

MINUTES

At the Full Council Meeting held on Microsoft TEAMS on Tuesday 16th March 2021 at 19.00hrs.

IN ATTENDANCE:

Councillors: Bates, Bazan, Beaver, Blackmore, Blakemore, Bridges, Brice, Bryant, Cavill, Cooper, Drewett, Fuller (In the Chair), Halik, Hill, Hoar, King, Kirk, Oldrieve, Palmen, Piazza and Whiffen.

Officers: Mr L. Allan (Town Clerk/RFO), Mrs J Weimar, Mrs A Quick (Minutes).

Public: 12

Press: J Baker (Wiltshire Times).

The Chair introduced the meeting by highlighting that members of the public are permitted to speak in the public forum and if requested during that session, immediately prior to consideration of an item on the agenda.

3443 APOLOGIES

No apologies were noted.

3444 MINUTES OF PREVIOUS MEETING

a. **RESOLVED to approve** as a correct record the Minutes of the Council meeting held on 19th January 2021.

b. **There were no matters to be considered.**

3445 MINUTES OF COMMITTEES

a) **RESOLVED to note** the minutes of Leisure & Information Services Committee 9th March 2021.

Cllr Bates highlighted the amendments made to the unapproved minutes, as follows;

1985: Lighting - Facilities Manager stated the The Salex Grant scheme is applicable to only our venues (based on the Civic Centre). If successful, the other community centres would be added to the scheme as 'extensions to the Civic'. Early information based on the Civic only would have a capital payback from savings in utilities of 4 years but reduced to 3-3.5 when taking into account the other sites added.

5.4 Studley Green Community Centre & Changing Rooms – Facilities Manager stated Meter readings submitted are not tallying with the providers' readings, there are a number of meters and it's confusing. Our M&E is looking for some smart meter solutions to be able to split the usage between tenants, however despite the tenants complaining about the current percentage arrangement, it is what is agreed within the lease they have signed up to. Our utility provider will also be fitting AMR (Automatic meter readers). Cllr Brice is pleased that this is being addressed.

1991: RESOLVED to approve the date for the 2021 Trowbridge Christmas Lights Switch On Saturday 27th November.

Cllr Kirk commented that his reason for leaving the meeting was not minuted. Town Clerk advised that it is not appropriate to state the reason for leaving a meeting.

b) **RESOLVED to note** the minutes of Town Development Committee 2nd February and 23rd February 2021.

c) **RESOLVED to note** the minutes of Policy & Resources Committee 2nd March 2021.

3446 DECLARATIONS OF INTEREST

a) There were no declarations of interest.

b) There were no Dispensation Requests received by the Town Clerk and not previously considered.

3447 **COMMUNICATIONS BY THE MAYOR**

The Mayor thanked all Cllrs for attendance and service over the last 4 years. Special thanks were given to Cllr Brice for serving the town for 30 years without a break, working tirelessly for Trowbridge. Thanks were expressed to all the staff at Trowbridge Town Council, recognising that the Town Clerk and his team do a wonderful job for Trowbridge. Congratulations were given to HOS for Resources & Venues, Juliet Weimar for her achievement with the Community Governance Programme, as follows;

Dear Juliet

I am writing to acknowledge your excellent academic performance throughout your course of study, especially this year and with consideration to the extra work-related pressures and demands that you have experienced due to the COVID19 pandemic.

The Examination Board, together with our External Examiner, unanimously requested I contact you to pass on our warm congratulations on your achievements. Your marks indicate real ability and high motivation over the period of your studies.

Once again, please accept our congratulations for your achievements, which are of the highest order.

On behalf of all academic and administrative staff in the Faculty of Business and Law, we wish you well for the future.

Dr. Steven Parker, Chair of SLCC Community Governance Programme Assessment Board

Members of the Council were invited to say a few words at the end of the meeting.

Town Clerk showed a presentation celebrating Cllr Brice's achievements during his time at the Council.

The Mayor confirmed there won't be a Civic Dinner this year.

