

Civic Centre
St Stephen's Place
TROWBRIDGE
Wiltshire
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24th March 2021

SUMMONS

To all members of the Neighbourhood Services Committee.

Dear Councillor,

You are hereby summoned to a meeting of the Neighbourhood Services Committee: Councillor Drewett (Chair), Councillors Bazan (Vice-Chair), Blackmore, Brice, Bryant, Fuller, King, Kirk, Oldrieve and Palmen **to be held on Microsoft MS TEAMS, on Tuesday 30th March 2021 at 19.00hrs.**

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

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 the Minutes of the Neighbourhood Services Committee meeting held on Tuesday 15th December (copy attached).
- b) **To consider** any questions arising from those minutes.

3. **DECLARATIONS OF INTEREST**

To receive Declarations of Interest from members and officers 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 with the provisions of the Localism Act 2011 in respect of members.

4. **CHAIR'S ANNOUNCEMENTS**

To receive and note any announcements from the Chair of the meeting.

5. **OPEN FORUM**

To receive questions from the public which may be answered but not debated.

6. **THE HEAD OF CULTURAL & NEIGHBOURHOODS SERVICES REPORT**

To consider the Head of Cultural & Neighbourhoods Services report (copy attached).

7. **MOTION 2101072252c DRYNHAM LANE BIN**

The Council considered a **MOTION** referred by Full Council, proposed by Cllr Piazza and seconded by Cllr Kirk;

MOTION: That Trowbridge Town Council funds a single bin located at the junction of Drynham Lane and Bradley Road. Trowbridge Town Council will use the £40,000 amount, set aside this year for WC transfers, to fund the emptying.

Town Clerk's Response: The total Council Tax at Band D for households in North Bradley is currently £1956.83 and in Trowbridge is currently £2099.78 and therefore the difference in total Council Tax is 7.31%. The properties in Drynham Lane represent approximately 8 Band D equivalents and will therefore contribute approximately £1,143.60 more in 2021/22 in parish/town Council Tax than they have in 2020/21. It would therefore be appropriate for the council to approve this Motion.

8. **TEXTILE GARDEN (Report Item 5.2)**

To consider the following:

RECOMMENDATION: That the committee supports the decision of officers to support the volunteers with plants and soil to improve the Textile Garden in Union Street from the Other Assets budget.

9. **PLAY EQUIPMENT & SAFE SURFACING FOR PARSONAGE ROAD TO KOMPAN.**

To note at the tender review meeting held on TEAMS at 7pm on Thursday 4th February the panel agreed to issue the *Award Decision Notice pursuant to Regulation 86 of the Public Contracts Regulations 2015* for new installation of play equipment and safe surfacing for Parsonage Road to Kompan.

10. **TENDERS**

To note: Tender Specification for the works at Hulbert Close and Painters Mead, with intention to proceed tendering of works from 1st April. The Elmhurst S106 funds of just over £29k have already been received.

Tender document will be sent once specification has been provided.

To note: The Grounds Maintenance Contract is up for Tendering in 2022, due to the complexity of this tender it is recommended that we form a 'Cross Party working group' to work with officers on the tender specification, providing information from possible public consultation and consultation with tenants etc. We wish to also provide an 'early engagement' opportunity for potential bidders to view the current planting scheme, grounds conditions through available seasons at all sites in order to ensure competitive bidding. With this in mind we should have an outline specification drafted as soon as possible following on from elections in May.

RECOMMENDATION: That at the Full Council meeting on 18th May, A Cross Party Working Group for Grounds Maintenance Contract should be formed from members of the Neighbourhood Services Committee.

11. **ECO GROUP (Report Item 2.2.2)**

To consider the following:

RECOMMENDATION. To work with the Trowbridge eco group to enhance the corner of the park at the Polebarn Road end into a wildflower garden and wildlife haven.

12. **QUARTERLY MANAGEMENT ACCOUNTS (Report Item 10)**

a) To consider the 3rd Qtr accounts (copy attached)

13. DATE OF NEXT MEETING

a) To note the next meeting to be held on 22nd June 2021 at 7.00pm on MS TEAMS.

14. MEDIA RELEASES

To consider if the Council should make a press or social media releases regarding any of the issues considered by this meeting: