



Minutes of the Bradford on Avon Town Council
Town Development Committee
Held at St. Margaret's Hall, Bradford on Avon
on 12th March 2019 at 7.00p.m.

Present:

Cllr L Brown
Cllr E Franklin
Cllr D Garwood
Cllr S McNeill-Ritchie
Cllr M Roberts
Cllr D Taylor
Ian Brown – Operations Manager
Sandra Bartlett – Town Clerk

Members of the Public.

Joyce Shaw, Annette and John Seekings and 3 others.
Apologies: Cllr A Kay, Cllr J Lynch and Cllr D Newton.

49. Declarations of interest

- (i) Cllr McNeill-Ritchie declared a non-pecuniary interest in the item regarding changing the premises licence at Ruby Red Wine Cellars.
- (ii) Cllr Franklin declared a non-pecuniary interest in the Section 96 licence for the planter at Whitehill.

50. Minutes

After one small amendment was made, it was proposed by Cllr Franklin, seconded by Cllr Roberts and with all in favour it was **RESOLVED:** that the minutes of the last meeting held on the 22nd January 2019 were accepted as a true record.

51. Matters arising

- (i) Minute 40(i) Lowering the wall at Greenland View – The extra charge for additional work as agreed with Cllr Roberts was discussed. Chairman advised that future situations like this involving public funds had to be prevented. He recommended that officers should handle such matters and obtain detailed quotes in advance to avoid the scope for any misunderstandings. It was proposed by Cllr Roberts, seconded by Cllr Garwood and with all in favour it was **RESOLVED:** To pay the extra £110 but not repeat this practice in the future.

52. Chairman's Report

Chairman explained his report and mentioned that there was a new Chairman of the Bradford on Avon Business. Chairman reported that he had been investigating development opportunities in Bradford on Avon. Cllr Brown cautioned against allowing the cricket club to have sole control over with any new pavilion on Culver Close. The Chairman replied that at present he was investigating sources of funding only, not the future design and use of the building. He would convene shortly a meeting to explore the best way forward for all users of a new pavilion, present and future. More generally, although the council was still waiting to hear from Wiltshire Council when negotiations about the transfer of community assets back to the town would open, he proposed to open a series of internal discussions before the next meeting to examine the future use and operation of the public areas likely to be included in this process. The Chairman explained that the CEVs had their one-day First Aid training course scheduled for the 23rd March 2019 and to be quarterly thereafter. He and

other volunteers would be trained first, but then they hoped to make the training open to other groups and members of the public. Cllr Franklin explained the new criteria for judging the South West in Bloom Competition. Chairman reported that the Town Council would be looking to support St. Laurence Science Fundraising Campaign. This will be discussed in more detail at Community & Recreation Committee next week.

53. New Map and Visitors Guide

After discussion, it was proposed by Cllr Franklin, seconded Cllr Taylor and with all in favour it was **RESOLVED**: To appoint Illustrator 2 at a cost of £1200. To appoint Graphic Designer 1 at a cost of £350 for design work on the map and £2,000 for a 40-page visitors guide. To appoint Printer 1 at a cost of £570 for 6000 maps, £1,771 for a print of 4000 visitors guides. Totalling £5,891.00.

54. Tourism & Destination Management Plan

Cllr Garwood explained the proposed changes. After some discussion, it was proposed by Cllr Garwood, seconded by Cllr Franklin and with all in favour it was **RESOLVED**: To accept the Tourism Strategy and Destination Management Plan with the proposed changes. The Chairman thanked everyone who had contributed during the consultation.

55. Middle Rank Handrail

The report was considered and after discussion it was proposed by Cllr Franklin and seconded by Cllr Roberts and with all in favour it was **RESOLVED**: To accept Contractor 1, who had previously undertaken work for the Council satisfactorily, to supply and fit a galvanised and painted handrail to the steps up to Tory at a cost of £2702.00

56. Repair of Victory Field pavilion roof

The Chairman and Cllr Brown both expressed their determination to resolve this recurring problem permanently through the construction of a pavilion on Culver Close. In the meantime, it was proposed by Cllr Franklin, seconded by Cllr Roberts and with all in favour it was **RESOLVED**: To accept Contractor 2 in the amount of £1,450.

57. Volunteers' Code of Conduct

The Volunteer Code of Conduct was considered. Cllr Roberts said that he had some items to add and agreed to come and talk these over with the Operations Manager. It was proposed by Cllr Roberts, seconded by Cllr Brown and with all in favour it was **RESOLVED**: To accept the new Volunteers Code of Conduct. Operations Manager agreed to discuss this with other volunteer groups.

58. Variation to the Premises Licence at Ruby Red Wine Cellars

This was discussed, but as members required clarification on a number of matters, the Town Clerk was asked to investigate and bring the matter to Resources Committee.

59. Section 96 licence for Whitehill Planter

It was noted that a Section 96 licence had been granted to the Town Council by Wiltshire Council to display the planter at Whitehill. This licence is valid for ten years.

60. Date of next meeting

It was noted that the next meeting had been arranged for 14th May 2019.

The meeting closed at 8.05p.m.

Appendix 1

Members of the public who attended the Town Development Committee meeting on the 12th March 2019

1. John Seekings reported that he would be assisting the Tourism and Events Officer with a Survey of Visitors and the towns capacity to provide accommodation. He would also be comparing Bradford on Avon to Wells, as it is a town of similar size. He hoped that this work would be completed by the end of April 2019.

2. Joyce Shaw reported that in relation to the Tourism and Destination Management Plan, two matters were causing her concern:-

1. Canal boats not moving on after 14 days but staying for months. She also wondered where all the waste was going.

2, Drunks in Westbury Gardens. She had telephoned the Police recently because one of them had climbed a large tree and was sitting on a limb and could have fallen into the river. She had also witnessed them urinating on the tree. Chairman advised that the Police were monitoring this area and that CCTV was being investigated for this area.