Trowbridge Area Board. If the grant requests are allocated the Board will have £59,060.18 remaining

## **5. Legal Implications**

- 5.1. There are no specific Legal implications related to this report.

## **6. HR Implications**

- 6.1. There are no specific HR implications related to this report.

## **7. Equality and Diversity Implications**

- 7.1. Community Area Grants give local community and voluntary groups, an equal opportunity to receive funding towards community based projects and schemes.

- 7.2. Implications relating to individual grant applications are outlined within section 8 where appropriate.

## **8. Community Grant Applications Summary**

<b>Applicant 8.1</b>	<b>Project summary</b>	<b>Funding requested</b>
Trowbridge Child minding Network	To purchase tablets to support children in their learning	£957

- 8.1.1 The application meets the grant criteria. It is an application under the Digital Literacy scheme.
- 8.1.2 The applicant is not contributing any other funding towards the project
- 8.1.3 The applicant is a newly constituted organisation with 3 members who provide child minding services to approx 18 children
- 8.1.4 The Area Board may wish to put a condition on any funding that the tablets will be returned to Wiltshire Council for allocation to another similar organisation if the group ceases to operate

<b>Applicant 8.2</b>	<b>Project summary</b>	<b>Funding requested</b>
Hilperton Primary School	To resurface the recreation area beneath play equipment	£1,911.50

- 8.2.1 The application meets the grant criteria and will benefit children of primary school age.
- 8.2.2 The applicant is contributing 50% funding towards the project

## **9. Recommendations**

### **9.1 It is recommended that the Area Board makes decisions whether to allocate funding to the applicants**

<b>Appendices:</b>	Appendix 1 - Community Area Grant applications
<b>Report Author</b>	Rachel Efemey - Community Area Manager Tel. 01225 718608 Email: <a href="mailto:rachel.efemey@wiltshire.gov.uk">rachel.efemey@wiltshire.gov.uk</a>



Grant Applications for Trowbridge on 18/09/2014

ID	Grant Type	Project Title	Applicant	Amount Required
811	Digital Literacy Grant	tablet loan for children of Childminding network	Childminding network	£957.00
890	Community Area Grant	Resurfacing of recreation area (beneath play equipment)	Hilperton Primary School	£1911.50

ID	Grant Type	Project Title	Applicant	Amount Required
811	Digital Literacy Grant	tablet loan for children of Childminding network	Childminding network	£957.00

**Submitted:** 22/05/2014 18:24:52

**ID:** 811

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Digital Literacy 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?**

tablet loan for children of Childminding network

**6. Project summary:**

The project would be to loan tablets to children the childminders in the network care for.

They would have educational Apps loaded onto them for the children to practise their phonics, literacy, numeracy and programming skills. The parents would be tasked to support their child with their learning and development through the apps, for example, writing letters in their name. The tablets would be signed in and out and could also be used by parents to apply for jobs as well as in the setting for adult led activities and group work.

**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 7SE

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

Children & Young People  
Health, lifestyle and wellbeing  
Inclusion, diversity and community spirit  
Technology & Digital literacy

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

05/2014

**Total Income:**

£0.00

**Total Expenditure:**

£0.00

**Surplus/Deficit for the year:**

£0.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£0.00

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

N/A

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

**10b. Project Finance:**

Total Project cost		£957.00		
Total required from Area Board		£957.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Ipad	319.00	0.00		0.00
Ipad	319.00	0.00		0.00
Ipad	319.00	0.00		0.00
<b>Total</b>	<b>£957</b>			<b>£0</b>

**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 children that Childminders in the Childminding network care for and their parents.

**14. How will you monitor this?**

Ipads will be signed in and out. Parents will be asked to comment on their observations of their child's learning and next steps. Children will be asked what they have learnt through the Ipads, how it has impacted on their enjoyment of learning.

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

No additional income is required as the Ipads will have been purchased and they will continue to be used.

**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

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.

890	Community Area Grant	Resurfacing of recreation area (beneath play equipment)	Hilperton Primary School	£1911.50
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**Submitted:** 05/08/2014 11:02:26

**ID:** 890

**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?**

Resurfacing of recreation area (beneath play equipment)

**6. Project summary:**

The safety matting beneath the children\'s play equipment has eroded and needs replacing.

