



**Bradford on Avon
Town Council**



**LOCAL COUNCIL
AWARD SCHEME
QUALITY GOLD**

BRADFORD ON AVON TOWN COUNCIL

You are hereby summoned to a Full Council meeting
of Bradford on Avon Town Council
On Tuesday 10th January 2023
At 7.00pm in St. Margaret's Hall, Bradford on Avon

ISB

Ian S Brown
Chief Exec & Town Clerk
5th January 2023

AGENDA

1. QUESTION TIME OPEN TO THE PRESS AND PUBLIC (not to exceed 30 minutes) <i>The public are welcome to ask questions on matters that are on the agenda and other matters at the Chairman's discretion. The question should not be a statement and limited to no more than 2 minutes. The Chairman will call the question from those who are indicating that they wish to speak. A record of any public participation session shall not be included in the Minutes but included as an appendix note to the Minutes of the meeting and will be made public via our website and held in archive.</i>
2. To accept apologies for absence
3. Declarations of Interest <i>To receive any Declaration(s) of Interest under The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 made under Section 30 (3) of the Localism Act 2011 and under the Code of Conduct adopted by the Town Council.</i>
4. Minutes <i>To approve the minutes of the meeting held on the 8th November 2022.</i>
5. Matters arising (FOR INFORMATION ONLY) –
6. Chairman's report <i>Chairman's report attached.</i>
7. Minutes of Committees <i>To note the minutes and decisions taken under delegated powers. These minutes are not for discussion. Circulated by email to members. (i) 15.11.22 Town Development (ii) 22.11.22 Community and Wellbeing (iii) 29.11.22 Sustainable Travel (iv) 13.12.22 Resources</i>
8. Budget 2023-24 <i>Following the Resources Committee on the 13th December 2022. Recommendation to Full Council to accept the budget totalling £1,283,020 and set the precept at £1,038,600. A Band 'D' property will pay £250.61 per annum.</i>
9. Events Working Groups <i>Proposal to agree the principle of working groups to oversee events organised by the town council.</i>
10. Residents Panel <i>End of year report.</i>
11. Traffic Consultation <i>Discuss and approve the Wiltshire Council request for financial contribution towards modelling costs (report attached).</i>
12. Next meeting <i>Next meeting arranged for 7th March 2023.</i>



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Minutes of the Full Council meeting of
BRADFORD ON AVON TOWN COUNCIL held
on Tuesday 8th November 2022 at 7p.m in St. Margaret's Hall

Attendance – Town Council

Cllr K Bessant
Cllr S Blackwell
Cllr D Garwood
Cllr S Gibson
Cllr S McNeil-Ritchie
Cllr A Potter
Cllr T Trimble
Cllr K Vigar (Chairman)
Mr I Brown (Chief Executive & Town Clerk)
Ms S Howe (Committee Clerk)
Mr C Hogg (Green Spaces Officer)
Mr Matthew McLaughlin (Communications Officer)
Ms Sarah Hawkins (Accountant)

Members of the public: Jeremy Wire, Andrew Nicolson, Lisa Otter-Barry, Chris Humphries, Christian Sullivan, Richard Smith and 9 others

Apologies: Cllr E Franklin, Cllr A Kay, Cllr J Parker (Vice-Chairman), Cllr J Vittles

41. Declarations of interest - none

42. Minutes

It was proposed by Cllr Trimble and seconded by Cllr Potter and with 7 in favour and 1 abstention it was **RESOLVED**: that the minutes of the Full Council meeting held on the 6th September 2022 were accepted as a true record.

43. Matters arising – none

44. Chairman's report

The Chairman report is attached to these minutes. The Chair highlighted the following:

- It had been an honour to lead the commemorations of the late Queen Elizabeth II and proclaim the new King Charles III.
- Cllr Parker along with the Green Spaces Officer had attended the South West in Bloom presentations where the town had received a Silver Gilt award. Feedback had been given by the South West in Bloom organisers and those involved in the town now look forward to next year and a chance to implement the suggestions.
- Cllr Vigar attended the Lions 52nd Charter lunch on Sunday 6th November. She praised the organisation for all the work they do across the town raising money and to commemorate their half-century anniversary the Lions are paying for a substantial number of trees to be planted along the river in the country park.
- Cllr Vigar has received a gift for the Town Council from the Mayor of Tubas following a visit by the Friends of Palestine. Cllr Vigar thanked him and the people of Tubas. She plans to write a thank you letter on behalf of the council.

- It is Remembrance Sunday this weekend and the War Memorial and the Canadian War plaque have both been restored and refurbished in time for this year's commemorations. Cllr Vigar thanked Cllr McNeil-Ritchie for his work on the restoration project.

