

Minutes

Neighbourhood services

Neighbourhood Services Committee

Date	20/12/2022
Time	19:15 – 21:30
Location	Pitman Room
Present	Councillor David Cavill, Councillor Stephen Cooper, Councillor Clive Blackmore, Councillor David Vigar, Councillor Stewart Palmen, Councillor Antonio Piazza, Councillor Trigg (Sub for Cllr. Allsworth), Councillor Hoar (Sub for Cllr. Bryant), Councillor Edward Kirk (Sub for Cllr. Lincoln)
Officers	Lance Allan (Town Clerk) Karl Buckingham (Facilities Manager) Natasha Patterson (Council Secretary)
Absent	Councillor Andrew Bryant, Councillor Karen Allsworth, Councillor Caroline Lincoln, Councillor Daniel Cave, Mayor of Trowbridge Town Council, Trowbridge Town Council, Aby Cooper,
Public	Katy Brown
Press	None

MINUTES

1119 - APOLOGIES

- a) **The committee received** apologies from those members unable to attend. Cllr A Bryant, Cllr C Lincoln, C Maddox,
b) **RESOLVED: to accept apologies received with reasons from Cllr. A Bryant, Cllr. C Lincoln, C Maddox.**

1120 - MINUTES

- a) **RESOLVED: to approve as a correct record the Minutes of the Neighbourhood Services Committee meeting held on Tuesday 14th June 2022.**
b) **There were no** questions arising from those minutes.

1121 - DECLARATION OF INTEREST

There were no declarations of interest.

1122 - CHAIRS ANNOUNCEMENTS

There are several complicated issues concerning money with decisions to be made. Need to keep things to the point, apologies if I cut you short.

1123 - OPEN FORUM

a. There were no members of the public present.
b. The committee received a presentation from garden designer Katy Brown and Mel Jacob.

Presentation from Katy Brown and Cllr. M Jacob summarising ideas on how Trowbridge can be 'A Greener Trowbridge' with sustainable planting & Greening ideas on planting schemes. This can be achieved as a town and be environmentally friendly. This will be improving the towns habitat, bio diversity connecting habitats, enhancing green spaces and to improve attractiveness of town. Things to consider: Woodland planting, Allotments, Biss Meadows, Park, Downs allotments, Roundabouts, Broadmead pond. This a 5–10-year plan and the involvement of schools, community groups ward areas will be needed.

1124- FACILITIES MANAGERS REPORT TO NEIGHBOURHOOD SERVICES

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

Points to note:

Cllr. J Trigg: Where we have actuals presented this way, we have no idea what the outcome for the end of the financial year, is there any way they could be made clearer so can easily be understood? Could I ask about the underspend on recreational facilities.

K Buckingham: This budget is phased the forecast budget will be updated at the end of quarter 3. Some of the costs are for projects, for example, the drainage at Painters Mead. A full report on play equipment and play review is presently being done. With regards to the BMX Track, Other play areas have to be made fit for purpose, before extra can be spent on the BMX Track. However, this is on the to do list.

Cllr. S Palmen: Storage at the town park has been an asset to the Weavers market and events.

Cllr. J Trigg: The electric vehicles are very quiet; they may benefit from a beeper.

Cllr. J Trigg: Holy Trinity church wall, has fallen, do we have knowledge of if this could happen elsewhere?

K Buckingham: Any of the walls on our sites could potentially fall, we don't have the expertise. A structural engineer will have to look at this now and will now approach insurance. The weather has caused many problems across many of our sites.

Cllr. J Trigg: Sparkle Team /Parish Steward, is there a list of things that they cover?

K Buckingham: C Maddox is going to get on top of this. Need to record what is being done other than just social media. All these things in future will be linked via technology

Edward Kirk: echoed with the need of a report from the Sparkle Team.

I 125 - SUSTAINABLE PLANTING

The Committee considered sustainable planting proposals for 2023-24

RESOLVED:

- a. That the Facilities Manager works with partners to ensure that additional sustainable planting opportunities are identified and delivered for 2023/24 including additional locations in conjunction with the Wiltshire Council Towns Programme and Future High Street Fund.
- b. That the Greener Trowbridge Working Party reviews the Town Council Strategy to identify the medium and longer-term priorities for implementation over a ten-year timescale.

I 126 - SERVICE DELEGATION

The Committee noted the following on service delegation

- a. No reply from Parvis Khansari regarding future cemetery capacity
- b. Update from meeting with Adrian Hampton regarding Service Delegation for 1st April 2023
- c. The Barrow operative contract has been extended to February by Wiltshire Council and therefore our job opportunity has been withdrawn.
- d. Southwick Allotments- fences will be replaced before transfer, funded by Wiltshire Council.
- e. Ashton Street discussions progressing with regards to transfer of open spaces.

