

Civic Centre
St Stephen's Place
TROWBRIDGE
Wiltshire
BA14 8AH

16th March 2022

SUMMONS

To all members of the Neighbourhood Services Committee.

Dear Councillor,

You are hereby summoned to a meeting of the Neighbourhood Services Committee: Councillors Allsworth, Blackmore, Bryant, Cave, Cavill (Chair), Cooper (Vice Chair), Lincoln, Palmen, Piazza and Vigar **to be held at The Civic, St Stephen's Place, Trowbridge, on Tuesday 22nd March 2022 at 7pm immediately following the Museum Meeting.**

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 business. As a result of the restrictions imposed to control the pandemic, public access will be limited. **Please contact info@trowbridge.gov.uk by 16:00 on 21st March if you wish to attend this meeting in person.** Those attending in person will be able to ask questions and make statements at the meeting during the public period. Questions and statements can otherwise be submitted in advance.

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 14th December 2021](#).
- 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. FACILITIES MANAGER'S REPORT TO NEIGHBOURHOODS SERVICES

To consider the Facilities Manager's Report to Neighbourhoods Services report (copy attached).

7. PUBLIC CONVENIENCES (REPORT ITEM 7.1)

RECOMMENDATION:

To set operating hours for the public conveniences main block in line with the times for lighting on the tennis courts 8am-9pm.

To install a payment system for the main block and to set a fee of 50p for entry.

To approve in principle to the potential lease from Wiltshire Council, delegate responsibility to negotiate these to officers for the lease to be signed once planning and tendering was obtained and funding approved.

8. BANDSTAND REFURBISHMENT (REPORT ITEM 7.2)

RECOMMENDATION:

That the decision to undertake any urgent repairs is delegated to officers outside of waiting for the total project plan (and associated costs) in order to have the facility available as soon as possible and until the full project plan is confirmed.

9. PUBLIC SPACE CCTV (REPORT ITEM 7.4)

Recommendation

That we extend the current Shires CCTV monitoring agreement by 12months at a cost of circa £38k pa (subject to contract).

10. QUARTERLY MANAGEMENT ACCOUNTS

a) To consider the 3rd Qtr accounts (Appendix A).

11. DATE OF NEXT MEETING

a) To note the next meeting to be held on 14th June 2022 at 7.00pm at The Civic.

12. MEDIA RELEASES

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