

**Minutes of the Meeting of Warminster Town Council
on Monday 21st June 2021 at 7pm
held at
Civic Centre, Sambourne Road, Warminster, BA12 8LB**

Membership:

Cllr Allensby (West)	*	Cllr Keeble (West)	*
Cllr Brett (East) Vice Chairman of the Council and Deputy Mayor	*	Cllr Macdonald (East)	*
Cllr Cooper (Broadway)	*	Cllr Macfarlane (West)	*
Cllr Davis (East)	*	Cllr Parks (North)	*
Cllr Fraser (West)	*	Cllr Robbins (East)	*
Cllr Fryer (Broadway)	A	Cllr Syme (Broadway)	*
Cllr Jeffries (North) Chairman of the Council and Mayor	A		

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

In attendance:

Officers: Fiona Fox, Town Clerk, Tom Dommett, Assistant Town Clerk, Stuart Legg, Parks and Estates Manager, Judith Halls Office Manager, Stuart Atherton, Committees and Administration Clerk.

Unitary Cllr Tony Jackson

Online attendee Sgt Kevin Harmsworth, Neighbourhood Sergeant.

FC/21/030 Apologies for Absence

Apologies were received and accepted from Cllrs Fryer and Jeffries.

FC/21/031 Declarations of Interest

Cllr Davis declared an interest in item 12.2 for the nomination of a Feoffee to St Lawrence Chapel. Cllr Davis is already a Feoffee therefore would not take part in the voting or discussion.

Cllr Parks declared an interest in item 12.2 for the nomination of a Feoffee to St Lawrence Chapel, as his wife is a Feoffee. Cllr Parks would therefore not partake in the vote associated with the discussion.

FC/21/032 Minutes

FC/21/32.1 The minutes of the meeting held on Monday 17th May 2021, were approved as a true record and signed by the chairman.

FC/21/32.2 There were no matters arising from the minutes from Monday 17th May 2021.

FC/21/033 Chairman's Announcements

FC/21/33.1 Cllr Brett shared that the Warminster Lions Club would purchase 3 benches for the Lake Pleasure Grounds. Cllr Brett felt that this was good to establish well-meant partnerships going forward.

FC/21/33.2 Mayor's engagements.

There were no Mayoral engagements to report.

FC/21/034 Correspondence Circulated

Members noted the correspondence circulated.

FC/21/035 Questions

There were no questions submitted in advance by members of the council.

FC/21/036 Public Participation

There was no public participation.

FC/21/037 Reports from Unitary Authority Members and the Police

Cllr Ridout provided details from the Wiltshire Council AGM detailing the 4 Warminster Unitary Councillors and related committees.

Cllr Jackson reported that Warminster Recycling Centre will cease the need to book a timed slot as of the 19th July 2021 residents will be able to use the centre without booking.

Wiltshire Council have advised Warminster Town Council that the 3 Victorian lamp posts can be reclaimed from Alcock Crest.

It was noted that should WTC accept these lamp post, the town council could decide upon their relocated but in taking responsibility the lamp posts would become WTC sole responsibility. It is now for the WTC to consider receipt of the lamp posts.

Sgt Kevin Harmsworth shared the following:

- There is a new Neighbourhood Team Inspector for Warminster and Devises – Inspector Allan Lumley.
- Licencing visits are being conducted throughout the town. There have been no issues. The Prestbury Sports Bar has had a change to their licence but there are no issues with this.
- Community Speed Watch has been continuing.
- There has been a continued focus on 'e-scooters and their riders. The policing team work to educate users. There has also been focus on delivering a clear message nationally to the users of the scooters.

- The local police have continued to work with Anti-Adult Sex Exploitation group to help safeguard and to collect and deliver on the intelligence that they have gained. This will be a regular pattern of work from now on.
- Operation Sherpa continues. Its focus is dealing with road traffic offenses and continues to follow up on and deal with reports.
- Speed Watch training has been adapted to be delivered online during the pandemic and has been a positive addition to training more Speed Watch Champions.

FC/21/038 **Proceedings of Committee**

Minutes from the following meetings **were adopted:**

FC/21/38.1 Finance and Audit Committee meeting held on 4th May 2021

FC/21/38.2 Planning Advisory Committee meeting held on 4th May 2021

FC/21/38.3 Parks and Estates Committee meeting held on Monday 24th May 2021

FC/21/039 **Standing Committees and Full Council Working Groups**

FC/21/39.1 Members voted unanimously and agreed the change of Cllr Park from the Town Development Committee to be replaced by Cllr Davis.

