



**Bradford on Avon  
Town Council**



**LOCAL COUNCIL  
AWARD SCHEME  
QUALITY GOLD**

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Minutes of the  
Town Development Committee meeting of  
BRADFORD ON AVON TOWN COUNCIL held  
on Tuesday 28<sup>th</sup> March 2023 at 7p.m in St. Margaret's Hall

Present:

Cllr K Bessant (Vice-Chairman)  
Cllr D Garwood  
Cllr S Gibson  
Cllr S McNeill-Ritchie  
Cllr J Parker  
Cllr A Potter  
Cllr T Trimble  
Cllr K Vigar  
Cllr J Vittles (Chairman)  
Ian Brown – Chief Executive/Town Clerk  
Sarah Howe – Committee Clerk  
Matthew McLaughlin - Communications Officer

Apologies: Cllr A Kay

Members of the Public: 10

50. Declarations of interest

Cllr Vittles declared his membership of the Bradford on Avon Cricket Club.

51. Minutes

It was proposed by Councillor McNeill-Ritchie and seconded by Councillor Trimble and with all in it was **RESOLVED**: To accept the minutes of the last meeting held on the 24<sup>th</sup> January 2023 as a true record.

52. Matters arising – None

53. Chairman's Report

The Chair summarised his report as supplied in the agenda.

The Chair added that the tree planting event held in Poulton Park on 25<sup>th</sup> March 2023 was a lovely, busy, positive day with around 60 to 70 residents present to help plant trees.

54. Culver Close Pavilion (standing item)

The Chair updated the committee on the current situation. Wiltshire Council (WC) has supplied some pre-planning advice and both the town council (TC) and the architect involved in the project have requested some clarity on some of the information given. The relevant officer at WC will be making a site visit in the next few weeks as part of the process to answer these queries and so a full update will be given at the Town Development meeting on 16<sup>th</sup> May 2023.

The Chair was disappointed there wasn't a more comprehensive update but did state it is good news that there is finally some movement from WC. Councillor Gibson added that the downside of the pre-planning process was how slowly it moved along as there are no statutory regulations governing the process.

Councillor Bessant stated that it was very frustrating for the agenda to state there was an update when there was no real update and the Chair confirmed that he was keen to demonstrate there was some movement but wanted to provide the public with a full and clear picture of the advice from the Officer. Councillor Bessant asked if there was a timescale in mind and the Chair reiterated that the site visit by the Officer was due to take place soon in time for a full update at the next Town Development meeting on the 16<sup>th</sup> May 2023.

The Chair offered to take questions from members of the public which are covered in the Appendix at the end of the Minutes.

55. Neighbourhood Plan Working Group (standing item)

Councillor Gibson stated that she has been very busy elsewhere so has not had the opportunity to co-ordinate the other councillors for updates on the main Neighbourhood Plan (NP) areas of interest. Councillor Gibson is to meet with the Deputy Town Clerk who will take over co-ordinating the push to produce information for the public consultations.

56. Delegated decisions

Planning recommendations for 25 January, 15 and 28 February and 8 March 2023 were noted.

57. Town Council Events Working Groups

The Chair ran through the current active working groups and their events as follows:

The Duck Race – no working group as such a well established event. Councillor Vigar confirmed that the key issue was the current vicinity of the nesting swans to the town bridge which may influence the launch site of the ducks on Easter Monday.

King's Coronation – three meetings have been held, three days of events have been organised including the streaming of the Coronation via a 'big screen, in Victory Field which will also be used to stream films for all ages over the remainder of the weekend.

Live Music Festival, Fireworks and Christmas Lights working groups were also mentioned which are meeting at regular intervals.

58. One Public Estate (standing item)

Councillor Gibson confirmed that there was no update. Councillors Trimble and Bessant wondered if WC could be contacted to try and move things along. Councillor Gibson confirmed that she had contacted the relevant Officers at WC previously and had been told that there is no movement on this project at the current time.

59. Date of next meeting

The next meeting has been arranged for 16<sup>th</sup> May 2023.

The meeting closed at 7.44 pm.

## APPENDIX 1

### Questions from the public who spoke at the Town Development meeting on the 28<sup>th</sup> March 2023

1. Question regarding Agenda item 7 – Pavilion at Culver Close. The resident stated that she had discussed with many people about the site of the new pavilion and she found there was a lot of support for the new pavilion to be built on the site of the existing one once the existing one is demolished.  
The Chair confirmed that her comment would be minuted and included in the public consultation.

2. Question regarding Agenda item 8 - Neighbourhood Plan. Councillors were urged to look at a link which had been sent via email and consider the community engagement practice set out by the Centre for Sustainable Energy so can engage community to address the ICC report published last week which said 'there is a rapidly closing window of opportunity to secure a liveable and sustainable future for all.'

The Chair confirmed that the climate and ecological emergency runs through everything we do as a TC.

3. Question regarding Agenda item 7 – why can't we have more information about the latest developments on the new pavilion?

The Chair reiterated that the council needs all the information and advice from the Pre-planning Officer to be completely clear before making the information public so there is no danger of misinterpretation and councillors can answer questions fully. Councillor Gibson also confirmed there was no wish to hide any details but as it is not clear what the Pre-planning Officer means in his advice as it currently stands to either the TC or the architects, resolving the queries is necessary before releasing any details to the public. Councillor Vigar supported the view that clarity is needed and all involved were acting professionally with no attempt to hide any details. Councillor Bessant stated that she understood the resident's point of view that the matter is frustrating but that back at the start of this process the TC's aim was to provide a sports pavilion as many residents agree a new one is needed. An architect was asked to produce a proposal and there was a public consultation on this initial proposed plan. She confirmed again there was no agenda or specific details being pushed through site unseen. Councillor Gibson went on to say that any initial proposal of this sort helps to highlight what we do want and what we do not want which aids the project process and the public consultation process.

To queries about timely advertising of the next public consultation process the Chair confirmed that the event to be advertised in an appropriate and timely manner for local residents.

4. Question regarding Agenda item 7 – hasn't the council already approved the current plan for the new pavilion?

Councillor Gibson stated that no the current proposal had not met with final approval, only approved enough as an initial idea to go to Pre-planning at WC to see what WC think.