3448 **PUBLIC OPEN FORUM**

Questions from the public were received as follows:

Mr Mitchell asked the following questions;

1. P&R 2nd March (3222) – It was asked why the Armed Forces weekend was not put on this agenda. Cllr Whiffen highlighted once lockdown is lifted we can move forward.
2. P&R 2nd March (3226) – The issue of dog waste. Cllr Fuller responded that bins could be provided which will be suitable for all waste including dog waste.
3. Survey Monkey – What is a Survey Monkey? Town Clerk replied that it is an electronic survey which can be circulated as required, recommended by the MNCLG.
4. Doric Park – should the location of this be stated to make the public aware?

Mr Jubbie stated the following;

1. He is not against Doric Park. He just wants due process to be followed.
2. Regarding the summons and accompanying reports for Meetings. Town Clerk pointed out that LGA 1972 - 100 applies to Principal Councils only, not Town Councils. NALC guidance is guidance only, not legislation. It was pointed out that NALC membership belongs to the Council, not the Town Clerk personally.

Mr Jubbie was advised to put any complaint in writing.

Mr Fox stated that the Town Council are here to do a job and it is noted that the previous question could have been addressed in 5 minutes.

3449 **POLICE MATTERS**

A Police Report was received from Sergeant Leighton Williams; the following points were highlighted;

- Two new PCSOs will be joining, taking the total number up to 11.
- Operation Fortitude is active, focusing on violent crime and drug behaviour. It has been successful in reducing crime, in one case leading to location of £10,000 Class A Drugs on an individual.
- Covid Breaches have been addressed and it is anticipated that there will be a spike in demand around 21st June so additional support will be provided by the Police.

QUESTION: Wiltshire Police have suggested to the town council that they issued tickets in relation to the Trowbridge PSPO which were not actioned by Wiltshire Council.

Wiltshire Council has suggested to the town council that they never received any tickets issued by the police in respect of the now defunct PSPO in Trowbridge.

Would it be possible for Wiltshire Police and Wiltshire Council to agree a joint statement on what went wrong with the implementation of the Public Space Protection Order in Trowbridge?

Were any tickets ever issued and if not why not?

If tickets were issued why did Wiltshire Council not process them?

Which of the two organisations is to blame for the failure of the Trowbridge PSPO?

ANSWER: It hasn't been possible to state how many fixed penalty notices were issued. These were not forwarded to the Council and the tickets issued by WC were incorrect and illegal so we couldn't issue them. The issue is the legislation that the council must receive funds from any ticket but this has not been possible. Sergeant Williams is happy to issue a public statement if the council would like to prepare this as he doesn't want to apportion blame.

It was stated that TTC wrote to the PCC candidates regarding CCTV. It was asked about the CCTV bid and how it works? Sergeant Williams replied that this is not a formal response from Wiltshire Police.

Concern was expressed that Wiltshire is the lowest performing force for rape convictions. Does this mean that the County Police Force is not applying their skills to this very important issue? Sergeant Williams replied that the difficulty is that we rely on testimonies and eye witness accounts and resourcing in the police has been reduced over the last decade. We have a Rape and Serious Sexual Offence Detective Sergeant and he will raise the points and come back.

3450 **DORIC PARK 3GATP (Report to P&R Item 4.2.2)**

The Council CONSIDERED the RECOMMENDATION from the Policy & Resources Committee 2nd March, an amendment was proposed, seconded, debated, voted upon and was lost and it was;

RESOLVED: That further to the resolution of the Council on 21st July 2020; the consultation has been completed and Trowbridge Rugby Football Club has approved the deal; we still await planning permission and tenders and therefore if planning permission and tenders are received before the 6th May the borrowing approval application will be submitted and if not then the Council will consider the project approval including borrowing approval application following the election.