45. Minutes of Committees

The minutes of the following committees were noted:-

27.09.22 Sustainable Travel Committee and 04.10.22 Environment & Green Spaces.

46. Traffic Consultation

Cllr Tim Trimble referred to his Report which is attached to these minutes. Following on from the report, we are still awaiting the answers to the questions asked by Cllr Vigar of Cllr Dr McClelland of Wiltshire Council, letter dated 25th October 2022, meanwhile our MP has been contacted and Michelle Donelan's Office has responded to a request from the council for a meeting with some proposed dates in December to include town councillors, our MP and Dr McClelland from whom we also await a response. As Wiltshire Council are now suggesting the town council makes a contribution to the traffic modelling costs, the town council believes it should have input into the models as the council knows the town better than Wiltshire highways engineers and understands the results from the traffic consultation. The Chair confirmed with Cllr Trimble that the council needs the answers to the questions of the letter dated 25th October 2022 before anything further can be agreed, especially additional funding. Cllr McNeil-Ritchie commented that he understood the core objectives from the traffic consultation were (i) pedestrian and cyclist safety, (ii) improved air quality and (iii) reduced traffic volumes so why do we think that the current suggestion that the modelling of a one-way system, to address these objectives, which excludes large parts of the town, and where the council is being led by the nose by Wiltshire Council and their traffic engineers, is the answer. Cllr Gibson commented that WC engineers generally only concern themselves with traffic movement and so the town's core objectives are not particularly recognised despite a huge resident mandate. WC appear to think one-way working in some central areas of town are essential and sought agreement from the council that they would support exploring this idea. Cllr McNeil-Ritchie continued that asking WC for the best solution to which the council can consider and respond would be the best way forward as he is concerned WC is too focused on the one-way suggestion. Cllr Trimble confirmed that the town council did not recommend a one-way system as the best approach at the expense of the core objectives but were forced by WC to come up with suggestions and the traffic consultation suggested some one-way working was popular with residents. Concerns were expressed that the scope of the project has shrunk down to modelling a section of town when the town council asked for modelling across the whole town, but this was what Wiltshire Council were willing to look at.

47. Skate Park Update

Cllr Bessant began by thanking Ms Mars for all her help and involvement with the skate park project to raise funds for a new skate park to replace the lately decommissioned facility in Poulton fields. Ms Mars provided the Council with an update via a short film and PowerPoint presentation. A skate park working group was formed and together with wider community involvement raised funds to provide a new space for young people to get active, meet new people, skate and scoot. Since July 2022 the working group has set itself a target of raising around a further £60k to reach a £250k overall target by the end of 2022. Fundraising is still ongoing although the finish line is now in sight. Alongside the fundraising the town council is now in the process of setting up a Charitable Incorporated Organisation (CIO) to access funds it couldn't directly. Throughout the campaign there has been much local public support both in general interest via social media and with help raising money such as a sponsored walk which raised £2000 and involved over 80 young people. Cllr Garwood commented that overall there had been an amazing local response to the campaign with the community contributing generously. It was suggested that the PowerPoint presentation, which is to be

shared on BoASkate.org the campaigns website, following the council meeting, should also have a link on the town council website. All agreed that the effort put into the fundraising from the community, grant applications, commerce and the council should be recognised and highlighted on all necessary websites and in social media.

48. Warm Spaces

The Chair read out to the council an update provided by Cllr Parker, in her absence, on the Warm Spaces initiative, set up in response to the cost-of-living crisis, winter energy crisis and ongoing isolation as a consequence of the pandemic. A working group has been established with Churches Together and other local groups and organisations such as the Co-op to allow the council to complement the activities/events such groups are planning to help those in need over the winter period. Following 3 meetings, a calendar of events has been published as a leaflet for distribution to interested parties and the details of which will now appear on the council's website. Further events will be added as they become available. Many churches are opening their halls as a warm space, some with activities laid on, also the library has confirmed its opening times and invited the public in to linger. The town council already organises a tea dance and dementia friendly films at St Margaret's Hall but is expanding the film programme to selected Sunday afternoons at minimal cost: £5 for families or £2 for individuals. Tea and biscuits will be served and a request for volunteers to help serve refreshments was made. Cllr Vigar thanked Cllr Parker for her considerable involvement in this initiative. Cllr Gibson reiterated that Wiltshire Area board has community funding available to any local groups and organisation who are already up and running with events and activities of a similar vein to the Warm Spaces initiative but would and could do more with a little more money.

49. Future Plans of the Twinning Associations

The Report written by Cllr Kay on the reorganisation of the German and French twinning committees is included in these minutes with the Chair highlighting concern over the resignation of members of the French twinning committee to such a degree that it looked like it might fold but volunteers have been found to replace them to the relief of all concerned. Cllr Neil-Ritchie wondered if a town in Ukraine could be twinned with BoA as a consequence of the relationship developed with the refugees who are staying here. Cllr Blackwell, who helped set up the arrival of Ukrainian refugees, offered to investigate this idea further with Elblag, in Poland, who are twinned with a town in West Ukraine.

50. Next meeting

Next meeting arranged for 10th January 2023.

51. Confidential business

It was proposed by Cllr Gibson and seconded by Cllr McNeil-Ritchie and with all in favour it was **RESOLVED:** to start confidential business.

Members of the public who spoke at the Council meeting on the 8th November 2022

1. Jeremy Wire –

Question 1: Item 6 Chairman's Report

It's Day 3 of COP27. This Council unanimously declared a Climate Emergency in March 2019 and an Ecological Emergency in July 2020.

There's not much about these Emergencies in the Mayor's report, except that she went to some Big Green Week events on 25th September. And there's nothing anywhere else your agenda. People could be forgiven for thinking that you reckon they are done and dusted, and you've moved on.

