

Town Development committee meeting
Tuesday 11 July 2023



Town Development committee minutes

Minutes

From the committee meeting at 7pm on Tuesday 11 July 2023

At St. Margaret's Hall, Bradford on Avon

Decision making

The **decisions** made by the committee at this meeting are at minute 16.

Present

Councillors:

- Sarah Gibson
- Alison Potter (Chairman)
- Tim Trimble
- Katie Vigar

Town Council Officers:

- Ian Brown - Chief Executive & Town Clerk
- Matthew McLaughlin – Communications Officer

Meeting clerk:

- Sarah Howe – Committee Clerk
-

Apologies

From Councillors unable to attend the meeting:

- Kate Bessant
 - Dave Garwood
 - Alex Kay
 - Simon McNeil-Ritchie
 - Jennie Parker
 - Jack Vittles
-



15. Declarations of interest

No declarations of interest were made.

16. Minutes from the previous meeting of the committee

Proposed by Councillor Katie Vigar.

Seconded by Councillor Tim Trimble.

And with 3 in favour and 1 abstention it was **resolved**: that the Minutes of the last committee meeting held on 16 May 2023 be accepted as a true record of the meeting.

17. Matters arising

Minute 11 – Visit Wiltshire Funding Changes – Councillor Vigar wrote to the Leader of Wiltshire Council who is also Cabinet Member for Tourism amongst other things to express the council’s concern at the proposed withdrawal of funding for Visit Wiltshire and consequently from its funding successor for Visit Wiltshire, the Local Visitor Economy Partnership (LVEP). There has been no response so far. The M.P. for Bradford on Avon was also written to and she has responded by forwarding a letter she had also sent to the Leader of Wiltshire Council expressing her concern at the proposed policy to withdraw funding.

18. Agenda item 6 – Chair’s Update

The Chair updated members on the announcement of the 5 July 2023 that the Railway Delivery Group are holding public consultations on the proposed closure of all railway station ticket offices across the country. The ticket offices are set to close on 26 July which leaves 2 to 3 weeks for the public to respond. The town council has information about the closures and consultations on the website and a link to the consultations to allow the public to make their views known. There is also a petition both on the website and physically to sign for those who would like to sign. The Chair also read out a statement from the Friends of Bradford on Avon Station expressing their concern over the situation and the likely impact on tourism in the town.

19. Agenda item 7 – Decisions from the Delegated Planning Committee

The minutes and decisions were noted from meetings held on 17 May 2023, 7 and 21 June 2023 and 5 July 2023. The Chair confirmed that following on from the previous meeting the delegated meeting minutes



are now circulated to all councillors by the Planning Administration Officer and appear as part of the Town Development agendas.

20. Agenda item 8 – Culver Close Pavilion

The Town Clerk advised town council officers have met recently with the architect regarding the redevelopment or refurbishment of the existing site to provide a sports pavilion and storage facilities and a meeting is booked for week beginning 17 July 2023 with a planning officer for Wiltshire Council to obtain some pre-planning advice.

A meeting is also scheduled in September for some concept ideas with the architect once the pre-planning advice is available.

21. Agenda item 9 – Bradford on Avon Neighbourhood Plan

The Deputy Town Clerk had provided a written report supplied with the agenda detailing the update since the last Town Development meeting with the publishing of the Local Plan review for Wiltshire. Councillor Gibson also confirmed that her answer to one of the public's questions in the appendix regarding any development of the Beehive field also covered the latest updates on aspects of the Neighbourhood Plan and Local Plan for Wiltshire.

22. Agenda item 10 - Wessex Water works for Victory Field

The Chair summarised a slide detailing the nature of the works to be carried out in Victory field during the autumn and winter period of 2023/24. A new underground tank (160,000 Litres) is to be dug out and sunk into Victory field to minimise sewage overflowing into the river during periods of heavy rain. Access to Pound Lane and beyond will be maintained but part of the top end of the Victory field boundary wall near the roundabout will be taken down and then reinstated to provide access to the field during the works. It was confirmed that the River Blitz project which is taking samples from the river at regular intervals throughout July has taken samples at the overflow point where sewage can enter the river system and samples will be taken again once works are complete to see if there is any appreciable difference.

23. Agenda item 11 – Explore Wiltshire App

The Town Clerk provided a short demo for those present of the recently launched Wiltshire Town Trails on the Explore Wiltshire App where



Bradford on Avon has been chosen as 1 of 5 towns in the county for a pilot study. The App currently provides information on areas of interest for visitors, trails to be taken around the town and upcoming events however the town council will be given 'Admin' rights to develop content.

