

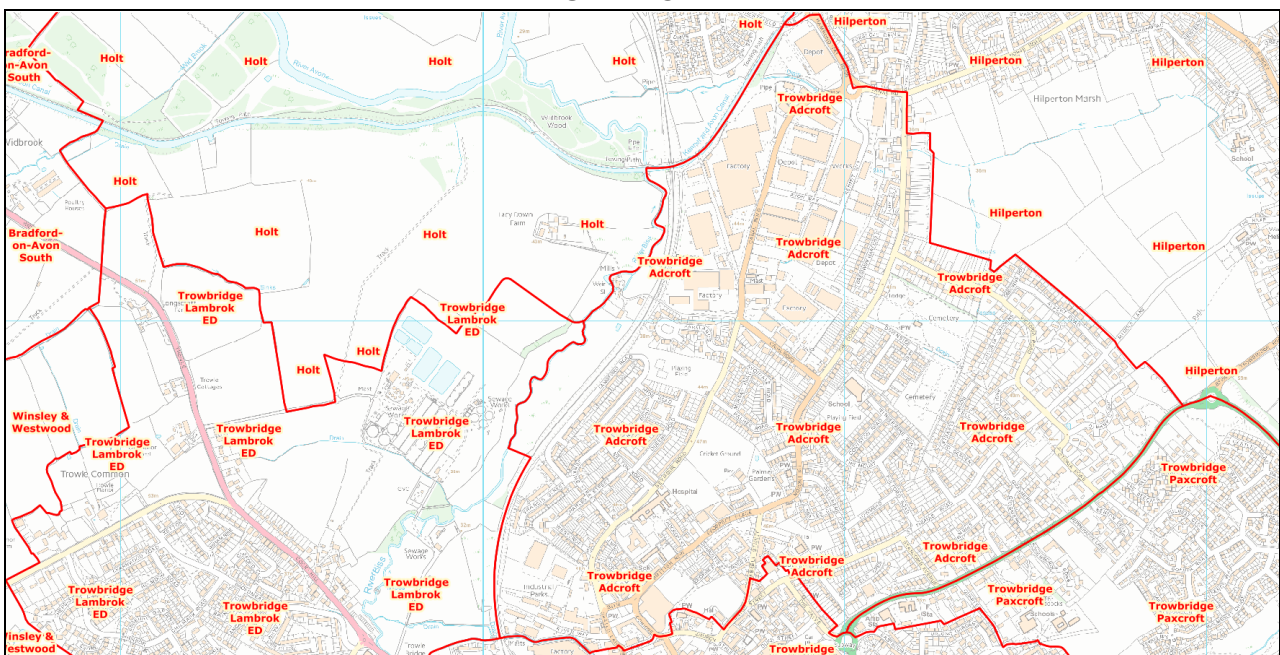
Town Clerk's Report to Policy & Resources Committee 5th November 2019

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

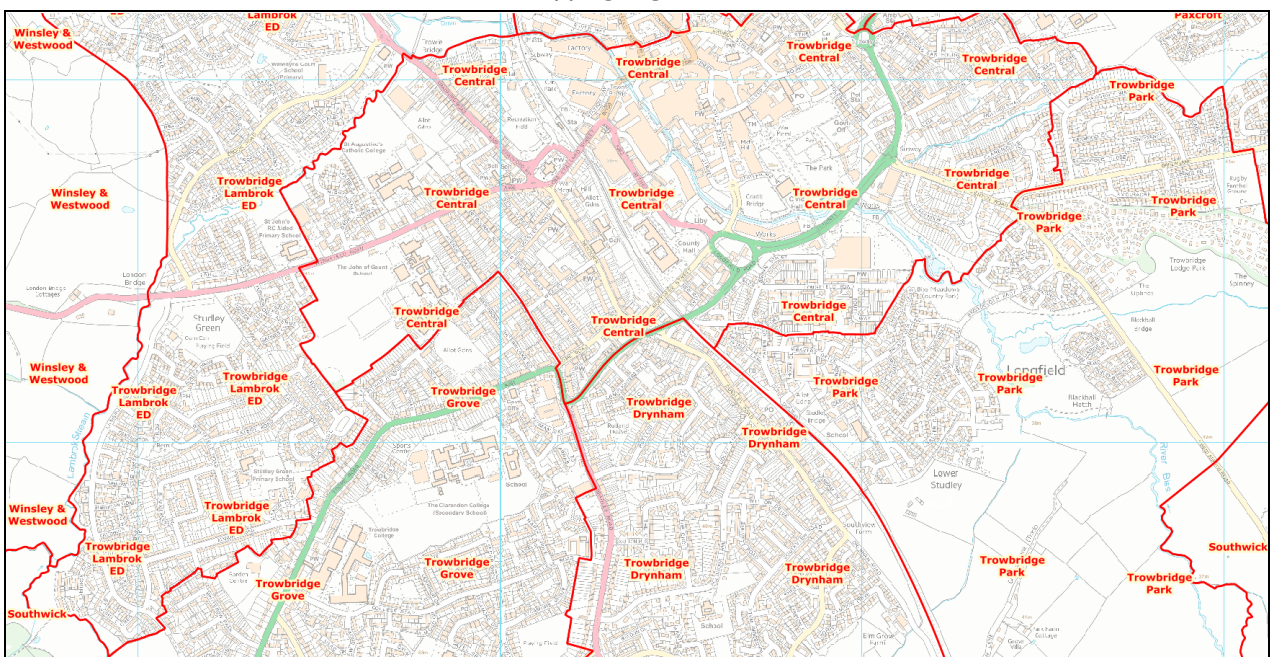
I. POLICY

I.1 Review of Wiltshire Council Electoral Divisions – The Local Government Boundary Committee for England (LGBCE) has reviewed arrangements for Wiltshire Council (WC). Final recommendations to the Sec. of State were published on 1st October. A full copy of the report is available on www.lgbce.org.uk. An interactive map of the final recommendations is available at <http://consultation.lgbce.org.uk/>. These new divisions will also form the new wards for the town council at the elections in 2021.