You unanimously adopted a Climate and Ecological Emergency Strategy in January 2021 Here are some of your commitments:

- The Council will look to allocate no less than 10% of its budget to items and projects directly addressing the joint Emergencies.
- The carbon and ecological footprint of the Council will be mapped.
- A review of procurement will be undertaken.
- Procurement and management practices will be consistent with the two declarations, and instructions will be drafted and delivered to Town Council suppliers. (That was going to happen by the end of July 2020, then early in the new year of 2021).

My question is, then: When will the Council be receiving its next report on its progress with the Strategy? Will you review the plan urgently, and please may we have a progress report at every Council meeting?

The Chair reiterated the council's commitment to its Climate and Ecological Emergency Strategy. Of the 5 council committees, 2 are heavily focused in this area namely Environment and Green Spaces and Sustainable Travel which cover most of the updates. The Chairman's report is there to highlight all engagements not just those with a climate/ecological bias. On this agenda however there is sustainable travel item and in confidential business procurement which would fall within the sustainable remit. Cllr Gibson also stated that when this council formed in May 2021 it reaffirmed these commitments and that climate and ecological emergency thinking embeds every decision taken, every supplier, every procurement. The town is currently spending £60k on new trees to be planted around town, spending money on electric vehicles, contributed towards the Living wall and publicised the Domestic Heating Project to assist BoA residents. However perhaps more reporting to Full Council meetings was possible.

Question 2: Item 8 Traffic Update

It strikes me that Wiltshire Council are preparing the ground for backing out of any major expenditure on any traffic solution. I agree that any modelling costs should be borne by Wiltshire Council alone. And the retained money should be put into active travel schemes – to promote the town's priority outcomes of reduced traffic volumes, improved active travel safety and, better air quality.

I'm very concerned that the Update still says 'the best way forward would involve one-way working on some roads' (plural). Whatever we do, the town will never be free of traffic congestion, because if we free up road space it will be taken up by fresh traffic. A large one-way system will create patches of dangerous, fast moving traffic, alternating with tailbacks in all the wrong places. The finger of blame for that will point to the easiest targets- cyclists and walkers.

Q: What measures are you prepared to consider to restrain the volume and speed of traffic coming through this town and manage the locations of traffic congestion so that people walking, cycling or wheeling will be free of the fear of conflict, a crucial barrier to encouraging Active Travel?

The Chairman confirmed that the town council has not given up on a traffic solution and has contact our MP to attend a meeting with town and Wiltshire councillors. Cllr Trimble confirmed that he does not believe that if a proposed one-way system frees up road space that it will definitely be taken up with fresh traffic or that to improve road safety a one-way system would prevent that from taking place. He stated that modelling will help set up different scenarios where the engineers can see what happens when various mitigations are tested. Models can also assist with pedestrian and cyclist safety.

2. Andrew Nicolson – Question regarding item 8 Traffic Update, he is not looking for an immediate answer but hopes councillors can think about his question and comment during item 8 after the Traffic update has been introduced. We are seeing Wiltshire Council's attitude for spending money on study options for our traffic (he's very happy the public can see all the letters and updates the town council has supplied) it's not so well known that the programme for local walking and cycling improvement plans aka LCWHIPS? Originally had it's plan for getting BOA underway in 2023 and this has been pushed back to 2024. Meanwhile we are all waiting for the improvements in walking and cycling around the town. If this is going to be part of a plan, that plan is a LCWHIP by another name, so what would councillors think of a proposal for the town to get together in some way eg, workshops or whatever will work best, and start to initiate and lead on the sorts of things we want to see: improving conditions for walking in the centre, in the through roads and in the residential areas so that when WC gets down to the LCWHIP it's based on local knowledge, needs and wishes.

3. Christian Sullivan – Question regarding Item 8: Traffic update.

I have noticed that you have reprioritised a few things which were a few votes(?) different, but my understanding was the priority which came from the Consultation was the reduction in traffic volume as being top of the list, followed by pedestrian and cyclist safety and air quality and my concern is and with WC backpedalling a little bit on whether or not they are going to pay for modelling we are just hoping we are not going to get a watered down modelling version based on something more simplistic or what might be a county wide affair to look at traffic volumes. I don't want any watering down particularly if funding becomes an issue.

Cllr Trimble stated that the figure of £50k to be spent on modelling was aired around June 2022 and the TC confirmed that the council did not wish to contribute to that expense, that it was WC's remit to pay for modelling. WC then reviewed what the scope of modelling should be, and examined reducing the scope. But Cllr Trimble believes WC felt on reflection that the full modelling process was required, so no watering down and if the funding can be agreed it will be a comprehensive treatment. Cllr Trimble also confirmed that reducing traffic volumes was still in the top three priorities, but WC will not countenance a scheme which diverts traffic away from BoA creating congestion elsewhere, they would be planning to introduce measures which will help reduce traffic movement within the town. Cllr Gibson followed up confirming that it would never be acceptable to reduce traffic volumes in BOA by causing worse jams elsewhere such as Staverton and that the overall plan with WC has been for a long time to reduce long distance traffic through the town by introducing mitigations in town leading to diversions along the A350 and not onto neighbouring town's roads.

