



The Civic Centre
St Stephen's Place
TROWBRIDGE
Wiltshire.
BA14 8AH
info@trowbridge.gov.uk

21st September 2022

SUMMONS

To all members of the Council: Councillors: Allsworth, Bates, Beaver, Blackmore, Blakemore, Bridges, Bryant, Cave, Cavill, Cooper, Halik, Hill, Hoar, Jacob, Edward Kirk, Emily Kirk, Lincoln, Palmen, Piazza, Trigg and Vigar.

Dear Councillor,

You are hereby summoned to **The Meeting of Trowbridge Town Council** to be held on **Tuesday 27th September 2022**, at 19:00 in **The Council Chamber, The Civic, Trowbridge**.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Lance Allan'.

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 26th September if you wish to attend this meeting in person. Where it is not possible for you to attend due to reaching the capacity limit, view and listen access will be available online via Microsoft TEAMS: please go to the Town Council Website – Your Council – [Meetings](#) to find the link.** Only 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

This meeting will be recorded.

1. APOLOGIES

- a. To receive apologies from those unable to attend:
- b. To consider for acceptance apologies received with reasons for absence.

2. MINUTES OF PREVIOUS MEETING

- a. To read and approve as a correct record the minutes of the Council meeting held on 19th July 2022. Copies of these Minutes have been circulated and Standing Order A6.5.2 provides that they may therefore be taken as read.
- b. To consider any matters relating to those minutes.

3. MINUTES OF COMMITTEES

To receive and consider reports, minutes and recommendations of Committees already circulated, enclosed herewith or to be circulated. There have been the following meetings since the last meeting of Council.

a. Town Development 2nd & 23rd August

Questions to the Chair – Cllr. A Bryant

b. Policy & Resources 6th September

Questions to the leader – Cllr. S Palmen

4. DECLARATIONS OF INTEREST

a. To receive Declarations of Interest from members and officers (as per the agenda) 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 the Local Government Act 2000 and the Trowbridge Town Council Code of Conduct in respect of members.

b. To consider any Dispensation Requests received by the Town Clerk and not previously considered.

Cllr Cooper has submitted a request for dispensation in respect of his appointment as a member of the board of Trustees of Trowbridge Town Trust.

RECOMMENDATION: That dispensation is granted so that **Cllr Cooper** can be involved with all matters before the council relating to Trowbridge Town Trust.

5. COMMUNICATIONS BY THE MAYOR

To receive such communications as the Mayor may wish to lay before the Council.

6. PUBLIC OPEN FORUM

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

7. REPRESENTATIVES ON OTHER BODIES

a. To receive reports from any councillors who have been appointed to other organisations.

8. POLICE MATTERS

To receive a report from Sergeant Charlotte Chilton.

If councillors have any specific questions it would be appreciated if they could be submitted to the Council Secretary by the Friday prior to the meeting so that they can be forwarded to Sgt Chilton for responses to be given at the meeting.

9. QUESTIONS FROM COUNCILLORS

To consider questions received from councillors by the deadline: Tuesday 6th September 2022

NONE

10. CODE OF CONDUCT

To consider to adopt the revised **Code of Conducts** (circulated with agenda)

11. WORKING GROUPS, BOARDS & PANELS

To consider the Town Clerk's report regarding the membership of Working Groups and the following:

RECOMMENDATION: That the Council reviews the membership of the following Panels and Working Groups:

Town Clerk's Review Panel

Anti-social Behaviour and Street-crime Working Group

Civic Board

Public Toilet Working Group

ECO Working Group

Tender Review Working Group

Service Delegation Working Group

Doric Park Working Group

And any other Committees, Panels and Working Groups that the Council consider need to be reviewed and confirms the membership of those that have been reviewed.

12. SERVICE DELEGATION

To consider the Town Clerk's Report and the following:

RECOMMENDATION: That the Council:

A. Progresses negotiations with Wiltshire Council, for the transfer of all remaining services covered by the Wiltshire Council Policy: 'Defined minimum of all services to be devolved', including those services relating to the Down Cemetery (maintenance and burials & memorials) on Monday 1st April 2024.

B. Requires that, in addition to such service devolution the Down Cemetery should also be a full asset transfer, to take effect on the same date.

C. Requires that, Wiltshire Council commit to an independent report by the ICCM relating to the arrangements for transfer, capacity and related issues.

D. Requires that, Wiltshire Council commit to including the provision of a new cemetery for Trowbridge in the Local Plan which includes 2038 in its plan period.

13. WARM ROOMS

To consider appropriate arrangements across the town that can provide warm room/space, to support the community over the coming months, which will help people get warm & stay warm.

14. EVENTS PROGRAMME

To consider a report from Cllrs Vigar and Cavill regarding events for 2023 and the following Town Clerk's;

RECOMMENDATION: That the council establishes Uniformed Services Day as an annual event, commencing the arrangements for September 2023, with an enhanced budget, that budget subject to approval in January 2023. In addition, the town council works in partnership with the Town Hall Trust to organise a Cultural music, food & drink festival in the Town Park in June 2023. The council provides support to those seeking to organise something on Armed Forces Weekend, which is likely to be a small scale, low-key event in the park, including music on the bandstand and that appropriate events budgets are put forward for approval for these events in the 2023/24 budget.

15. DATES OF COMMITTEE MEETINGS

To note that: The **Leisure Services Committee** which has been postponed from tonight has been rescheduled for **Tuesday 18th October**.

16. MOTIONS FROM COUNCILLORS

To consider motions received from councillors by the deadline: Tuesday 6th September 2022.

A. 220809/16:02 RECYCLING

To consider the following Motion submitted by Cllr Hoar.

Preamble: Even though recycling has been mainstream for many years now, Wiltshire Council still only provides limited provision for it, including in Trowbridge. As a result, there are many items that could be recycled but end up in landfill. There is a huge appetite within the town for additional recycling facilities, demonstrated by the success of the Crisp-packet recycling scheme that was carried out by the Information Centre staff.

This motion asks that Trowbridge Town Council build on the work it has already done, by carrying out the preparatory work required for the council to consider options to help fill the recycling gap in Trowbridge. Options should lay out how the council can provide additional recycling facilities, perhaps in the same way neighbouring Bradford-on-Avon Town Council has, by implementing a Terracycling Station (or similar). <https://bradfordonavontowncouncil.gov.uk/boa-terracycling-station/> . Once the options are known a recommendation can then be put forward to the following full council suggesting a way forward.

MOTION: That officers investigate how Trowbridge Town Council can best expand the provision of recycling in Trowbridge, by November 1st so that a recommendation can be brought to the full council meeting scheduled for 15th November 2022.

B. 220830/11:13 DORIC PARK PROJECT

To consider a special motion received and signed by councillors Piazza, Edward Kirk, Cave, Lincoln, Bridges, Emily Kirk, Halik

MOTION: That the council cancels the Doric Park Project and seeks to recoup any funds invested into the project.

17. SEALING OF DOCUMENTS

To approve the sealing of documents as follows:
NONE

18. DATE OF MEETINGS

To note that; The next Full Council Meeting is scheduled to be **Tuesday 15th November 2022**.

19. MEDIA RELEASES

To consider if the Council should make a press/social media release regarding any of the issues considered by this meeting.