

MINUTES

At a meeting of the Leisure Services Committee held in the Pitman Room, The Civic Centre, St Stephens Place, Trowbridge on Tuesday 27th August 2019 at 18.30hrs.

Present: Councillors: Bates, Bazan, Blackmore, Brice, Drewett, Fuller (in the Chair), David Halik, Deb Halik and Palmen.

Cllr Oldrieve substituted for Cllr Blackmore until his arrival at 18.37pm

In attendance: Cllrs Hoar, Kirk and Oldrieve

Officers: H Bell (HOS), Mrs T Carpenter (Minutes)

Members of Public: 2 Members of the press: 0

1907 **APOLOGIES**

a) No apologies were received.

1908 **MINUTES**

The HOS thanked councillors for attending recent informal meetings to establish aims and objectives for Leisure Services.

ACTION: Service charges for Studley Green Community Centre are being looked at and information will be brought to the next meeting on 3rd December 2019

a) **RESOLVED** to approve as a correct record the Minutes of the meeting held on Tuesday 11th June 2019

b) No questions arose.

1909 **DECLARATIONS OF INTEREST**

None

1910 **CHAIR'S ANNOUNCEMENTS**

The Chair suggested that due to Cllr Cooper's inability to attend most meetings due to work commitments, that he vacates the position of Vice Chairman and the vacancy is re-considered at the next Full Council meeting on 17th September 2019.

1911 **OPEN FORUM**

a) The Chair invited Danny Geeson, Wiltshire Council's Sports Development Officer and Becca Higgs, Sports Development Officer, to give a brief presentation on Healthier Communities.

Danny gave an update on the partnership between Wiltshire Council and Active Trowbridge, reporting that in 2012/13 the relationship became stronger through looking to deliver street games projects on the Studley Green (SG) estate, the Doorstep Sport Club and the Fit and Fed project, working with SG school on hunger, isolation and inactivity, to cook healthy meals, and with Active Trowbridge delivering free activities for parents and children, building up hopefully a long term impact on the estate.

There is now a gym referral project starting at Castle Place, whereby agencies refer to the service and a number of free gym memberships are available to (14-25 yrs - those suffering from substance misuse, offenders etc.).

Also for 16-74 years olds, tackling 'disadvantage' with funding for estates throughout Wiltshire – 3 in Trowbridge - Seymour, Longmeadow and Studley Green. It is an asset based community approach, encouraging volunteer training, ensuring that in three years' time when they look for further funding there will be trained up people on the ground. Wiltshire Council deliver in five different areas, work with those with expertise, and other 'on the ground' partners. Becca is the lead for Healthier Communities, who is currently recruiting for a fixed term post with interviews being held on 5th September.

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

Becca reported that Healthier Communities (HC) is offering a menu of opportunities – Active Trowbridge (AT) are an asset, and HC uses the rapport with coaches to work out what people want delivered, targeting inactive people through ‘This Girl Can’, a national campaign which engages females into sport. The pilot saw 150 people engage, really good case studies on those isolated, with anxiety, getting more confident, using skills to develop a wider interest in sport and having the confidence to go into clubs. Running now at Longfield with AT coaches. The project is now seeing the impact on the local community, they see the people who have a fear of judgement now feel comfortable going into a local community centre, have ownership and make suggestions to coaches, so it is key to have AT coaches there. HC hopes to develop more projects, lead walks in Trowbridge; it is a pre contemplation stage to tempt into other projects such as informal football or netball.

Paul Pritchard, Community Development, met with KKP consultants re possible funding for a MUGA in Trowbridge, he is also aware that the Active Festival look to rectify attendance.

Danny invited questions from councillors:

Q - Cllr Brice - *Do you liaise with TCAF?*

A - *Yes meet periodically with Meg.*

HOS explained TCAF to new councillors.

Q - Cllr Oldrieve - *Are you making contact with those who need to know about this project.*

A - *Preceded bid for Sport England. £20,000 to employ in depth ‘on ground’ consultation with low social economic group. Rubber stamped what they knew. Cost, time, childcare, body image, self esteem. Trying to sell physical activity. Go into already established groups, Weightwatchers etc....only delivering in the estate regardless of facility. Happens on their doorstep. We submit a report every three months to Sport England. Survey done by participants regularly. If get 8 people active every week we are making a direct impact.*

Q – Cllr Deb Halik - *Will HC cost investments any money?*

A - *Participants either free or £1 .*

Q- *Can you cater for lots of people?*

A – *We don’t expect to exceed.*

Cllr Drewett arrived at 18.59hrs.