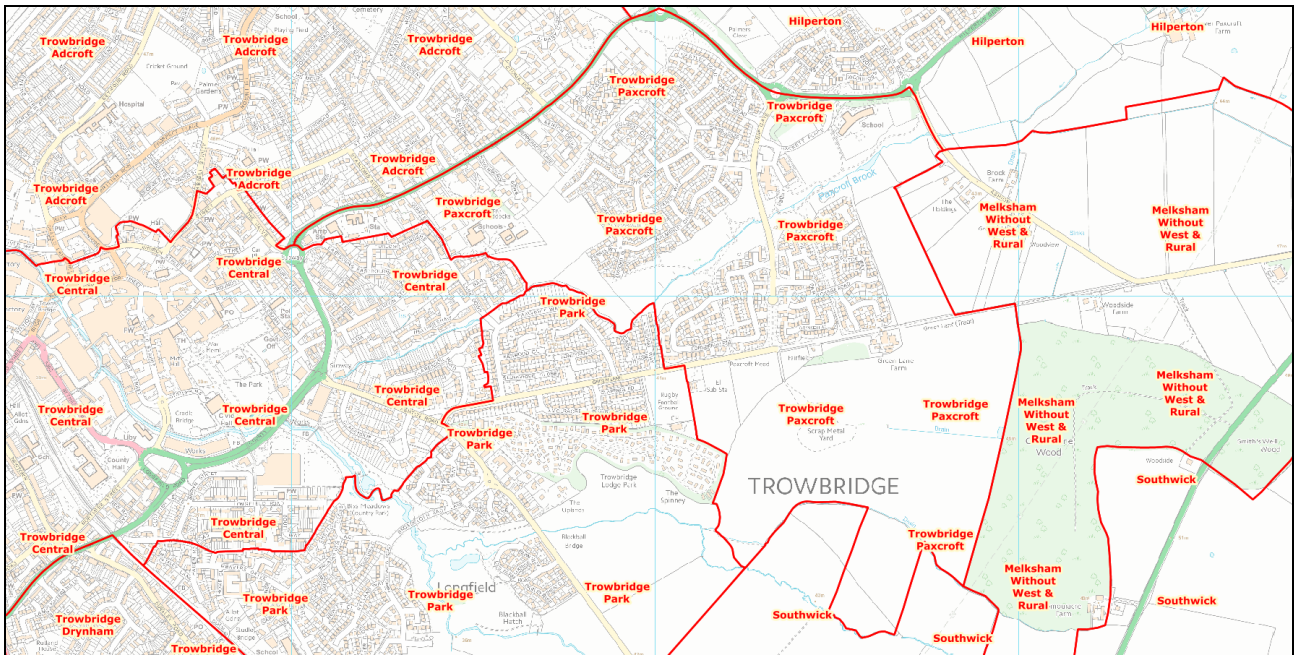
NORTH SHEET



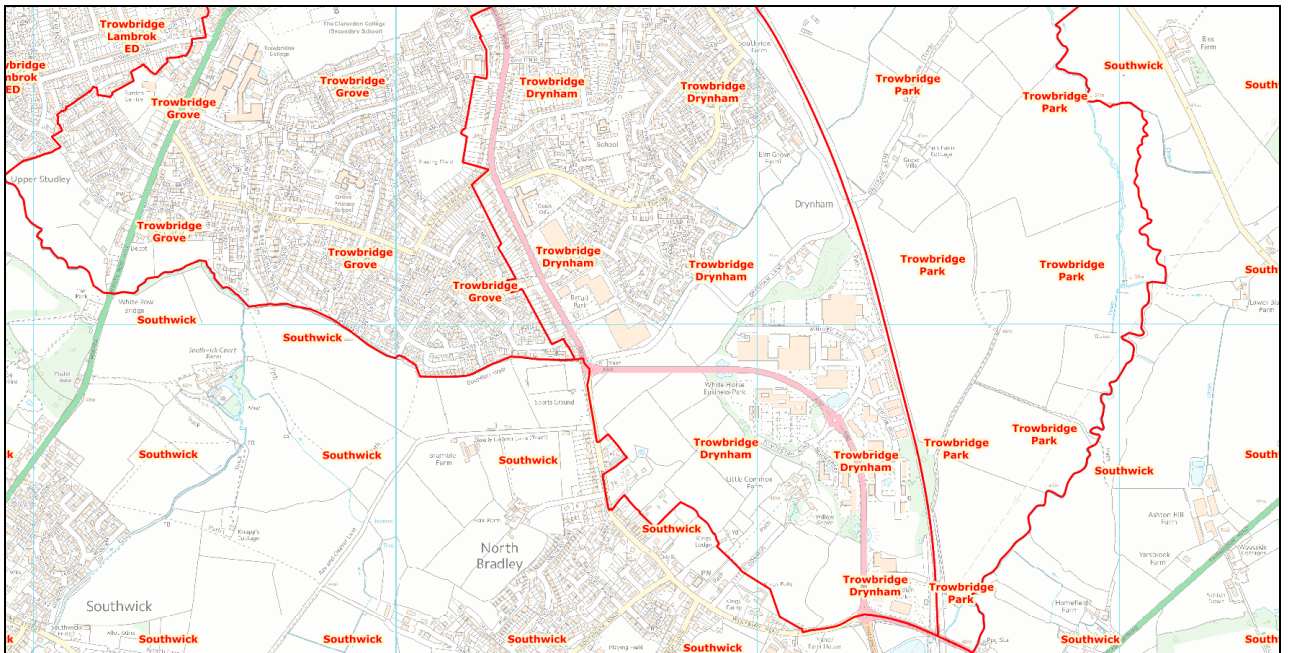
WEST SHEET



EAST SHEET



SOUTH SHEET



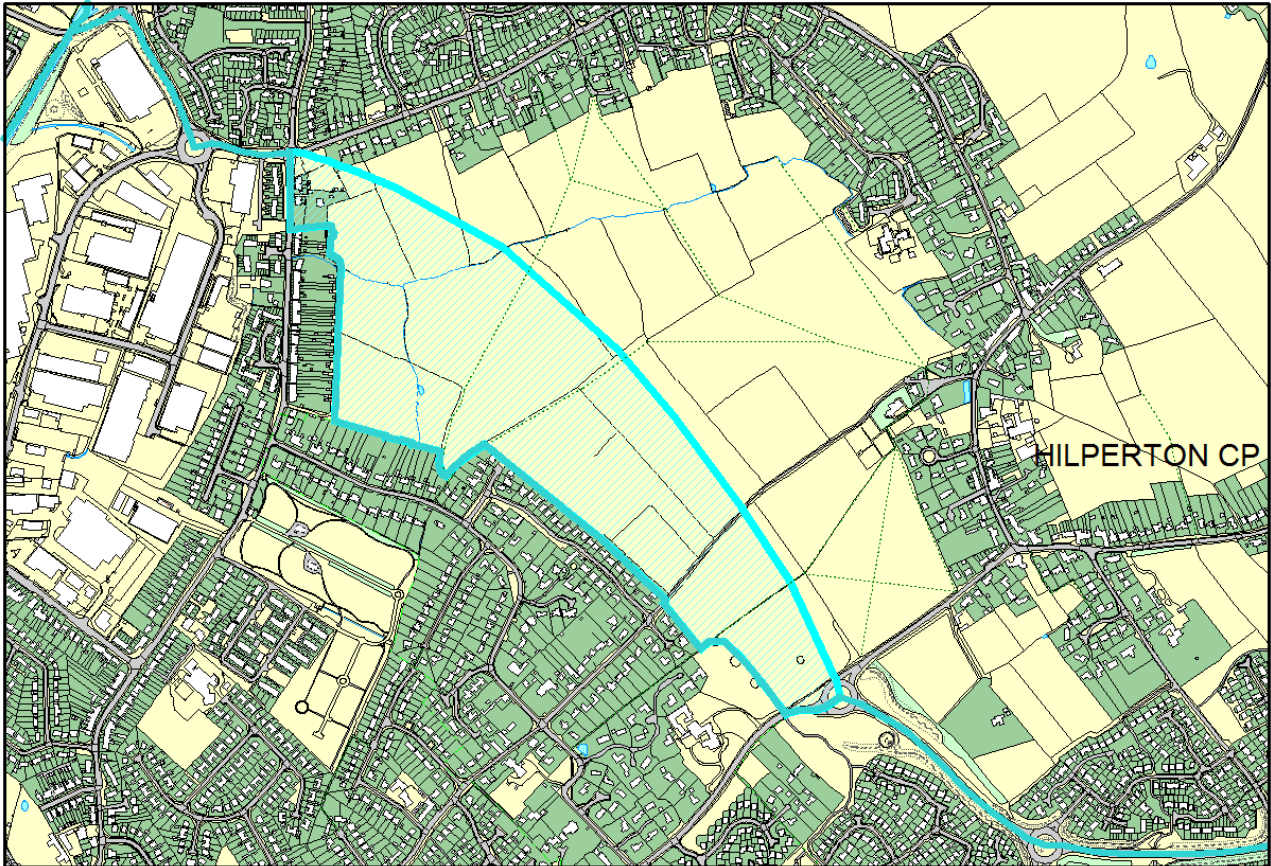
The town wards will not include those parts of the Drynham and Park Divisions in North Bradley Parish, unless there is a Community Governance Review which extends the Town Boundary to include these.

1.2 COMMUNITY GOVERNANCE REVIEW (CGR) (AGENDA ITEM 8) - The Town Council Strategy says;

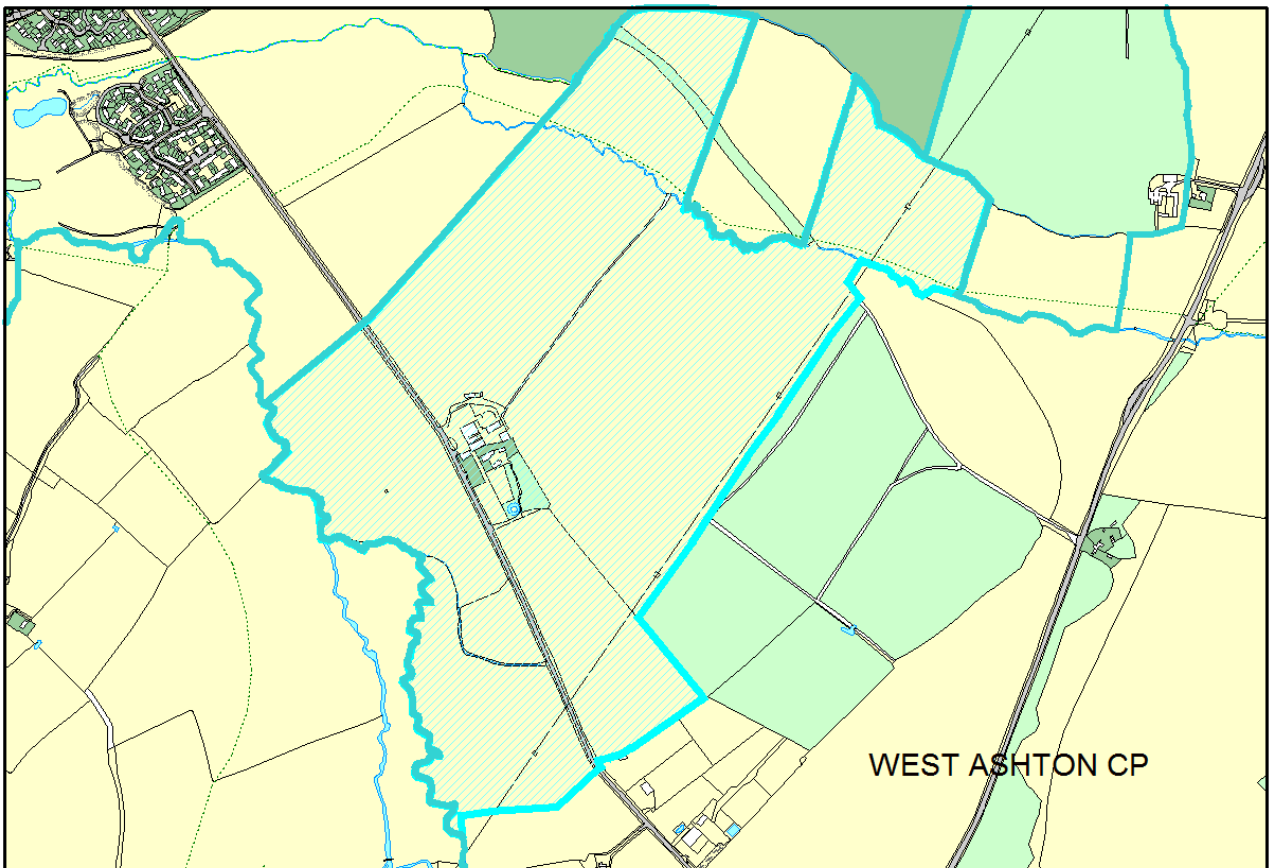
Trowbridge Town Council will continue the campaign to ensure that Trowbridge can have A TOWN COUNCIL FOR ALL OF THE TOWN, including all the built up urban areas which are not connected to their respective villages and if necessary will seek a further Community Governance Review when Ashton Park urban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

Wiltshire Council wrote to town and parish councils on 12th July advising that they were likely to commence a CGR once the LGBCE had concluded its work on the Electoral Division Review. The Town Council responded to the request follows:

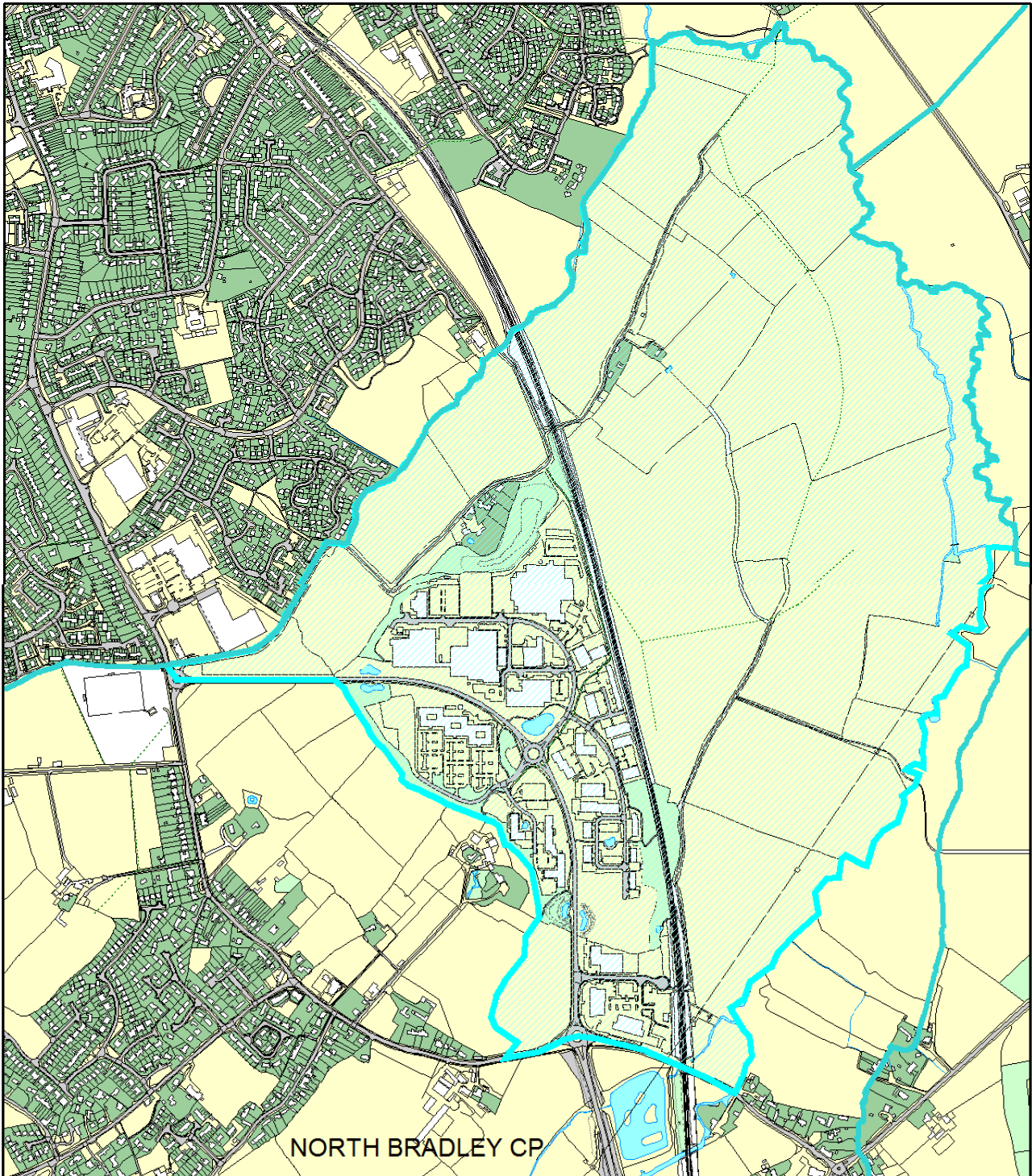
Area 1. Land south and west of Elizabeth Way from Hilperton CP.



