

## AGENDA

14<sup>th</sup> June 2021

Dear Councillor

You are summoned to the:

**Meeting of Warminster Town Council**  
**on Monday 21st June 2021 at 7pm**  
**to be held at**

**Civic Centre, Sambourne Road, Warminster, BA12 8LB**

**Membership:**

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

Members of the public are welcome to attend meetings of the Council and Committees, unless excluded due to the confidential nature of the business.

Due to Covid19 social distancing rules, if you wish to attend in person, please contact the council offices in advance of the meeting as numbers are restricted.

If you wish to contribute during public participation, please contact [admin@warminster-tc.gov.uk](mailto:admin@warminster-tc.gov.uk) prior to the meeting to enable this to be facilitated. If you do not wish to attend in person, the chairman may read out your contribution. The meeting is streamed live and recorded. If you wish to view the meeting, please see the link on the Warminster Town Council Website [www.warminster-tc.gov.uk](http://www.warminster-tc.gov.uk) in the meetings diary.

Yours sincerely



**Fiona Fox BA (Hons) MCIPD FSLCC**  
**Town Clerk and Responsible Financial Officer**

1. **Apologies for Absence**  
To receive and accept apologies, including reason for absence, from those unable to attend.
2. **Declarations of Interest**  
To receive any declarations of interest under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.
3. **Minutes**
  - 3.1 To approve as a correct record, the minutes of the full council meeting held on Monday 17<sup>th</sup> May 2021, copies of these minutes have been circulated and standing order 12.1 provides that they may therefore be taken as read.
  - 3.2 To note any matters arising from the minutes of the full council meeting held on Monday 17<sup>th</sup> May 2021.
4. **Chairman's Announcements**
  - 4.1 Announcements.
  - 4.2 Mayor's engagements.**Members to note.**
5. **Correspondence Circulated**  
Members to note the list of all correspondence circulated since the last meeting. (See attached).
6. **Questions**  
To receive questions from members of the council submitted in advance to the Clerk.

***Standing Orders will be suspended  
to allow for public participation.***

7. **Public Participation**  
To enable members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda and to receive any petitions and deputations. The Mayor may read out statements submitted in advance.

***Standing Orders will be reinstated  
following public participation.***

8. **Reports from Unitary Authority Members and the Police**  
To note any reports provided which are relevant to the Full Council.
9. **Proceedings of Committee**  
To receive minutes with recommendations from committees, already circulated, and to consider any questions arising from them.
  - 9.1 **Finance and Audit Committee** meeting held on 4<sup>th</sup> May 2021; questions to Cllr Robbins, chairman of the committee.
  - 9.2 **Planning Advisory Committee** meeting held on 4<sup>th</sup> May 2021; questions to Cllr Jefferies, vice chairman of the committee.
  - 9.3 **Parks and Estates Committee** meeting held on Monday 24<sup>th</sup> May 2021 questions to Cllr Fraser, chairman of committee.

**10. Standing Committees and Full Council Working Groups**

**10.1** Town Development Committee – Cllr Parks wishes to resign from the Town Development Committee and to be replaced by Cllr Davis.

**Members to agree this change.**

**Full council working groups:**

**10.2 Neighbourhood Plan Working Group** - to progress the Review of the Neighborhood Plan.

**Members to nominate members of a Neighbourhood Plan Working Group**

**10.3 Devolution Working Group** – To lead negotiations with Wiltshire Council about any further devolution of services.

**Members to nominate members of a Devolution Working Group**

**11. Assets**

**Members to Note** an inventory of the council's land and other assets including buildings and office equipment (**attached**).

**12. Appointments to Outside Bodies**

**12.1** The Feoffees of the Chapel of St Lawrence request a representative from the town council to be on its main committee. (**See letter and Job Description attached**)

**Members to resolve whether to appoint a representative to the Chapel of St Lawrence and to nominate accordingly.**

**12.2** The Warminster Area Board would like the town council to nominate representatives for the Warminster Regeneration Working Group. **Members to nominate accordingly.**

**13. Splash Pad**

The splash pad working group met on Monday 7<sup>th</sup> 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 are asked to resolve to:**

**i) Commission Kingcomb Stonbury, Unit 2, The Cropmead Estate, Crewkerne,**

**Somerset, TA18 7HQ to provide a splash pad and associated works**

**ii) Commission SSE to undertake work set out in their quote**

**iii) Commission Wessex Water to undertake work set out in their quote**

**iv) Appoint Steve Mathews of SJ Surveyors Ltd as project manager as set out in his quote**

**v) Approve a budget of £373,849.12 as set out below**

<b>COSTS</b>	
Kingcomb Stonbury	£320,436.65
SSE	£11,417.39
Wessex Water	£4,300.08
Total	£336,154.12