24. Agenda item 12 – Town Council Events Working Groups

The Town Clerk provided a short summary of the current progress of various events planned over the next few months. There is a plan to install a Christmas lights riverside walk this year as part of the town's Christmas lights arrangements. The idea is to lead visitors down towards the Tithe Barn and canal area particularly during the lights switch on. The electrical contractor for the Christmas lights set up has been contacted for a quote and also Timbrell's yard to see if they will add lights to their courtyard to help signpost the spectacle.

The Live Music festival had a successful first year and there will be a wash up meeting to prepare and develop the event for next year.

The next Bonfire Night meeting is this Friday 14 July. The launch site for fireworks will be Poulton Park which will also serve for public viewing. The council has established that the Fireworks company to be used this year do launch environmentally friendly fireworks.

The Green Man Festival will be in partnership with the town council next year.

There is a plan to try and book a Civil War re-enactment weekend next year taking place in front of the Tithe Barn and through to Victory field with an enactment camp most likely in the Country Park.

24. Next meeting

The next committee meeting is arranged for Tuesday 12 September 2023.

End of the meeting

The meeting finished at 7.55 pm



Appendix A: Comments and questions from the public

There were a number of questions and comments from members of the public at the meeting. There were around 6 members of the public in total.

Question about the state of some of the town's bus shelters and volunteers at the Tourist Information Centre (TIC).

A complaint was raised as to the state of various bus shelters around town which are dirty, covered in graffiti and in a state of disrepair.

Also is a good idea to have all volunteers in the TIC? Are they well qualified enough and is the TIC in a 'visible enough' spot?

Councillor Trimble agreed that several are in a poor state but Wiltshire Council have stopped maintaining them because repairs and refurbishment are generally vandalised soon after completion. Bus Shelters are not the responsibility of the town council however the Town Clerk advised that CLUB (Clean up Bradford on Avon) and the town wardens could do some work to improve the shelters as much as possible.

Councillor Vigar confirmed that the volunteers are trained and supervised, but further new volunteers who are capable are also needed. She agreed however that the TIC is not as visible as it could be and another venue might be a good idea.

Question regarding the Parking Meters at the Library

A resident is concerned that the parking meters at the library are App only, no cash, and it's not clear that the library is free after 6pm. Also 2 meters in the station carpark are out of order.

Councillor Trimble confirmed that all the machines in the various carparks are to be replaced this year with meters which take credits cards, cash and support the App.

Question on the use of Beehive Field in the future with respect to the Neighbourhood Plan (Np) and Wiltshire Local Plan.

Residents representing Sports Hub Bradford on Avon and a soon-to-be charity owning the current Football Club (Trowbridge Road). They are seeking reassurance from the town council that the council will support their plans to develop new and additional sports facilities for the town



preferably at the Beehive field. The 2013-26 NP states that the Beehive field, offers the opportunity to improve the sports facilities for the town essentially in 3 phases. The Beehive field is green belt land and the developer, who owns and has options on various parcels of land within the site, should be working in conjunction with Sports Hub to produce a blend of housing (on the current football ground) and sports facilities but the residents fear he is going to provide the bare minimum in facilities to ensure he can develop the rest as housing. However, the Local Plan review (through to 2038) states that the Beehive is unavailable for development at this time despite BoA needing to find sites for 80 homes in the town.

Councillor Gibson confirmed that this is a long-standing situation however the developer in question is trying to liaise with the town council (and Sports Hub BoA) because there can be no building on the greenbelt without exceptional circumstances and the sports facilities are classed as such. The best guess for the Local Plan review to come to final public review is Autumn 2024 so the town council and community should try to submit the NP in time, at least in draft form, for the final review of the Local Plan so the town's views and issues are clear to the planning inspectors. The golf course is now on the reserve list for development in the new Local Plan and also 90% of it is part of the blue/green protected corridor for biodiversity.

Town council is working up to a public consultation in the autumn to prepare the NP and consider sites for housing. The town council may need to support a small amount of enabling work (housing) and allow some development in the green belt to then allow the sports facilities to be built. The town council will therefore need to work closely with Sports Hub BoA to understand the needs of the Hub and how the town's Strategic plan and NP may be developed to facilitate the Hubs needs along side 'taking ownership' of any possible development of enabling housing.

Question regarding Agenda item 9 – community engagements and the Neighbourhood Plan (NP)

Centre of Sustainable Energy have approached Wiltshire Climate Alliance to make contact and use resources to carry out workshops with Youth Groups, the Hub and other hard to reach groups to get an input into the



NP. The resident is seeking assurances that any results gathered from the workshops can go into the NP.

The Town Clerk confirmed that such results and information could be included and Councillor Gibson asked for invitations to be extended to the councillors to attend the workshops once arranged.