

The Civic Centre  
St Stephen's Place  
TROWBRIDGE  
Wiltshire  
BA14 8AH  
[info@trowbridge.gov.uk](mailto:info@trowbridge.gov.uk)

28<sup>th</sup> February 2018

## **SUMMONS**

**To members of the Policy & Resources Committee: Councillors: Brice, Blakemore, Bridges, Drewett, Fuller(Chair), David Halik, Kirk (Vice Chair), Oldrieve, Payne and Whiffen.**

Dear Councillor

You are hereby summoned to a meeting of the **Policy & Resources Committee** which is to be held at **19:00hrs on Tuesday 6<sup>th</sup> March 2018**, in the Pitman Room, Civic Centre, St Stephen's Place, Trowbridge.

Yours faithfully

Lance Allan  
Town Clerk

Members of the public are welcome to attend meetings of the Council and Committees, unless specifically excluded due to the confidential nature of the business.

Enquiries, tel: 01225 765072 or e-mail: [info@trowbridge.gov.uk](mailto:info@trowbridge.gov.uk)

---

## **AGENDA**

1. **APOLOGIES**

- a) **To receive** apologies from those unable to attend.
- b) **To consider for acceptance** those apologies received with reasons for absence.

2. **MINUTES**

- a) **To approve as a correct record** the Minutes of the meeting held on 7<sup>th</sup> November 2017.
- b) **To receive** any questions arising from those minutes.

3. **DECLARATIONS OF INTEREST**

**To receive Declarations of Interest** not already included on the Register in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and of the Localism Act 2011 in respect of members.

4. **CHAIR'S ANNOUNCEMENTS**

**To receive any announcements** which the Chair may wish to put to the meeting.

5. **OPEN FORUM**

**To receive questions from the public**, these may be answered but not debated.

6. **TOWN CLERK'S REPORT**

**To consider** the Town Clerk's Report (copy attached).

7. **DEPARTMENT FOR TRANSPORT PROPOSALS FOR THE CREATION OF A MAJOR ROAD NETWORK CONSULTATION(Report Item 1.3)**  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/670527/major-road-network-consultation.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/670527/major-road-network-consultation.pdf)  
To consider the Town Clerk's  
**RECOMMENDATION:** That Trowbridge Town Council welcomes the introduction of a Major Road Network and the inclusion of the A350, A361 and A363 in and around Trowbridge in the proposed network, recognising the importance of Trowbridge to the growth of the local economy and house building. The town council hopes that this will enable investment in local roads, provide significant improvement to the A46 from the M4 to Bath and a replacement for the A36 between Bath and Beckington, as well as further improvements to the A350 between the M4 and the A36.
8. **WILTSHIRE COUNCIL BROWNFIELD SITES REGISTER (Report Item 1.4)**  
<http://www.wiltshire.gov.uk/planning-brownfield-register>  
To consider the Town Clerk's  
**RECOMMENDATION:** That Trowbridge Town Council asks Wiltshire Council to confirm how sites such as Innox Mills and County Hall East can be added to the Brownfield Land Register if they cannot be included in the Housing Sites Allocation Process due to being already within the Settlement Boundary and have not been identified as SHELAA sites even though Wiltshire Council is aware of the owners intention to develop the sites for at least in part housing and in one case is the owner.
9. **DATA PROTECTION(Report item 1.6)**  
To consider the Town Clerk's  
**RECOMMENDATION:** That Audit West are appointed as the Data Protection Officer for Trowbridge Town Council for a three year period 2018/19 – 2020/21.
10. **NEIGHBOURHOOD PLANS (Report Item 6.4.5)**  
To consider the Town Clerk's  
**RECOMMENDATION:** That the town council explores the potential for a Trowbridge Neighbourhood Plan, timescale and costs.
11. **COMMUNITY AREA TRANSPORT GROUP (CATG)(Report Item 8.1.5)**  
To consider the Town Clerk's  
**RECOMMENDATION:** That the committee approves provisional CATG match funding allocations for 2018/19 totalling £9,516 for the schemes.
- |  |        |
|--|--------|
| The Halve Pedestrian Crossing Survey (5589)                                | £350   |
| Wingfield Rd speed limit reduction 40-30mph London Bridge - Hungerford Ave | £500   |
| Plus potential contribution towards implementation costs                   | £3,333 |
| Dropped Kerbs at Riverway  | £333   |
| Dropped Kerbs Green Lane & Paxcroft Way                                    | £1,000 |
| Drynham 20mph (excluding Holbrook Lane)                                    | £4,000 |
12. **PAYMENT OF ACCOUNTS**  
To consider for approval payments and receipts made since the last meeting of the Council recorded on the Cash Receipts and Payments Records by the Finance Officer and to confirm the action of Councillors Palmen & Whiffen in signing the Cash Payments and Receipts Records.
- |          | <b><u>Payments</u></b> | <b><u>Receipts</u></b> |
|----------|------------------------|------------------------|
| December | £206,338.10            | £88,687.27             |
| January  | £254,373.96            | £107,654.31            |

### 13. **RISK AND AUDIT PANEL**

**To consider** notes of the meeting held on Tuesday 27<sup>th</sup> February 2018, and any recommendations therein as below: (copy attached)

**RESERVES (Report item 2.1.4)**

**To consider the Town Clerk's**

**RECOMMENDATION:** That subject to funds being available at the year end the sums indicated below should be set aside as contributions to Earmarked Reserves for ongoing projects and potential maintenance and replacement requirements.

<b>Museum Project</b>	<b>£0</b>
<b>Civic Centre Maintenance and Repairs</b>	<b>£21,000 as shown in 3Q</b>
<b>Play Areas</b>	<b>£15,000</b>
<b>Sports Pitches</b>	<b>£20,000</b>
<b>Park Storage Facility</b>	<b>£15,000</b>
<b>Other Assets (Bus Shelters, Signs, Seats, Litter Bins etc)</b>	<b>£10,000</b>

**14. QUARTERLY MANAGEMENT ACCOUNTS (Report Item 2.1.1)**

**To consider** the 3<sup>rd</sup> Quarter Accounts (copy attached)

**15. POLICIES (Report Item 1.7)**

- a) Mayor's Budget Policy
- b) Electronic Signatures

**16. PRESS RELEASES**

**To consider** if the Committee should make a press or social media release regarding any of the issues considered.

**17. DATE OF NEXT MEETING**

Tuesday 1<sup>st</sup> May 2018 at the Civic Centre, St Stephen's Place, Trowbridge.