Danny reported that working with AT has enabled HC to continue working with that estate, highlighting that in the National Street Games awards, Wiltshire Street Games as a whole won the national award for sustainability. That sustainability in Trowbridge is with Active Trowbridge.

Q – Cllr Fuller - *any government funding?*

A – *Tacking ‘Inequalities and disadvantaged fund’ - £128k over 3 years to include employing full time co-ordinator to run project. Long term approach across 10 different estates.*

AT provide 4 coaches but HC only pay for 2 but if only had 2 wouldn’t be so successful without the ‘in kind’ contribution.

Street Games – Studley Green 38 weeks a year – average 23 participants 10-16yrs, 3 gone down volunteer route to train up

Fit and Fed - ran 3 day camp this year – had 25 and 10/12 parents came for all 3 days. Starting walking netball project through building up a rapport. Getting right families.

ACTION: Please provide figures to the Leisure & Information Services committee in due course.

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

This Girl Can – in infancy – engaged 8-10 each week at Longfield but hope to start in other wards too, also to start a led walk .

ACTION: Chair asked for figures on Active Trowbridge.

The Chair thanked both Danny & Becca for their informative presentation.

b) Cllr Kirk referred to the following extract below from the Officer’s report to the Leisure Services Committee meeting dated 27th November 2018 and 26th February 2019.

2.5 Bandstand Project - We have commissioned PKA Architects to carry out the small revisions to the plans for our storage facility in order to submit a formal planning application. The changes include removing the 3 vehicle bay canopy and a rearrangement of the storage units to be 3 consistent sized units with one roof level. This should reduce the cost of the build. There will be at least 5 van parking spaces in the space saved by amending the stores design. We would need to ask a QS to reprice once the updated plans are submitted. The plans also address the left hand side area (which originally included the toilet block) where after a discussion with the architect the proposal is to create an area which would be planted with the textile plants linking to the town’s heritage, some low level bushes and for a small service station to be built beside the bandstand. This would provide a source of metered power and water supply to users of the park or bandstand without having access to our secure storage facility.

He stated that it demonstrated to him and anyone reading our minutes together with the Officer’s report, that the demolition of toilets was a pre-determination, as the architect was instructed to revise the plan and remove the toilet block a full six months before the vote on the demolition (21st May 2019). Cllr Kirk confirmed he would be raising this issue at the next Full Council meeting on 17th September 2019.

1912 THE LEISURE SERVICES DEPARTMENT REPORT

The committee considered the Head of Leisure Services report, copies of which had been circulated with the Agenda.

2.1 Staff - sick leave not related to work

ACTION: Cllr Bates re-iterated that the town council should have in the budget a cost centre for sickness – this will be considered at department budget meetings in October.

2.3 Leisure Facilities – some key partners include Selwood, Green Square, Splitz, Social Services, Schools and Fostering.

2.4 Discover Trowbridge Branding – City Dressing are leading on this, their concept is self-funding, a new design in Discover Trowbridge colours is underway, working with local businesses.

2.5 Active Festival - Working on designs, these will be brought to committee.

The committee recorded congratulations on this year’s Active festival. The HOS reported that she will be visiting Brighton Festival for ideas as they have completely branded their festival, and asked Sports Clubs to open up their doors. Plans are underway to incorporate a theme of the 2020 Olympics Tokyo into the event. The HOS has submitted a bid to Area Board for feather flags. Will advise on the outcome of the Brighton visit.

2.6 Sporting Heritage Festival - planning for 2024 - famous people and facilities. Liaising with Trowbridge Museum on an exhibition in the Museum, and Museum staff going into schools linking participation in sport and education.

4. Recreational – Trowbridge Town Football Club has expressed an interest in Woodmarsh for training as it has floodlights on it.

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

5. Commercial - feedback is having a measurable impact on the town.

Cllr Kirk enquired as to how the charges are calculated for out of town services. The HOS explained they have created an automatic calculator.

The HOS confirmed that price increases had recently been made across the board, and services put into tiers:-

- 1 – town schools
- 2 – parish schools
- 3 up to 6 miles
- 4 – up to 12 miles

1 & 2 – classed as collaborative schools sitting under one cluster. Majority comprise of a lot of Trowbridge residents' children attending.

Roadshows in the summer are not making a contribution.

Active Festival – if included staffing costs wouldn't be able to hold it.