RESOLVED to note the above and that there has been a response from Parvis Khansari since publishing the agenda it is as follows:

Thank you for your email and proposals that I have discussed with colleagues at Wiltshire Council. The outstanding issue relates to responsibility for extending the land asset sometime in the distant future. The delegation currently under discussion relates to services only and will not remove Wiltshire's Council interest in the land and other assets at the cemetery. I would therefore argue that the request you have made in your latest email should be addressed as part of any asset transfer negotiations.

I understand the position of Trowbridge Town Council, but if we are realistic the outcomes being asked are not going to be resolved by the 1st April, and we simply need to separate the service delegation from all other discussions. I am happy to continue to explore the issues that sit outside service delegation, but if we are to conclude the transfer of services this should be our focus.

I also understand the Southwick allotments will be included in the transfer. This means we have a clear understanding of all of the services involved and we can now seek to sign off the delegation agreement.

I 127 - FUTURE HIGHSTREET FUND

The Committee Considered FHSF contribution to street scene proposals received from Pepper Barney at BIBO following public consultation. The Committee should also note that we are in discussion with Wiltshire Council regarding funding available from the Towns Fund which may also support these elements.

RESOLVED: That the committee delegates implementation of the FHSF Street Furniture enhancement to officers including preparing documentation for necessary planning permission and to ensure funds are secured by 31st March 2023.

I 128 - HOLY TRINITY CHURCH YARD

To consider the report item 8.1 and the following

RESOLVED: that the Facilities Manager seeks further professional advice and support in relation to specification for repairs to the wall at Holy Trinity Churchyard.

I 129 - PROJECTS

To consider the following projects, with the current estimates projected to require allocation to capital reserves in the 2023/24 budget.

1.Toilets

RESOLVED: to consider option 3 when funds are available and to release any interest in the unit (former sweet shop) offered for lease by WC, as this has become unattainable for conversion costs for a lease of 7 years

2. Antisocial behaviour & CCTV

RESOLVED: to request £50K towards CCTV improvements, from capital reserves in 2023/24.

3.Bandstand

RESOLVED: That in addition to the £59,850 allocated in the 2022/23 budget to request an additional £20k towards the bandstand refurbishment in 2023/24 from capital reserves.

Cllr. Edward Kirk & Cllr. A Piazza against.

I 130- MOTIONS

To consider motions received by the deadline (Thursday 8th December).

MOTION 221201 18:21 SID MOTION

Cllr. J Trigg

MOTION: That the council recognises the danger and ongoing negative impact that excessive speed has on local residents. That the council recognises that the use of Speed Indicator Devices are proven to have a positive impact on reducing the number of speeding vehicles.

As a result, the council agrees to invest in the purchase of a second Speed Indicator Device and required accessories.

RESOLVED: Motion Carried

221103 1656 MAX GEORGE FUND

Cllr. A Piazza.

MOTION: That Trowbridge Town Council establishes a 'Max George Fund' of £500, to be allocated in the new Neighbourhood Services budget, with the sole objective of assisting families, who approach the Town Council, in purchasing memorial furniture for loved ones who have passed away in our communities.

RESOLVED: Motion Lost

I 131 - QUARTERLY MANAGEMENT ACCOUNTS

- a) **To consider** the Quarter Two Accounts (Appendix 3)
- b) **To note** the Facilities Manager's forecast report item 12

RESOLVED: to note the quarter two accounts and the Facilities Manager's forecast report

I 132 - DRAFT BUDGET

- a. **To approve** Fees and Charges for 2023/2024.

RESOLVED: to approve the fees and charges.

- b. **To approve** the draft budget for the committee for presentation to the Policy & Resources Committee on 10th January 2023

Cllr. C Hoar: Could Trowbridge Town Council introduce additional recycling. In order to do this costing needs to be done. Could a holding amount be put aside so this can be done. Could TTC become a recycling hub with the possibility of community groups could run.

RESOLVED: The committee approved the facilities draft budget.

Cllr. Edward Kirk & Cllr. A Piazza against

Cllr. J Trigg abstained.

RESOLVED: The Committee approved the neighbourhood draft budget £5000 will be added to the capital budget to facilitate recycling.

Cllr. Edward Kirk against

Cllr J Trigg abstained

I 133 - DATE OF NEXT MEETING

To note the next meeting to be held on Tuesday 28th March at 7.00pm at The Civic.

I 134 - MEDIA RELEASES

There were no press or social media releases considered at this meeting: