

Town Clerk's Report 1st March 2017 to Policy & Resources Committee 7th March 2017

1. POLICY

1.1 Community Governance Review (CGR) – Steeple Ashton Parish Council and Trowbridge Town Council support a change to the boundary along Ashton Road, to include new development within the town boundary. We await a response from Wiltshire Council regarding the implementation of this change. The other changes are being implemented on 1st April 2017.

1.2 Free Parking Days – We have sent our Free Parking Day allocations to Wiltshire Council: Saturday 24th June 2017 (Armed Forces Day), Saturday 15th July 2017 (Play Day), Saturday 25th November (Christmas Lights switch-on) and Saturday 2nd December 2017 (Christmas shopping). Local businesses have also been advised.

2. FINANCE

2.1 Risk and Audit Panel (AGENDA ITEM 13) – Met on 28th February 2017 (copy attached).

2.2 Council Tax in Wiltshire 2017/2018 – Wiltshire Council published details of all Council Tax precept requests for their meeting on Tuesday 21st February as follows:

Wiltshire Town and Parish Councils - Precepts for 2017/2018 total £16,954,100.51 The increase in the average 'Band D' Council Tax Charge is 9.35% or £8.15 from £87.20 to £95.35. The average for Town Councils (including Salisbury) will be £141.66 which is 2.1% lower than Trowbridge. Residents of Trowbridge pay around 5.7pence per week more than the average for town and city councils across Wiltshire. The table provides details of the 'Band D' Council Tax Charges for 2017/18 and the increase from 2016/17 for all the town and city councils and those parish councils which are above the Wiltshire average.

Town/Parish/City Council	Band D Charge	increase
Calne Town Council	£210.31	0.00%
Royal Wootton Bassett Town Council	£194.81	2.63%
Malmesbury Town Council	£194.59	2.64%
Marlborough Town Council	£182.67	16.55%
Cricklade Town Council	£178.73	2.66%
Chippenham Town Council	£169.13	8.00%
Corsham Town Council	£149.46	3.45%
Devizes Town Council	£148.04	3.50%
Trowbridge Town Council	£144.64	3.58%
Bradford on Avon Town Council	£140.37	18.07%
Tidworth Town Council	£124.95	2.98%
Wilton Town Council	£123.48	7.52%
Salisbury City Council	£123.00	17.14%
Melksham Town Council	£115.49	21.45%
Westbury Town Council	£113.58	12.03%
Purton Parish Council	£109.47	1.50%

Mere Parish Council	£107.23	4.24%
Maiden Bradley Parish Council	£106.55	1.98%
Ludgershall Town Council	£99.49	5.75%
Warminster Town Council	£93.80	7.61%
Amesbury Town Council	£87.20	21.50%
Durrington Town Council	£52.63	0.61%

Wiltshire Council - approved its 2017/18 budget with an increase of 4.99% (1.99% standard and 3% social care levy addition) or £63.43 (within the government's limit for Unitary Authorities) on the Wiltshire Council 'Band D' Council Tax Charge from £1,271.20 to £1,334.63.

Wiltshire Police - The Police & Crime Commissioner for Wiltshire & Swindon set a precept in respect of the Wiltshire area at £30,274,871 adjusted by a Council Tax Collection Fund contribution of £332,535. This is an increase of 1.90% or £3.17 on the Wiltshire Police 'Band D' Council Tax Charge from £167.10 to £170.27

Dorset & Wiltshire Fire & Rescue - Dorset & Wiltshire Fire and Rescue Authority set their precept in respect of the Wiltshire area at £12,551,260.60 adjusted by a Council Tax Collection Fund contribution of £137,730. With an increase of 1.99% or £1.38 on the Dorset & Wiltshire Fire & Rescue 'Band D' Council Tax Charge from £69.21 to £70.59

Trowbridge Town Council - The 2017/2018 budget was approved at Full Council on Tuesday 17 January equating to a net precept requirement for 2017/18 of £1,619,251 which results in an increase of 3.58% or £5.00 (within the government's limit for District Councils) on the Trowbridge Town Council 'Band D' Council Tax Charge, from £139.64 to £144.64