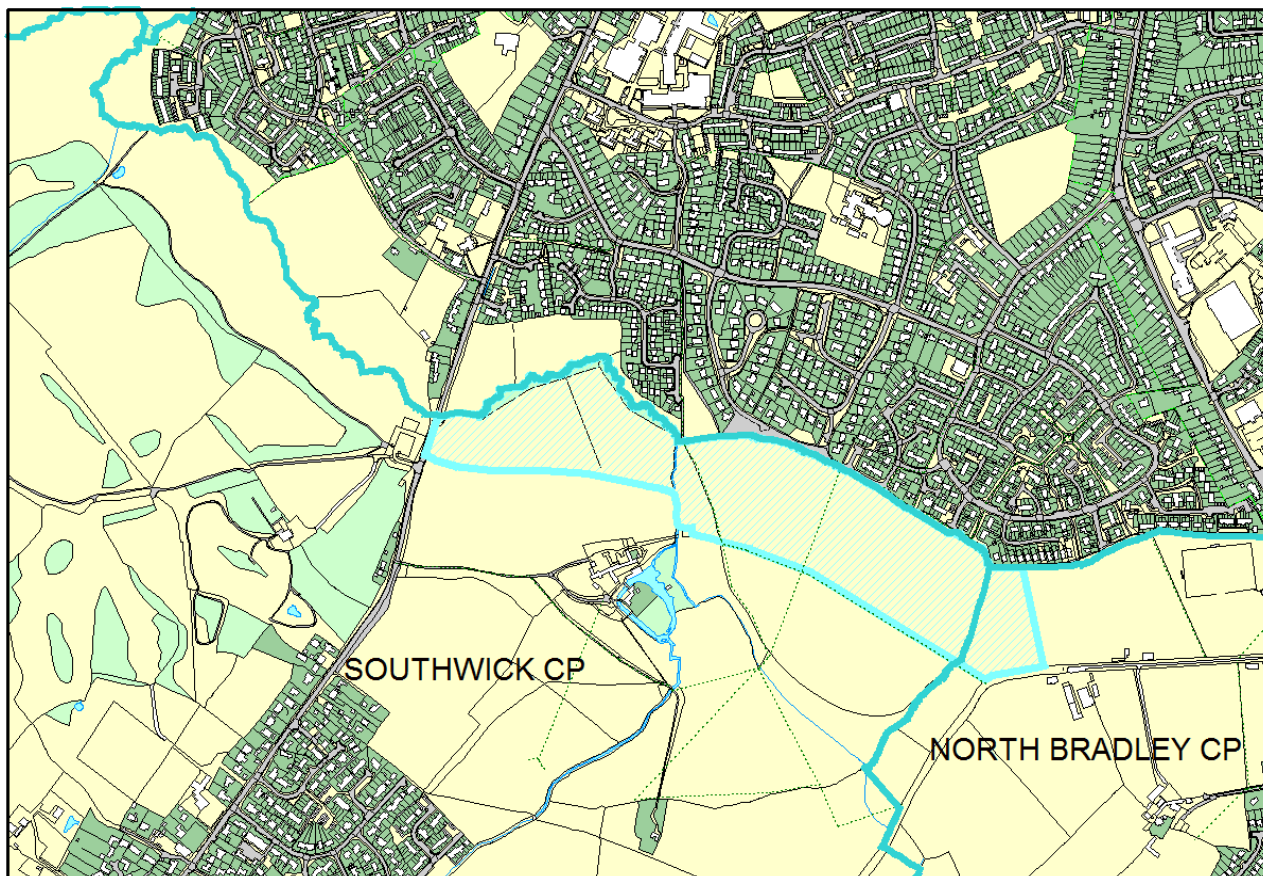
Area 2. Land in the Ashton Park Urban Extension from West Ashton CP.



Area 3. Land in the Ashton Park Urban Extension, Elm Grove/Drynham Lane and White Horse Business Park from North Bradley CP.



Area 4. Land in the Southwick Court allocation from North Bradley CP & Area 5. Land in the Southwick Court allocation from Southwick CP.

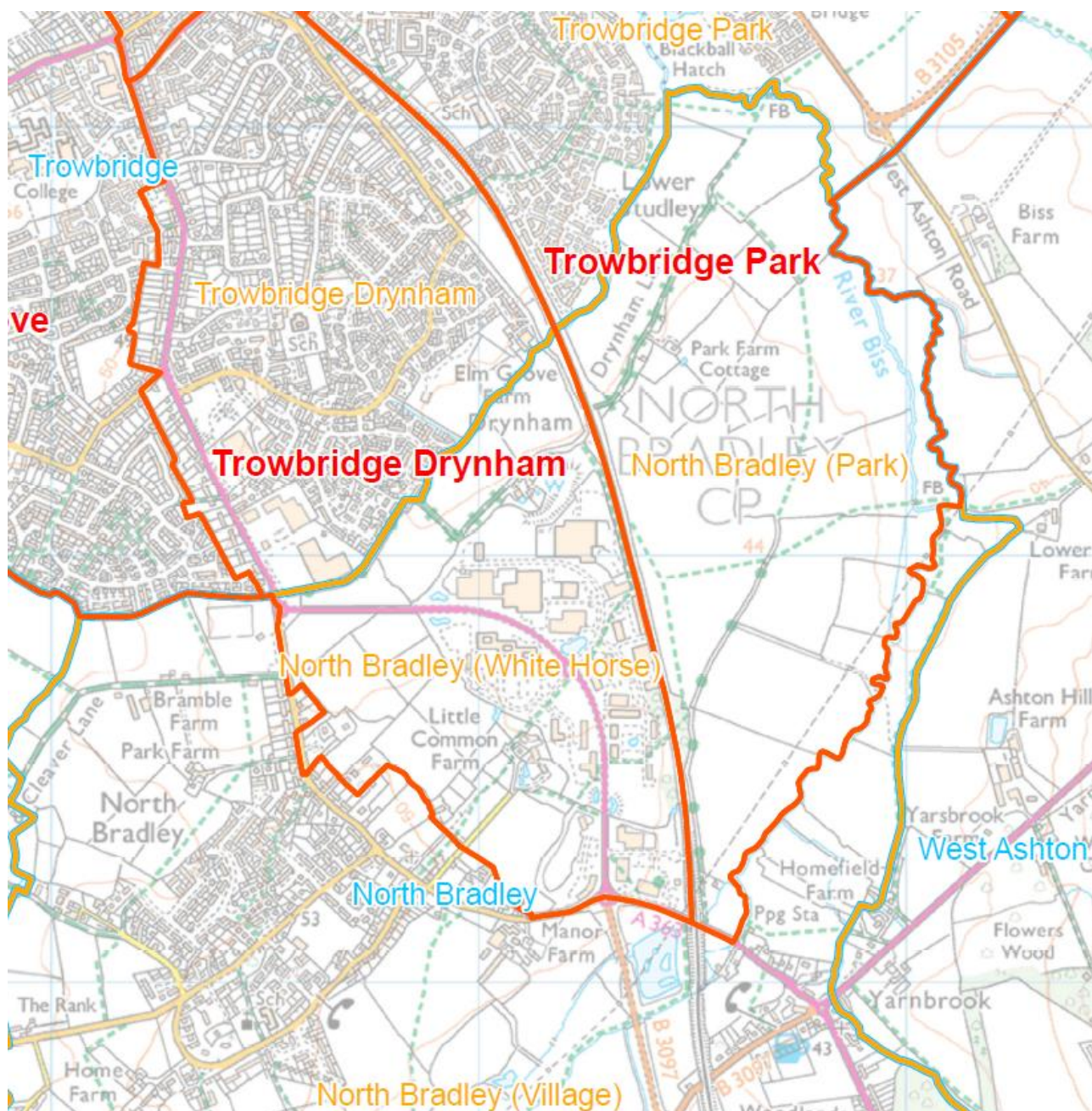


The reason given for the requested changes was: All of these areas are allocated for development as part of the Core Strategy or the Wiltshire Housing Sites Allocation Plan (WHSAP), or are areas closely associated to these areas for development, with clearly identifiable boundaries, including natural barriers such as rivers and streams, roads and roads which are proposed as part of the development. They are all extensions to the town, the largest is described in the Core Strategy as 'An Urban Extension' and the others all contribute to the Trowbridge Town development requirements and not to the village development totals.

Wiltshire Council has communicated further as follows:

a). North Bradley - Further to previous communications regarding the Electoral Review Committee undertaking a CGR and following the decision on 1 October of the LG BCE in respect of the Electoral Divisions of Trowbridge Drynham and Trowbridge Park, with consequential impacts to the parish arrangements of both Trowbridge Town and North Bradley Parish, we are writing to inform you that the Committee may choose to undertake a review in this area. The Committee would be interested to know the view of both parishes as soon as practicable on the appropriate status of this area, shown below as North Bradley White Horse and North Bradley Park. Both parishes will be aware of previous emails relating to requests made by Trowbridge Town Council, and the responses to that request have been logged. However, this email is being sent because the request from Trowbridge Town is not coterminous with the Unitary Division in respect of the final recommendations of the LG BCE for Trowbridge Drynham. If the areas are included for review there will be formal periods of information gathering and public consultation, this email is simply to seek any early comment from the parishes in question.