4. FROBAW statement and question Lisa Otter-Barry

As you know there has been a year-long dispute between the town council and major stakeholders the Friends of Becky Addy Wood, very distressing and time consuming for all concerned, about the management of the TPO trees in Becky Addy Woodland.

We have now had an extraordinary and unusual mediation offer: The senior advisor for Wiltshire, Wessex Area Team, at Natural England, the leading conservation protection body in the UK, has generously offered to mediate between the two parties.

This comes at a time when we believe there is a good chance of success for mediation because Public Safety is no longer the main issue at stake – since the trees which the council's surveyor had rated as posing a safety risk (Red and Amber rated on their schedule – what they term Emergency works) have now been dealt with.

The council have rated the remaining trees yellow or green which means that they themselves have rated the risks they pose as tolerable according to HSE criteria, and that further felling is unnecessary. What's more: if the council's vast over-estimate of footfall in the woods is corrected, the risk rating for all the trees becomes lower still – all remaining trees are then rated green.

(The council's surveyor has estimated that between 192 and 1,728 people pass along the woodland footpath every day of the year. The true figure as established by FROBAW who did a footfall count over 6 weeks in May and June 2022 is 46 people per 24 hours) The above means our respective approaches to the wood's management are getting closer – giving hope for mediation.

Question: FROBAW have indicated to Natural England our willingness to participate. Will councillors please agree to take part in this mediation process?

The Chair confirmed that the town council have carefully considered mediation when mentioned a few weeks ago and the council contacted the advisor at that point. The advisor took the view at that point that the measures we were taking were reasonable and mediation would not be a useful process. Since then FROBAW have been in touch again and said it still remains a possibility, so council has contacted him again this week and suggested a basis in which the council would be prepared to engage in discussions managed by him. At close of business today the council had not received a reply.

5. FROBAW statement and questions Chris Humphries

We urgently need to resolve our differences. FROBAW a major stakeholder must be treated as a partner as stipulated by a Memorandum of Understanding between FROBAW and TC dated April 2020. When FROBAW donated to the town council £30K of local people's money which they raised in 2020 to enable the council to buy Beck Addy Wood, this donation was conditional on a detailed written and signed Memorandum of Understanding stipulating joint decision making with regard to the management of Ash dieback and a jointly produced management plan. The TC contributed £7K plus £2 legal costs. We have still not seen a management plan and have not been involved in devising one. Moreover, FROBAW has been advised by a specialist tree risk assessment expert Ian Monger, who we commissioned to risk assess the trees for FROBAW in June and August 2022, that the works are not necessary. In fact three different tree experts – including Mr Monger and the council's own new tree surveyor now agree the risks are tolerable according to government HSE criteria, and that further felling is unnecessary.

Please would the town council explain how they view the April 2020 Memorandum of Understanding and their consequent obligations to FROBAW?

The Chair confirmed that the council take the situation seriously and the management plan became an Ash Dieback Management plan in November 2021 which was sent to FROBAW on a couple of occasions in November 2021 so that FROBAW could consult with FROBAW membership and come back to the town council. The council did wait for a response but did not receive one apart from individual responses on ash dieback. Cllr Gibson confirmed that the council officers were expecting a formal response from FROBAW to the plan but did not receive one and that such a response would still be gratefully received.

Next question: If winter felling/mono-lithing of trees in Becky Addy Wood took place as currently proposed, what would be the estimated total cost, including security costs, of both this felling and the summer tree works (19 trees)? The TC's May Tree Schedule indicates a

further 58 trees (approx. 75 trunks because of multi-stemmed trees) are currently proposed either be felled or have their wildlife habitat severely reduced by monolithing)

How have these costs and how will any further costs be met?

When does the council imagine that such works as are currently proposed would take place and how many days would such work entail?

The Chair confirmed that she does not know what the costs are yet as they, in all likelihood, have not been established and it was not accurate to say the council would be felling or reducing habitats by undertaking monolithing. Reducing height and weight of trees is to ensure trees are maintained in their position despite high winds and storms and therefore protecting habitats. The Chair confirmed she would respond further on the matter of costs in writing.

6. Carol Aldridge - Why is the Town Council considering using its limited funds to pay Wiltshire Council to model a one-way system, a device which research already shows is likely to draw in more traffic – directly contrary to our wishes to reduce traffic and emissions and to protect pedestrians across the town?

The Chair stated that as we have not received replies to our questions regarding the town council's letter to WC about contributing to modelling, the council cannot seriously consider whether it would contribute or not, despite the inclination not to, but councillors should have the opportunity to debate the issue with the correct information. Cllr Trimble confirmed that the point of modelling was not to introduce a one-way system, to allow traffic to speed through town, but to improve safety for pedestrians and cyclists, reduce motorised traffic and improve air quality. Modelling is there to devise a system that meets our core objectives.

7. Richard Smith - Please could the chair provide an update from the Working party set up to consider the development of a river bridge for pedestrians in the town centre.

Cllr Trimble stated that there have been two meetings of the working party regarding a new pedestrian bridge. The initial meeting highlighted the need for professional technical help. The subsequent meeting involved a bridge engineer from WC and a lead conservation officer from WC. A third meeting is scheduled for next week. A resident of BOA with designing and managing experience is also likely to get involved. Additionally, the working group plans to consult the public every step of the way.

Chairman's Report

Mayor's and Deputy Mayor's Engagements

Saturday 12 November – I attended a fundraising wine tasting evening in support of Penny Brohn UK, a charity which supports those experiencing cancer and their families. This was an excellent evening, supported by a number of the town's businesses, and almost £2000 was raised for the charity.

Sunday 13 November - The deputy Mayor and I, joined by several councillors, attended the Remembrance Sunday service at Holy Trinity followed by the wreath laying ceremony in Westbury Garden. It was excellent to see a packed church, the newly restored memorial and to see one of our Ukrainian residents place a wreath.

Friday 25 November – It was a huge pleasure to take part in the Christmas lights switch on event, which was a tremendous success, bringing large numbers of people into our town centre to see the fabulous display.

Sunday 4 December – I attended the Coronation Concert held by the Trowbridge Philharmonic Choir at the Wiltshire Music Centre. The standard of music was superb, and it was a very enjoyable evening.

Monday 12 December – I attended the County of Wiltshire Carol Service at the beautiful St Sampson's Church, Cricklade, along with Mayors from other towns in the county as well as representatives of other Wiltshire organisations.

Thursday 5 January – with the Deputy Mayor, I am due to attend the A level presentation evening at St Laurence School, an important occasion to mark the achievements of young people whose educational journey has been so affected by the impact of the pandemic.

Other issues to report on that do not arise elsewhere on the agenda:

- The council will shortly be participating in a mediation session with Friends of Becky Addy Wood Ltd. This is part of our effort to ensure the best possible relationship with the group as we work to help the wood recover from the impact of Ash Die Back.
- Along with Cllr Sarah Gibson and Cllr Simon McNeill-Ritchie, I met with a number of the town centre retail businesses towards the end of the year to discuss their concerns about footfall in the town centre. We are seeking to implement a few initiatives to try to support our shops during the difficult winter months including keeping many of the Christmas lights on to create a winter season in town, creating better signage for visitors from the south side of the river to the town centre shops and planning for a business forum.
- Finally, on behalf of the Council, I would like to thank and pay tribute to Avril Clarke who retired as co-ordinator of the Hub and foodbank in Church Street after almost eight years' service at the end of last year. Avril was involved in the setting up of the Hub and has given so much of her time in voluntary service since, making a huge contribution to the work of the Hub and the whole community.



Bradford on Avon Town Council

Full Council

10th January 2023

Events Working Groups

Purpose of Report

For members to agree the principle of working groups to oversee events organised by the Town Council.

Considerations

The Town Council has drafted a calendar of events, [appendix 1] which are planned for the Town in 2023, this is a 'living' document. The calendar captures potential events that the Council is aware of and will have others added during the year, as and when they become known.

It is recognised that events help bring communities together, builds health relationships and develops a 'feel good' environment and creates memories for residents, all of which enhance mental well-being. Events also, improve a towns identity and can boost the local economy.

A number of the events are organised by the Council whilst others by community groups or other organisations, in some cases these are supported by the Council.

The calendar will be promoted via the website and in both the newsletter and e-bulletin to ensure residents are aware of the forth coming events.

To ensure that members are aware of events, the Town Development committee will have oversight of the calendar, the committee can assign members to any working group that are set up to manage an event, thus making sure the system is 'joined up'.

Recommendation

Full Council agrees:

- 1) All events organised by the Town Council will be overseen by a Working Group consisting of at least two Town Councillors (one as Chair), Officers and appropriate advisors. The Chair shall be responsible for informing and updating the Town Development Committee regarding progress, budget and other matters as required. This requirement may be waived for smaller events with the agreement of the Chair of Council.

Chief Executive & Town Clerk
3rd January 2023

Appendix One – Annual Events Calendar 2023

Annual Events Calendar 2023

Date	Event	Location	Date	Numbers Attended	Budget
Jan	Roots Festival	Wiltshire Music Centre	21 st – 23 rd January		
Jan	A3A Activities	Youth Centre	5 th January 10am – 11.30am		
Jan	Groovy Movers	Youth Centre	5 th Jan, 1pm-2pm		
Jan	Mighty Girls	Youth Centre	5 th Jan, 2.30-7.30pm		
Jan	Bop About Dance	Youth Centre	10 th Jan, 9.30-12.30pm		
Jan	Community Foster Care	Youth Centre	10 th Jan, 3.30-9pm		
Jan	Bop About Dance	Youth Centre	12 th Jan, 10-11.15am		
Jan	Groovy Movers	Youth Centre	12 th Jan, 1-2pm		
Jan	Mighty Girls	Youth Centre	12 th Jan, 3.30-7.30pm		
Jan	Bop About Dance	Youth Centre	12 th Jan, 3.30-5.30pm		
Jan	Bop About Dance	Youth Centre	17 th Jan, 9.30-12.30pm		
Jan	Community Foster Care	Youth Centre	17 th Jan, 3.30-9pm		
Jan	Bop About Dance	Youth Centre	17 th Jan, 10-11.15am		
Jan	Groovy Movers	Youth Centre	17 th Jan, 1-2pm		
Jan	Mighty Girls	Youth Centre	17 th Jan, 3.30-7.30pm		
Jan	Bop About Dance	Youth Centre	17 th Jan, 9.30-1.15pm		
Jan	Bop About Dance	Youth Centre	19 th Jan, 3.30-9.30pm		

