

MINUTES

At a meeting of the Neighbourhood Services Committee held in the Pitman Room, Civic Centre, St Stephen's Place, Trowbridge on Tuesday 24th September 2019 at 7pm

Present: Councillors: Bazan (In the Chair), Brice, Bryant, Fuller, Hoar, King, Oldrieve, Palmen and Whiffen.

Officers: C Lyall, Head of Cultural & Neighbourhoods, Mr C Maddox, Neighbourhoods Officer, and Mrs T Carpenter (Minutes)

In attendance:

Public: 5 Press: 0

961 APOLOGIES

RESOLVED to accept apologies with reasons from Cllr Drewett

962 MINUTES

a) **RESOLVED to approve the Minutes of the Neighbourhood Committee meeting held on Tuesday 28th May 2019.**

b) There were no questions arising from those minutes.

c) **RESOLVED to note the minutes of Trowbridge in Bloom meetings held on 13th June 2019 & 5th September 2019.**

d) **RESOLVED to note the minutes of the Friends of Biss Meadows held on Thursday 25th April 2019**

963 DECLARATIONS OF INTEREST

There were none.

964 CHAIR'S ANNOUNCEMENTS

There were no Chair's Announcements.

965 OPEN FORUM

Mr Gordon Rees – representing The Friends of Paxcroft Brook Open Space (FOPBOS) posed the following questions to the committee:

Given the spate of damage around the town play areas we ask these linked questions:

Q1 What actions are taken by Trowbridge Town Council following vandalism to inform the police and with what result?

A - Log number is reported to police – unsure why it isn't on their reports but will ask them

Q2 Are incidents covered by insurance and are claims made?

A - Incidences can be covered by our insurance, but with so many going in, it would raise the cost for each incident.

Q3 - Where the culprit(s) are identified are efforts made to claim reimbursement from them or their responsible adults

A – It is difficult to find out who the culprits are. In the last 6 months one has been identified, who had been stuck in the swing and the parents are paying for a new swing.

It was also noted that there had been some graffiti on a picnic bench, which wasn't followed through. Carl reported that as there is no evidence, the police can't follow it up.

Mr Brian Mitchell raised his concern with regard to the town council hiring out the park to the public. Does that mean the ordinary public can't use the park? It was noted that this would be the case on those out of contract. And that the town council negotiates on a case by case basis.

The town council is currently considering developing a policy and will take all points into consideration.

Mr Mitchell also stated that he felt the finger post which is being considered for relocation, should be in the town centre, and suggested its new location could be outside the coffee shop in the town centre.

Mr Matt Callaway – representing Trowbridge Environmental Community reported he had carried out several litter picks. He has made contact with Selwood Housing and organised many community clear ups, but asked what more can be done.

Cllr King reported she had participated in the removal of all large items out of the brook and that Wiltshire Council had been very efficient in collecting the items. It was noted that Wiltshire Council and the Environmental Agency are responsible for it.

Mr Callaway felt the mind set of people needs to change and encouraged the town council to liaise with businesses and fast food places for their staff to assist. Retailers have got some responsibility for their packaging and we should be putting pressure on them.

The Neighbourhoods Officer suggested photos of flytipping are sent to him carl.maddox@trowbridge.gov.uk and he will upload onto Facebook/social media.

966 THE HEAD OF CULTURAL & NEIGHBOURHOODS SERVICES REPORT

The committee considered the Head of Cultural & Neighbourhoods Services report, a copy of which had been previously circulated with the Agenda.

2.2 Trowbridge Bowls Club – the HOS and Neighbourhoods Officer(NO) met with Fiona with the intention to fix the water system, however this was not accepted and the Bowls Club suggested that Dave Betteridge would water the green. A further meeting with Ideverde's Nick Johns and Kevin Bowler is taking place tomorrow. They are now looking at using an organic mulch. It was noted that the current lease agreement with the Bowls Club is valid for another 11 years, til 2030.

2.5 Community Garden – Melanie Jacob is willing to move the shed.

ACTION: Put on next committee agenda.

2.6 Water Fountain – can we use water supply from the toilets for a water fountain? The HOS and NO are meeting tomorrow with a company who install refillable drink stations. Potentially we could have two in the park.