The Town Council's proposal, shown above on Area 3 identifies the proposed Town Boundary encompassing the Drynham Lane development site and all of the current White Horse Business Park (WHBP) and associated commercial development. An extract from the LG BCE map showing the proposed warding arrangements is included below:



It will be noted that the new Trowbridge Drynham Division, as well as including the areas proposed by the Town Council also includes; all of the potential development site which lies between the WHBP and North Bradley and a number of properties which are situated on Woodmarsh Rd or accessed via Woodmarsh Rd and Little Common. The latest WHSAP includes the following phrase with respect to development in this area: 'development to be directed to the north and east of the site'. Whilst the Town Council continues to object to the lack of clarity in this statement, which does little to identify with sufficient precision the proposed location of development, it is evident that it will not take up the whole of the area between WHBP and the edge of the new Trowbridge Drynham Division.

RECOMMENDATION: Trowbridge Town Council believes that its proposal offers the best solution, within the guidance relating to a Community Governance Review, for the boundary between Trowbridge and North Bradley, until such time as the proposed development allocation in this area is more clearly defined. Notwithstanding this, the town council would be prepared to reluctantly accept that the whole of Trowbridge Drynham Division should be included in the Civil Parish of Trowbridge if Wiltshire Council is minded to consider this.

b). Southwick Parish Council - A request has been provisionally received (below) which would impact Trowbridge. Wiltshire Council are therefore seeking any initial views the Town may have on the following proposal. This request would not be in place of any formal consultation, which would take place once any review is underway, but is to seek an early comment and/or counter from any parish that would be impacted by a proposal.

This CGR will have focus on land to the east of the existing border with Trowbridge at the following points along the A361: Locations south of Frome Road:

- Oldbrick Fields
- The Poplars
- Spring Meadows

Locations north of Frome Road:

- Church Lane
- The Nestings

At the same time, we would also ask for additional sites to the South and west of the A361 corridor to be included within settlement

This is a provisional request and no further detail has been submitted, no reasoning for the change has been submitted and the suggestion appears to be contrary to the guidance for a CGR issued by the ministry. The guidance (attached as Appendix B), contains the following (extracts) which relate specifically to a CGR impacting on the boundary between Trowbridge and its neighbouring parishes:

Para.15.

... over time communities may expand with new housing developments. This can often lead to existing parish boundaries becoming anomalous as new houses are built across the boundaries resulting in people being in different parishes from their neighbours. In such circumstances, the council should consider undertaking a community governance review. . .

Para.16.

A community governance review offers an opportunity to put in place strong, clearly defined boundaries, tied to firm ground features, and remove the many anomalous parish boundaries that exist in England.

Para.26.

A review may need to be carried out, for example, following a major change in the population of a community or as noted earlier in this chapter (see paragraph 15) to re-draw boundaries which have become anomalous, for example following new housing developments being built across existing boundaries.

Para.52.

Section 93 of the 2007 Act requires principal councils to ensure that community governance within the area under review will be:

- reflective of the identities and interests of the community in that area and
- effective and convenient

Para.83.

As far as boundaries between parishes are concerned, these should reflect the “no-man’s land” between communities represented by areas of low population or barriers such as rivers, roads or railways. They need to be, and be likely to remain, easily identifiable

RECOMMENDATION: That Trowbridge Town Council considers the proposal from Southwick Parish Council is contrary to the government guidance on Community Governance Reviews, would be detrimental to community cohesion, would result in the creation of an anomalous boundary within the community of Trowbridge, would result in neighbours being in different parishes and fails to reflect the ‘no-man’s land’ between settlements or the most clearly identifiable natural boundaries.

c). West Ashton Parish Council - A request has been received for a governance review which impacts Trowbridge. I am therefore emailing you to seek any initial views the town may have on the proposal. As it involves land previously transferred from the parish to the town, and given the town's own request for land currently within West Ashton to be transferred, I imagine the town would object to the proposal, but should the matter be reviewed in the upcoming review, the detailed views of the town will be sought. Further details will be sought from West Ashton as to the precise area that forms the request, and will be provided to the town when they are received. This email is not in place of any formal consultation, which would take place once a review is underway, but is to seek an early comment and/or counter from any parish that would be impacted by a proposal. Therefore, Wiltshire Council would welcome any views the town council may have.

The land formally known as the "Land West of Biss Farm", which has been subject to planning permissions since 1999.

Reason

West Ashton's emerging Neighbourhood Plan has been adversely affected by delays by Wiltshire Council issues regarding the HRA and whether a SEA is required. The Ashton Park development in particular is part of the parish of West Ashton.

Therefore, to help safeguard West Ashton's ability to meet its Neighbourhood Plan objectives and beyond, it is proposed that West Ashton request a Community Governance Review of its own.

RECOMMENDATION: That Trowbridge Town Council considers the proposal from West Ashton Parish Council is contrary to the government guidance on Community Governance Reviews, would be detrimental to community cohesion, would result in the creation of an anomalous boundary within the community of Trowbridge, would result in neighbours being in different parishes and fails to reflect the 'no-man's land' between settlements or the most clearly identifiable natural boundaries.

1.3 Polling District & Polling Places Review Wiltshire Council recently conducted a review. The Town Council previously responded that all voters on the Broadmead estate should have their polling station at Studley Green Community Centre. We await the conclusions of this exercise.

1.4 Carbon Reduction Strategy – Further to resolutions at September Policy & Resources Committee: ***That Trowbridge Town Council approves in principle the development of a carbon reduction strategy along the lines of that recently approved by Bradford on Avon Town Council.*** And at the September Full Council meeting: ***That Trowbridge Town Council Declare A Climate Emergency.*** Work is ongoing to develop the Carbon Reduction Strategy, drawing on the work which has been considered by local environmental groups recently. It would be appropriate for the council to agree a list of priorities, which can then be considered for inclusion in the budget for 2020/2021. These could include:

- Staff training.
- Ensure the Website & social media reflect the Council's commitment to climate emergency & use community news to promote carbon reduction ideas.
- Community tree planting initiative (see 6.6) working with other groups.
- Procurement – including switching to renewable only electricity tariffs, replacement machinery and vehicles and installation of solar panels.
- Planting and grass cutting for sustainability and biodiversity.
- Working in partnership with others.
- An audit of the Council's current carbon footprint.
- Environmental Impact Assessments for major decisions.

1.5 INDICES OF MULTIPLE DEPRIVATION (AGENDA ITEM 9) - The government has recently published the latest updated Indices of Multiple Deprivation (IMD). These show that Trowbridge still has the most deprived community in Wiltshire and the only one in Wiltshire which is in the 10% most deprived (first decile) in England, as well as one Lower Super Output Area (LSOA) in the second decile and one in the third decile. (See also 7.3 / 7.4 & 7.5 below). All of the LSOAs in Wiltshire in the first three deciles are shown in the table below, (with the 2015 score in brackets for the Trowbridge LSOAs for comparison):

LSOA local name	Index of Multiple Deprivation (IMD) Rank	Index of Multiple Deprivation (IMD) Decile
Trowbridge John of Gaunt - Studley Green	2,484 (1942)	1
Chippenham Queens - east	3,405	2
Salisbury Bemerton - west	6,324	2
Salisbury Bemerton - south	6,328	2
Salisbury St Martin - central	6,535	2
Melksham North - south west	4,988	2
Melksham North - north east	6,087	2
Trowbridge Drynham - Lower Studley	5,742 (5990)	2
Devizes North - east	8,441	3
Devizes South - west	9,314	3
Calne Abberd - south	6,911	3
Chippenham Audley - south	8,510	3
Chippenham Avon - east	9,636	3
Chippenham Hill Rise - north west	7,719	3
Purton south & Braydon	9,107	3
Wootton Bassett North - central	8,295	3
Amesbury East - north central	9,450	3
Trowbridge Adcroft - Seymour	7,153 (4375)	3
Westbury Ham - west	6,761	3

RECOMMENDATION: That the Town Council consider if Wiltshire Council should be asked to confirm what particular and specific activity is it undertaking or seeking to implement, in the only community in Wiltshire which is in the most deprived 10% of communities in England, and which is different from and additional to the activity which it is undertaking in all other communities?

1.6 POLICIES (AGENDA ITEM 18) – to consider for approval the following:

- a) Sickness and Absence Policy & Procedure
- b) Disciplinary Procedure
- c) Capability Procedure
- d) E-mail, Internet, Social Media & Computer Use Policy
- e) Flexible Working, Work Life Balance & Home Working

1.7. COUNCILLORS' EMAILS (AGENDA ITEM 10) - Further to Cllr Hoar's investigation into costings for the provision of an '@trowbridge.gov' email for councillors, it is concluded that the quote initially received from Oakford Technology is to provide Office 365 Business Essentials Licenses, services in addition to the e-mail addresses, which will be advantageous to many councillors.

RECOMMENDATION: That the town council proceeds with the provision of Office 365 Business Essentials Licenses to Councillors at an annual cost of £1003.20 from Oakford Technology.

2. RESOURCES

2.1 FINANCIAL RESOURCES – 2nd Quarter accounts (July - Sept 2019) are presented to each spending committee and collectively to Policy & Resources Committee.

2.2 MANAGEMENT ACCOUNTS – (AGENDA ITEM 19) -The 2nd Quarter (July/Aug/Sept) accounts are presented to the committee at this meeting.

2.2.1 Policy & Resources: (copy attached)

P&R (401-410) Q2	Actual	Budget	Variance
Gross Expenditure	£254,216	£259,978	£5,762
Income	£1,610	£948	£662
Net	£252,606	£259,030	£6,424

2.2.2 Community Infrastructure Levy (CIL) – The Town Council receives 15% of CIL related to developments. WC receives the other 85% of CIL which is charged at the following rates:

Residential other	£55 /m ²
Residential Ashton Park	£30 /m ²
Student Accom'm'n / Hotel / Retail	£70 /m ²
Retail warehouse / superstore	£175 /m ²

CIL (420) Q2	Actual	Budget	Variance
Gross Expenditure	£51,484	£33,228	£18,256
Income	£51,484	£33,228	£18,256
Net	£51,484	£0	£0

Receipts for 2019/2020 to end October 2019 are as follows:

Q1	£14,283	Allocated to the Park Storage Project.
Q2	£37,201	Held in reserve
Q3	£11,451	Held in reserve
Total	£62,935	

This brings the total to a worse than full year budget (£66,460) figure of **£3,525** with one further payment to come in January, (phasing incorporated a nil budget for Q4 as when the budget was set WC intended to make two payments a year in April and October, but is now making quarterly payments). WC have provided an update on these for which we have not yet received any payment:

- 16/07198/FUL Bradford Rd Surgery – awaiting confirmation of size.
- 17/10137/FUL 16 Arras Close – no CIL, below size threshold.
- 18/04602 COSTA Bradley Rd – no CIL, outside defined retail town centre.
- 17/09112/FUL Carpenter's Arms – chasing owners.
- 18/06262/FUL Union House – no further CIL for existing building, extension only already received.

