

MINUTES

At the Full Council Meeting held in the Council Chamber, the Civic Centre, St Stephen's Place, Trowbridge on Tuesday 15th January 2019 at 19.00hrs.

Present:

Councillors: Bazan, Blackmore, Blakemore, Brice, Bridges, Cavill, Drewett (In the Chair), Fuller, King, Kirk, Palmen, and Whiffen.

Officers: Mr L Allan and Mrs T Carpenter (Minutes)

Public & Press: 3 members of the public, 1 press

The Mayor read out a brief resume of former councillor Helen Osborn's time spent as a town, district and Wiltshire Councillor, together with a letter received from her daughter Rachel Fletcher, inviting any staff and members to Helen's funeral service on Thursday 24th January 2019 at 12noon, at the Trowbridge Cemetery Chapel, and afterwards at Studley Green Community Centre at 2pm.

"Helen Osborn was elected at a bi-election in 1996 and served for 21 years as a town councillor for Trowbridge Town Council. In 2007 Helen became a West Wiltshire District Councillor and in 2009 became a Wiltshire Councillor for the Wiltshire Unitary Authority.

Throughout her service as a town councillor, Helen supported different political parties, initially the Labour Party, transferring to the Liberal Democrats and finally as an Independent. Helen was Deputy Mayor of Trowbridge in 2012/13. Helen had worked as a teacher at St Augustine's Catholic College, was secretary of the Trowbridge Guild of Community Service, and volunteered at Romney House. Helen actively campaigned on behalf of the residents of Trowbridge on many issues, including keeping Trowbridge Hospital, and the Trowbridge Community Area Link Scheme providing vital transport to the RUH in Bath."

A minute's silence was then held in memory of Helen.

3184 APOLOGIES

RESOLVED to accept apologies received with reasons for absence from Councillors Beaver, Deb Halik, Kemp and Payne.

3185 MINUTES OF PREVIOUS MEETING

RESOLVED to approve as a correct record the Minutes of the Full Council meeting held on 20th November 2018 copies of which had previously been circulated with the agenda.

b) There were no matters arising there from.

3186 MINUTES OF COMMITTEES

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

a) **Leisure & Information Services Committee** meeting held on 27th November 2018.

In the absence of the Chair and Vice Chair, the minutes were presented by Cllr Brice, who had attended the meeting.

There were no questions to Councillor Brice.

b) **Town Development Committee** meetings held on 4th & 18th December 2018, and 8th January 2019.

There were no questions to Councillor Whiffen.

c) **Museum Committee** meeting held on 11th December 2018.

There were no questions to Councillor Bridges.

d) **Neighbourhoods Committee** meeting held on 11th December 2018.

ACTION: Cllr Kirk requested that clarification is given at the next meeting that he did not ask for demolition of the public toilets in the park. This was noted.

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e) **Policy & Resources Committee** meeting held on 8th January 2019

The Town Clerk enquired if a report from the CCG following the town council's response to Maternity Care, could be circulated when received later this week. Cllr Fuller agreed.

Cllr Kirk reported that despite requesting birth rates for March and the whole year from the CCG, these had not been provided.

3187 DECLARATIONS OF INTEREST

There were no declarations of interest not already on the register.

3188 COMMUNICATIONS BY THE MAYOR

The Mayor's Engagement list was noted. The Mayor thanked the Deputy Mayor for standing in on occasions.

3189 OPEN FORUM

No members of the public present wished to speak.

3190 POLICE MATTERS

Inspector Andy Fee's report had been previously circulated with the Agenda.

Sergeant James Williams attended the meeting on behalf of Inspector Andy Fee, whose apologies were noted. Sergeant Williams reported that Inspector Fee had been successfully promoted to Public Protection Acting Superintendent for the next three months and therefore invited councillors to contact James in the interim if they had any questions. Area Board 101 questions – figures have been sent, noting that the average response speed to calls was recorded at 6 seconds in September, 7 in October and 11 in November. Patrols with special constabulary have increased in the town due to increased anti-social behaviour.

