

MINUTES

At the Full Council Meeting held in the Council Chamber, the Civic Centre, St Stephen's Place, Trowbridge on Tuesday 16th July 2019 at 19.00hrs.

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

Officers: Mr L Allan, Mrs T Carpenter (Minutes).

Public & Press: 22 members of the public, 0 press

3241 **APOLOGIES**

RESOLVED to approve apologies with reasons for absence from Cllrs Blakemore and Deb Halik.

3242 **DECLARATIONS OF ACCEPTANCE OF OFFICE**

a) the Town Clerk confirmed he is in receipt of signed declarations of acceptance of office of new councillors.

3243 **MINUTES OF PREVIOUS MEETING**

a) **RESOLVED** to approve as a correct record the Minutes of the Annual Council meeting held on 21st May 2019 and Extra Full Council on 25th June 2019.

b) There were no matters arising.

3244 **MINUTES OF COMMITTEES**

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

a) **Museum Committee** meeting held on 28th May 2019

There were no questions

b) **Neighbourhoods Committee** meeting held on 28th May 2019

Cllr Kirk enquired about the new Park Storage projected costs.

ACTION: The Town Clerk reported that he and the Facilities Manager are currently compiling the information which would be sent out later this week, and he would check as to whether business rates are in the projection, but confirmed that the project (total budget is £380k) is currently under budget. The project is being funded by a £300k loan, S106 monies of £40k and CIL monies.

c) **Town Development Committee** meetings held on 4th June and 25th June

There were no questions

d) **Leisure & Information Services Committee** meeting held on 11th June 2019

Cllr Kirk requested a more specific breakdown of chargeable events to ensure that Trowbridge tax payers are not subsidising any villages or towns outside Trowbridge.

Cllr Halik as Chair reported that he awaits those details currently as due to the restructure and costings reviews it has been too early to collate this information but reassured the committee that

ACTION: the information will be provided at the next committee meeting on 27th August 2019. Cllr Fuller suggested Cllr Halik invites Cllr Kirk to the next Leisure & Information meeting.

Cllr Oldrieve thanked the committee of the new Trowbridge Weavers Market for their hard work on such a successful first event. Cllr Brice thanked the Active Trowbridge Team for yet another Active Festival.

e) **Policy & Resources Committee** meeting held on 2nd July 2019

There were no questions.

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

3245 **COMMITTEE PLACES**

RESOLVED to appoint Cllr Graham Hill (Grove Ward) to Town Development and Museum committees, and Cllr Denise Bates (Drynham Ward) to Museum and Leisure & information Services committees until the election of a further councillor for Central Ward on 22nd August 2019, following which adjustments to committee places will be made if necessary at the next Full Council meeting on 17th September

3246 **DISPENSATION REQUESTS**

There were no Dispensation Requests received by the Town Clerk.

3247 **COMMUNICATIONS BY THE MAYOR**

a) **RESOLVED** to note the list of events attended, copies of which had previously been circulated with the Agenda.

b) The Mayor invited all to attend the Civic Service – Sunday 21st July at St James' Church at 6.30pm. The Mayor also thanked all the local community organisations for the work they do.

3248 **OPEN FORUM**

M/s Linda Pimpernel from Raleigh Court enquired as to when work will start on the planned storage unit at the bandstand. The Town Clerk confirmed an application will be submitted soon to Wiltshire Council's planning committee and that landscaping will be completed before the construction starts. Linda also reported that she supported the Civic Centre providing toilet facilities to the public. Linda also enquired about recent works to a raised area in the Park just inside the Polebarn Road entrance. It was confirmed that the Prince's Trust team are working on a project there to enhance the area.

Mr Brian Mitchell suggested whether the Bowls Club toilets could be made available for public use, however the current lease does not permit this and despite previous intentions to draw up a new lease, the Bowls Club have confirmed they do not wish to now sign a new lease until the old one ceases.

Mr Mitchell also raised the issue of carbon emissions, in particular buses outside the Town Hall kept running, which he had brought to the attention of the council at the last meeting. He understood that Wiltshire Council had not yet responded to the Town Clerk and expressed his concern at the time lapse. The Town Clerk apologised for not bringing this matter to the Policy & Resources committee at their last meeting on 2nd July but reassured Mr Mitchell that

ACTION: Carbon Emissions will be on the Agenda at the next Policy & Resources committee meeting 3rd September 2019.

Cllr Brice congratulated the England Cricket Team for winning the World Cup, reporting that James Vince from Steeple Ashton was in the squad. He hoped that the success of the team would bring money available for coaching cricket and hoped Active Trowbridge could consider undertaking this if the opportunity arises.