2.2.3 Whole Council Summary 2nd quarter 2019-2020 - July '19 to Sept '19

The 2nd Quarter Summary for the whole council is attached as Appendix A.

Cultural Services	£8,737 better than budget
Leisure and Information Services	£16,396 better budget
Policy & Resources	£6,424 better than budget
CIL	£0 on budget
Neighbourhood Services	£30,349 better than budget
Venue Services	£39,860 better budget
Facilities	£24,539 better budget
Overall this is	£126,305 better than budget

2.3 DRAFT BUDGET 2020-2021 (AGENDA ITEM 22) - The Town Council commences its annual budgeting in the Autumn and normally approves the budget in January for the April – March financial year. The Town Council Strategy says;

Trowbridge Town Council's long-term plans will be based upon no increase in the Town Council's portion of the Council Tax greater than the level deemed by the government as being not excessive (which in 2017-18 is up to £5 on a Band D Council Tax Charge). Trowbridge Town Council will continue to keep Council Tax levels below the upper quartile compared to other towns in Wiltshire. Trowbridge Town Council will seek to bring the levels of General Reserves back up to 25% of revenue expenditure by 2021.

Council Tax Base – This is expressed as 'Band-D' equivalents, any changes account for new houses built in the past year, single person discounts and other adjusting factors, for 2019 it was 11673.87. The 2020 estimate will be provided by Wiltshire Council in early November.

Inflation – September 2019 Consumer Prices Index (CPI) is +1.7% & Retail Prices Index (RPI) is +2.4%.

Excessive Council Tax Increases, Referendum Principles – The limits applicable to; District Councils in 2019 are the higher of £5.00 or 3% on the Band-D Charge and; Wiltshire Council is 5%, (3% general; and 2% Social Care) The government has confirmed it will not extend referendums to Parish & Town Councils in 2020. The government indicated that if it did introduce them then increases which are justified because services have transferred from an upper tier council would not trigger the limit.

Localisation of Council Tax Benefit (LCTB) Support Grant – Wiltshire Council does not pass on any of this to town and parish councils, ensuring that local councils are financially independent. When this scheme was introduced in 2013/14 Trowbridge Town Council in effect lost over £200,000 of annual Council Tax. (Believed to be the largest loss for any town council in the country.)

Community Infrastructure Levy – Around £70k will be received this year against the budget of £66k. Based upon 50% of the pipeline of new developments being delivered in 2020/21 around £60k could be included in the budget, reducing the precept requirement.

Salary award – We are including a 2% increase on the Green-Book salary scales from 1st April, although there has been no agreement yet. Recent increases have had a significant impact on those departments employing the most people and people at lower grades, such as Leisure Services, as scales have been revised in line with the National Living Wage.

General Reserves – Following the 2018/19 end of year results, the town council's reserves were even lower than the previous year and are significantly below the expected levels of minimum 3-month's revenue expenditure. Whilst we anticipate making a contribution to General Reserves this year, the contributions in 2020/21 and 2021/22 need to be significant.

Pension Evaluation – Wiltshire Pension Fund confirms that the employer's contribution rate increases from 20.1% (2019/20) to 20.7% (2020/21) and then reduces to 19.7% (2021/22) and 18.7% (2022/23).

Options for 2020/21

A. The Town Council could increase the Council Tax Charge by CPI (£156.60), RPI (£157.68) or by £5.00 (£158.98). As the government has announced that referendum principles are not being extended to first tier councils, the town council could consider a greater than inflation increase in order to meet the requirements of those services which have already or are expected to be transferred from WC.

B. If inflation is applied from 2007/2008 and the LCTB impact is factored in, then the Town's share of Council Tax would have increased from £105.26 to £161.16 (CPI) which equates to an increase of 4.7% from the current year or to £173.28 (RPI) which equates to an increase of 12.5%, but this doesn't account for additional services transferred from WC.

C. The upper quartile of other towns in Wiltshire is shown on the following table which includes all of the town councils in the Wiltshire Council area. There are 19 town councils, with Devizes at the median and Royal Wootton Bassett at the margin of the upper quartile. (There are also five parish councils in the Wiltshire Council area that charge in excess of £100 for a Band-D property.) If Trowbridge Town Council were to increase its share of the Council Tax to £200 Band-D, which is still below the upper quartile, this would represent an increase of 29.9% which is still significantly less than the increases implemented by Salisbury City Council in 2018 (69.1%) and Chippenham Town Council in 2019 (37.5%).

Once the service and operational budget requirements are known these options will be considered further, prior to setting the figures in January.

Wiltshire Council Area, Town Council 'Band-D' Council Tax Charges

Council	2019/20	
Chippenham	£239.61	
Calne	£210.31	Upper
Salisbury	£208.00	Quartile
Malmesbury	£205.49	
Royal Wootton Bassett	£204.81	75 th percentile
Cricklade	£196.72	
Marlborough	£195.13	
Bradford on Avon	£185.39	
Corsham	£168.74	
	£162.61	Mean Average
Devizes	£159.71	Median
Trowbridge	£153.98	
Melksham	£153.12	
Tidworth	£148.70	
Wilton	£137.43	
Westbury	£132.94	25 th percentile
Warminster	£127.96	
Ludgershall	£104.65	Lower
Amesbury	£98.07	Quartile
Durrington	£58.75	

The draft budget for the Policy & Resources Department will be tabled at the meeting.

2.3.1 GRANTS POLICY – (AGENDA ITEM 11) The committee is asked to consider the revised Grants Policy, revised application forms and processes to inform the budget for 2020/21 (to follow). Reference specifically to resident's associations has been removed, with the expectation that they would now apply like any other organisation. Otherwise the Policy wording has been simplified and application dates for Core Grants clarified.

2.3.2 ADDITIONAL COUNCIL TAX FROM AREAS TRANSFERRED IN 2017 (AGENDA ITEM 12) - Following the last Community Governance Review, areas were transferred to the town and a consultation was undertaken indicating to residents that additional Council Tax raised from them over a four-year period could be earmarked for spending on services and facilities in those areas. The totals are: Paxcroft Mead £153,014; Old Farm £48,188 and; Shore Place £10,044. The town council has been asked to commit to this expenditure. The Neighbourhood Services Committee considered this matter at their September meeting and asked the Policy & Resources Committee to consider the matter. It was reported to the committee that £39,593.46 will have been spent in Paxcroft Mead, including play area maintenance and repairs, bus shelters, street furniture, footway improvements and street sweeping. Also that £50,000 is allocated from S106 funds for improvements in that area. At the time it was anticipated that the Paxcroft Brook Open Space would have been transferred from Wiltshire Council, but this has still not taken place.

RECOMMENDATION: That the Town Council commits to spending the amounts indicated on services and facilities in the areas transferred to the town in 2017 and if not all spent by 31st March 2021 allocates an earmarked reserve of any amounts unspent for future expenditure.

2.4 RISK & AUDIT (AGENDA ITEM 16) – to note the notes of the Risk & Audit Panel meeting held on Tuesday 29th October 2019. (copy to follow).

2.4.1 Option To Tax (VAT) Land Adjacent to Doric Park.

RECOMMENDATION to POLICY & RESOURCES COMMITTEE: That the town council exercises an 'Option To Tax' (VAT) on the land adjacent to Doric Park.

2.5 HUMAN RESOURCES

2.5.1 Investors In People – Assessments took place recently for the period 2019–22 and I am very pleased to report that Trowbridge Town Council has been awarded GOLD. This is a significant achievement for the council.



2.5.2 New Starters:

Museum:

Tessa Kerslake – Museum Marketing and Events Officer contracted from 1st January 2020 on a 2 year fixed term contract, funded by the HLF.

Andrea Bartlett – Museum Income and Generation Officer contracted from 1st January 2020 on a 2 year fixed term contract, funded by the HLF.

2.5.3 Changes - Leisure Services: Martha Drane increases from 35 to 37 Matthew Abreu from 30 to 33 hrs/wk from 1st October. **Facilities:** Victoria Spriggs increases from 20 to 26 hrs/wk as of 1st October

2.5.4 Recruitment - Leisure Services: Sports Coach 20 hrs/week, to start 1st November to replace Harrison Amor, 25 hrs/week, the other 5 hours split as above.

3. TOWN COUNCIL SERVICES

The Heads of Service make detailed reports to their respective committees which are published the week before the meeting. The Council Secretary responsible for administering these committees.

3.1 CULTURAL & NEIGHBOURHOOD SERVICES – Delegated to Clare Lyall, Head of Service: Cultural & Neighbourhoods, responsible for the Museum and Neighbourhood Services as well as our relationship with other cultural service providers in the town. Full updates will be presented in reports to committee on 17th December 2019.

3.1.1 MUSEUM - Staff and operations temporarily relocated to the Civic during the project. They continue to organise weekly sessions in the Civic Centre, undertake a variety of outreach services and attend events in the town such as the recent Apple Festival.

3.1.2 NEIGHBOURHOODS – Our Neighbourhoods Team look after play areas, recreation grounds, bus shelters and support the activities of Wiltshire Council in looking after our streets.

Street Sweeper - The new service commenced in September following receipt of the machine and training. Our aim is to provide a concentrated improvement service with the street sweeper and other members of the team undertaking weed removal and other activities in each area. During the first six weeks we have been undertaking sweeping in the town centre five or six days per week and then going out to residential areas, covering the whole town in that period. We will now be concentrating on further improvements to the gateway routes into the town to make further improvements. We will also be assessing the total cost and providing information to our neighbouring parish councils in case they wish to take advantage of the service we can offer. We anticipate offering a daily rate to them if they are interested.

3.2 VENUE SERVICES – Delegated to Juliet Weimar, Head of Service: Resources & Venues, responsible for The Civic and Longfield Community Centre. The Civic Board is responsible for overseeing commercial operation of The Civic and it meets next on 12th November 2019.

3.2.1 Longfield Community Centre – Planning permission has been granted for the use of part of the Centre by the DVSA on a daily basis, the lease is now being finalised for commencement later this year.

3.2.2 Civic Centre – Activity levels are high and we are approaching the busiest time of the year.

3.2.3 Access By Dogs (AGENDA ITEM 13) - To consider a request from Cllr Cavill regarding access to The Civic by owners with their dogs following a recent letter in the Wiltshire Times; Cllr Cavill states “we are a council which is proud not to discriminate but this is a form of discrimination which affects more than half the population and when pubs, coffee bars and restaurants now welcome well-behaved dogs.” The HOS reports that in the Civic, the majority of customers are for conferences, private parties, weddings or events. We have tenants (AWP) whose clients have mental health issues, which we must be sensitive to. AWP have expressed concern at the prospect of allowing dogs into the building. Their clients come into the TIC and are escorted to the Stancomb Rooms or upstairs and may walk through the Foyer if using our toilet facilities. If we were to allow dogs to enter the building, this could cause problems for AWP and potentially for our lease with them and potential financial loss. Additionally, we do not have cleaners on site to clear up after dogs, especially in the winter months when customers would be inclined to come in to shelter from the rain. Whilst we appreciate Cllr Cavill’s request we do not operate like a pub, coffee shop or restaurant with a full waiting staff, and need to be considerate of our clients and the services that we offer.