The Mayor highlighted that the report shows that with the exception of two areas, crime has increased. Sergeant Williams confirmed that this is not just locally but nationally. He offered an open invitation to members to attend any weekly tasking meeting, which takes place at 11am on a Wednesday. Further details will be circulated to councillors.

More PCSO's are being trained in the western sector, and it is possible to highlight areas every week with an increase in demand. County Lines have proved successful in Wiltshire, including Trowbridge, although latest information indicates there is no-one being targeted in Trowbridge currently. It was noted that 'conspiracy to supply' receives a much longer sentence.

Councillor King reported that she is receiving training tomorrow on Community Speedwatch, together with a friend, and they hope to make a difference. Councillor King reported the need for a Speedwatch sign which advises motorists they are driving too fast and enquired how she could obtain one. Councillor Oldrieve reported that Cllrs Halik have pursued this through the Community Area Transport Group (CATG), and suggested Councillor King contacts them and reports back to council on her findings and success.

3191 TROWBRIDGE TOWN HALL ARTS TASK & FINISH GROUP (TTHATFG)

The recommendation was proposed and seconded.

Councillor Kirk questioned the rateable value of the premises next door in respect of the proposed expansion, which is £84,500, stating that charities get an 80% discount, but this could be withdrawn, making the scheme unviable. He expressed his concern regarding the town council's commitment to giving them funding as the Town Hall Trust (THT) is reliant on two grants which, if not received, would mean they would go into a deficit.

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Councillor Kirk proposed an amendment which was seconded by Councillor Whiffen.

That in the unlikely event of either of the two external grants being unsuccessful the trust will advise the Town Council immediately and that the Town Council reserves the right to then withhold the next stage payment.

Councillors Oldrieve and Brice felt that the council had had an opportunity to debate the issue in the Task Group and felt it bad faith to make amendments tonight, and they stated they would therefore not be voting on the amendment.

Councillor Fuller enquired if at any stage the council considers not making a grant, can the council decide not to pay the grant.

The Town Clerk reported that in respect of the substantive proposal wording, it would mean that if the THT do not meet any of the 3 conditions at any point, then the council would not pay the grant. If all conditions are met, he suggested that the first point at which the council can reconsider would be 6 months from tonight. With a Full Council meeting scheduled for 16th July 2019, the July instalment could be held until the end of July if the council wanted to re-consider the position.

Councillor Bridges supported paying the grant, although expressed his disappointment that this was necessary due to the Arts Council who had failed to give a grant despite the Town Hall Arts meeting all the criteria. The Town Clerk updated the council that he had received a notification from Tracy Sullivan that the TTHT had in fact been successful in receiving £14,200 from the Arts Council, which will allow them to contribute £11K towards their target in 2019.

It was noted that a new director, David Lockwood, has just been appointed at Town Hall Arts to replace Tracy Sullivan.

A vote took place on the amendment, with 5 voting in favour and 7 voting **AGAINST**, therefore **THE AMENDMENT WAS LOST.**

A vote then took place on the proposal, and it was

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

- A. Prior to the first payment being made, Trowbridge Town Hall Trust introduces a membership arrangement whereby volunteers, members of the public and corporate bodies can become members of the Trust through payment of a subscription and therefore attend and vote at Annual General Meetings and other similar meetings of the Trust.***
- B. Prior to the second payment being made, Trowbridge Town Hall Trust introduces changes to facilitate greater transparency to the processes for the appointment of Trustees, as approved by Trowbridge Town Council and the Charity Commission. (For example, this may include changes to the constitution to allow for Trustees to be appointed by Trowbridge Town Council, by Friends of Trowbridge Community Sensory Garden (registered charity 1106281), by User Organisations, by members at the Annual Meeting of the Trust and by co-option by the existing Trustees.)***
- C. That none of the grant provided by Trowbridge Town Council is used to pay salaries.***

3192 PUBLIC TOILETS

Cllr Kirk expressed his continuing concern regarding the inaccurate information he had received about the closure of the toilets, stating that he didn't believe that the syringe incident was a viable reason to close the toilets. He reported that both Devizes and Bradford on Avon still retain free public toilets, and enquired as to why smaller towns than ours manage to keep theirs open.