Trowbridge Town Council – Five-Year Investment Plan - The five-year plan for Trowbridge Town Council 2017/18 to 2021/22 includes investment in the following services and facilities in addition to continuation of existing services:

£100,000	Contribution to Community Area Transport Group (CATG) projects
£2,433,000	Museum Expansion Project 'Onwards & Upwards' part funded by HLF grant
£2,962,000	Sports pitch purchase and development part funded by S106 and grants
£364,000	Play area investment part funded by Wiltshire Council
£95,000	Investment in other assets transferred from Wiltshire Council
£67,000	Increase in street cleaning activity following transfer from Wiltshire Council
£36,000	Maintenance of closed churchyards transferred from Wiltshire Council
£310,000	Maintenance of play areas transferred from Wiltshire Council
£6,367,000	Total investment

2.3 Accounts; Third Quarter – Total net expenditure at the end of quarter 3 was £1131k which was (£52k) 4.8% over budget.

Museum - Net expenditure was over budget by (£9k). Operating net expenditure was (£7k) with project phasing at (£2k). Museum project professional fees and salaries amounted to £79, funded from HLF grants and earmarked reserves. Salaries and associated costs were

(£5k) over budget following the job evaluation and RACS website costs were (£2k) over. Internal transfers were £3k favourable with the savings on the handyman repairs. Income fell short of budget by (£3.5k).

Leisure Services – Net expenditure exceeded budget by (£43k) at the end of quarter 3. Gross expenditure was (£53k) over budget, of which salaries and associated costs were (£44k) over budget. Publicity costs were (£4k) over budget. Total income was £9k ahead of budget.

Resources - Net expenditure was (£9k) over budget at the end of quarter 3. Publicity costs were (6k) over budget which included (£2k) from the previous year. Internal transfers (i.e. the shared cost of the building) were (£5k) over budget.

Direct Services - Despite the additional expenditure on the pump station fire, the total net expenditure for Direct Services was £3k under budget. Longfield was £10k under budget with income being £7k ahead of the budgeted target

The Civic Board - Total net expenditure was £6k under budget at the end of quarter 3. Building costs were (£20k) over budget mainly on repairs. Venue salaries were £10k under budget which was mainly due to running one less than budgeted. Total net income was (£17k) short of budget

Reserves - The summary shows the budget and actual comparisons along with the reserves summary and details to the end of quarter 3. Following the movement in Earmarked reserves, the total has reduced from £94k to £92k. The General Reserve at the 1st April '16 was £186k. This reduces to £134k following the deficit at the end of December '16.

4. TOWN COUNCIL SERVICES

Department Managers make detailed reports to their committees the week before the meeting.

4.1 MUSEUM & TOURISM – The next committee meeting is 28th March 2017 at 6.30pm.

4.2 LEISURE SERVICES - The next committee meeting is 28th March 2017 at 7pm.

4.3 DIRECT SERVICES – The next committee meeting is 30th May 2017.

4.3.1 Civic Centre – The Civic Board next meets on 23rd May 2017.

Information Technology – We are in the process of retendering our ICT support contract.

4.3.2 St George's Works – TC Sports have made a planning application for redevelopment of part of the site to provide 30 residential apartments overlooking the Park, including parking, bin and cycle storage and a path to the Park. The proposals include the town council's new storage facility behind the bandstand and new access gates to the storage area and Park from the Post Office Access Road which will also act as the construction access for part of the redevelopment.

