

NOTES

At a briefing meeting for members of the Leisure & Information Services Committee held on MS TEAMS on Tuesday 22nd September at 19.00hrs.

Present: Councillors: Bates (Chair), Beaver (substituted Oldrieve), Brice, Fuller, Halik, Hill, Hoar (Vice Chair), Kirk, Palmen and Piazza.
Officers: H Bell (Head of Leisure & Information Services), K Buckingham (Facilities Manager), A Quick (Minutes)
Members of Public: 0 Members of the press: 0

Minutes were recorded.

1955 APOLOGIES

- a) Cllr Oldrieve was substituted by Cllr Beaver.
- b) Apologies were accepted by Cllr Hill, seconded by Cllr Piazza.

1956 MINUTES

- a) **RESOLVED to approve as a correct record the Minutes of the meeting held on Tuesday 9th June 2020.**
- b) There were no questions.

1957 DECLARATIONS OF INTEREST

No declarations of interest were received.

1958 CHAIR'S ANNOUNCEMENTS

Cllr Bates thanked all the Town Council employees during these difficult and uncertain times.

1959 OPEN FORUM

Mr Jubbie asked if the committee could bring forward that a report could be published regarding the toilets, summarising the consultation? Was this discussed with the public? Cllr Palmen stated there were not face to face meetings due to Covid but he will check with the toilets working group. Cllr Bates assured that the consultation will be published. Mr Jubbie asked a question regarding the Storage Unit Budget, published on line today. He asked for clarification on this as there are differences between the budget in March 2020. Items have been added and removed from the original budget. Cllr Bates suggested we will pass this question to the Town Clerk who has access to the relevant information in order that he can answer the question. K. Buckingham stated that the budget referred to has been updated by the Town Clerk covering complications during the project. The summary document has been published online but the other details can be made available if required. Cllr Kirk stated that a project would normally have a 20% contingency but he is concerned that there is an overspend which should be checked by internal auditors. Cllr Piazza asked if a final budget could be developed from the original format? K.Buckingham reiterated that the original document can be made available by the Town Clerk.

1960 THE LEISURE SERVICES DEPARTMENT REPORT

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

2.3.1 Trowbridge Future - Cllr Cavill commended the Trowbridge Futures Report, previously circulated. It was noted to be very thorough and useful.

2.4.1 Doric Park – Cllr Kirk noted that many of the loans don't go as far as we look into. Chippenham have gone for 15 years and should we be considering something similar? Cllr

Palmen stated that different timescales can be requested to assess the possibility of a quicker pay off. HOS will look into the reasons why Chippenham chose this option.

2.4.3 Neighbourhood Facilities – Cllr Halik congratulated HOS on the grants. Do we have a timeline and costings for MUGAS HOS stated these will need to go out to tender first which can then be brought to the meeting.

5.3 Longfield Community Centre - Cllr Piazza asked if there is a limit to how many people can use the Longfield Community Centre building now? K.Buckingham stated it is still allowing 30 people under current Covid restrictions as the building is Covid Secure. There are other restrictions depending on the activity taking place.

5.4 Information Technology - Cllr Cavill asked what a 'thin client' is? K.Buckingham clarified it relies on connection to the server which acts as the driver. Cllr Cavill asked if the council asked if TTC make any contribution to internet connections. K.Buckingham advised that staff will be issued with HMRC availability of payment for WFH.

5.10 Town Centre CCTV – Cllr Piazza asked for a summary of expenditure. K.Buckingham will communicate this later this week.

5.11 Woodmarsh – Cllr Halik has spoken to TTFC regarding floodlights. There is concern regarding the bat mitigation report and whether floodlights will be possible. HOS has been dealing with the bat mitigation regarding Doric Park and TTFC have been spoken to. We intend to leave this until we know where we are with planning. Cllr Hill stated the football pitch wouldn't have been allowed in current location as bat mitigation strategy requires 2x15 metres allowance. HOS stated we are having conversations with TTFC and they are aware they are unlikely to get permission for floodlights.

5.12.1 Park Storage Unit Project and Associated Landscaping - Cllr Kirk requested a sign on the ground at the Thread to make it known that is available for public use. It was also asked if we are able to cancel van contracts? HOS stated that conversations are taking place regarding reducing vans.

6.1 Freedom of Information & Data Protection – HOS requested that all Cllrs undertake their Data Protection training and confirm their Town Council email addresses for doing TTC work.

6.4 Helping the community through Covid-19 – Cllr Halik asked if we are prepared for a second lockdown and if we have an idea of the number of residents we are dealing with regularly? HOS will speak to A.Cooper to clarify this.