**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 7SB

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

Children & Young People  
Health, lifestyle and wellbeing  
Safer communities  
Sport, play and recreation

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

08/2013

**Total Income:**

£17027.00

**Total Expenditure:**

£15600.00

**Surplus/Deficit for the year:**

£1427.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£1000.00

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

There is simply not enough reserves to cover the cost of resurfacing. The weather over the last couple of years have been harsh and this has made its mark on our equipment now. The school has had a rise in numbers of families who are experiencing financial difficulty and this fund is used to help children with costs of school trips (incl. residential), school uniform, swimming/music lessons and extra curricular activities in order for the school to promote an all inclusive community.

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

**10b. Project Finance:**

Total Project cost                      £3823.00

Total required from Area Board   £1911.50

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Resurfacing	3313.00	School Fund	yes	1911.50
Disposal of existing surfacing	0510.00			
<b>Total</b>	<b>£3823</b>			<b>£1911.5</b>

**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 school's play equipment is an important feature of our school. All children access the equipment during their school day and throughout their school life. The equipment is accessible to all children including those on our SEN register and who show signs of EBD. Playing is an important part of children's lives, in particular 'free' play. Young and older children all enjoy the play equipment together. If the resurfacing isn't replaced within the next year, we will be forced to barrier off the area for health & safety reasons and stop the children from using the equipment. This would have a negative impact on their well being and will therefore impact further the work of our school for all involved and not just our vulnerable groups of children.

**14. How will you monitor this?**

Weekly health & safety checks are undertaken on the equipment and reported to governors. The school and its governors will and do hear from pupil's voice if the children are unable to use the play equipment - as through their school council the one area all children enjoy about school life is the play equipment!

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

Governors monitor budgets termly, but each year look at how best funds can be spent and allocated. If funds allow, the school will make every effort to budget towards a maintenance fund for future resurfacing.

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

n/a

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.

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## Trowbridge Area Board – 18 September 2014

### Trowbridge Economy

#### **Key Characteristics**

Trowbridge has a strong industrial heritage and as the County Town of Wiltshire maintains a key strategic role.

Trowbridge plays an important role as an employment, administration and service centre for Wiltshire. Housing and employment growth are helping to improve town centre vitality and deliver improved infrastructure .

Current population: **31,200**

#### **Planned development**

6000 new dwellings and 25ha of new employment land are to be delivered in the Trowbridge community area by 2025. Of these 3090 dwellings and 10ha of employment land are being built or have been permitted. To date development has been focused at Paxcroft Mead, the East of Trowbridge Allocation and the West Ashton Business Park.

Transforming Trowbridge is undertaking a programme of work to support the growth and development of Trowbridge. This includes strategic planning, and a Masterplan to support the Core Strategy. It also focuses on town centre development, by working with developers and landowners to facilitate development and the promotion of existing development sites through a website.

Whilst Trowbridge has strong commuter links with Bath and Bristol it has retained an important role as an employment, administration and service centre, and it is anticipated that these functions will grow.

The Core Strategy has identified a further 15ha of employment land within the Ashton Park Urban Extension

#### Key sites:

**Ashton Park**, Developer Persimmon, 2,600 homes, 150,000sqm of commercial and industrial space. Estimated potential 1,500 new jobs not including construction.

**Innox Riverside (aka Bowyers)**, Developer Prorsus, 10,500sqm retail, 2,600sqm restaurants, 2,000sqm leisure. Estimated potential 400 new jobs not including construction.

**East Wing**, Developer Wiltshire Council. Mixed use site (retail, leisure, residential). Detail still to be agreed.

**Cradle Bridge**, Developer tbc. 1.2ha town centre regeneration site.

#### Recent Development:

**Shires Gateway** a new retail development in the centre of Trowbridge includes 75,350 sq ft (7,000 sq m) of retail floor space

**St Stephens Place** – Town centre leisure development incorporating multi-screen cinema, 80 bed hotel and restaurants. Majority of units now occupied.

**Brewery Quarter** – town centre mixed use development of 120 homes and supermarket.

**North Bradley** – 2.5 hectare site. Extension to White Horse Business Park to accommodate new £7m HQ for Hitachi Capital.