RECOMMENDATION That Trowbridge Town Council continues to only allow assistance dogs into the Civic Centre.

3.3 LEISURE & INFORMATION SERVICES – Delegated to Hayley Bell, Head of Service: Leisure & Facilities, is responsible for Active Trowbridge, Information Services and Facilities. Full updates will be presented in reports to committee at their next meeting 3rd December.

3.3.1 Active Trowbridge – the Autumn term is a busy period of activity in the schools in and around Trowbridge as well as half term Fun Days.

3.3.2 Freedom of Information – A full response has been sent to the member of the public and Cllr Kirk, both of whom made the same request relating to the Park Storage Unit Project. I would like to thank Aby Cooper and Karl Buckingham who spent over three weeks redacting personal information from the files and converting them all to PDF. I estimate that the cost of their time was in excess of £5,750 to undertake this work. The responses amounted to 45 separate e-mails to the requestors, each containing up to 15MB of attachments. The final response was sent on Wednesday 16th October and the Information Commissioners Office has been advised. No further FOI requests have been received.

4. TOWN COUNCIL PROJECTS

4.1 MUSEUM PROJECT – The Town Council Strategy says;

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

The HLF has made a grant of £1,172,500 towards the £2.5million project. The Friends of Trowbridge Museum have contributed £150,000 to the project so far, and the Town Council has borrowed £450,000 towards the project, with a further £450,000 due to be borrowed in 2019/20. The Museum is closed. E V Beard commenced construction work in June. The new Museum, expanded to cover two floors, with a new lift shaft is due to open in 2020. Work is on schedule except for the cosmetic changes within the Shires Mall, which has been delayed until January at the request of the Shires and as a result the Landlord is contributing one week’s worth of delay costs. Full updates will be presented in the report to committee on 17th December 2019.

The government has imposed a 1% interest rate surcharge on PWLB loans, which has increased the 25-year rate from 1.95% to 2.95%. The impact of this on the second half of the Museum Project loan is that the repayments are estimated to be £25,572 per annum (rates fluctuate and we do not anticipate taking this loan until February). Repayments on the first half are £24,675.28 (at 2.63%), making the total repayments £50,247 per annum which is £247 worse than budget.

4.2 SPORTS PITCHES PROJECTS – The Town Council Strategy says;

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

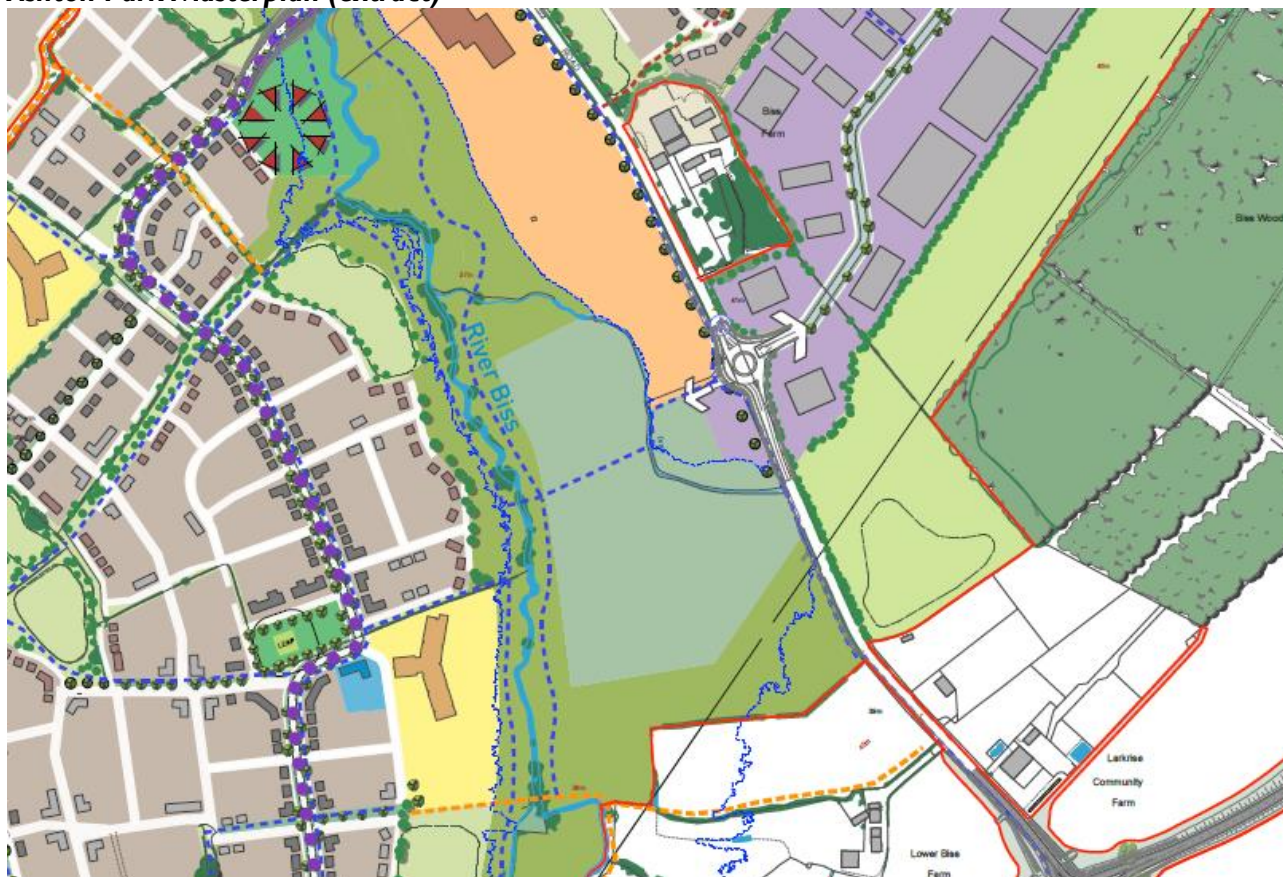
- a. Provision of an all-weather pitch at Doric Park in conjunction with national sports funders and other organisations.
- b. Development of the Health & Well-being Centre by Wiltshire Council in the town centre.

4.2.1 Woodmarsh – We have now invoiced Wiltshire Council for £18,644 for the S106 sports pitch contribution from Newland Homes' Bradley Road development. This will be managed by the town council for release to Trowbridge Town Football Club to fund their improvement and development programme. John Pennell is the Chairman of the Club and Martin Sandford is the Project Manager.

4.2.2 DORIC PARK (AGENDA ITEM 21) – (Business Plan to follow) We are progressing the development of land adjacent to Doric Park to provide a 3G Artificial Turf Pitch (3GATP), parking, changing rooms, education facilities and a gym. The cost will be around £2.8million. A requirement to secure borrowing of around £1.8million is anticipated, with other funding from S106 (£555,000) and grants (£500,000) including the Football Foundation. Borrowing will be funded from lettings income. We met with the Rugby Club Board on 18th June to consider the proposal and agree access and land transfers prior to submitting a planning application. Detailed reports are now being prepared for the planning application. A copy of the Business Plan which is commercially confidential will be tabled at the meeting. The Football Foundation require the Council to commit to obtaining the borrowing in order to consider our grant application.

RECOMMENDATION: That the Policy & Resources Committee includes the commitment to fund the 3GATP at Doric Park, including borrowing of up to £1.8million in the 2020/21 budget and **RECOMMENDS** this to the Full Council so that this commitment can be confirmed in the Council's application to the Football Foundation for grant funding.

4.2.3 Grass Pitch Development, Ashton Park – New pitches, parking and changing rooms.
Ashton Park Masterplan (extract)



Following consultation by WC with West Ashton and North Bradley PCs about the proposal we are now progressing discussions with Persimmon. Both parishes are happy to let TTC lead and that we should seek to avoid a Management Company taking on this role, as has been contentious at Castle Mead. The facility is due to be provided on the west side of the West Ashton Road by the developer including 6 team changing rooms and car-parking. A proposed building layout has recently been considered. The site for the new pitches is the mid-green coloured area in the centre of the following diagram which is extracted from the Ashton Park Application Masterplan. It lies to the south of the proposed new secondary school (orange) and to the proposed business park (purple). The application documents are available from the following link to the Wiltshire Council Planning system:

<https://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA,851482>

4.2.4 Paxcroft Mead Cricket Ground – When the surgery extension was built at Seymour on the field previously used by Trowbridge Cricket Club, a contribution towards alternative cricket facilities was made through a S106 agreement. Following a number of alternative schemes not reaching fruition the proposal is now to improve the Cricket area at Paxcroft Mead, situated between the community centre and the Mead School. Wiltshire Council is not prepared to consider an asset transfer to the town council therefore Wiltshire Council will need to be persuaded to work directly with the Cricket Club to deliver a solution. Changing facilities are already available at Paxcroft Mead Community Centre.

4.3 Park Storage Unit Project – The new storage facility has now received revised planning permission and we are going out to tender for the construction contract. It will be completed in 2020 and will provide parking for all our vehicles behind the bandstand and storage for all our equipment. The area between the bandstand and the Park Club will be landscaped and opened to the public as part of the Park utilising the S106 funding from the development at St George’s Works.

5. CIVIC & DEMOCRATIC ACTIVITIES

5.1 Calendar of Meetings - Council and committee meetings for the next few months are:

Tuesday 5 th November	Policy & Resources
Tuesday 12 th November	Town Development
Tuesday 19 th November	Full Council
Tuesday 3 rd December	Leisure & Information Services
Tuesday 10 th December	Town Development
Tuesday 17 th December	Museum (18:30)
Tuesday 17 th December	Neighbourhood Services (19:00)
Tuesday 24 th December	CHRISTMAS HOLIDAY
Tuesday 31 st December	NEW YEAR
2020	
Tuesday 7 th January	Town Development
Tuesday 14 th January	Policy & Resources (Budget)
Tuesday 21 st January	Full Council (Precept setting)
Tuesday 28 th January	Town Development

5.2 Dates for your diary:

Christmas Light Switch On – Saturday 30th November 2019

Weavers Market – Returns in 2020 at Easter. Full dates for next year are

Saturday 11th April

Saturday 9th May – incorporating the Lions May Fayre and VE Day 75+1

Saturday 13th June

Saturday 11th July – with the Active Festival in the Park

Saturday 8th August

Saturday 12th September – with the Carnival Country Fayre in the Park and Heritage Open Day

Saturday 10th October

5.3 Twinning - Trowbridge is twinned with four communities:

5.3.1 Leer in Ostfriesland, Germany. A group of twinning members travelled by coach to Leer for this year's Gallimarkt celebrations, including four members of staff. www.tlta.co.uk

5.3.2 Charenton-le-Pont on the outskirts of Paris, France. The Trowbridge twinning association is planning a visit to Charenton (15th – 18th May 2020).

