



**Bradford on Avon  
Town Council**



Minutes of the Bradford on Avon Town Council  
Town Development Committee  
Held at St. Margaret's Hall, Bradford on Avon  
on 14<sup>th</sup> May 2019 at 7.00p.m.

Present:

Cllr L Brown  
Cllr E Franklin  
Cllr D Garwood (Vice-Chairman)  
Cllr S McNeill-Ritchie (Chairman)  
Cllr D Newton (Leader of the Council)  
Cllr M Roberts  
Cllr D Taylor  
Ian Brown – Operations Manager  
Sandra Bartlett – Town Clerk

Members of the Public.

Rod and Janet Johnson, Joyce Shaw, Beryl Turner, Pam Hide, Gerald-Milward-Oliver, P.C. Charly Chilton and 3 other members of the public.

Apologies: Cllr A Kay and Cllr T Lomax

1. Declarations of interest - none

2. Minutes

After one small amendment was made, it was proposed by Cllr Garwood, seconded by Cllr Franklin and with all in favour it was **RESOLVED**: to accept the minutes from the last meeting held on the 12<sup>th</sup> March 2019.

3. Matters arising – none

4. Chairman's Report

The Chairman's Report was noted. Cllr Franklin reported that the judging for South West in Bloom would take place on the 16<sup>th</sup> July 2019. She said that the route still had to be decided but that she was talking to Wiltshire Heights, Christchurch School, Bancroft Allotment Holders and Railway Station Volunteers about this.

Chairman reported that he had attended with Cllr Roberts the Market Towns meeting where Paul Robertson gave a presentation on the role of the C.E.V.s (Community Emergency Volunteers) in Bradford on Avon. The model for C.E.V.s in Bradford on Avon could be rolled out to other towns. Chairman reported concerning the development of the Station car park talks had begun about making more out of the space.

Chairman reported that with regards to Culver Close Cricket Pavilion more funding was expected to come on stream from next year from the English Cricket Board. He said a working party would be set up to decide what could be done on that space.

Chairman reported on Community Asset Transfer and advised that Bradford on Avon was now top of the list for substantive pieces of land and services to be transferred from Wiltshire Council. He had been working with Cllrs Brown, Roberts and Kay on this and would share information with members when appropriate.

#### 5. Vice-Chairman

Chairman asked for nominations for Vice-Chairman of this Committee. Cllr Newton proposed Cllr Garwood, Cllr Roberts proposed Cllr Brown and with 4 votes in favour of Cllr Garwood and 2 votes in favour of Cllr Brown, Cllr David Garwood was appointed Vice-Chairman of this committee.

#### 6. Police Up-date

P.C. Charly Chilton explained her report which had already been circulated to members. She also answered members questions including a question from Cllr Newton regarding why pedestrians involved with clips from wing mirrors could not report to 101. Charly explained that the driver of the road traffic accident would have to do that in person.

Rod Johnson asked when the results from the anti-social behaviour survey would be known. Charly advised it was too early in the process to know at this moment because Wiltshire Council's survey forms had just been delivered to residents.

Joyce Shaw asked where the nearest police station was located? Charly advised Trowbridge or Melksham. Joyce felt this was too far away and not local enough.

Charly said it was important that residents report any a.s.b. issues in Westbury Gardens to the Police.

#### 7. CCTV and Anti-Social Behaviour in Westbury Gardens

Operations Manager's report considered. After discussion:-

(i) Cllr Brown proposed, seconded by Cllr Garwood and with all in favour it was **RESOLVED:** to proceed with the procurement of a CCTV system.

(ii) Chairman and Cllr Roberts agreed to review the quality of the CCTV systems tomorrow.

(iii) Cllr Brown requested that the correct signage was displayed in this area to let the public know they are being filmed and that the camera was not visible. A Data Privacy Impact Assessment will also be required. Cllr Roberts asked if it was a wireless system and the Operations Manager advised it was. Gerald Milward-Oliver asked if it was a facial recognition system and was advised no.

It was proposed by Cllr Newton, seconded by Cllr Taylor and with all in favour it was **RESOLVED:**

To delegate authority to the Operations Manager to procure the CCTV system based on cost and quality as agreed by members at the quality demonstrations.

(iv) Cllr Roberts reported that he had attended the recent Crime Forum and a.s.b. in Westbury Gardens was a topic raised there. He encouraged members of the public to ring 101 with their reports so that they can be logged. He gave members information on Public Spaces Protection Orders (PSPO).

#### 8. Lucy Millar Chairman from Bradford on Avon Business and Non-Councillor members on this committee

(i) Lucy made a presentation to the committee about her background and her recent appointment as Chairman of Bradford on Avon Business. She explained how Bradford on Avon Business will work in the future creating an effective network, a voice in the community, encouraging successful businesses, sharing knowledge and contributing to the social sustainability of the town.

She said that membership was free and there were 7 sector groups for different opportunities and challenges. They will be having a database directory of businesses. Interested in connectivity. They will be taking a break from the business awards this year. They will be working with Climate Change. Commenting on planning applications and hope to boost the numbers of businesses in the town.

(ii) Cllr Franklin proposed that the Chairman of Bradford on Avon Business be a Non-Councillor members on this committee, seconded by Cllr Newton and with all in favour it was **RESOLVED:** That the Chairman of Bradford on Avon Business be a Non-Councillor member on this committee

#### 9. New lighting desk in St. Margaret's Hall

Hall Manager's Report considered and Cllr Newton proposed that the Officer's recommendation be accepted Supplier 1 be accepted in the amount of £1,094.95, seconded by the Chairman and with all in favour it was **RESOLVED:** To accept the quote from Supplier 1 in the amount of £1,094.95

#### 10. T.I.C. Refurbishment

Operations Manager's report was considered. Cllr Brown said that as the Town Council had a rolling lease on this building, this was too expensive an investment in the building with no security of tenure. It was agreed to re visit the lease terms.

11. Date of next meeting

The date of the next meeting was arranged for 24<sup>th</sup> July 2019.

The meeting closed at 8pm.

## Appendix 1

### Members of the Public who spoke at the Town Development Committee on the 14<sup>th</sup> May 2019

Mrs Janet Johnson is a resident of Abbey Mill and the Chairman of the Abbey Mill Residents Association. Her question was important to my fellow residents of Abbey Mill. It was a question about Agenda Item, 9 (i) and (ii): CCTV and Anti Social Behaviour in Westbury Gardens. She thanked Cllr Kay for her earlier visit to Abbey Mill to discuss the matter and for our local PCSO for circulating Anti Social Behaviour form to them. Her question was: would it be acceptable if, while I'm here, I made some notes on the discussions on that Agenda Item and then circulate them to her fellow residents?

Chairman agreed that would be in order. Pam Hyde asked where the survey forms were available from? Mrs Johnson said it was for local residents in the area.