**Trowbridge Civic Centre** – Trowbridge Town Council completed the redevelopment of the former Civic Hall in 2012. The new Civic Centre includes a main performance space (600 seats), and the home for Trowbridge Town Council and the Tourist Information Centre.

### **Transport & Infrastructure**

Trowbridge has good transport links to many nearby settlements including Bath and Bristol and is 18 miles from the M4. The town has good rail connectivity to the west, via Bath and Bristol and the south, via Westbury and Southampton. The strategically important A350 links Trowbridge with the M4 and the south coast.

### **Broadband**

Good broadband infrastructure available (7 operators providing services) and cable available. <http://www.wiltshireonline.org>

### **Employment**

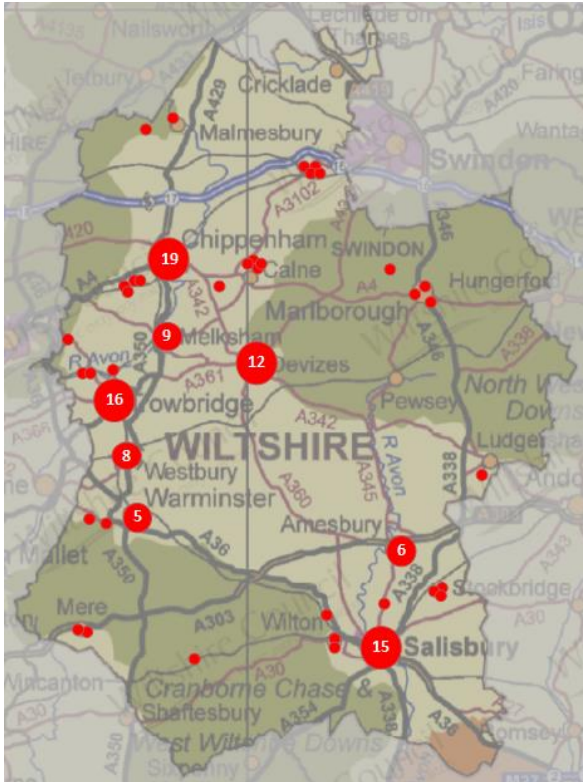
Approximately 21,400 employed (10.9% of total employment in Wiltshire).

Key sectors: Business services, advanced manufacturing and engineering, retail, public administration

Key businesses: Apetito (trade as Wiltshire Farm Foods), Airsprung Beds, Nutricia Ltd, Wiltshire Council, Hitachi Capital, LF Beauty, Acheson and Acheson, The Consortium.

68% of the town's working population work within Trowbridge

The diagram below shows the distribution of strategically significant businesses in Wiltshire.



### Income & Expenditure

Average House Price: £197,000

Average Income: £21,260

### Retail and Leisure Offer

Trowbridge has 348 (2009 data) retail units, which is good for a town of this size.

The strengthening of Trowbridge's service centre role is highlighted as an important target for the town. Current shopping population catchment - PROMIS estimates that this is 59,000 people. The potential shopping catchment area for Trowbridge is estimated at 147,000.

The town contains a strong mix of comparison, convenience retail and service uses. GVA Grimley Retail study 2011 forecast a requirement for a further 11,000sq.m of comparison retail by 2025.

The planning permission for the redevelopment of the former Bowyers site includes an additional 3,296 sqm of non-food retail. This leaves 7,873 sqm (84,744 sqft) of retail to be provided.

With regard to leisure services, Trowbridge currently has a below average representation of restaurants, pubs and cafes.

More details about Trowbridge can be found in the Town Centre Masterplan - <http://wiltshire.objective.co.uk/file/2672089>

The shop vacancy rate is relatively high for Wiltshire.

Car Parking

Markets are healthier than the national and regional average with higher numbers of stall holders and are generally viewed positively by town centre users and businesses.

Footfall is lower than average but higher than towns with a similar demographic.

### **Business confidence survey 2013** (benchmarked against 92 other towns across the UK)

Positives: Markets, rental values and property costs, car parking, transport links

Negatives: Mix of retail offer, rental values and property costs, competition from other places, competition from the internet.

