

## MINUTES

**At the Full Council Meeting held in the Council Chamber, the Civic Centre, St Stephen's Place, Trowbridge on Tuesday 19<sup>th</sup> November 2019 at 19.00hrs.**

**IN ATTENDANCE: Councillors:** Bates, Bazan, Blackmore, Blakemore, Brice, Bridges, Bryant, Cavill (In the Chair), Cooper, Drewett, Fuller, Halik, Hill, Hoar, King, Kirk, Oldrieve, Palmen and Whiffen.

**Officers:** Mr L Allan, Mrs T Carpenter (minutes)

**Public & Press:** 8 members of the public, 1 press

### 3277 **APOLOGIES**

a) Apologies were received with reasons for absence, and approved, from Cllr Beaver, Inspector Fee & Sergeant Dan Green

### 3278 **MINUTES OF PREVIOUS MEETING**

a) **RESOLVED to approve as a correct record the Minutes of Full Council meeting held on 17<sup>th</sup> September 2019.**

b) There were no matters arising.

### 3279 **MINUTES OF COMMITTEES**

**RESOLVED to receive reports, minutes and recommendations of Committees, as follows:**

a) **Museum Committee** meeting on 24<sup>th</sup> September 2019

There were no questions.

b) **Neighbourhoods Committee** meeting on 24<sup>th</sup> September 2019

There were no questions.

c) **Town Development Committee** meetings held on 1<sup>st</sup> & 22<sup>nd</sup> October, and 12<sup>th</sup> November 2019 with Cllr Fuller's apologies included as an amendment.

There were no questions.

d) **Policy & Resources Committee** meeting held on 5<sup>th</sup> November 2019

Cllr Kirk noted that the report did not include the total amount of the loan repayments over the full term and he asked if this could be reported for the Doric Park loan and all loans.

### 3280 **DECLARATIONS OF INTEREST**

a) There were no Declarations of Interest not already included on the Register.

b) There were no Dispensation Requests received by the Town Clerk and not previously considered.

### 3281 **COMMUNICATIONS BY THE MAYOR**

a) A list of events attended was noted, copies of which had previously been circulated with the agenda. The Deputy Mayor pointed out the following which he was unable to attend on behalf of the Mayor:

- Independent Living Centre AGM Semington
- Citizenship Ceremony in October
- Trowbridge Guild of Community Service

b) The Mayor reported on the following:

- Calendar of meeting for 2020 – these have been updated and the following changes include Risk & Audit Panel meetings and Civic Board meetings to be held on the same day

**ACTION: There have been some other meeting changes so please double check your diaries against the new meeting schedule.**

Initials.....dated.....

c) Our Trowbridge Community – the Mayor reported he had met again with the Town Hall Arts Director, David Lockwood, who it transpired had scheduled a similar event in January. It has been decided to combine the two events and use the Town Hall Arts too, as they have some funding from a grant application. Their event will be primarily exhibitions, ours will be exhibitions but also conferencing. The Mayor reported that the event is to be named ‘Trowbridge Together’, and confirmed he had secured some promises of funding, from two separate sources – West Wilts Multi Faith Forum and the Wiltshire Community Foundation, plus one other source which he was not at liberty to divulge at present.

d) Investors in People – the Mayor reported that the town council had been awarded a Gold Status and congratulated everyone concerned.

- Cllr Brice updated on Doug Ross, confirming Doug had had an operation to fit stents into his arteries, and is doing well.
- @the café – 5<sup>th</sup> December – the Mayor reminded all at the meeting that he is hosting the next @the café event, with donations being taken on the night for the Mayor’s charity.

## 3282 **OPEN FORUM**

The Mayor invited the following three members of the public representing the Trowbridge Environment Community to speak on climate change.

Charlie Sweetman, a Climate Activist, Matt Callaway – Chair of Trowbridge Environment Community and Leyla Bakali – trustee of the Trowbridge Environment Community.

Charlie asked the following:

**Q: What does the town council plan to do about climate change?**

**A:** The Chair reported he had brought this up recently and work is ongoing to develop a 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.

The Chair confirmed we are a committed council and that the above information would be considered further at the next Policy & Resources committee meeting on 14<sup>th</sup> January 2020.

Leyla reported that they included three proposals of a good way forward, the same as Bradford on Avon council’s strategy. Leyla suggested the town council could consider removal of all single use plastics where possible and that she is willing to meet with councillors to discuss other options.

A report was commissioned by Wilts Wildlife on the decline of insects, with solutions within this report, which opens up a discussion to them and the community re tree planting, areas for wild flower meadows, creating new ponds, nature network recovery, see green corridors through the town, enhance wildlife in town, council ban its pesticide use. Matt Callaway reported he is happy to discuss further and seek a way forward, including areas for funding.