4.3.4 Play Areas – The transfer of the 24 play areas from Wiltshire Council. 21 play areas and the whole of Elm Grove Recreation Ground will transfer to the town council's responsibility during March. Those in the boundary change land will transfer on 1st April (Painter's Mead, Paxcroft Brook and Old Farm). Wiltshire Council will ensure that they are all safe, working and grass and shrubs maintained and cut-back. The town council will be paid £50,000 to invest in improving facilities as part of a programme, with contributions from existing S106 funding (over £50,000), grants and an annual contribution from the

town council of £10,000 to £50,000. In total the five-year financial plan shows an investment in play areas of £364,000

4.3.5 Closed Churchyards – Following the resolution at the last meeting we have agreed with Wiltshire Council arrangements for transfer of responsibility for maintenance of the three closed churchyards (St James', Holy Trinity and St John's Upper Studley) during March.

4.3.6 Brook Road Multi-Use Games Area – Walwayne Court School and Wiltshire Council are now dealing with this area following surrender of the town council's lease.

5. TOWN COUNCIL PROJECTS

5.1 Museum Project – The mid-term review meeting was held with the Heritage Lottery Fund on 1st December and they confirmed that the project can move to a second-round bid in May 2017, with an increase to cover a contribution towards the new lift shaft. The five-year financial plan shows that the Town Council can fund the Museum Expansion Project from an HLF grant, grants from other funders and borrowing. The level of borrowing will be around £900,000 funded from a £50,000 per annum contribution from the Council Tax over 25 years. A decision on the round 2 grant from the HLF is expected mid-September assuming we achieve the May deadline for submission. The planning application has been submitted during February by Architecton.

5.2 Sports Pitches Project – We have borrowed £175,000 from the Public Works & Loans Board towards the purchase of Woodmarsh. The loan will be financed from the rent charged to Trowbridge Town Football Club over a proposed 30-year lease. Wiltshire Council released the remaining funding, including Stamp Duty and fees, from S106 funds and we completed the purchase at the beginning of February. The five-year financial plan shows that the town council can sustain an annual contribution towards the project, increasing to £50,000 (2021/22), enabling the town council to borrow a further circa £1.4million over 50 years. This would facilitate a contribution towards the purchase of additional land and development of the land at Devizes Rd to provide grass and all-weather pitches, car-parking and changing rooms. Other funding is available from S106 and from grants such as the Football Foundation. We are also in discussion with other sports including Trowbridge Squash Club and will seek to realise additional developments in conjunction with them and others as appropriate. Officers also recently held a further meeting with the Chairman of the Trowbridge Rugby Club to discuss our plans for Doric Park in partnership with them.

5.3 Town Park – Refurbishment of Tennis Courts – We have received confirmation of funding from the Lawn Tennis Association (LTA) of £36,200 and from the Area Board of £20,000 towards the refurbishment of the three tennis courts in the Park as well as the Multi-Games court. A Business Plan for this project was presented to the committee at the December meeting. We were due to choose a contractor by the end of February. Work is expected to be complete during the Spring. The courts will be controlled by an internet app and charges are expected to raise sufficient funding to cover maintenance and future refurbishment.

6. TOWN DEVELOPMENT – Committee Meets 14th March, 4th and 25th April.

6.1 Town Centre Developments –

Castle Place & St Stephen's Place – have been sold by Legal & General to [APAM](#) with a new management company Cushman & Wakefield also.

Cradle Bridge – [MRMU Ltd](#) M&S, Toby Carvery, Firezza, Greggs, Subway, Dominos; due to open in April. The cycle/footbridge from St Stephen's Place was installed in November 2016.

Bowyers – www.innoxmills.co.uk are expected make a mixed-use application in 2017.

6.2 Housing – These sites are being developed or coming forward for development.

Southview Park [Wain Homes](#) revised application [16/00547/FUL](#) for 91 homes off Drynham Ln. The cycle way and footway improvements linking the existing development to Drynham Road, across the railway line should be completed by the end of March.

Castle Mead [Persimmon](#) application [16/03420/FUL](#) for 272 more homes up to Green Ln Wood

The Pastures [Abbey New Homes](#) 174 new homes nearing completion.