Businesses rate crime concerns, in particular criminal damage, higher than other comparable towns.

The most common suggestions from businesses were for more variety of shops and cheaper parking.

### **Town Centre users survey 2013** (benchmarked against 92 other towns across the UK)

Users have a positive view of the town centre's physical appearance and 74% rated cleanliness of town centre as good.

The variety of shops is rated poorer on average than surveys undertaken in similar towns. 60% of users rated leisure and cultural offering as good (above average).

Positives: Access to services and leisure facilities, transport, car parking, markets

Negatives: Range of shopping, restaurants, pubs, nightclubs, leisure and cultural facilities

Most common suggestions - more variety of shops, more for families, make it feel safer

There is quite a big disparity between the perception of business towards car parking (generally negative) and that of town centre users (generally positive).

### **Trowbridge Parking usage summary**

- Trowbridge has 2176 parking spaces in the central area (does not include Tescos)
- Parking demand in Trowbridge was approximately 50% of current capacity on the two typical survey days.
- In addition to the relatively low levels of occupancy, the most common parking durations are relatively short, suggesting little use by full-time employees.
- Over 50% of users are from Trowbridge and over 80% of users are from within Wiltshire.
- Parking forecasts reflecting both the impact of increased demand (growth) is matched by proposed increases in car parking supply and therefore 2026 reference case parking demand in Trowbridge is forecast to be approximately 50% of capacity on a typical Friday and Saturday.
- The Trowbridge Masterplan aims to improve Trowbridge's offer, which should increase parking frequency and duration. Forecasts show that an increased

frequency and duration of stay can be accommodated on a typical Friday and Saturday within existing supply as demand is forecast to rise to 60% of capacity.

### **Wider context**

Trowbridge is a major settlement in the A350 corridor running through Wiltshire. The A350 corridor is an important economic sub-region, generating a GVA per head of around £3.4 billion, or 40% of Wiltshire GVA. The area has a strong functional relationship with a number of urban centres to the west of the corridor; many of the people who live in the area work and shop in the main urban centres. The area includes around 60% of the Wiltshire's biggest and most successful companies.

According to the projections, the economy of Wiltshire is forecast to see employment growth of approximately 9% (19,300) over the period 2010-2020, which is almost double that predicted for the UK as a whole. The main reason for this higher growth rate is the area's strong showing in sectors forecast to see the fastest growth over the decade.

The corridor accounts for more than half of Wiltshire's ICT employment and half of its manufacturing base. The A350 has strengths particularly Food and Drink; ICT and Telecommunications; and Tourism. The corridor accounts for around 1 in 3 of the jobs in those sectors from across Swindon and Wiltshire. The last 12 months has seen much stronger jobs growth than average, with a rise in employee jobs of 3.4% - three times higher than the county rate.

# An Overview of the A350 Corridor of Opportunity

## Geography

- The A350 covers **63,600 hectares** and stretches
- 34 miles** through Wiltshire
- 186,800 people** live here

## Productivity

- The A350 corridor generates **£3.4 billion of goods and services**
- This is **40%** of Wiltshire's GVA and
- 24%** of the LEP total

## Jobs

- Local businesses provide **80,200 jobs** in the corridor
- 43%** of all jobs in Wiltshire are here
- Large firms are important: **38%** of jobs are in firms employing 100+ staff compared with 34% in the county

## Priority Sectors

- ICT and Telecoms
- Food and drink
- Tourism

- Businesses in the A350 corridor have created **2,500** additional jobs in the past year



## Defence

- Warminster
- Colerne
- Corsham

## Business

- Advanced Manufacturing
- Food & Drink
- Tourism
- Business & Professional Services
- ICT & Telecoms
- Other



The A350 primary route carries the highest volume of traffic and HGV movements on the area's non-trunk road primary routes. There is a widely acknowledged need to improve route efficiency amongst both the business sector and the public sector. Congestion is exacerbated by the high volume of heavy goods vehicles on the route and its role as the primary route connecting Poole/South Coast to the M4. This results in poor journey time reliability due to high traffic volumes particularly at peak periods. The rail network potential is currently restricted by a number of pinch points and station infrastructure.