Leyla highlighted that the group has a following of over 3,000 on social media.

Initials.....dated.....

The Chair reported that a number of councillors are already active in those groups and that the town council looks forward to working with the Trowbridge Environment Group.

Councillors made the following comments:

- Please ensure that drains and ditches, ponds and rivers are cleared out. Can cause flooding.
- More work is required upstream of Trowbridge to alleviate flooding. Please liaise with Wiltshire Operational Flood Group.
- Cllr Hoar thanked the group, highlighting the need for formulating on how to approach this, and the need to work together.
- Mr York, a member of the public present reported how he had cleared the rubbish out of Lambrok Stream, finding polystyrene fish crates and had been unsuccessful in getting either Unitary or the town council collecting the rubbish.
- Cllr Halik suggested that if the group were to attend council meetings and support councillors it would be an advantage.
- Cllr Kirk asked for a solution to rubbish on Seymour not getting contaminated. Noted that Cllr Kirk would be out on the Seymour Estate on 15<sup>th</sup> December - advert on Facebook group.
- Other areas to consider: Tax on carrier bags / Mail order taxed /Environmental impact on cars /Anti diesel

The Chair thanked the group for bringing up the fundamental issues and suggested we all need to work together to get the most effective results. He thanked the group for their contribution and invited them to participate in the Trowbridge Together event at the Civic Centre on 8<sup>th</sup> February 2020.

## **3283 POLICE MATTERS**

Members noted a report received from Inspector Andy Fee, copies of which had previously been circulated with the Agenda. Apologies were noted from Inspector Fee who is attending a Firearms course, and also from Sergeant Dan Green who had intended to attend but a last minute rota change meant he had to attend the FA Cup match at Swindon.

The Chair suggested any questions councillors had on the police report or otherwise should be emailed directly to Sergeant Dan Green [Dan.Green@wiltshire.pnn.police.uk](mailto:Dan.Green@wiltshire.pnn.police.uk)

The Town Clerk reported that a meeting had been arranged to discuss homelessness at the Town Hall on Wednesday 4<sup>th</sup> December at 11:45 Cllr Palmen would sub for Cllr Bryant.

## **3284 REPRESENTATIVES ON OTHER BODIES**

a) **NOTED** that Cllr Cavill has agreed to be a Trustee of the Town Hall Trust (not appointed by the Town Council).

b) Members gave the following updates on organisations:

- The Mayor reported on Trowbridge/Leer Twinning. As president he took the Special meeting recently when a new Chair was voted in, Linda Self, and Laura Grey as secretary. Cllr Drewett confirmed the committee had now decided to go ahead with a visit to Leer for the Gallimarkt in October 2020.
- Cllr Palmen reported on the current success of the Town Hall Arts and also confirmed that the Newtown Residents' Association (NARA) are carrying out a litter pick on Saturday at 10am.
- Cllr Bridges reported that he attends all meetings he represents. The Trowbridge Almshouse Trust, when they acquired one of the almshouses, it had included the quadrangle for which the owner had retained the strips on the edge, however the Trust have now been given them.
- Cllr Brice – Trustee of Studley Green Community Centre – new chairman, lot more activity, indoor car boot sale this Saturday, group organising much more in the centre.

Initials.....dated.....

- Cllr Bates – Guild of Community Service – very proactive, accompanied the Thursday mini bus to the local supermarket. It was lovely to meet residents using the service. Actively looking to replace the two buses, so saving. Also looking to increase the uptake as there are a lot of older people who don't know they exist, new flyer produced. They are interested in participating in 'Trowbridge Together'.
- Cllr Hill – attending Wiltshire Operational Flood Group – report to follow. Meeting again in 3 weeks' time.
- Cllr Drewett - Biss Meadows Country Park - in contact with environment group, new copse to plant in Biss Meadows
- Cllr Drewett - Down Cemetery – use grant to plant more trees.

**ACTION: The Chair thanked all councillors for their update reports and suggested that in future these update reports are emailed to the Council Secretary so that they may be included in the supporting papers.**

## 3285 **SIGNING & SEALING OF LEASES & LETTING AGREEMENTS**

a). **RESOLVED** to approve the signing and sealing of the lease for Longfield Community Centre small hall to the DVSA.

b). **RESOLVED** to approve the signing and sealing of a letting agreement with Farmer Giles Ltd for storage facilities at Meadows Works, Court Street. (Until the Park Storage Unit is complete).

## 3286 **COUNCILLOR VACANCIES**

**NOTED** that a bye-election will be held in Drynham Ward on Tues 7<sup>th</sup> January 2020 not 19<sup>th</sup> December as previously reported.