Cllr Kirk asked what percentage are we looking at, at costs for schools, and are we ensuring we aren't subsidising anything to operate outside of town. HOS ensured a contribution is received.

Cllr Brice reiterated that this council said it would subsidise.

It was further noted that Trowbridge tax payers should not subsidise overall costs of out of the town services.

Cllr Deb Halik enquired if AT would be holding any activities in the Civic Centre in winter. The HOS replied that the hiring cots did not make this a viable option.

7. Facilities - KPIs available at end of summer for next meeting.

The HOS has requested a schedule of works required over the next five years.

7.1.2 Roof leaks – it was noted that we await 'quotes' not 'quote'.

ACTION: 7.4 Bus shelters – committee requested a more detailed report.

Cllr Bates questioned the inaccuracy of setting the budget for electricity at £12,000 and suggested a more realistic figure is set in the 2020/21 budget.

7.7.1 External events - Weavers Market – great working together. Congratulations were again extended to the organisers of the Weaver's Market.

8.8 Games & Deckchair – the HOS extended thanks to the Men's Shed.

9.4 Celebrating 30 years of twinning - the committee extended thanks to the HOS for help given during twinning events.

1913 LAMBROK PLAYING FIELDS.

The Chair suggested that a time limit is placed on the lights for the benefit of the local residents.

ACTION: The HOS confirmed they would be on for 28 days two hours at a time and that she will advise Trowbridge Wanderers to write a letter advising neighbours.

RESOLVED that Trowbridge Town Council approves the proposed installation of temporary telescopic training floodlights at Lambrok Playing fields, at no cost to the council, to support Trowbridge Wanderers' winter training; to be reviewed after this season.

1914 QUARTERLY MANAGEMENT ACCOUNTS (Report Item I.1)

- Grants – expected to apply for £30k but likelihood not good. Will be removed as this is having an effect on running the Leisure & Information Services department. However, will continue to apply for grants.
- Targets - if not included in next budget the running costs are still the same.
- Roadshow overachieved on half year.

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

- **ACTION:** Ensure the 2020 date of this meeting is set after the end of the summer holidays to ensure it includes the summer figures.
- All schools signed up Sept to end July with a 3 month get out clause.

The Chair reported that in comparison to last year’s budget, the department is doing very well. The Chair extended thanks to Aaron, Hayley and rest of the team, and also committee members, and encouraged members to ask questions and details to allow sustainability.

RESOLVED to note the 1st Quarter Accounts.

1915 DATE OF NEXT MEETING

NOTED the next meeting to be held on Tuesday 3rd December 2019 at 19.00hrs, Pitman Room, The Civic Centre, St Stephens Place. (All future meetings have been re-instated to commence at 19.00hrs)

1916 MEDIA RELEASE

RESOLVED not to make any press releases but to check how many press releases are being sent to the Wiltshire Times, and how many are actually featured in it.

Meeting closed at 19.50hrs

To all Councillors for information.

Signature.....Date.....

LEISURE & INFORMATION SERVICES COMMITTEE MEETING 27th AUGUST 2019

ACTION LIST

ACTION	BY WHOM	DATE COMPLETED
ACTION: Service charges for Studley Green Community Centre are being looked at and information will be brought to the next meeting on 3 rd December 2019	HB	
Starting walking netball project through building up a rapport. Getting right families. ACTION: Please provide figures to the Leisure & Information Services committee in due course.	HB	
This Girl Can – in infancy – engaged 8-10 each week at Longfield but hope to start in other wards too, also to start a led walk . ACTION: Chair asked for figures on Active Trowbridge.	HB	
ACTION: Cllr Bates re-iterated that the town council should have in the budget a cost centre for sickness – this will be considered at department budget meetings in October.	HB/LA	
ACTION: 7.4 Bus shelters – committee requested a more detailed report.	HB/KB	
<u>LAMBROK PLAYING FIELDS.</u> The Chair suggested that a time limit is placed on the lights for the benefit of the local residents. ACTION: The HOS confirmed they would be on for 28 days two hours at a time and that she will advise Trowbridge Wanderers to write a letter advising neighbours. RESOLVED that Trowbridge Town Council approves the proposed installation of temporary telescopic training floodlights at Lambrok Playing fields, at no cost to the council, to support Trowbridge Wanderers' winter training; to be reviewed after this season.	HB	All letters delivered
<u>MEDIA RELEASE</u> RESOLVED not to make any press releases but to check how many press releases are being sent to the Wiltshire Times, and how many are actually featured in it.	HB	