There is market evidence of demand from businesses seeking to expand or locate to this area however without the appropriate enhancements to local infrastructure the area will be strangled by its own success.

The northern part of the corridor has strong interrelationships with the M4 corridor. There are centres of innovation in this part of the corridor which add to its strong economic development potential. First, there is a unique concentration of Ministry of Defence, Government information and security and other information and communications technology infrastructure at Corsham which provides a focus of expertise, track record and a community of trust around sensitive data management activities.

The regeneration of Chippenham and Trowbridge, 'Principal Settlements' that function as strategically important centres, are critical to improving the retail and commercial offer within the Swindon and Wiltshire LEP area.

For more information please refer to the Swindon and Wiltshire Local Enterprise Partnership (SWLEP) strategic economic plan - <http://www.swlep.biz/docs/1>

Tim Martiensen – Head of Service, Wiltshire Council

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Form CAT01

## Community asset transfer: application

### Your details

<b>Your Organisation</b>	<i>Wiltshire Youth Marching Band</i>
<b>Contact name</b>	<i>Martin Clarridge</i>
<b>Position held</b>	<i>Drum Major</i>
<b>Address</b>	<i>30 Bellefield Crescent Trowbridge Wiltshire</i>
<b>Postcode</b>	<i>BA14 8SR</i>
<b>Telephone</b>	<i>07771 360669</i>
<b>Email</b>	<i>wymarchingband@gmail.com</i>

### Your proposal

***(please complete Checklist CAT02 before filling in the following form)***

#### Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

*Social Centre  
The Halve  
Trowbridge  
Wiltshire  
BA14 8SA*

#### Summary of proposal

Why do you want the asset and how will this benefit the local community?

*The Wiltshire Youth Marching Band have been actively seeking a building to use as a band room. This is crucial for the band to hold stock of it's instruments and uniforms and as a regular meeting place for the band to rehearse. This will also assist us in teaching our members during the week. The band are integral part of our community and give children the opportunity to improve their skills and learn social responsibility.*

#### Community use

Please explain how the asset will be used  
*(Please refer to questions 5-8 in the checklist - CAT02)*

*The building we be used as a Band Room which will be used for rehearsals, storage of musical instruments, band uniforms and music library. We will also use the room to teach music to band members.*

#### Suitability for purpose

Please explain why this asset is suitable for the intended purpose  
*(Please refer to questions 5-8 in the checklist - CAT02)*

*The building is well set away from most residential areas and is suitably placed away from the road. It is only a short walk to Trowbridge park where we will be able to rehearse our marching routines. There is plenty of open space inside the building to house a rehearsal and leaves space to construct safe storage for equipment and uniforms etc.*

**Community support and consultation**

Please set out who you have consulted about your proposal and how you have addressed any concerns raised  
*(Please refer to questions 9-14 in the checklist - CAT02)*

*I have contacted our local councillor and parish councillor Mr. Graham Payne and Mr. John Knight who have both offered their full support of the project and have recognised the importance and benefit of the WYMB being able to move into the building. We have a lot of support from members families who are largely from the Trowbridge area. There are no adjoining owners. Residents within the immediate area of the building have been contacted by letter and asked to complete an online questionnaire to show support for or against the project. The results of this questionnaire will be available from Wednesday 21<sup>st</sup> May 2014.*

**Legal issues**

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset *(Please refer to questions 15-18 in the checklist - CAT02)*

*We currently have a professional surveyor who has offered his services to survey the building and assess it for all legal and planning conditions. This will take place once we are able to visit the building with a WCC asset representative. We currently have kit insurance and public liability in place and would then change our kit insurance to building and contents. A Health & Safety assessment will be taken once in the building.*

**Financial matters**

How will you fund running costs and maintenance? Are you willing to pay for the asset?  
*(Please refer to questions 19-23 in the checklist - CAT02)*

*We are unable to pay for the building, but general running cost and maintenance will be covered from fundraising and grant applications made by the band. We have several professional certified tradesmen that are very keen to donate their time to the renovation and up keep of the building. Specialist repairs that are not covered by these tradesmen will be paid for from band funds or by raising specific funds through grant applications or fundraising, such as bag packing and performances.*