## 3287 **DORIC PARK PROJECT**

Cllr Bates asked for clarification of:

- Staffing – is it one full time equivalent and some part-time? *One FTE and some casual staff for a few hours per week.*
- Travel and training – cost in first two years exceptionally low – *it was confirmed that Leisure Services would be using existing staff who are already trained, on a rota basis.*
- Insurance seems quite low – *that is a costing for the facility as additional premium to our premium, our existing public and employers liability cover will not change and is already included elsewhere in the budget.*

Cllr Halik reported that at the Policy & Resources committee meeting the success was based on a particular contract – was it successful? It was confirmed that negotiations are ongoing and positive, and that figures indicated will be achieved, with additional opportunities. He asked if we should therefore delay the borrowing? The Town Clerk replied that he was asking the council to make a commitment, not to finally approve the borrowing request at this stage, and we provide that info to the Football Foundation. If the council delays then we can't apply to the Football Foundation. The Town Clerk reported that there are still a number of occasions when the council would be able to reconsider the borrowing. He reported that initially we need to put the borrowing into the budget for next year, but to actually undertake a borrowing request would be at a later stage.

Cllr Bryant expressed his disappointment that no squash facilities are included. The Town Clerk reiterated that he had held discussions with Trowbridge Squash Rackets Club and were unable to secure substantial funding for it. S106 is nearly all for sports pitches and not indoor courts. Hockey – has to go to Warminster – are we looking at this for the future. The Town Clerk confirmed that hockey clubs are only interested if 2 x 3G pitches are provided. In the Leisure & Recreational development plan there is a shortage of grass pitches particularly for football.

Initials.....dated.....

Cllr Kirk asked for a comparison against Hilperton and others as we have a responsibility to residents to analyse how much we will owe if this loan is taken out. How can we be sure that the parishes are going to pay their way or are they riding on the back of Trowbridge residents?

The Town Clerk reported that the financial plan is based on discussions with users and potential users. The Town Clerk and the HOS feel it is an opportunity to generate more income than on the plan. By the end of year 10 the contribution it will make to council finances will be positive and have no impact on council tax. The town council would provide discounts to Trowbridge residents but not parishes.

Cllr Fuller reported that the proposals follow the demand of members to increase facilities. The project is being subsidised by others, we are providing the facility not the cost. We need to borrow rather than burden the council tax. As these services are missing in the community, the only way forward is loan finance.

Cllr Fuller confirmed he supported the proposal, and Cllr Brice reported his group fully support it too. Cllr Halik added that the project should include the carbon impact.

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

## 3288 MEDIA

a) **NOTED** the Media Release list, copies of which were previously circulated with the Agenda.

b) **RESOLVED to make the following press release/social media reports:-**

- **The Mayor's appointment as a Trustee of the Town Hall Trust**
- **Investors in People**
- **TF (Trowbridge Future) formerly TCAF**
- **Annual Permit available from Wiltshire Council 13 times a year.to tip**

## 3289 DATE OF NEXT MEETING

**NOTED** the next meeting will be the Full Council meeting on Tuesday 21<sup>st</sup> January 2020 (Council Tax Precept setting) in the Council Chamber, The Civic Centre, St Stephen's Place, Trowbridge.

Meeting closed 20.25hrs

Signed.....Dated.....

## FULL COUNCIL MEETING 19<sup>th</sup> DECEMBER 2019

### ACTION LIST

ACTION	BY WHOM	DATE COMPLETED
<p><b>Calendar of Meetings 2020</b></p> <p><b>ACTION:</b> There have been some other meeting changes so please double check your diaries against the new meeting schedule.</p>	<p>All Cllrs and staff to note</p>	
<p><b>Representatives on Other Bodies</b></p> <p><b>ACTION:</b> The Chair thanked all councillors for their update reports and suggested that in future these update reports are emailed to the Council Secretary so that they may be included in the supporting papers.</p>	<p>All Cllrs to note</p>	
<p><b>RESOLVED to approve the signing and sealing of the lease for Longfield Community Centre small hall to the DVSA.</b></p> <p><b>RESOLVED to approve the signing and sealing of a letting agreement with Farmer Giles Ltd for storage facilities at Meadows Works, Court Street. (Until the Park Storage Unit is complete).</b></p>	<p>LA/JW</p> <p>LA/HB</p>	
<p><b>COUNCILLOR VACANCIES</b></p> <p><b>NOTED</b> that a bye-election will be held in Drynham Ward on Tues 7<sup>th</sup> January 2020 not 19<sup>th</sup> December as previously reported.</p>	<p>All to note</p>	
<p><b>MEDIA RELEASES:</b></p> <ul style="list-style-type: none"> <li>• Cllr Cavill's appointment as a Trustee of the Town Hall Trust</li> <li>• Investors in People</li> <li>• TF (Trowbridge Future) formerly TCAF</li> <li>• Annual Permit available from Wiltshire Council 13 times a year to tip</li> </ul>	<p>HB/Info Services</p>	