Ashton Road [Taylor Wimpey](#) have made an application for 250 homes [16/04468/OUT](#)

Ashton Park Mainly in West Ashton and North Bradley Parishes, application [15/04736/OUT](#) for 2,500 houses, employment, 2x local centres, 2x primary and a secondary school, ecological visitor facility, open space and A350 West Ashton improvement is being assessed. Delays are due to mitigation measures for bats, those roosting in Green Lane and Biss Woods include Britain's second largest colony of Bechstein bats. Measures will include reduced public access to the woods and providing flight paths of appropriate green cover from there to other feeding and roost sites.

Bradley Road – The former District Council office site has been bought by [Newland Homes](#) they undertook public consultation on 25th January with plans to provide around 80 new homes.

Hilpertown Gap [Framptons](#) submitted a revised application [16/00672/OUT](#) for 180 houses on land in the west of the Gap, accessed off Elizabeth Way. The Town Council has objected.

Charterhouse - [McCarthy & Stone](#) have started demolition work on [16/03974/FUL](#) for development of the site on Seymour Rd to provide 40 apartments.

6.3 White Horse Business Park – Following the Prior Approval application to convert The Pavillions to residential the owners and Wiltshire Council have agreed a plan of action to seek a commercial use for the building. If this is not successful, the residential conversion will be allowed.

6.4 Wiltshire Local Development Framework

6.4.1 Housing Site Allocations Plan – Further delays mean that the process will not now recommence (with full public consultation by Wiltshire Council) until mid-2017. The latest Housing Land supply figures show that in the North and West areas Wiltshire is still failing to meet 5.25 years of housing land supply. The figure is 5.13 years (with the south at 5.69 and the East at 8.27). Wiltshire Council says, "Additional sites will therefore need to come forward in suitable locations between now and 1 April 2017, in order to maintain sufficient supply."

6.5 Neighbourhood Plans - Holt Neighbourhood Plan has been 'made' by Wiltshire Council. It now forms part of the Wiltshire Council Development Plan and the policies will be given full weight when assessing planning applications that affect land in the Holt Neighbourhood Area.

Bradford on Avon Wiltshire Council formally consulted on the proposed Neighbourhood Plan submitted by Bradford on Avon Town Council. The consultation ran from 16 Jan to 27 Feb. It is now at Regulation 16 stage.

North Bradley, and Southwick have each been designated as a Neighbourhood Plan areas.

Hilperton and West Ashton have also each been designated. The working group have requested that the town council considers the status of the area which is being transferred from Hilperton Civil Parish to Trowbridge Civil Parish on 1st April at Paxcroft Mead and that it should remain as part of the Hilperton Neighbourhood Plan area. Whilst no request has been received from the West Ashton Neighbourhood Plan Working Group it would be appropriate for the Town Council at this stage to also consider the boundary of this Neighbourhood Plan Area.

RECOMMENDATION: That the Council approves the proposal that the area of Paxcroft Mead which is being transferred on 1st April from the Civil Parish of Hilperton to the Civil Parish of Trowbridge should continue to be included in the Hilperton Neighbourhood Plan Area and that the area being transferred from the Civil Parish of West Ashton to the Civil Parish of Trowbridge should continue to be included in the West Ashton Neighbourhood Plan Area.

7. TROWBRIDGE PARTNERSHIPS

7.1 [Transforming Trowbridge](#) – The Town Council is the accountable body.

7.2 Trowbridge Town Team – The Town Council is the accountable body for TTT. The organisation is now concentrating on developing the entrepreneurial skills of Young People under the GOFISH programme. Funding from the Local Youth Network and Chamber of Commerce has been transferred to TTT, to support these activities.

7.3 Trowbridge Community Area Future (TCAF) Lindsey Millen is the TCAF officer, supported by the Youth Work Team headed by Sarah Holland, with Fadwa Bakali and Zoe Copper. They are working with partners to address priorities in the Joint Strategic Assessment in the nationally most deprived communities; Studley Green (10%), Seymour/Adcroft (20%) and Longfield (20%). TCAF has received funding from funders including the LYN to provide youth work as well as an annual grant from the town council. TCAF presented their youth programme 'Brighter Aspirations' at an event in the Town Hall on 25th January.