**Future management**

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?  
*(Please refer to questions 24-27 in the checklist - CAT02)*

*The building will be managed by the WYMB and it's committee and will continue to benefit young people from the local area as a band room. This will benefit more and more children as the band is growing in size and becoming more popular as it's reputation spreads.*

**DECLARATION**

**I confirm that the details included in this application are correct**

**Signed:**

MARTIN CLARRIDGE

**Name (please print):**

**Date:** 19<sup>th</sup> May 2014

Form CAT02

## Community asset transfer: checklist

	Question	Yes	No	Note
<b>Community use</b>	1. Is the asset to be provided for a public purpose?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Other than in exceptional circumstances, the Council will only dispose of assets for private or commercial use by way of open market sale</i>
	2. Will the asset be hired or used by third parties?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

	Question	Yes	No	Note
<b>Is the asset fit for proposed use?</b>	5. Is it big enough?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will only transfer assets that are fit for purpose</i>
	6. Is it in the right location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? (Water, electricity, drainage, etc)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - your application should explain if they are needed</i>

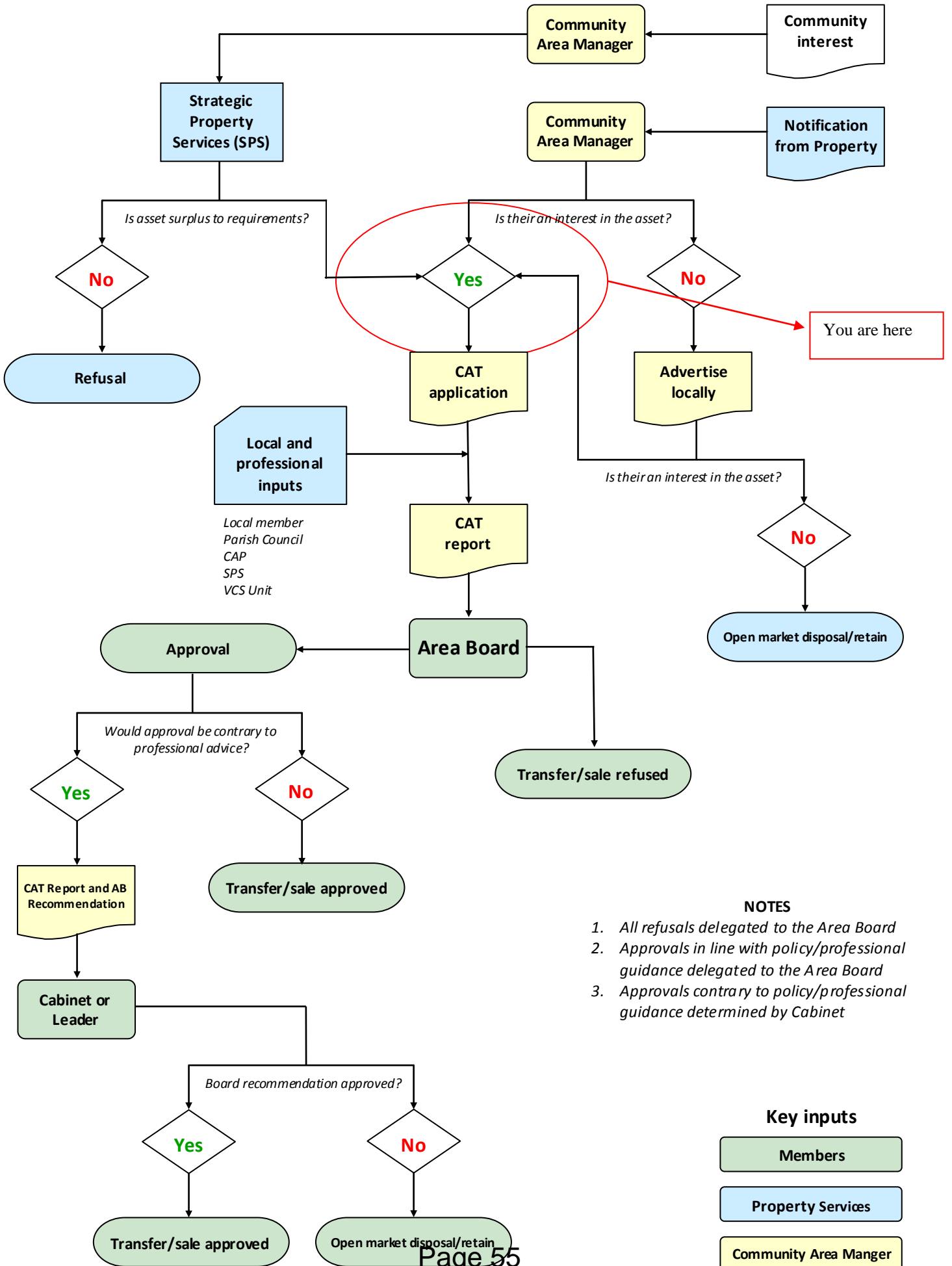
	Question	Yes	No	Note
<b>Community Support and consultation</b>	9. Have you consulted nearby residents?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - please consult before submitting your application</i>
	14. Is there community support for the change of use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