Full council working groups:

FC/21/39.2 Neighbourhood Plan Working Group - It was unanimously agreed that Cllrs Fraser, Robbins, Syme, Allensby & Brett would become the members appointed to the Neighbourhood Plan Working Group.

FC/21/39.3 Devolution Working Group – Members unanimously agreed to appoint Cllrs Parks, Macdonald and Jeffries to the Devolution Working Group.

FC/21/040 **Assets**

Members noted the inventory of the council's land and other assets including buildings and office equipment.

FC/21/041 **Appointments to Outside Bodies**

FC/21/41.1 The Feoffees of the Chapel of St Lawrence request a representative from the town council to be on its main committee.

Cllr Fraser proposed Cllr Brett to be the representative of WTC, Cllr Cooper seconded.

Members voted 8 in favour and 3 abstentions. Motion carried.

FC/21/41.2 Members voted unanimously for Cllrs Syme and Fraser to be the nominated representatives to the Warminster Area Board for the Warminster Regeneration Working Group.

FC/21/042 Splash Pad

The splash pad working group met on Monday 7th June 2021 and unanimously resolved to recommend to Full Council that the council should press on with the proposed splash pad, adjusting the budget for the project accordingly.

Members voted unanimously in favour of the following:

- i) the commission of Kingcomb Stonbury, Unit 2, The Cropmead Estate, Crewkerne, Somerset, TA18 7HQ to provide a splash pad and associated works
- ii) the commission of SSE to undertake work set out in their quote
- iii) the commission of Wessex Water to undertake work set out in their quote
- iv) to appoint Steve Mathews of SJ Surveyors Ltd as project manager as set out in his quote
- v) to approve a budget of £373,849.12 as set out below

COSTS	
Kingcomb Stonbury	£320,436.65
SSE	£11,417.39
Wessex Water	£4,300.08
Total	£336,154.12
Contingency 10%	£33,615
Sub total	£369,769.12
Project Manager	£4080.00
Total Costs	£373,849.12

BUDGET	
Source	Amount
Community Infrastructure Levy (CIL)	£50,000
Rolling Capital Fund	£62,000
Dewey Trust	£261,849.12
Total Budget	£373,849.12

FC/21/043 Website Update

Cllr Syme proposed that 'Designer Mark' are appointed for the website upgrade up to the value of £10,000, Cllr Allensby seconded

Members voted 7 in favour and 4 against. Motion carried.

FC/21/044 Council's Annual Subscriptions

Members resolved unanimously to renew the subscription to the National Association of Local Councils (NALC)

FC/21/045 Climate Change Working Group

The Climate Change Working Group met on 11/06/2021 and recommend:

FC/21/45.1 That the employment of the Climate Change and Community Engagement Manger be brought forward from October 2021 to asap.

After in depth discussion, it was agreed the recruitment of the Community and Engagement Office should go ahead now with the start date for the role beginning in October.

Cllr Robbins proposed that the appointment went ahead, Cllr Fraser seconded. Members voted 7 for the motion and 4 against. Motion carried.

FC/21/45.2 That the council approve the allocation of up to £10,000 to replace the heating system in the Civic Centre to meet the council's climate change aspirations.

After broad discussion, it was agreed that, at this point, more investigation would be carried out to by discussion with connections through NALC, Wiltshire Climate Change experts and to other larger councils. This would therefore support a robust, informed decision as to the best possible heating system for the building, before funding is allocated.

Cllr Davis proposed for deeper investigations into the best heating system for the Civic Centre to create a realistic tender document, Cllr Syme seconded.

Members voted 10 in favour, 1 against. Motion carried.

FC/21/046 CCTV

Members voted unanimously to ratify the decision to spend £3,750 on repairs to cameras and approve a virement of £10,000 from general reserves to the CCTV repairs and renewal budget.

FC/21/047 Warminster Civic Centre Business Plan

The Civic Centre Manager has produced a business plan which sets out how the Civic Centre will promote its use by local community groups and provide a fair proposition for business and private event hires.

This item was deferred and moved to be discussed at the Finance and Audit Committee on the 5th July 2021.

FC/21/048 Communications

Members decided on items requiring a press release to nominate a speaker for the installation of the new Splash Pad in the Lake Pleasure Grounds.

Cllr Fraser was nominated unanimously to be the spokesperson.

Minutes from this meeting will be available to all members of the public either from our website www.warminster.uk.com or by contacting us at Warminster Civic Centre.

Signed..... Date.....