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The Town Clerk had provided a written factual résumé of reports and minutes at various meetings prior to this meeting. He advised that the decision to close the toilets was taken in June 2018 because the Neighbourhoods Supervisor had witnessed a child leaving the toilets with a needle and officers decided the town council could not guarantee a duty of care to users. In conjunction with the organisers of the Armed Forces weekend event at the end of June, they decided to close them, as temporary toilets were being brought in for their event anyway. The toilets were closed at that point. This was reported to the Neighbourhood Services Committee meeting on 10th July 2018, who had agreed to keep them closed.

The Town Clerk reported he had been in discussion with others in the town, regarding the Community Toilet Scheme and is currently awaiting detailed information on costings, which will be presented to this council to make a decision on whether to keep the toilets closed or demolish. The Town Clerk is also currently in discussion with Castle Place. Responses received from members of the public via social media would indicate the toilets would be mostly frequented by parents with children and that closure on Sunday was the biggest issue.

Councillor Kirk noted that both Devizes and Bradford on Avon have three public toilets. He asked what would happen if the same incident occurs in the Civic Centre toilets or on any other premise. The Town Clerk reported that he had held discussions with clerks at Bradford on Avon, Westbury and Warminster, the first two having car parks which are monitored by car park surveillance, whilst Warminster's public toilet is located in their park and they are also looking for alternatives. The Civic Centre toilets are staffed thereby allowing us greater control. He stated that park located toilets are more likely to have needle activity, and that it is not possible to monitor what happens within toilets. The Town Clerk re-iterated that alcoholics are described as disabled and therefore are given radar keys for access to the toilets.

Cllr Kirk proposed an amendment, (to be added to the original recommendation):

That the Town Council investigates a public toilet provision which combines the public toilet block with the facilities of the Civic Centre. The basis of the proposal for costing is that the public toilet block is fully reinstated to serve as a weekend provision only (with the reduced associated ongoing costs) and the Civic Centre provision is advertised/promoted to operate as the week day provision.

The amendment was seconded by Cllr Palmen. A vote took place on the amendment and

THE AMENDMENT WAS CARRIED.

A vote then took place on the original proposal as amended. And it was

RESOLVED That no further action is taken on the potential demolition of the public toilets in the Town Park until the results of discussions with other providers of publicly available toilets have been concluded and that the Town Council investigates a public toilet provision which combines the public toilet block with the facilities of the Civic Centre. The basis of the proposal for costing is that the public toilet block is fully reinstated to serve as a weekend provision only (with the reduced associated ongoing costs) and the Civic Centre provision is advertised/promoted to operate as the week day provision.

3193 BUDGET 2019/20 (A recorded vote was taken)

Cllr Fuller highlighted that if the council takes on any other delegations from Wiltshire Council this will affect the town council's budget. The Town Clerk pointed out that the figures on the recommendation on the Agenda were slightly incorrect in that the larger figures should have a '3' instead of a '2' at the end, amended as below. The council were happy to vote accordingly.

A unanimous vote in favour was recorded. It was therefore

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

	RESOLVED That the Council approves the department Budgets for 2019/20 as detailed on the budget spreadsheets, totalling	£1,824,053
a.	That the Council approves that the contribution to General Reserves for 2019/20 be	£40,000
b.	That the Committee recommends to Council therefore a total budget requirement for 2019/20 of	£1,864,053
	And that this is funded in part through estimated income for 2019/20 from Community Infrastructure Levy of	(£66,460)
	Leaving a net precept requirement for 2019/20 of	£1,797,593
	Which results in an increase of £4.99 (within the government's limit for District Councils) on the Trowbridge Town Council 'Band D' Council Tax Charge, to	£153.98
	Which is less than £3 per week.	