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

5.3.4 Oujda in Morocco.

6. TOWN DEVELOPMENT

Committee meets 12th November, 10th December 2019 and 7th January 2020 to consider all regulatory matters consulted on by WC including planning, listed building and tree applications, road closures, traffic regulation and licensing.

6.1 Commercial/Mixed-use sites

Bowers – www.innoxmills.co.uk held a public consultation on their proposals for a residential led mixed-use development in September. Application expected early 2020.

County Hall East – Wiltshire Council are considering options for this site following the decision by Health not to locate the new health facility on this site. (also see 8.1.3 below)

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

A. Ashton Park and associated sites.

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

Wain Homes applications [16/00547/FUL](#) [17/12509/FUL](#) for up to 121 houses. Concerns about access, the Local Equipped Area of Play (LEAP) at Southview Park and the cycling and walking network were raised.

B. Sites within the settlement boundary

B1. Under Construction

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

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

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

Margaret Stancomb – Selwood Housing [18/10554/FUL](#) 21 houses including 3 in the school building.

B2. Permitted

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

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

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

United Church Buildings – 18/03338/FUL & [18/03856/LBC](#) for conversion into 26 apartments.

B3. Applications Submitted

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

B4. Potential

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

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

Homefield House – Conversion to 18 residential apartments.

Manvers House – WC disposing of for conversion to 18 homes. www.onthemarket.com/details/7316989/

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

C1. Supported by the Town Council

Elm Grove Farm (SHELAA 613/248 & WHSAP H2.1) – (partly in North Bradley Parish) Coulston Estates, are promoting development at Elm Grove Farm and Drynham Lane west of the railway to provide 250 houses and new football pitches. The North Bradley Draft Neighbourhood Plan supports this site.

Church Lane (SHELAA 1021 & WHSAP H2.4) – Accessed directly off Frome Road, is wholly within the town boundary; 45 houses now subject to an access only outline application [18/10035/OUT](#).

Spring Meadows (SHELAA 3260 & WHSAP H2.5) – Accessed off Frome Rd is inside the town boundary; 45 houses – Newland Homes have an interest.

C2. Opposed by the Town Council

Land off A363 White Horse Business Park, E. of Woodmarsh (SHELAA 298 & WHSAP H2.2) – Located wholly in North Bradley Parish, 175 houses. North Bradley Neighbourhood Plan Consultation Draft supports the allocation of part of this site (see 6.2.2 below) This site is supported by the North Bradley Neighbourhood Plan, after they were persuaded not to pursue areas closer to the village.

South West of Elizabeth Way ‘Hilperton Gap’ (SHELAA 263/297 & WHSAP H2.3) - Almost wholly within Hilperton Parish. [Framptons](#) application [16/00672/OUT](#) 170 houses, access off Elizabeth Way. The WHSAP has increased the site to potentially accommodate 355 houses including parcels owned by Wiltshire Council and interest from Barratt Homes and Persimmon. This site is supported by the Hilperton Neighbourhood Plan, but the Plan did not fully consider other sites closer to the village.

Southwick Court (SHELAA 3565 & WHSAP H2.6) – Located in Southwick & North Bradley Parishes. Savills on behalf of Waddeton Park are promoting development between the town and Southwick Court. www.landsouthoftrowbridge.co.uk/ indicating access off Frome Rd for 180 houses. North Bradley Neighbourhood Plan Consultation Draft indicates acceptance of the small part which is in North Bradley.

D. Sites Discounted by Wiltshire Council

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

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

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

6.3 Wiltshire Housing Sites Allocation Plan (WHSAP) – Planning Inspector, Steven Lee held the [Examination in Public](#) in the Civic Centre from 2nd to 18th April, The Town Clerk presented the Town Council’s position as indicated above in 6.1. The inspector issued a preliminary statement indicating that all of the proposed sites around Trowbridge could go forward, but that Wiltshire Council would need to prepare more detailed site specific policies for each site. The Inspector’s full report is due in late 2019. Wiltshire Council has now undertaken a consultation on the additional detail. The Town Council has responded with generally supportive comments, in some cases reluctantly for the majority of sites, but has raised objections to site H2.2 where further specific detail regarding the location of the development within the site is required.

6.4 Wiltshire Core Strategy Review – Meetings were held on 16th July and 22nd July to discuss next steps. The Town Council considers that in order for Trowbridge to continue to grow in the period beyond 2026, without compromising the integrity of our neighbouring villages of Hilperton, West Ashton, North Bradley and Southwick then a review of the Green Belt to the North West and West of the town will be required, potentially removing Greenbelt status from some areas close to the town for future housing development. The Clerk, Cllrs Whiffen & Hill attended a session in Marlborough on 18th September.

6.5 Neighbourhood Plans

6.5.1 Trowbridge – The Steering Group has reviewed the Scoping Report which is in the process of being edited and the initial consultation results and The Masterplan. Further work will be considered when Wiltshire Council recommences work on the review of the Local Plan.

6.5.2 North Bradley – The Town Council responded to the North Bradley Plan final consultation recently, expressing its disappointment that in accepting the sites proposed in the WHSAP another of our neighbouring parish councils has acceded to pressure from Wiltshire Council to allocate development in that part of the gap between the village and the town to areas closer to the town, when it is clear that modest extensions to the village itself would have been preferable to the parishioners, would ensure that a landscape gap was retained into the long term future and would still have been in compliance with Policy.

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

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

6.5.5 Southwick has been designated as a Neighbourhood Plan area.

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

6.6 Trees – Cllr Hill is undertaking some research into NALCs Tree Charter to see how it could be adopted for Trowbridge. We have also identified the area along County Way and are considering The Grove Recreation Ground for the potential planting of some additional trees.

6.7 Future High Streets Fund (FHSF) – The Government announced at the end of August that Trowbridge (and Salisbury) have both been invited to make full bids. Wiltshire Council is appointing consultants to undertake the bidding work including engagement with the community and partners. The town council will be fully involved in assembling the detailed bid. We anticipate that the bid will be for around £7 to £12 million. The Town Clerk, Councillor Palmen and the Mayor met with officers from Wiltshire Council (Chris Hilton and Helen Clift) in early October to discuss this and East Wing development. The bid to the FHSF will focus on elements of the **Trowbridge Masterplan** which have not been implemented but can be. Please use the links on the Wiltshire Council web-site which look like this:



Here is the link: <http://www.wiltshire.gov.uk/economic-regeneration-regeneration>

The Masterplan elements which will be part of the bid are likely to include:

- Two-way traffic scheme on Hill Street/Upper Broad Street/Conigre which will allow traffic on Wicker Hill to be reduced significantly, allowing improved pedestrian links from Innox Mills to the Old Town Centre. The town council may also ask that this scheme includes the reversal of traffic on Manvers St to remove more traffic from Wicker Hill and a north to south cycle link along Wicker Hill/Manvers Street and Fore Street between Innox Mills and the Park.
- Improved pedestrian/cycling links along the River Biss linking Innox Mills through the Shires to East Wing, St Stephen's Place and Biss Meadows.
- Improved links from the Old Town Centre around the Town Hall and Castle Place to St Stephen's Place and the Civic Centre alongside the Park and the multi-storey car-park, linked to the sale of the car-park by Wiltshire Council to the owners of Castle Place/St Stephen's Place.
- Land assembly in the area bounded by Court Street and Castle Street currently the home of the Toy Shop, Hand Car Wash, Printers and various private parking lots. This would allow an improved pedestrian link from the Old Town Centre to Cradle Bridge, the provision of alternative bus bays, a new town square Henry de Bohun Place perhaps? Opportunities for re-use of the mills between Court Street and the river and pedestrian links to County Hall and East Wing.
- The pedestrianisation of Market Street and Silver Street associated with moving the bus stops and taxi rank to Castle Street.
- The redevelopment of East Wing to provide new leisure facilities and a pedestrian link from County Hall to the town centre via a new pedestrian footbridge over the river to Court Street.
- Contribution to the Town Hall to develop it further for arts and community uses.
- A comprehensive new pedestrian and cycling signage scheme covering the town centre area and routes to and from the town centre to suburbs and surrounding communities.

Trowbridge Masterplan



6.7.1 High Streets Heritage Action Zones – The town council also made a bid of £2million for the HSHAZ but following the decision on the FHSF we learned that this had been unsuccessful.

7. **TROWBRIDGE PARTNERSHIPS** - The Town Council Strategy says:

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

7.1 Transforming Trowbridge - is being dissolved and a resolution was passed at the Policy & Resources meeting on 5th March that the Town Council's share be returned to General Reserves.

7.2 David Baker Foundation – (Formerly known as the Town Team, The Town Council is the accountable body for the David Baker Foundation, which develops entrepreneurial skills of Young People under the GOFISH programme and BOOMERANG project. Pat Baker is the Chair.

7.3 Trowbridge Future(TF) (previously Trowbridge Community Area Future (TCAF) – Works with partners to address priorities in the Joint Strategic Assessment most deprived communities (Studley Green, Seymour/Adcroft & Longfield). TF receives a grant from the council, utilises the Cabin at Seymour and operates the Shires Community Hub. Councillors wishing to use the Hub for surgeries should contact tcaf@trowbridge.gov.uk

7.4. Wiltshire Community Foundation (WCF) - manages Cock Hill Solar Community Fund a £15k/annum fund. They would be happy to receive grant applications from the Trowbridge area.

7.5 Studley Green community development project – both TCAF and WCF have been working on a programme to establish a project specifically for the Studley Green area, as the county's most deprived community. It is likely that the town council will be involved and it is hoped that the new Wiltshire Councillor for Lambrok will take an active interest in establishing the project.

7.6 Chamber of Commerce – Councillor Kirk is President of Trowbridge Chamber.

7.7 Investors in Trowbridge - Officers and councillors have attended recent meetings with a group of developers and property owners to discuss opportunities for cooperative investment in the town.

7.8 Trowbridge Talking News – service for the visually impaired, TIC is the drop off point. We are also now assisting with reading and additional volunteers would be welcome.

7.9 Selwood Housing - the main social housing provider in Trowbridge, is selling the shops and flats at Manor Road Trowbridge, and at 78 Charles Street.

7.10 TROWBRIDGE TOWN HALL TRUST (AGENDA ITEM 15) – David Lockwood is Director of Trowbridge Town Hall Arts, working for the Trust. Councillor Palmen has been a Trustee for some time and the Trust has now asked if the Council would acknowledge that following the council's request to strengthen the Trustees and their links to the town council Councillor David Cavill has also agreed to join the Trustees.