Appendix One – Annual Events Calendar 2023

Jan	Mighty Girls	Youth Centre	19 th Jan, 3.30-7.30pm		
Jan	Bop About Dance	Youth Centre	24 th Jan, 9.30-12.15pm		
Jan	Barnardos	Youth Centre	28 th Jan, 9-5.15om		
Jan	Bop About Dance	Youth Centre	31 st Jan, 9.30-12.15pm		
Jan	Community Foster Care	Youth Centre	31 st Jan, 3.30-9pm		
Jan	Community Foster Care	Youth Centre	24 th Jan, 3.30-9pm		
Jan	Groovy Movers	Youth Centre	26 th Jan, 1-2pm		
Jan	Mighty Girls	Youth Centre	26 th Jan, 3.30-9.30pm		
Jan	Bop About Dance	Youth Centre	26 th Kan, 3.30-5.15pm		
Jan	Barnardos	Youth Centre	26 th Jan, 9-5.30pm		
Jan	Bop About Dance	Youth Centre	26 th Jan, 9.30-12.15pm		
Jan	Community Foster Care	Youth Centre	26 th Jan, 3.30-9pm		
Feb	A3A Activities	Youth Centre	2 nd Feb, 10-11.15am		
Feb	Groovy Movers	Youth Centre	2 nd Feb, 1-2pm		
Feb	Mighty Girls	Youth Centre	2 nd Feb, 3.30-7.30pm		
Feb	Bop About Dance	Youth Centre	2 nd Feb, 3.30-5.15pm		
Feb	Bop About Dance	Youth Centre	7 th Feb, 9.30-12.15pm		
Feb	Community Foster Care	Youth Centre	7 th Feb, 3.30-9pm		

Appendix One – Annual Events Calendar 2023

Feb	U3A Activities	Youth Centre	9 th Feb, 9.45-11.15am		
Feb	Groovy Movers	Youth Centre	9 th Feb, 1-2pm		
Feb	Mighty Girls	Youth Centre	9 th Feb, 3.30-9.15pm		
Feb	Bop About Dance	Youth Centre	9 th Feb, 3.30-5.15pm		
Feb	Bop About Dance	Youth Centre	14 th Feb, 9.30-12.15pm	400	£500
Feb	Community Foster Care	Youth Centre	14 th Feb, 3.30-9pm		
Feb	Bop About Dance	Youth Centre	27 th Feb, 9.30-12.15pm		
Feb	Bop About Dance	Youth Centre	21 st Feb, 9.30-12.15pm		
Feb	Community Foster Care	Youth Centre	21 st Feb, 3.30-9pm		
Feb	Pancake Race	Town Bridge	21st Feb, 11am		
Feb	U3A Activities	Youth Centre	23 rd Feb, 10-11.15am		
Feb	Groovy Movers	Youth Centre	23 rd Feb, 1-2pm		
Feb	Mighty Girls	Youth Centre	23 rd Feb, 3.30-9.15pm		
Feb	Bop About Dance	Youth Centre	23 rd Feb, 3.30-5.15pm		
Feb	Bradfordians Show	Youth Centre	25 th Feb, 9-5.15pm		
Feb	Bop About Dance	Youth Centre	28 th Feb, 9.30-12.15pm		
Feb	Community Foster Care	Youth Centre	28 th Feb, 3.30-9pm		

Appendix One – Annual Events Calendar 2023

March	USA Activities	Youth Centre	2 nd March, 10-11.15pm		
March	Groovy Movers	Youth Centre	2 nd March, 1-2pm		
March	Mighty Girls	Youth Centre	2 nd March, 3.30-7.15pm		
March	Bop About Dance	Youth Centre	2 nd March, 2.30-5.15pm		
March	Bop About Dance	Youth Centre	7 th March, 9.30-12.15pm		
March	Community Foster Care	Youth Centre	7 th March, 3.30-9pm		
March	USA Activities	Youth Centre	9 th March, 10-11.15pm		
March	Groovy Movers	Youth Centre	9 th March, 1-2pm		
March	Mighty Girls	Youth Centre	9 th March, 3.30-7.30pm		
March	Bop About Dance	Youth Centre	9 th March, 3.30-5.15pm		
March	Bop About Dance	Youth Centre	14 th March, 9.30-12.15pm		
March	Community Foster Care	Youth Centre	14 th March, 3.30-9pm		
March	TIC Social	Kingston House	15th March 2-4pm	12	£40
March	A3A Activity	Youth Centre	16 th March, 10-11am		
March	Groovy Movers	Youth Centre	16 th March, 1-2pm		
March	Mighty Girls	Youth Centre	16 th March, 3.30-7.30pm		
March	Bop About Dance	Youth Centre	16 th March, 3.30-5.15pm		
March	Bop About Dance	Youth Centre	21 st March, 9.30-12.15pm		