7.2 Civic Service – The Mayor confirmed this will be 14th March. Cllr Kirk asked about Remembrance Day. The Mayor confirmed this will go ahead, albeit in a reduced form.

Cllr Hoar asked if the Environmental Group information can be updated on the website. HOS stated we will look at this once the expense freeze and furlough have come to an end.

1961 TROWBRIDGE TOWN PARK FACILITIES (Report Item 2.4.2)

Cllr Beaver has noticed some disruptive, intimidating behaviour around the courts. HOS is logging any complaints which will be reported to the police and R.Marshall is aware of this. Cllr Piazza asked which benches will be left? HOS confirmed that all the remaining benches will be left, evenly spaced, in the park, 35 in total. It was clarified that tennis membership is currently one main income stream for TTC so we need to ensure we support this activity. Cllr Brice stated that commenting on officer's integrity on social media is against TTC Code Of Conduct. Cllr Cavill asked if TTC should be taking some responsibility for unsociable behaviour? Cllr Bates agreed this motion was proposed which has been deferred to Neighbourhood Services.

Councillor Brice moved the motion, seconded by Councillor Hill.

RESOLVED to approve the recommendation, due to feedback from Tennis Members and also listening to the public, taking into consideration the increase of 7 new benches in the park, to now relocate the 4 benches removed adjacent of the tennis courts to other play areas within Trowbridge.

Motion was **CARRIED**.

1962 PARTNERSHIP WITH BRADFORD ON AVON FRIENDS OF PALESTINE (Report Item 2.4.6)

RESOLVED to approve the recommendations;

1. To support the participation of two Active Trowbridge Team in this project if the coaches agree.

2. To note that all the costs will be covered by BoAFOP and the hosts in Tubas.

Motion **CARRIED**.

1963 MOTION: 2009022339 ACTIVE TROWBRIDGE COSTS

To consider the following amended MOTION proposed by Cllr Kirk and seconded by Cllr Cooper.

Motion (proposed amendment):

That the subsidy is removed from all Active Trowbridge School activities (including tier 1 & 2). As the Council recognise that a subsidy is only fair if all Trowbridge Schools receive the same benefit and they should not be forced into the position of using Active Trowbridge to receive Town Council funding support.

Preamble:

As a Council we are currently paying Schools – yes, giving Trowbridge residents money away, to get Schools to use our services and despite this cash giveaway, a significant number of Trowbridge Primary Schools (just under 30%) are happier to get the provision from another provider at a greater cost. Therefore, our current subsidy arrangement makes no sense. I have no objection to supporting our Trowbridge Schools with a subsidy (if that is what the Council decide), but it must be on an equitable basis. Perhaps, we would be better distributing the funds directly to the Schools, so they can decide how to spend it?

The Mayor highlighted that schools are in a difficult position, accommodating extra pupils who are 6 months behind in their education. Cllr Palmen agreed that we need to strategically review this in the budget but at the moment with Active Trowbridge improving health and fitness of the children, he cannot support this motion. Cllr Hoar highlighted that with an 80% takeup by schools, it is a valuable service for the schools. Cllr Kirk stated that we are subsidising something which is not benefiting everyone.

The Motion was **LOST**.

A Recorded Vote was taken;

NAME	Motion 2009022339 Active Trowbridge Costs
Bates	AGAINST
Beaver	AGAINST
Brice	AGAINST
Cavill	AGAINST
Fuller	AGAINST
Halik	ABSTAIN
Hill	AGAINST
Hoar	AGAINST
Kirk	FOR
Palmen	AGAINST
Piazza	FOR

1964 QUARTERLY MANAGEMENT ACCOUNTS

a) P&Ls will be provided in December 2020.

b) Cllr Halik stated that the commercial vs non-commercial, also the grant support from the Furlough scheme, could be distinguished on the accounts. HOS stated that all the income is commercial to show whether it is providing a contribution. P&Ls are also broken down to provide this information which will be available in December.

The committee RESOLVED to approve the 1st Qtr Accounts, copies of which had been previously circulated with the Agenda.

1965 DATE OF NEXT MEETING

NOTED: the next meeting to be held on Tuesday 8th December 2020 at 19.00hrs, on Microsoft MS TEAMS.

1966 MEDIA RELEASE

The committee RESOLVED to make a media release on;

- Beat The Street.
- Covid 19 Support available for residents at TIC.

To all Councillors for information.

Meeting closed at 20.20 hrs

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