RECOMMENDATION: That the Town Council acknowledges that Councillor Stewart Palmen and Councillor David Cavill as Trustees of the Town Hall Trust are the link between the Town Council and the Trust. And that as such if either or both members apply for a Dispensation the Committee should recommend to Full Council that such a dispensation request should be granted.

8. WILTSHIRE

8.1 Wiltshire Council – A meeting was held with Leader Cllr. Philip Whitehead and Deputy Cllr. Richard Clewer on 12th September. The Clerk and four councillors attended. There was a commitment to ensure that working in partnership with town and parish councils was built into the whole council structure and that the Town Clerk would be fully involved in the FHSF bid.

8.1.1 Trowbridge Area Board – Includes the parishes of Hilperton, West Ashton, North Bradley and Southwick. Met on 19th September, next meetings are on 7th November and 9th January 18:30 for 19:00 Cotswold Space County Hall. The Community Engagement Manager is Liam.Cripps@wiltshire.gov.uk.

8.1.2 Local Youth Network – The LYN Management Group considers grant applications from Youth organisations and makes recommendations to the Area Board, Councillor Palmen is the representative.

8.1.3 CATG – The Community Area Transport Group considers highway safety improvements with a delegated budget, parish & town councils contribute up to 33%. Councillors and the public can submit requests for consideration which need to be approved by the town council. The Town Clerk can provide the necessary forms. The next meeting is in January. Items for approval by the town council will be considered by the Town Development Committee on 10th December. Items for budget allocation, once approved by CATG go to the Neighbourhood Services Committee. No Area substantive schemes have been approved by Wiltshire Council, North Bradley submitted a bid for traffic calming on Woodmarsh Road.

8.1.4 Waiting Restrictions – Following consultation, a number of objections were received and therefore the decision will be for the cabinet member, taking into account the different reasons. WC are also assessing the requests related to potential wide area and College Residents' Parking Zones (RPZ).

8.1.5 Castle Place Multi-Storey Car Park – WC has now resolved to pursue the sale of the multi-storey car-park to the owners of Castle Place (APAM). If this proceeds, the current restrictive covenant on charging would be nullified. The new owners are likely to wish to redevelop the site in the longer term, with the retention of parking for their customers at Castle Place and St Stephen's Place. The town council decided not to pursue the transfer or purchase of the car park, as the town council would still need to abide by the restrictive covenant and does not have the resources to fund maintenance and repair.

8.1.6 Service Delegation & Asset Transfer (SDAT) – Wiltshire Council have revised their programme and wish to commence discussions with Trowbridge in May 2020. In addition to play areas, the Town Park, allotments, closed churchyards, bus shelters and grit bins already transferred, the council may consider taking over litter bins, amenity grass-cutting, the down cemetery, recreation grounds; Stallards, Seymour, Elm Grove and Paxcroft Cricket Pitch (see 4.2.4 above) and open space (including Paxcroft Brook). These have been factored in to the long-term financial plan. The Town Council would also be interested in delegation of street trading licensing. No funding is available for town and parish councils taking on additional assets and services. Wiltshire Council has indicated that it is only prepared to undertake any further transfers on an all or nothing basis. So the town council will need to consider carefully if it is prepared to take on all of the other grounds maintenance activities and the substantial costs associated with them. This is likely to result in a significant increase in the Town Council's Council Tax, as has been the case in Salisbury and Chippenham.

8.2 Health Services – Wiltshire and Swindon have merged with Bath and North East Somerset to create the new Wiltshire, Bath & Swindon Clinical Commissioning Group (WCCG) which is responsible for commissioning 'Primary Care' services to people registered with local GPs. A range of services including clinics, birthing centre and minor injuries are provided at the Hospital. It is currently proposed that these services will transfer to a new build facility and two sites; either adjacent to the hospital or on a greenfield location are under consideration, following the decision not to locate on Bythesea Road.

There are two GP practices in Trowbridge; Lovemead Group Practice (LGP), based at Roundstone Surgery www.roundstonesurgery.co.uk/ and Trowbridge Health Centre (THC) at Seymour and Wingfield Road branch www.trowbridgehealthcentre.com/. Dr Stephen Locke (THC) and Dr Lucy Thompson (LGP) of the Trowbridge Primary Care Network gave a presentation at Full Council in September to explain about new investment in staff such as physiotherapists, pharmacists, nurses, paramedics, etc. which will work collaboratively across Trowbridge between the two practices.

8.2.1 Maternity Care – The CCG have not yet made a final decision on the future of maternity services.

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

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

8.4.1 Begging - Cllr Bryant reported on the following at Full council 17th Sept. Street begging - with one habitual offender outside the Town Hall on a daily basis, and as it is an offense under the Vagrancy Act, asked what the police are doing about it. Inspector Fee requested that the reporting mechanism is used on all occasions, or email Town Centre PC Jack Hannis or Charly Chilton. Criminal Behaviour Orders are the way to deal with this, if seen they are duly moved on. The Town Clerk has also contacted the Anti-Social Behaviour Officer at Wiltshire Council. Whilst meetings can be arranged to bring all these parties together it is these other agencies that can take action. The Town Council has no powers to resolve the situation.

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

8.5.1 NALC LARGER COUNCIL'S COMMITTEE (AGENDA ITEM 16) – There are four directly elected councillor vacancies on the committee and the town council has votes to cast. Details here: [NALC RECOMMENDATION: That the Council casts up to four votes for councillors to fill the vacancies on the NALC Larger Council's Committee.](#)

8.6 Swindon & Wiltshire Local Enterprise Partnership (SWLEP) – I attended their strategy launch in Chippenham recently.

8.7 Enterprise Wiltshire – No meetings recently.

8.8 Market Towns Network – The last meeting was held in Warminster on 3rd October.

8.9 Wiltshire Super Councils Network – The town clerk attended the recent meeting in Chippenham.

8.10 Society of Local Council Clerks (SLCC) – The Council pays the fee for the Clerk to be a member of the Society of Local Council Clerks (SLCC), which provides training and advice. The Town Clerk is a Director of SLCC. The Clerk attended the National Conference on 1st/2nd/3rd October.

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

Lance Allan, Town Clerk

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#DiscoverTROWBRIDGE

www.trowbridge.gov.uk

<https://thecivictrowbridge.co.uk/>

www.trowbridgemuseum.co.uk

Appendix A 2nd Quarter Management Accounts April – September 2019

			Q1 actual	Q2 actual	YTD budget	variance	Yr budget
Museum	101	exp	32837	59013	68690	9677	136062
		inc	1158	3349	3096	253	6200
		net	31679	55664	65594	9930	129862
Museum PROJECT	102	exp	44676	437682	616262	178580	1785597
		inc	44676	437682	616262	-178580	1785597
		net	0	0	0	0	0
Grants PROJECT	104	exp	6359	12693	11500	-1193	23000
		inc	0	0	0	0	0
		net	6359	12693	11500	-1193	23000
MUSEUM			38038	68357	77094	8737	152862
Leisure GRANTS	203	exp	10000	10000	10000	0	10000
		inc	0	0	0	0	0
		net	10000	10000	10000	0	10000
Leisure	265	exp	133238	268602	275015	6413	546582
		inc	77190	191926	194545	-2619	359452
		net	56048	76676	80470	3794	187130
Tennis	267	exp	51295	52140	1570	-50570	2840
		inc	51940	53257	3278	49979	5840
		net	-645	-1117	-1708	-591	-3000
Information Services	269	exp	40017	83714	100268	16554	193372
		inc	10591	21269	27684	-6413	44767
		net	29426	62445	72584	10141	148605
Doric Park	270	exp	2011	3936	216667	212731	1300000
		inc	1665	0	216666	-216666	1300000
		net	346	3936	1	-3935	0
Woodmarsh	271	exp	2619	3325	5238	1913	10475
		inc	2310	10221	4614	5607	9229
		net	309	-6896	624	7520	1246
Studley Green	272	exp	793	976	696	-280	1386
		inc	972	1945	2196	-251	4391
		net	-179	-969	-1500	-531	-3005
LEISURE			95305	144075	160471	16396	340976

Democratic	401	exp	73350	153158	156162	3004	311323
		inc	0	0	0	0	0
		net	73350	153158	156162	3004	311323
Mayor	402	exp	1360	3150	5050	1900	16300
		inc	29	0	0	0	4500
		net	1331	3150	5050	1900	11800
Grants	403	exp	19000	17930	19000	1070	19000
		inc	0	0	0	0	0
		net	19000	17930	19000	1070	19000
Resources	410	exp	38578	79978	79766	-212	160846
		inc	990	1610	948	662	1900
		net	37588	78368	78818	450	158947
P&R			131269	252606	259030	6424	501070
CIL	420	exp	14283	51484	33228	-18256	66460
		inc	14283	51484	33228	18256	66460
		net	0	0	0	0	0
P&R			0	0	0	0	0
CATG Project	504	exp	2506	6256	10000	3744	20000
		inc	0	0	0	0	0
		net	2506	6256	10000	3744	20000
Neighbourhoods Recreational	509	exp	17624	21732	46404	24672	92813
		inc	9422	16452	30000	-13548	60000
		net	8202	5280	16404	11124	32813
Neighbourhoods General	518	exp	19520	54950	72629	17680	144813
		inc	0	0	126	-126	250
		net	19520	54950	72503	17554	144563
Closed Churchyards	521	exp	415	1659	2502	843	5000
		inc	0	0	0	0	0
		net	415	1659	2502	843	5000
Town Park	524	exp	6612	22670	20316	-2354	40638
		inc	1689	3377	3186	191	6372
		net	4923	19293	17130	-2163	34266
Allotments	525	exp	-230	100	840	740	1672
		inc	2348	3505	4998	-1493	1000
		net	-2578	-3405	-4158	-753	-8329
Neighbourhoods			32988	84033	114381	30349	228313

Venue	602	exp	84279	153299	185584	32285	465609
		inc	94150	146972	137059	9913	420610
		net	-9871	6327	48525	42198	44999
Longfield	612	exp	9157	18112	18212	100	32225
		inc	7327	16132	18570	-2438	37142
		net	1830	1980	-358	-2338	-4917
CIVIC BOARD			-8041	8307	48167	39860	40082
Building	701	exp	106465	206989	221248	14259	446504
		inc	0		0	0	0
		net	106465	206989	221248	14259	446504
Museum Building	705	exp	7010	9441	17671	8230	34730
		inc	0		0	0	0
		net	7010	9441	17671	8230	34730
Facilities General	718	exp	32008	88916	73896	-15020	147252
		inc	5551	30936	13866	17070	27737
		net	26457	57980	60030	2050	119515
Facilities			139932	274410	298949	24539	600749
TOTAL			429491	831788	958092	126305	1864052