Appendix One – Annual Events Calendar 2023

March	Community Foster Care	Youth Centre	21 st March, 3.30-9pm	
March	U3A Activities	Youth Centre	23 rd March, 10-11.15am	
March	Groovy Movers	Youth Centre	23 rd March, 1-2pm	
March	Mighty Girls	Youth Centre	23 rd March, 3.30-7.15pm	
March	BOP About Dance	Youth Centre	23 rd March, 3.30-5.15pm	
March	BOP About Dance	Youth Centre	24 th March, 9.30-12.15pm	
March	Banardos	Youth Centre	25 th March 9-5.15pm	
March	U3A Activities	Youth Centre	27 th March, 2-3pm	
March	BOP About Dance	Youth Centre	28 th March, 9.30-12.15pm	
March	Community Foster Care	Youth Centre	28 th March, 3.30-9pm	
March	Tai Chi	Youth Centre	29 th March, 9.15-11.30am	
March	Dynamic Material Art	Youth Centre	29 th March, 6-8pm	
March	U3A Activities	Youth Centre	30 th March, 10-11.15am	
March	Groovy Movers	Youth Centre	30 th March, 1-2pm	
March	Mighty Girls	Youth Centre	30 th March, 3.30-7.15pm	
March	BOP About Dance	Youth Centre	30 th March, 3.30-5.15pm	
March	BOP About Dance	Youth Centre	30 th March, 9.30-12.15pm	
March	Fleetwood Mac Songbook	St Margaret's Hall	25th March	190

Appendix One – Annual Events Calendar 2023

Month	Event	Location	Date	Time	Cost
March	International Women's Day Event	TBC	TBC		
April	U3A Activities	Youth Centre	3 rd April, 2-3pm		
April	BOP About Dance	Youth Centre	4 th April, 9.30-12.15pm		
April	Community Foster Care	Youth Centre	4 th April, 3.30-9pm		
April	Dynamic Material Art	Youth Centre	5 th April, 6-8pm		
April	U3A Activities	Youth Centre	6 th April, 10-11.15am		
April	Groovy Movers	Youth Centre	6 th April, 1-2pm		
April	BOP About Dance	Youth Centre	6 th April, 3.30-5.15pm		
April	BOP About Dance	Youth Centre	7 th April, 9.30-12.15pm		
April	U3A Activities	Youth Centre	10 th April, 2-3pm		
April	BOP About Dance	Youth Centre	11 th April, 9.30-12.15pm		
April	Community Foster Centre	Youth Centre	11 th April, 3.30-9pm		
April		Westbury Garden	10th April, 11am		£500
April	Dynamic Material Art	Youth Centre	12 th April, 6-8pm		
May	King's Coronation	Town Centre	Sat 6th May		
May	Green Man Festival	Bradford on Avon Town Centre	13 th May		5,000
May	RUH Walk for Life	Victory Field	23 rd May		

Appendix One – Annual Events Calendar 2023

June	BoA Live Music Festival	The Hall St Margaret's Hall Westbury Garden Lamb Yard	Fri 2 nd (3ve) Sat 3 rd Sun 4 th June		£10,200
June	TIC Volunteer Social	Kingston House	14 th June 2-4pm		
June	Secret Garden Festival	Bradford on Avon Gardens			
June	BoA Food & Drink Festival	Victory Field	10 th & 11 th June		
July	BoA Children's Club	Youth Centre	July & Aug	TBC	TBC
Aug	Summer Floating Fayre	Kennet & Avon Canal	23 rd August		
Sept	Walking Festival	Westbury Garden	1 st , 2 nd , 3 rd Sept	273	
Sept	Food & Produce Show	St Margaret's Hall	3 rd Sept 2-4pm	500	
Sept	TIC Social	Kingston House	14 th June 2-4pm	12	
Sept	World Heritage Open Days	Town Bridge	14 th , 15 th , 16 th , 17 th Sept	1,000	£200
Sept	All Floyd	St Margaret's Hall	30 th Sept	190	
Oct					
Nov	BoA Fireworks Display	Victory Field	Sun 5 th Nov, 4-8.30pm	3,500	£5,600
Nov	Remembrance Day	Westbury Garden	12 th Nov		
Nov	Made in Bradford on Avon Fair	Westbury Garden	TBC 23 rd Nov?		

Appendix One – Annual Events Calendar 2023

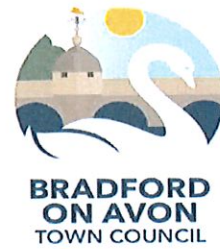
Nov	BoA Christmas Gift Fair	St. Margaret's Hall	Fri 24 th Nov, 4-8.30pm	3,000	£15,000
Nov	BoA Christmas Light Switch On	Westbury Garden	Fri 24 th Nov, 6pm	4,000	
Nov	Winter Floating Fair	Kennet & Avon Canal	25 th & 26 th Nov		
Dec	Social Media Advent Calendar Campaign	Explore BoA Facebook & Instagram	1 st -24 th Dec	25 companies	£160 including advent artwork by Jenny Dack
Dec	TIC Social	Kingston House	13 th Dec 2-4pm	12	
Dec	Christmas Tree Festival	Holy Trinity Church	6 th -11 th Dec		
Dec	Lions Christmas Carols	Westbury Garden	24 th Dec		

Bradford on Avon Town Council

Full Council

10 January 2022

Residents' Panel: End of Year Report



Purpose of Report

To outline the results of the three Residents' Panel surveys and the outcomes derived from each iteration.