**With the following councillors voting in favour: Bazan, Blackmore, Brice, Bridges, Cavill, Drewett, Fuller, King, Kirk, Palmen and Whiffen.
No councillors voting against.
And no councillors abstaining.**

3194 REPRESENTATIVES ON OTHER BODIES

There were no reports from Representatives on other Bodies.

3195 MEDIA

a) **NOTED** the Press Release list (copy attached)

b) **RESOLVED to make the following press releases and social media reports as follows:**

- **Town Hall**
- **Public Toilets**
- **Budget 2019/20**

3196 DATE OF NEXT MEETING

NOTED the next meeting will be on Tuesday 19th March 2019 in the Council Chamber, The Civic Centre, St Stephen's Place, Trowbridge.

The meeting closed at 20.08hrs.

Signed Date

FULL COUNCIL MEETING 15th JANUARY 2019 ACTION LIST

ACTION	BY WHOM	DATE COMPLETED
<p>Neighbourhoods Committee – for meeting on 26th March. ACTION: Cllr Kirk requested that clarification is given at the next meeting that he did not ask for demolition of the public toilets in the park. This was noted.</p>	TC/CL	
<p>Circulate a report from the CCG following the town council's response to Maternity Care, when received later this week.</p>	LA	
<p>RESOLVED That Trowbridge Town Hall Trust is offered a grant of £20,000 in 2019/2020 split into four quarterly payments of £5000 each, paid in April 2019, July 2019, October 2019 and January 2020. On condition that:</p> <p>D. Prior to the first payment being made, Trowbridge Town Hall Trust introduces a membership arrangement whereby volunteers, members of the public and corporate bodies can become members of the Trust through payment of a subscription and therefore attend and vote at Annual General Meetings and other similar meetings of the Trust.</p> <p>E. Prior to the second payment being made, Trowbridge Town Hall Trust introduces changes to facilitate greater transparency to the processes for the appointment of Trustees, as approved by Trowbridge Town Council and the Charity Commission.</p> <p>(For example, this may include changes to the constitution to allow for Trustees to be appointed by Trowbridge Town Council, by Friends of Trowbridge Community Sensory Garden (registered charity 1106281), by User Organisations, by members at the Annual Meeting of the Trust and by co-option by the existing Trustees.)</p> <p>F. That none of the grant provided by Trowbridge Town Council is used to pay salaries.</p>	LA	COMPLETE 16/1/19
<p>RESOLVED That no further action is taken on the potential demolition of the public toilets in the Town Park until the results of discussions with other providers of publicly available toilets have been concluded and that the Town Council investigates a public toilet provision which combines the public toilet block with the facilities of the Civic Centre. The basis of the proposal for costing is that the public toilet block is fully reinstated to serve as a weekend provision only (with the reduced associated ongoing costs) and the Civic Centre provision is advertised/promoted to operate as the week day provision.</p>	LA/CL	

<p>BUDGET 2019/20 RESOLVED That the Council approves the department Budgets for 2019/20 as detailed on the budget spreadsheets, totalling £1,824,052</p> <p>a. That the Council approves that the contribution to General Reserves for 2019/20 be £40,000</p> <p>b. That the Committee recommends to Council therefore a total budget requirement for 2019/20 of £1,864,052 And that this is funded in part through estimated income for 2019/20 from Community Infrastructure Levy of (£66,460) Leaving a net precept requirement for 2019/20 of £1,797,592 Which results in an increase of £4.99 (within the government's limit for District Councils) on the Trowbridge Town Council 'Band D' Council Tax Charge, to £153.98 Which is less than £3 per week.</p>	<p>LA</p>	<p>COMPLETE 16/1/19</p>
<p>RESOLVED to make the following press releases and social media reports as follows:</p> <ul style="list-style-type: none">• Town Hall• Public Toilets• Budget 2019/20	<p>LA</p>	<p>COMPLETE 16/1/19</p>