3249 **PRESENTATION OF GRANT CHEQUES** - The Mayor presented grant cheques to representatives from the following organisations, who gave brief reports on how the funding they receive will be spent:-

a) **Core Grants**

Trowbridge Guild of Community Service - £500.00

HELP Counselling - £1000.00 cheque posted

Seymour Community Association - £1000.00

Wiltshire Mind - £500.00

Wiltshire Citizens Advice - £5000.00

Trowbridge Area Community Link Scheme (TACLS) - £1000.00

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

b) General Grants

Alzheimer's Support - £1000
Arts Together - £100
Back on Track – Stroke Rehab - £300 cheque posted
Friends of Biss Meadows - £980
Monday Wednesday Club - £1000
Multiple Sclerosis Therapy Centre - £250
Relate Wiltshire & Somerset - £300
Revitalise Respite Holidays - £1000 cheque posted
The BIG Community Grow - £1000 cheque posted
Trowbridge Cultural Festival of Food - £500
Trowbridge in Bloom - £1000
Wiltshire Music Centre Trust - £1000
Wiltshire Sight - £500 cheque posted

3250 POLICE MATTERS

The committee considered a report from Inspector Andy Fee, copies of which had been circulated prior to the meeting. Inspector Fee invited questions from councillors:

Cllrs Kirk, King and Oldrieve confirmed they had attended a tasking meeting and thanked the Inspector for the opportunity to attend. Cllr King reported she had attended a packed meeting and that successful team working is underway on an early intervention scheme to prevent youths from joining gangs. Cllr Kirk reported that the preventative measures were very impressive.

Inspector Fee reported that they had been visited by the Asst Chief Constable Maggie Blythe who was also very impressed. The next tasking meeting will be held on Wednesday 24th July at 11am.

Cllr Whiffen congratulated the police on their turn out at the Armed Forces & Veterans event, in particular the Police Cadets who were very smart.

Cllr Beaver enquired if the police were undertaking to replace their fleet with low emission vehicles. This is being dealt with nationally and although no plans are currently in place, the Inspector felt the police would embrace this.

Cllr Bryant enquired what action can be taken to begging in the streets as he noted under the Vagrancy Act that begging is illegal. Inspector Fee reported that they can action this if the perpetrators are 'found committing' this offence i.e. physically seeing the act, and that currently the police use local crime investigators in plain clothes and a multi-agency approach to tackle the problem.

Cllr Palmen encouraged councillors to attend the tasking meetings, noting there was a positive atmosphere with regard to the homeless during the Weavers Market, however he noted cyclists riding on the roads during the road closure!

Inspector Fee re-iterated that intervention is the key!

ACTION: Inspector Fee also agreed to check on any actions taken in respect of the graffiti in town.

3251 MOTION: SEATING ARRANGEMENTS FOR FULL COUNCIL MEETINGS

Members considered the motion and proposed an amendment; it was

RESOLVED That the tables should be angled to face the general public.

A vote then took place on the original motion proposed by Cllr Kirk and seconded by Cllr Cooper: 7 in favour, 8 against, therefore the motion was lost.

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

3252 MOTION: PROVISION OF TOILET FACILITIES IN THE PARK

The Town Clerk circulated a cost model for councillors to take into account when considering whether the assertion made by Cllr Kirk that this could be run on a cost neutral basis is correct, for weekend opening of the Civic Centre for use of Public Toilets, totalling £8,761.90.

Cllr Bridges asked whether the Park Club might be approached, whilst Cllr Bryant suggested Wiltshire Council should be contacted in respect of sites owned by them, including the Town Hall.

Cllr Halik suggested the issue be referred back to the Civic Board and for consideration to be given to offering a discount or free hire of rooms to community groups on a Saturday or Sunday.

A vote took place on Cllr Kirk's motion with 2 in favour, therefore the motion was lost.

3253 COMPLAINTS

RESOLVED That there should be no further action with regards to the complaints raised by Cllr Kirk on the Demolition of the Toilet Block.

3254 COMMUNITY AREA TRANSPORT GROUP (CATG)

RESOLVED to approve the additional allocations shown in the table below:

Wingfield Rd speed limit reduction 40-30mph London Bridge - Hungerford Ave	DROPPED	(was £3,000)
Drynham 20mph (excluding Holbrook Lane)	£4,000.00	(implemented August 2019)
Footway improvements in Bellefield Crescent	£972.40	(paid April 2019)
Footway works Union Street (Hiscocks Engineering)	£1,533.00	(paid April 2019)
Pitman Avenue to allow cycling	£500.00	
Survey into pedestrian crossing on Seymour Road	DROPPED	(was £200)
Street name plate for Moyle Park indicating Nos. accessed from cul-de-sac arm	£67.00	
Street name plate at end of Cleveland Gardens/ Rodwell Park	£83.33	
TOTAL	£7,155.73	
Remaining balance	£7,844.27	

NOTED - Other projects. No contribution from the Town Council is required for these.

- Cycleway/ Footway along County Way from Ashton Street to Hilperton Road - construction is programmed to commence in Autumn 2019 for 2 months including changes to the Puffin crossing on County Way, widening of existing footways and some new shared use paths.
- Longfield Gyratory is being assessed for alterations to the lights and sequencing, including: footways from pedestrian crossings to the Lamb Car Park and to Longfield House. No contribution from the Town Council is expected for this scheme.

3255 REPRESENTATIVES ON OTHER BODIES

a) RESOLVED to appoint the following:

Cllr Bridges to the Trowbridge Town Trust for 1 year.