The Council considered the RECOMMENDATION from the Leisure & Information Services Committee meeting on 9th March an amendment was proposed, seconded, debated, voted upon and was lost and it was;

RESOLVED: That it includes an additional Survey Monkey survey consultation to run from 17th March until 26th March, with officers and councillors able to promote the survey and the results of the survey will be submitted with the results of the other consultation when the council submits its borrowing application. "Do you support the Town Council's proposal that it develops a 3rd Generation Artificial Turf Pitch (3GATP) and associated facilities at Doric Park?"

Cllr Palmen stated that we are logging the postcodes which will enable us to filter out people not from Trowbridge. Town Clerk advised that along with the question, two documents will be circulated including a Q&A document and the Full Business Plan (with confidential elements of the financial details removed).

3451 CODE OF CONDUCT (See Appendix A)

The Council considered the **RECOMMENDATION** of the Policy & Resources Committee on 2nd March an amendment was proposed, the Chair and vice-chair of the committee accepted the amendment therefore it became part of the substantive motion and it was;

RESOLVED: That the new Code of Conduct be adopted to come into effect on 7th May 2021 immediately following the election and prior to any members making their declaration of acceptance of office. And that it is readopted at the Annual Meeting of Council on 18th May 2021. And that it incorporates the following: (between paragraph 7 and 8): 'A councillor must not participate in a discussion or vote in a matter to be considered at a meeting if they have any interest, whether registered or not, if a member of the public with knowledge of the relevant facts would reasonably regard the interest as so significant that it is likely to prejudice your consideration or decision making in relation to that matter.'

3452 MOTION 2102081502 - MAYORALTY

The Council considered the following **MOTION** and it was:

RESOLVED That the council sitting after the elections on May 6th 2021, consider; that due to the pandemic and restrictions imposed during 2020/202, and fund raising curtailed, the positions of Mayor and Deputy Mayor are continued for a further year with the current councillors retaining the positions, if re-elected.

Town Clerk highlighted that the motion is asking for consideration and 'if re-elected' so nothing is binding on the council, just for consideration at the meeting on 18th May. Cllr Whiffen thanked Cllr fuller for his role as Mayor.

3453 MOTION 2102281944 – LEISURE FACILITIES

The Council considered a **MOTION**, an amendment was proposed, the proposer and seconder accepted the amendment therefore it became part of the substantive motion and it was;

RESOLVED: That Trowbridge Town Council write to Wiltshire Council asking them to commit to providing a new swimming pool as part of the long promised full leisure centre for Trowbridge. To include suitable parking and changing facilities for and sessions for disabled persons and those with Special Educational Needs including free carer admission.

3454 MOTION 2103042331b: HIGH STREET WORKING GROUP

The Council considered a **MOTION** an amendment was proposed,

Cllr Kirk declared an interest as a business owner.

Cllr Kirk abstained from the vote.

the proposer and seconder accepted the amendment therefore it became part of the substantive motion and it was;

RESOLVED: That Trowbridge Town Council puts into place a Strategy and policy framework to look at further supporting our Town Centre, this will be spearheaded by a newly established Town Centre Working Group, dedicated to proposing policy and putting **RECOMMENDATIONS** to committee/full council to support our Town Centre and including representatives from The Chamber of Commerce, the Civic Society and the U3A group.

3455 MOTION 2103042331c: NHS BLOOD SERVICE

The Council considered the following **MOTION** proposed by Cllr Piazza and seconded by Cllr Bazan:

MOTION: That Trowbridge Town Council organises and implements a 3-year plan to reduce the amount charged to the NHS to cost neutral. Councils should not be making a profit on the NHS Blood Service. This council also agrees to review its charging policy towards other NHS services that use the Civic Centre.

Town Clerk's Comments: The charges that the Town Council makes to the NHS Blood Service does not make a profit for the town council. Town Clerk states there is ambiguity in the motion as the £450 +VAT is not covering costs therefore to be cost neutral we actually need to be charging more rather than less. Cllr Fuller advised that the board will be reviewing the charges later on so maybe we should leave this until then. Town Clerk stated the figures have already been approved but it is up to the new council whether they accept the pricing structure.

RESOLVED TO REFER THE MOTION TO CIVIC BOARD ON 8th JUNE 2021.

