



Community and Wellbeing committee minutes

Minutes

From the committee meeting at 7pm on Tuesday 21st October 2025

At United Church Hall, 10 St Margaret's Street, Bradford on Avon

Decision making

The **decisions** made by the committee at this meeting are at minute [14](#), [18](#), [19](#), [20](#), [21](#), [22](#), [23](#).

Present

Councillors:

- Alex Kay (Substitute)
- Kate Bessant (Chair)
- James Atkinson
- Jack Vittles
- Chris Spence (Substitute)

Town Council Officers:

- Sarah Hawkins
- George Tomlinson

Meeting clerk:

- Ian Brown - Chief Executive & Town Clerk

Guest Speaker

- PCSO Amy Cliford
 - PCSO Robin Dentry
 - Marsha Mars -Mighty Girls
-

Apologies

From Councillors unable to attend the meeting:

- Sam Blackwell
 - Katie Vigar
 - Andy Gordon
 - Ghika Savva
-



13. Declarations of Interest

There were no declarations of interest.

14. Minutes from the previous meeting of the committee

Proposed by Cllr Kay

Seconded by Cllr Vittles

And with **all in favour** it was **resolved**: that the Minutes of the last committee meeting held on 22 July 2025 be accepted as a true record of the meeting.

15. Matters arising

None.

16. Update From the Police

Amy and Robin explained that they were from Trowbridge, so they didn't have a detailed update. They reported that the situation was very much as present at the last meeting. The aspiration for greater visibility in Bradford on Avon remained, however Laura was currently off, and Rob was tutoring a new officer, which meant they hadn't been around as much as hoped, but this would improve.

A question from a member of the public regarding anti-social behaviour on the Tithecote Manor estate. The PCSO's agreed to take the details outside of the meeting.

17. Chairs Report

Cllr Bessant presented the chairs report, provided by Cllr Vigar.

18. BoA Youth

i) BoA Youth update inc. Summer Holiday Club

Cllr Bessant introduced the update and invited questions; It was noted that the numbers attending the youth club and drop-in sessions had increased over this period. Cllr Kay commented that it was great to see the increase as the Town Council had stepped in to save the youth provision in the town, when Wiltshire Council changed their provision.

There was a general discussion on the condition of the building and the need for some refurbishment. Cllr Bessant and Cllr Vittles requested a plan for refurbishment, for the next meeting.



Cllr Bessant was glad to see that the summer club had now been embedded in the overall service as this was a valuable resource for parents.

ii) Mighty Girls Summer Outreach

Marsha Mars, from Mighty Girls, gave a presentation (attached) on the work undertaken over the summer, commenting that in comparison to the same process undertaken in Trowbridge, Bradford on Avon was in a much better place. Marsha explained the methodology undertaken and the findings and the next steps.

Councillors expressed their thanks for this piece of work.

iii) BoA Youth 'Our Thoughts and Values'

The Town Clerk explained that the youth team have worked with the young people that attend the youth club and developed a 'mission' statement for the service, attached.

This would be a great opportunity to use this as the 'mission' in the development of the next youth strategy for the Council.

Proposed by Cllr Atkinson

Seconded by Cllr Spence

And with **all in favour** it was **resolved**: that the Council to endorse the statement set out in 'Our Thoughts and Values'.

19. Grants Panel

The Chair moved the grants item forward in the agenda due to the attendance of one of the applicants.

The recommendation from the grant advisory group:

Grants awarded:

WARPed £ 390

Made in Bradford on Avon – The Snug £1,000

Unsuccessful application:

Wiltshire Young Musicians – This project had been partially funded in 2024



Proposed by Cllr Kay

Seconded by Cllr Vittles

And with **all in favour** it was **resolved**: To award the grants as recommended by the advisory group.

20. Volunteer Code of Conduct

The Town Council works with and supports a number of volunteer groups across the town and services that it provides. The Code of Conduct identifies the relationship between it and the volunteers, what the Council expects from volunteers and what support it will provide. This code is reviewed as new groups/services are identified.

Proposed by Cllr Spence

Seconded by Cllr Atkinson

And with **all in favour** it was **resolved**: that the Council to adopts the Volunteer Code of Conduct.

21. Support for Visit Wiltshire to provide project management consultancy to Wiltshire Council.

The Town Clerk reported that, Peter Wragg, Wiltshire Council Portfolio Holder for Economic Development and Tourism has written to the council, looking for support for the proposal at Wiltshire Council's Full Council meeting [of today] to commission Visit Wiltshire to project manage, as require the project to create a Destination Management Plan (DMP) for Wiltshire.

The Town Council has supported Visit Wiltshire/LVEP over the last four years, as Wiltshire withdrew support and funding. Being a major player in setting up the town/parish council support that allowed the current situation to develop. This DMP will set direction and assist with the development of our next Tourism Strategy.

Proposed by Cllr Kay

Seconded by Cllr Vittles

And with **all in favour** it was **resolved**: that the Council supports the appointment of Visit Wiltshire to project manage the development of a Destination Management Plan (DMP) for Wiltshire.



22. Kindness Festival

Cllr Kay introduced the report introducing the idea of a Kindness Festival in Bradford on Avon. The festival would celebrate the power of kindness and feature a variety of events and activities to bring the community together.

Proposed by Cllr Kay

Seconded by Cllr Bessant

And with **all in favour** it was **resolved**: To support a Kindness Festival with key support being publicity and promotion and facilitate events as necessary.

23. Adopted Phone Boxes

Cllr Kay presented the report on the possible uses of the two phone boxes which have been recently transferred to the Town Council. Preparing them with shelves and noticeboards so they could start as suggested and perhaps evolve as other needs arise.

The Council is currently in the process of adopting the St Laurence Road phone box and would consult the residents for feedback on the future use.

Proposed by Cllr Spence

Seconded by Cllr Kay

And with **all in favour** it was **resolved**: To support the Church St box to showcase the Town Council's values, the Newtown box a sustainable food focus, and to fit some shelves and notice board, as well as leaflet racking.

24. Wellbeing Town

The Town Clerk introduced the update on Wellbeing and its relationship to the Business Plan. Highlighting work undertaken by the Co-op and its three categories on Community Wellbeing.

The next steps would be to review the Co-op's scheme, develop questions for the next residents panel and then see if it's possible to produce an index for the town.

25. Next meeting

The next committee meeting is arranged for Tuesday 27th January 2026.



End of the meeting

The meeting finished at 8.05pm

Appendix A: Comments and Questions from the Public and Councillors

There were 2 members of the public present.

No questions