3. Play areas – Cllr Oldrieve requested the addition of information on when uncompleted works are due to be done to be inserted into the table in the report.

ACTION: 3. Play areas- the NO to insert into the table some indication of when uncompleted works are due to be done.

Cllr Oldrieve referred to an email he had sent the Town Clerk regarding Paxcroft investment and the Town Clerk's response:

When the transfer from Hilperton to Trowbridge in the Paxcroft Mead area occurred in 2017 the town council identified an additional Council Tax from those residents of £153,000 which equates to £38250 per year over four years.

We wrote to all of the residents concerned to point this out.

Since then we have been seeking to reach agreement with Wiltshire Council regarding the transfer of the play areas and other assets and services as well as certain funding which is allocated through S106 towards those facilities.

So far we have not secured agreement from Wiltshire Council and therefore our plans for investment have been delayed.

We are able to identify the following:

	Annual	One off	Total (4 years)
Maintenance of play areas:			
Painters Mead	£1348.73		
Paxcroft/Hackett Place	£1596.64		
Parsonage Green (50%)	£ 853.70		
Hulbert Close (50%)	<u>£ 725.93</u>		
	£4525.00		£18100.00
Repairs to play areas		£1644.62	£ 1644.62
Street Furniture:			
Supply of 2 x picnic benches		£1000.00	
Supply of 1 bench seat		£ 250.00	
Repairs to picnic benches		<u>£ 350.00</u>	
		£1600.00	£ 1600.00
Clean & maintain bus shelters	£ 300.00		£ 1200.00
Grass cutting			
Casteley Road open space	£3000.00		£12000.00
Street works			
Contribution to footway		£1000.00	£ 1000.00
Fencing of bridges		£1000.00	£ 1000.00
Street Cleaning			
Proportionate contribution	£762.21		£ 3048.84
TOTAL			£39,593.46

Future investment in play areas (subject to approvals from Wiltshire Council)
 £50000.00 £50000.00

We have done everything that various residents have requested but there is no residents' group which we can work with to discuss more. Wiltshire Council are not prepared to discuss further transfers of assets etc until late 2020 at the earliest, this includes the cricket pitch that Trowbridge Cricket Club want to invest in and use. There was very little support for a new skate-park when we consulted the residents and it would need to be constructed on land currently owned by Wiltshire Council.

Cllr Fuller proposed that as the actions of the town council in respect of Hilperton residents' council tax monies have never been minuted, it should be considered by the Policy & Resources committee. A vote took place and it was **RESOLVED to defer to the Policy & Resources Committee to consider the town council's position in respect of transferred residents' additional council tax.**

It was noted that S106 monies combined can fix all four areas in Paxcroft. Phase 4 will start October with removal of all equipment in Parsonage Road play area, erecting a metal fence across to stop camping on the ground. When S106 monies are received we will look at equipment to go inside.

It was noted that the Town Clerk and some councillors had met with Philip Whitehead and had received a positive response. Cllr Palmen suggested that those not at that meeting need to be brought up to date on this meeting

ACTION: The Town Clerk to update all councillors on the meeting with Cllr Whitehead.

4.1 Street Cleaning - good to see road sweeper in action today! Does town centre every day from 6am.

Cllr King enquired if we can ask the Barrowman to go to certain areas that are bad. It was confirmed that if we take on street services we could address this.

4.1.1 Uniform – grey/black – more professional. High viz over the top.

5.1 Allotments - Home Farm Close – the NO reported that as the town council does not have the funding to carry out all the work they are requesting, it is suggested that they should form an association which will enable them to seek funding. The committee were in agreement that this could be the way forward. There are currently 2 vacant plots and a water butt is being installed, although a plumber is required to complete this.

5.3 Closed churchyards – the committee considered what can be done with the 500 year old yew tree in St James' Churchyard. Potentially the Wiltshire Council tree officer has said the canopy could be raised which will stop anti social behavior, but we will need to put in for planning permission and the tree officer has requested that the application contains a clause stating that he is on site when the work is carried out. Cllr Hill also asked to be informed when the work is to be carried out.

7.3 Friends of Biss Country Meadows – Cllr Whiffen suggested a tree is planted in Biss Meadows in honour of former Cllr Graham Payne. He has spoken to Ernie Newcombe who has agreed to pass the information to Jennifer Polledri, Chair of Trowbridge in Bloom. It was noted the tree should be indigenous and a substantial sized tree.