7.4 BA14 Culture – In January I circulated a [NESTA](#) report on the geography of creativity in the UK which identified Trowbridge as the 36th most important cultural cluster city/town.

7.5 [Chamber of Commerce](#) – Andy Barlow is Chairman of the Chamber executive.

7.5.1 H.J.Knee Ltd – Jonathan Knee has advised that he has left the employment of H.J.Knee to take up an appointment with Novia Financial.

7.6 [Trowbridge Talking News](#) – service for the visually impaired, TIC is the drop off point.

7.7 [Selwood Housing](#) is the main social housing provider in Trowbridge. Their winter newsletter is available by following the link.

8. WILTSHIRE

8.1 Wiltshire Council - The [parish newsletter](#) is published weekly and circulated to members.

8.1.1 Area Board – Next meeting is Thursday 9th March 7pm at County Hall. Community Engagement Manager for Trowbridge, Mary Cullen compiles the [Community Area Web Site](#) and manages grant applications for community grants.

8.1.2 Local Youth Network – Local Youth Facilitator, Emma Drage manages grant applications for youth projects in Trowbridge, Melksham & Bradford on Avon. The LYN Management Group considers grant applications and makes recommendations to the Area Board.

8.1.3 Trowbridge Area Wellbeing Centre (Campus) – Wiltshire Council is progressing options and timetable, with health services wishing to make early progress. This is reflected in the One Public Estate funding from government. Consultants Max Associates in conjunction with Alliance Leisure have been engaged to consider the leisure element and met with the working group and other stakeholders on 24th February.

8.1.4 Market Towns Network – Nothing to report.

8.1.5 Asset & Service Delegation – In addition to play areas and closed churchyards covered elsewhere, the expectation is that Wiltshire Council will discuss in 2017/18 a cost-neutral package of assets and services for transfer to the town council. The town council seeks to include recreation grounds, amenity grass, open spaces, bus shelters, the management and control of car-parks and street cleaning services. These have been factored in to the five-year financial plan. The Town Council would also be interested in the delegation of street trading licensing. It is expected that discussions will commence following the elections in May.

8.1.6 Community Area Transport Group (CATG) – Meets on 24th February 2017.

The Town Council has provided funding for schemes in 2016/17:

Budget 2016/17	£10,000.00
<i>Dropped Kerb Green Lane</i>	<i>£464.32</i>
<i>College Road 20mph zone</i>	<i>£1,250.00</i>
<i>Cycle Paths Paxcroft Mead</i>	<i>£1,000.00</i>
<i>Waiting Restrictions</i>	<i>£500.00</i>
<i>Grove School</i>	<i>£1000.00</i>
<i>PSPO Signage</i>	<i>£1,000.00</i>
<i>Yeoman Way nameplate</i>	<i>£150.00</i>
<u>TOTAL</u>	<u>£5064.32</u>
Remainder	£4,935.68

Dropped Kerbs – Having successfully implemented one, Cllr Oldrieve has requested further dropped kerbs on Green Lane which will be included in the list for consideration in 2017.

20mph Zones - The town council contributed £1,250 for the College Estate project. This is now being implemented following consultation. Further projects are under consideration.

Cycle Paths – The town council contributed to links from Hulbert Close to Faverole Way, Quarterway Lane, the south side of Paxcroft School and Ashton St to Paxcroft Brook and

has allocated £5,000 for a cycle path from John of Gaunt to Lambrok Road along the south side of Wingfield Rd, with other funding from Wiltshire Council's major project fund. This will be completed in Summer 2017/18. Any remaining funds from 2016/17 will be carried forward.