3456 MOTION 21030423331d: DORIC PARK

The Council considered the following **MOTION** proposed by Cllr Piazza and seconded by Cllr Kirk and it was:

RESOLVED: That Trowbridge Town Council releases the planned weekly usage hours of the Doric Park Football pitch to the public, publishing the difference of the hours that the council have allocated to businesses and the hours allocated to the community. If not, Trowbridge Town Council must publish the confidentiality agreements and public interest test, proving the information is non disclosable under FOI.

Town Clerk's Comments: The Council has released such information relating to community vs commercial use as part of reports to the Leisure Services Committee and others, including the report to that committee last week which shows that current bookings are 79% community (including local sports clubs and educational) 4% commercial and 17% available. Further detailed information remains commercially confidential to the clients and the council and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

3457 MOTION 2103042331e: CIVIC DINNER

The Council considered a **MOTION** proposed by Cllr Piazza and seconded by Cllr Bazan an amendment was proposed, seconded, debated, voted upon and was approved and it was;

RESOLVED: That Trowbridge Town Council seeks to organise a Sponsored Dinner to replace the Mayor's Civic Dinner. The Sponsored Dinner will be funded by a local business providing food for advertisement.

3458 MOTION 2003041331f: BORROWING

The Council considered a **MOTION** proposed by Cllr Piazza and seconded by Cllr Kirk an amendment was proposed, seconded, debated, voted upon and was approved and it was:

RESOLVED: With any future borrowing from the public loans work board, Trowbridge Town Council must complete a two-way consultation, including public open days and feedback sessions.

3459 SEALING OF DOCUMENTS

No documents were presented for approval.

3460 MEETING DATES

The Council **CONSIDERED** the meeting dates calendar for 2021/22.

It was **NOTED** that the Annual Town Meeting will occur on 6th May but the Annual Town Gathering is postponed.

3461 DATE OF NEXT MEETING

Tuesday 18th May 2021 (Annual Council Meeting).

3462 MEDIA RELEASES

The Council **RESOLVED** to approve the following press/social media releases:

- Request to Wiltshire Council re Leisure Centre
- Doric Park Survey
- Retiring Councillors
- Annual Town Meeting – questions in advance please.

Ahead of his retirement, Cllr Brice stated it has been an interesting 30 years but the last year has been the most interesting of all. He has enjoyed the last 30 years and gave thanks to all the staff. Cllr Palmen thanked Steve Oldrieve for his hard work as a Councillor and it has been a pleasure to have him as a member.

Cllr Piazza stated that Cllr Ben Cooper will be joining the Army so would like to thank him for all his help on the Council.

Cllr Hoar gave thanks to Councillors for their help and integrity as he joined as a new Councillor.

Mr Mitchell thanked Cllr Brice for his service over the last 30 years. He also gave thanks to all Councillors for their work for the town.

Mr Jubbie has enjoyed all the meetings and would it be appropriate for members of the public to submit questions before the meeting? Town Clerk replied 'yes please'.

Meeting Closed at 21.51

Signature

Trowbridge Town Council

Full Council meeting 16th March 2021

Working with the Community

	Doric amendment	Doric from P&R	Survey amendment	Survey from L&IS
Bates	X	✓	X	✓
Bazan	✓	✓	✓	✓
Beaver	X	✓	X	✓
Blackmore	X	✓	X	✓
Blakmore	X	✓	X	✓
Brice	X	✓	X	✓
Bridges	X	✓	X	✓
Bryant	X	✓	X	✓
Cavill	X	✓	X	✓
Cooper	✓	✓	✓	✓
Drewett	X	✓	✓	✓
Fuller	A	✓	A	✓
Halik	✓	✓	✓	✓
Hill	A	✓	✓	✓
Hoar	X	✓	X	✓
King	X	✓	X	✓
Kirk	✓	✓	✓	✓
Oldrieve	X	✓	X	✓
Palmen	X	✓	X	✓
Piazza	✓	✓	✓	✓
Whiffen	X	✓	✓	✓