Blue plaques were also suggested in memory of former councillors Graham Payne, and Jeff and Helen Osborn. It was noted that these plaques are generally for people of historical note.

9.1 Grounds Maintenance contracts - Resolved Ileverde issues with more training. Will change in April when look at contracts.

Weavers Market – it was noted that during the last Weavers Market someone had lit a BBQ on the grass by the bandstand. It was noted that there are no signs to say that fires and BBQs are not permissible. The No confirmed that BBQs are allowed as long as they are not on the grass.

10.3 Multi Storey Car Park - graffiti has returned and has been reported to Wiltshire Council.

967 POLICY FOR USE OF THE TOWN PARK (Report Item 2.7)

It was suggested that personnel are required to take people through the process when using the park for an event. It was confirmed that Vicky Spriggs, as Event Support Officer, would carry this out.

RESOLVED: That the town council develops a policy for the use and hire of the town park to cover maintenance and service costs.

968 ENTRANCES TO TOWN PARK (Report Item 2.8)

An amended recommendation was proposed to increase the entrances from one to two, to include the entrance by the Civic Centre, and to advise all emergency services of the entrances.

RESOLVED That the entrances to the town park are limited to two entrances, Polebarn Road and The Civic Centre, in an effort to control traffic through the park, and that this information is passed to all emergency services.

969 TWIN TOWNS FINGER POST (Report item 2.9)

It was noted that the finger post is broken as it needs to be constantly taken in and out when events take place in Fore Street. It was

RESOLVED to take no action until the signage review is undertaken.

970 'PICK UP AFTER YOUR DOG' SIGNS (Report item 2.10)

It was noted that stickers have been put up in the park stating a £100 fine.

RESOLVED That suitable 'pick up after your dog' request signs are erected where appropriate within Trowbridge Park.

971 CATG - (Report item 6.3)

NTR – next meeting of CATG November

972 QUARTERLY MANAGEMENT ACCOUNTS (Report Item 8.1)

It was noted that the Gross Expenditure figure in the report was incorrect and should have read £46,447 not £6447.

4038 Scottish Southern- to disconnect electricity supply.

RESOLVED to note the 1st Qtr accounts, copies of which were previously circulated with the Agenda.

973 DATE OF NEXT MEETING

a) NOTED the next meeting to be held on 17th December 2019 at 7.00pm in the Pitman Committee Room, The Civic Centre, St Stephens Place, Trowbridge.

974 PRESS RELEASE

RESOLVED to make the following press/social media releases:

- ***Dog mess in the park***
- ***Refurbishment of the play area.***

Cllr Brice's apologies for next meeting noted.

The meeting closed at 20.15hrs

Signature..... Dated.....

NEIGHBOURHOOD SERVICES COMMITTEE 24th SEPTEMBER 2019

ACTION LIST

ACTION	BY WHOM	DATE COMPLETED
<i>Community Garden – Melanie Jacob is willing to move the shed. ACTION: Put on next committee agenda.</i>	CL/TC	
<i>ACTION: 3. Play areas- the NO to insert into the table some indication of when uncompleted works are due to be done.</i>	CM	
<i>RESOLVED to defer to the Policy & Resources Committee to consider the town council's position in respect of transferred residents' additional council tax.</i>	LA/TC	
<i>ACTION: The Town Clerk to update all councillors on the meeting with Cllr Whitehead.</i>	LA	
<i>RESOLVED: That the town council develops a policy for the use and hire of the town park to cover maintenance and service costs.</i>	CL/CM	
<i>RESOLVED That the entrances to the town park are limited to two entrances, Polebarn Road and The Civic Centre, in an effort to control traffic through the park, and that this information is passed to all emergency services.</i>	CL	
<i>Twin Towns Finger Post RESOLVED to take no action until the signage review is undertaken.</i>	CL	
<i>RESOLVED That suitable 'pick up after your dog' request signs are erected where appropriate within Trowbridge Park.</i>	CL	
<i>Press/social media releases:</i> <ul style="list-style-type: none"><i>• Dog mess in the park</i><i>• Refurbishment of the play area</i>	HB/MH	