	<b>Question</b>	<b>Yes</b>	<b>No</b>	<b>Note</b>
<b>Legal</b>	15. Are there any covenants or other legal constraints?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
	16. Does the proposed use require planning consent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
	17. Have you considered insurance cover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application must explain implications</i>
	18. Have you assessed health and safety liabilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Your application must explain how you will deal with risks and liabilities</i>

	<b>Question</b>	<b>Yes</b>	<b>No</b>	<b>Note</b>
<b>Finance</b>	19. Can you meet all conversion costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
	20. Can you meet all capital maintenance costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
	21. Can you meet all day-to-day running costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
	22. Will you use the asset to generate income?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
	23. Will any third party be assisting with the costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
	24. Do you have any contingency funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out how you will deal with contingencies</i>
	25. Are you prepared to pay for the asset ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out your offer</i>

	<b>Question</b>	<b>Yes</b>	<b>No</b>	<b>Note</b>
<b>Management</b>	26. Will you manage the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out who will manage the asset.</i>
	27. Will a management committee be set up?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	28. Will users of the asset be involved?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	29. Will someone be employed to manage the asset?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>

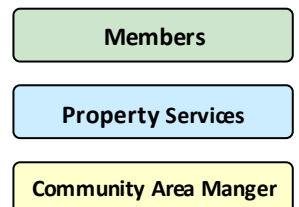
# Community Asset Transfer



### NOTES

1. All refusals delegated to the Area Board
2. Approvals in line with policy/professional guidance delegated to the Area Board
3. Approvals contrary to policy/professional guidance determined by Cabinet

### Key inputs



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TROWBRIDGE AREA BOARD  
18 SEPTEMBER 2014

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**COMMUNITY ASSET TRANSFER**

**The Halve Social Centre, Trowbridge**

**Executive Summary**

This report deals with an application for the transfer of The Halve Social Centre, Trowbridge to be transferred to Wiltshire Youth Marching Band in accordance with Wiltshire Council's Community Asset Transfer Policy.

**Proposal**

The Area Board is asked to consider an application submitted by Wiltshire Youth Marching Band for the transfer of The Halve Social Centre, Trowbridge. The applicants' proposal is set out at Appendix 2.

**Reasons For Proposal**

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

**Recommendation**

To approve the transfer.

**Rachel Efemey**

Trowbridge Community Area Manager

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**COMMUNITY ASSET TRANSFER**

**The Halve Social Centre, Trowbridge**

**Purpose of Report**

1. The Area Board is asked to consider an application submitted by Wiltshire Youth Marching Band for the transfer of The Halve Social Centre (see plan attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

**Background**

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

**The application before the Area Board**

6. The application from Wiltshire Youth Marching Band is attached at Appendix 2 and relates to the transfer of The Halve Social Centre.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.
8. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service departments across the Council. Local consultation has been undertaken

by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application. Councillors Graham Payne & John Knight the local members, has been apprised.

### **The views of Council officers**

9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
  - 9.1 The building is currently empty and is becoming a magnet for itinerants and drug users.
  - 9.2 Access to the property is via a narrow footpath from The Halve.
  - 9.3 Due to the nature of the access and the nature of the building the property is of low value. In addition, because of the building's situation and attraction for unauthorised users, security costs are high.