Introduction

The Residents' Panel was a new project — introduced in the last Town Council year — designed to help the Town Council hear views from across the entire community.

The panel is formed of 100 residents selected to complete surveys a few times a year on Town Council activities, policies, and services. The panel is a useful way to gauge community opinion and the information from surveys is fed back to Councillors and Town Council Officers to improve on what the Town Council offers and how aspects of Town Council operation work.

The panel is in addition to the Town Council's longstanding methods of listening to residents' views, such as direct contact and consultation.

Bradford on Avon Town Council ran an application process towards the end of 2021. When applications were closed, 131 residents over 16-years-old had applied to be part of the project.

In January 2022, independent company Cognisant Research selected 100 panellists which would broadly represent the town's demographics based on the same information as the 2011 census.

Survey One: Communications

The first survey, which centred on Town Council communications, was issued on Friday, 11 February 2022. General questions included the kind of events people would like to see for the Platinum Jubilee celebrations. Of the 100 panellists, 69 completed this first survey.

The full results: <http://bit.ly/3WnTDY3>

Outcomes

- Creation of an email newsletter — BoA Snippets which is published bi-monthly and (at the time of writing) has 371 subscribers

- Increased use of noticeboards. A need for new noticeboards had already been considered, but this was reinforced by the results of this survey and a new one is now in place at Poulton Park. Another is due to be installed on Whitehill soon
- The general questions in this survey included a question about the plans for the Jubilee celebrations and the answers given contributed to the work of the Working Group
- This work of the panel was reviewed at the March 2021 Full Council meeting, and it was agreed that Officers would produce a number of surveys for the remainder of the current Town Council administration – with work reviewed by the Community & Wellbeing Committee
- Results of and background of each survey would be published on the Town Council website (bradfordonavontowncouncil.gov.uk/residents-panel-information-2)

Survey Two: Environment

The second survey on the environment with general questions added on subjects from the town market to the upcoming Platinum Jubilee events. Panellists were sent the Residents' Panel survey on Friday, 13 May 2022.

Of the 100 panellists, 79 panellists responded to the survey—a rise of more than 14 per cent on the previous survey.

Full results: <http://bit.ly/3HJ6GPL>

Outcomes

- In line with the strong support from panellists, the Town Council will direct tree planting toward Poulton, Barton Farm, green spaces, and other areas of the town
- Nature volunteer events have been added to the What's On webpages (bradfordonavontowncouncil.gov.uk/whats-on) to keep those interested residents informed
- The Town Council will organise tree planting events
- The Town Council will plant orchard trees in line with responses from the panellists – this will boost biodiversity and provide fruit and berries for the community

Survey Three: Events

The third survey asked panellists questions on events put on by the Town Council, and its venues. Panellists were also asked general questions about the Winter Energy Crisis.

Panellists were sent the survey on Friday, 7 October. Of the 100 panellists, 86 panellists responded to the survey — this represents a further rise of more than eight per cent.

Full results: <http://bit.ly/3HENqmq>

Outcomes

- Make the quarterly newsletter available at the library and in waiting rooms
- An events section would be added to the physical newsletter, and feature in the email newsletter
- Answers to the general questions showed a desire for film afternoons as a warm space – an event organised by the Town Council as the Sunday Film Club

Conclusion

Over the course of the three surveys panellist response rates have increased by 24.6 per cent – which indicates that the surveys are engaging with panellists. Additionally, several beneficial outcomes – implemented by and fed into the work of multiple Officers – have been drawn from the results of the project.

Due to the success of the project in informing Officer work, the Residents' Panel project will continue for the remainder of the current Town Council's administration.

Matthew McLaughlin
Communications Officer
03.01.2023

Traffic Modelling Motion – Full Council 10.01.23

'Traffic modelling is required to devise a scheme that will make it safer for pedestrians and cyclists in the narrow town centre streets. It will help identify where any one-way traffic sections are best placed and where extra traffic calming and safety measures are required. We do not want to simply have greater flow, which could attract more traffic. We want traffic to be moving at a steady rate, -not quickly, but not tailing back either. There is a delicate balance to be achieved and the modelling is needed to minimise the chances of putting in a scheme and then having to come back and change it later which is extremely expensive to do.

Accordingly, this council agrees to set aside £25,000 as a 50% contribution to the total cost (£50,000) of the traffic modelling proposed by Wiltshire Council Highways to aid identification of an optimal new traffic management scheme for the town. Wiltshire Council have requested a two-thirds contribution and cited as a precedent a similar sized town in Wiltshire which has indicated it would contribute two thirds of the cost. However, we understand that there is as yet no formal agreement between the quoted town council and Wiltshire Council on; -

- a) whether to proceed with the modelling or,*
- b) on the exact cost split to be applied there.*

Should that situation change, Bradford on Avon Town Council will consider revising its contribution to align with that precedent.

As was agreed in the initial project scope set out by Cllr Sarah Gibson in August 2021, following the results of the modelling, the Town Council will consult once again with residents and then recommend to Wiltshire the preferred scheme for implementation. It is anticipated that the modelling will be completed within 6 months of project initiation.'