Cllr Blakemore (in his absence) representing Adcroft Ward, was nominated to Seymour Community Association

Cllr Bates asked for further information on the Trowbridge Guild of Community Service before committing.

b) Cllr Bridges reported that the Trowbridge Almshouses Trust, since purchasing a house in Yerbury Street, have carried out considerable work on its yard, and invited councillors to drop by and view if passing.

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

3256 **MEDIA**

- a) **RESOLVED** to note the Press Release list, copies of which were previously circulated with the Agenda.
- b) **RESOLVED** to make the following press release/social media reports
- **Grant Awards**
 - **Successful Weavers Market and Active Festival**
 - **10th Anniversary of Biss Meadows Country Park**

3257 **DATE OF NEXT MEETING**

NOTED the next meeting will be the Full Council meeting on Tuesday 17th September 2019 in the Council Chamber, The Civic Centre, St Stephen's Place, Trowbridge.

The Town Clerk congratulated Cllr Kirk on his suggestion to approach local parish councils for a donation towards Trowbridge Museum. £2,500 was received from Hilperton Parish, and £100 from North Bradley Parish.

3258 **EXCLUSION OF PUBLIC AND PRESS**

RESOLVED That; in accordance with the Public Bodies (Admission to Meetings) Act 1960, it would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted; and therefore the meeting do resolve that the public and press be temporarily excluded and be instructed to withdraw.

3259 **TOWN CLERK'S ANNUAL REVIEW**

RESOLVED That the Town Clerk's performance in 2018/2019 is satisfactory and that the salary point is awarded from 1st October 2019.

The meeting closed at 21.15hrs

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

FULL COUNCIL MEETING 16th JULY 2019

ACTION LIST

ACTION	BY WHOM	DATE COMPLETED
<p>Cllr Kirk enquired about the new Park Storage projected costs.</p> <p>ACTION: The Town Clerk reported that he and the Facilities Manager are currently compiling the information which would be sent out later this week, and he would check as to whether business rates are in the projection,</p>	LA/KB	
<p>ACTION: Carbon Emissions will be on the Agenda at the next Policy & Resources committee meeting 3rd September 2019.</p>	LA/TC	
<p>Leisure & Information Services Committee</p> <p>Cllr Kirk requested a more specific breakdown of chargeable events to ensure that Trowbridge tax payers are not subsidising any villages or towns outside Trowbridge.</p> <p>ACTION: the information will be provided at the next committee meeting on 27th August 2019.</p>	HB	
<p>ACTION: Inspector Fee also agreed to check on any actions taken in respect of the graffiti in town</p>	Inspector Fee	
<p>MOTION: seating arrangements for full council meetings RESOLVED That the tables should be angled to face the general public.</p>	PW/BM/Bookings	
<p>Provision of toilet facilities in the Civic</p> <p>Cllr Halik suggested the issue be referred back to the Civic Board, and for consideration to be given to offering a discount or free hire of rooms to community groups on a Saturday or Sunday.</p>	LA/JW	
<p>CATG: RESOLVED to approve the additional allocations shown in the table below: Wingfield Rd speed limit reduction 40-30mph London Bridge - Hungerford Ave DROPPED (was £3,000) Drynham 20mph (excluding Holbrook Lane) £4,000.00 (implemented August 2019) Footway improvements in Bellefield Crescent £972.40(paid April 2019) Footway works Union Street (Hiscocks Engineering) £1,533.00 (paid April 2019) Pitman Avenue to allow cycling £500.00 Survey into pedestrian crossing on Seymour Road DROPPED (was £200) Street name plate for Moyle Park indicating Nos. accessed from cul-de-sac arm £67.00 Street name plate at end of Cleveland Gardens/ Rodwell</p>	LA	

<p>Park £83.33 TOTAL £7,155.73 Remaining balance £7,844.27</p>		
<p>Representatives On Other Bodies a) RESOLVED to appoint the following: Cllr Bridges to the Trowbridge Town Trust for 1 year. Cllr Blakemore (in his absence) representing Adcroft Ward, was nominated to Seymour Community Association UPDATE: To be re-considered at next Full Council as Cllr Blakemore unable to attend mtgs as in full time employment Cllr Bates asked for further information on the Trowbridge Guild of Community Service before committing.</p>	<p>NB TC advise TTT</p> <p>LA/TC</p> <p>TC</p>	<p>Done: 22/7/2019</p> <p>Done</p> <p>Contact details of Cllr Bates given to Chairman Steve Brackenbury</p>
<p>RESOLVED to make the following press release/social media reports</p> <ul style="list-style-type: none"> • Grant Awards • Successful Weavers Market and Active Festival • 10th Anniversary of Biss Meadows Country Park 	<p>LA</p>	
<p><u>TOWN CLERK'S ANNUAL REVIEW</u> RESOLVED That the Town Clerk's performance in 2018/2019 is satisfactory and that the salary point is awarded from 1st October 2019.</p>	<p>JW/finance</p>	<p>JW advised 30/7/2019</p>