Waiting Restrictions – The Order for our top ten 2015 list was subject to consultation from 25th November to 19th December. I responded to the results of the consultation as follows:

Trowbridge Town Council submitted a priority list in 2015 which had been compiled from public and councillor requests between 2011 and 2015. In addition to our top priority (a comprehensive Residents Parking Zone (RPZ) around the central area and the College) we listed the following:

2. Seymour Road: Double Yellow Lines adjacent to green area opposite the Hospital.
 3. Wingfield Road #32-36 (N side, Ave Rd – W'bourne Rd): Double yellow lines to protect driveway.
 4. Westcroft Street: Double Yellows alongside Twelve Bells and in hammerhead #2 & #14 Charles St.
 5. Keates Close: Double yellow Lines outside #1 to allow exit from driveway of #11 Delamere Rd.
 6. The Moldens: New Double Yellow Lines alongside #18.
 7. Conigre: New Double Yellow Lines on Conigre north of Upper Broad Street.
 8. Hazel Grove: New Single Yellow Lines in vicinity of the school.
 9. The Down: New Single Yellow Lines on South Side of The Down from Canal Rd to Downside Park.
 10. Waterworks Road: Double Yellow Lines on Waterworks Road from Gloucester Road to barrier.
- At the CATG meeting it was agreed by Wiltshire Council that the RPZ would be taken forward by Wiltshire Council separately and therefore the CATG added Baydon Close into the top ten list.*
11. Baydon Close: Single yellow lines on the first section of Baydon Close leading off Wiltshire Drive.

The Hazel Grove scheme has been implemented through an initially temporary order with a view to becoming permanent if deemed successful. The remaining nine schemes have been the subject of public consultation and following this, the cabinet member has considered the responses and the officers' recommendations and proposes that 5, 6, 7 and 11 above should not be implemented. Details of the public consultation, officers' recommendations and cabinet member decision can be found in:

Decision details on public web site. My own comments on behalf of the Council are as follows:

11. Baydon Close. *It is not surprising to see the level of residents' objections; this was not supported by the town council because it was expected that a significant number of residents would object.*
7. Conigre. *This remains the only option to relieve some of the issues in this area and it is disappointing that Wiltshire Council has failed to offer an alternative in response to the resident's comments, none of which are actually objections to this proposal but requests for even more restrictions or signage. The officer's recommendation is neutral. Wiltshire Council have failed to proactively work with the town council to find an appropriate solution and appear to have wasted everyone's time and resources in progressing what is now deemed an unacceptable solution. The Town Council believes that this proposal should be implemented and if necessary further additional restrictions should be considered in this location in the future.*
6. The Moldens: *'You cannot please all of the people all of the time.'*
5. Keates Close: *Whilst the town council considers that the solution for Keates Close as a whole is for it to be included in the RPZ there is a specific issue with one property having restricted access to its driveway which this proposal seeks to resolve. There has only been one comment received which is not specifically objecting to this proposal but to the lack of a wider scheme. The officer's*

recommendation in this case could apply to any proposed waiting restriction and on the basis of only one comment/objection the town council would request that this proposal is implemented and that Wiltshire Council urgently progress consideration of a wide area RPZ for Trowbridge.

Overall, what this shows is that the whole waiting restriction process is flawed. Wiltshire Council has not just delegated responsibility for prioritisation to the Town Council but has delegated the whole process of developing potential schemes without any expertise or training. This needs to be much more of a partnership so that schemes which are brought forward to official consultation are likely to receive the support of Wiltshire Council officers. The current process just leaves everyone dissatisfied. Additionally all waiting restriction requests should be part of the CATG process and the officers at Wiltshire Council should work with CATG to achieve good proposals.

The list for 2016 was considered at Town Development on 13th December and includes; Ashton St/Larkdown/Heathershaw, Barons Ct/Green Ln, Gloucester Rd, Hungerford Ave, Orchard Ct, Springfield Pk and West Ashton Rd/Broadcloth Ln. Wiltshire Council has confirmed that the order for waiting restrictions on **Leap Gate** was due to be published during February.

8.1.7 Parish Steward – the scheme was reintroduced in October with contractor, Ringway. The Town Council puts forward a top fifteen priority list from which five are completed each month.