### **Recommendation**

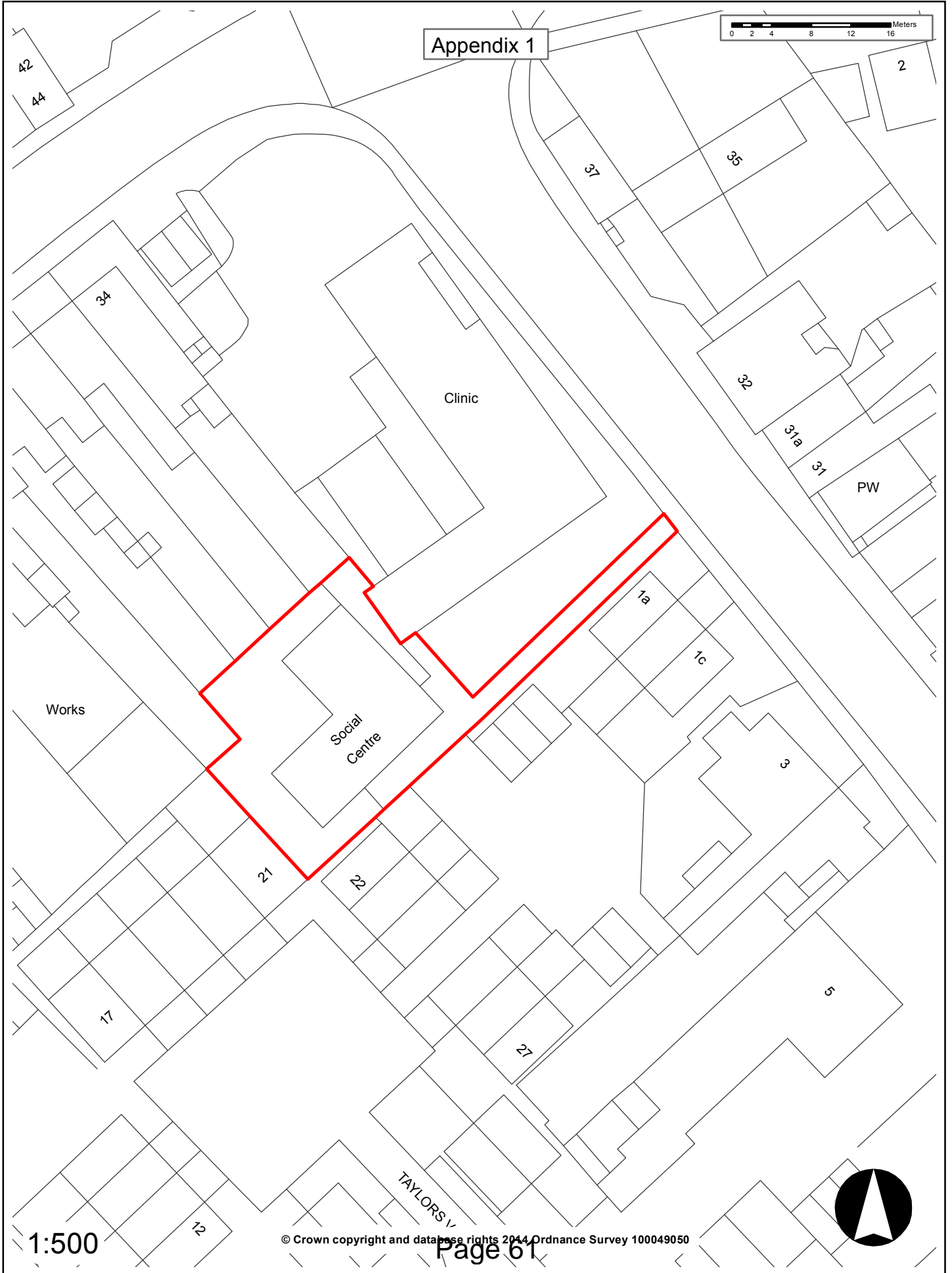
10. To approve the transfer.

**Rachel Efemey**

Trowbridge Community Area Manager

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