

Civic Centre  
St Stephen's Place  
TROWBRIDGE,  
Wiltshire.  
BA14 8AH  
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20<sup>th</sup> February 2019

## SUMMONS

To members of the Leisure & Information Services Committee: Councillors: David Halik (Chair), Cooper (Vice Chair) Bateman-Gay, Bazan, Blackmore, Brice, Drewett, Fuller, Deb Halik and Palmen

Dear Councillor,

You are hereby summoned to a meeting of the **Leisure & Information Services Committee** to be held on **Tuesday 26<sup>th</sup> February 2019 at 18.30hrs** in the Pitman Room, Civic Centre, St Stephens 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)

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## AGENDA

1. **APOLOGIES**
  - a) **To receive** apologies from those members unable to attend.
  - b) **To consider for acceptance** those apologies received with reasons.
2. **MINUTES**
  - a) **To approve** as a correct record Minutes of the meeting held on Tuesday 27<sup>th</sup> November 2018.
  - b) **To consider** any questions arising from those minutes.
3. **DECLARATIONS OF INTEREST**

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

**To note** any announcements from the Chair.
5. **OPEN FORUM**

**To take** questions from the public, these may be answered but not debated.
6. **THE LEISURE SERVICES DEPARTMENT REPORT**

**To consider** the Head of Leisure Services report (copy attached).

7. **BANDSTAND PROJECT (Report Item 8.3)**  
To consider the Facilities Manager's  
**RECOMMENDATION**  
That the town council requests the architect
- a) to include landscaping design option I 'The Thread' to the overall site plan
  - b) to prepare the documents to include these revisions and submit a planning application, upon approval of which the town council then proceeds with tendering out the works.
8. **ST JAMES' CHURCH CLOCK – (Report item 8.7)**  
To consider the Head of Services'  
**RECOMMENDATION** that Smiths of Derby are re-instated on a biennial basis to carry out a full scheduled service to St James Parish Church clock at a cost of approx.£250/260, and that the honorarium paid to volunteers is also re-instated and increased from £60pa to £100pa for regular checks, time adjustments, cleaning and minor repairs.
9. **QUARTERLY MANAGEMENT ACCOUNTS**  
To consider the 3rd Quarter Accounts for this committee (copy attached).
10. **DATE OF NEXT MEETING**
- a) **To consider** the Head of Services' request to change the start time of all future Leisure & Information Committee meetings to 6.00pm.
  - b) **To note** the next meeting to be held on Tuesday 28<sup>th</sup> May 2019 at 18.00 Pitman Room, The Civic Centre, St Stephens Place (subject to approval in a) above.
11. **MEDIA RELEASE**  
**To consider** if the Council should make a press or social media release regarding any of the issues considered by this meeting.

*To all Councillors for information.*