8.1.8 Joint Strategic Assessment (JSA) Event – Was held at County Hall on Monday 5th December to set priorities for the future of the Trowbridge Community Area.

8.2 Health Services

8.2.1 Bradcroft Surgery - Construction is ongoing off Seymour Road, it will be one of two premises, with the additional merger with Widbrook surgery and closure of Bradford Rd.

8.2.2 Wiltshire Clinical Commissioning Group (WCCG) - Is responsible for deciding which organisations provide 'Primary Care' services (this is 'commissioning') to people living in Wiltshire and registered with Wiltshire GPs. They made a presentation at the last Area Board meeting which is available via the minutes of that meeting.

8.3 Dorset & Wiltshire Fire & Rescue Service – Further information is available from www.dwfire.org.uk/.

8.4 Police and Community Safety – Inspector James Brain and Sgt Louis McCoy report regularly to Council. Councillors and the public are urged to sign up for [Community Messaging](#) which now includes details of those charged as well as crimes reported on a daily basis. Following the retirement of PC Mark Hough as Community Liaison Officer the role has been taken up by a civilian member of staff, Allesandro Trombetta (Alex) has taken over and is responsible for compiling the daily reports and attending community engagement events. Alex is based at Trowbridge Police Station and can be contacted on:

☎ Mobile : 07825 656248 (do not make crime reports to this number, use 101)

✉ alessandro.trombetta@wiltshire.pnn.police.uk

📍 Trowbridge Police Station, Polebarn Road, Trowbridge, BA14 7EP.

8.5 Wiltshire Association of Local Councils WALC – Newsletters are regularly circulated.

8.6 Enterprise Wiltshire – The Town Clerk attended a meeting in Chippenham in February.

9. CIVIC & DEMOCRATIC ACTIVITIES

9.1 [Council Meeting Dates](#) - Council and committee meetings for the next few months are:

Tuesday 7 th March	Policy & Resources
Tuesday 14 th March	Town Development
Tuesday 21 st March	Full Council
Tuesday 28 th March	Museum & Tourism (18:30) Leisure Services (19:00)
Tuesday 4 th April	Town Development
Tuesday 11 th April	Annual Town Meeting (18:30)
Tuesday 11 th April	Town Gathering (19:00)
Tuesday 18 th April	NO MEETING (Easter)
Tuesday 25 th April	Town Development
Tuesday 2 nd May	NO MEETING
Thursday 4 th May	Local Elections - Polling Day
Tuesday 9 th May	NO MEETING
Tuesday 16 th May	Annual Full Council
Tuesday 23 rd May	Town Development
Tuesday 30 th May	Direct Services
Tuesday 6 th June	Museum & Tourism (18:30) Leisure Services (19:00)
Tuesday 13 th June	Town Development
Tuesday 20 th June	NO MEETING
Tuesday 27 th June	Full Council Extra (Annual Accounts)
Tuesday 27 th June	Policy & Resources

10. **MARKETING & EVENTS**

10.1 Website – The Town Council web-sites: www.trowbridge.gov.uk provides information about council services and links to other Trowbridge web-sites; www.trowbridgecivic.co.uk for Civic Centre, events and activities & www.trowbridgemuseum.co.uk for the Museum.

10.2 Magazine – Brightside Marketing Solutions, is completing the Summer edition, due to be published in April covering the period May to August. Further editions will be in Autumn, published in August and Spring, published in December. The Autumn edition will include articles about the newly elected councillors and the Mayor for 2017-18.

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

As there is no Policy & Resources Committee in May (due to elections) the next report (at the end of April) will be an informal update report. The next full report to committee will be in June for the meeting on 27th June.

Lance Allan, Town Clerk
Trowbridge Town Council,
The Civic Centre,

St Stephen's Place,
TROWBRIDGE,
Wilts,

March 2017 Report to Policy & Resources Committee

Trowbridge Town Council

Working with the Community

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#DiscoverTROWBRIDGE
www.trowbridge.gov.uk
www.trowbridgecivic.co.uk
www.trowbridgemuseum.co.uk