

**MINUTES**  
**of the Full Council**  
**held online on Monday 21<sup>st</sup> September 2020 at 7pm**

**Membership:**

<b>Cllr Batchelor (Broadway)</b>	*	<b>Cllr Macfarlane (West)</b>	*
<b>Cllr Brett (East)</b>	*	<b>Cllr Nicklin (West)</b>	*
<b>Cllr Davis (East)</b>	*	<b>Cllr Pitcher (Broadway)</b>	*
<b>Cllr Doyle (East)</b>	A	<b>Cllr Ridout (West)</b>	*
<b>Cllr Fraser (West)</b>	*	<b>Cllr Robbins (East) Chairman of Council and Mayor</b>	*
<b>Cllr Fryer, (Broadway)</b>	A	<b>Cllr Spender (Broadway)</b>	*
<b>Cllr Jeffries, (Copheap) Vice Chairman and Deputy Mayor</b>	*		

**Key:** \* Present    A Apologies    AB Absent

**In attendance:**

**Officers:** Fiona Fox, (Town Clerk and RFO), Tom Dommett, (Assistant Town Clerk), Stuart Legg, (Parks and Open Spaces Manager), Judith Halls, (Office Manager)

**Online Meeting Attendees:** Keith Rattray.

**FC/20/060    Apologies for Absence**

Apologies were received and accepted from Cllrs Doyle and Fryer.

**FC/20/061    Declarations of Interest**

The following declarations were made under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011  
Cllr Nicklin declared an interest as a Trustee of the Athenaeum in item 10 on the agenda and that he might speak but would not vote on this item.

**FC/20/062    Minutes**

**FC/20/062.1** The minutes of the Full Council meeting held on Monday 20th July 2020; were approved as a true record and signed by the chairman.

**FC/20/062.2** There were no matters arising.

**FC/20/063 Chairman's Announcements**

**FC/20/063.1** The Mayor highlighted the ongoing benefit of the weekly team meeting he and the Deputy Mayor have with the Clerk each Monday morning. The Mayor also took part in a cycle ride with others to look at possibility of improving cycle routes and linking all the existing cycle routes in the town.

**FC/20/063.2** Mayoral Engagements: It was **Noted** that the Mayor opened the water refill unit by the library on 14<sup>th</sup> August 2020.

**FC/20/064 Correspondence Circulated**

Correspondence circulated - **Noted**

**FC/20/065 Questions submitted in advance to the Clerk**

Amendment to correspondence list – Letter from Cllr Nicklin will go to members at next Finance and Audit Committee

**FC/20/066 Public Participation**

There was no public participation.

**FC/20/067 Reports from Unitary Authority Members and Police**

Cllr Ridout reported that the training for unitary Cllrs on the new planning laws had been postponed. Cllr Ridout also reported that the Area board meeting on Wednesday 23<sup>rd</sup> September was to decide on priorities for recovery from covid. A Police Report from Sgt Kevin Harmsworth had been circulated to members. The Mayor thanked Kevin for a very comprehensive report. Unfortunately, Sgt Harmsworth was unable to attend this meeting due to technical issues with the Police IT.

**FC/20/068 Proceedings of Committee**

Minutes of the following meetings were adopted.

Finance and Audit Committee meeting held on 4th June 2020 and 3rd August;  
Planning Advisory Committee meeting held on 13th July 2020 and 10th August;  
Environmental Services Committee meeting held on 13th July 2020;  
Parks and Recreation Committee meeting held on 26th May 2020;

**FC/20/069 Commemorative Plaque at the Athenaeum**

Members agreed to defer this item, Commemorative Plaque at the Athenaeum to the next meeting of Finance and Audit Committee on Monday 2<sup>nd</sup> November.

The Mayor then admitted there had been a covert operation to get Keith Rattray to attend the meeting. The Mayor set out the criteria for the Civic Award and how well Keith met them. The Mayor read out the citation for Keith from the nomination form setting out the many groups he has helped within Warminster.

**The Mayor awarded Keith Rattray with the Civic Award for 2019-20 and thanked him on behalf of all members.**

**FC/20/070** **Service Delivery Plan 2021-2026**  
Members unanimously agreed to approve and adopt the four key strategic priorities identified in the service delivery plan 2021-2026.

The four key strategic priorities identified are:  
Taking on new services, assets and responsibilities  
Building a strong, healthy community  
Enabling the new normal  
Reducing our environmental impact

**FC/20/071** **Warminster Town Council: Climate Change – Warminster Pledge**  
Members unanimously agreed to adopt the Warminster Town Council: Climate Change - Warminster Pledge.

**FC/20/072** **Warminster Town Council: Draft Climate Change Strategy**  
Members noted the Draft Climate Change Strategy and unanimously approved a month-long public consultation on the Draft Strategy.

**FC/20/073** **Grounds Maintenance and other contracts**  
Members unanimously agreed to not retender the contracts for grounds maintenance and cleansing for The Lake Pleasure Grounds, Outside Areas, Public Toilets, Hanging Baskets and play areas. Members unanimously agreed that when the contracts expire the services will be provided by Warminster Town Council's own direct labour force.

**FC/20/074** **Website Accessibility**  
Members **Noted** that that changes have already been made to improve the accessibility of the council's website and that the council will comply with the requirement to have an accessibility statement and plan of action in place by the 23 September 2020.

**FC/20/075** **Communications**  
Members asked for Press releases on the following subjects.  
Civic Award – spokesman Cllr Robbins  
Warminster Pledge – spokesman Cllr Jeffries  
Draft Climate Change Strategy – spokesman Cllr Jeffries

**Meeting closed at 8pm**