

**Minutes of the
Full Council**
held on Monday 20th November 2017 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Committee membership:

| | | | |
|--|---|--|---|
| Clr Batchelor (Broadway) | * | Clr Macdonald (East) | * |
| Clr Brett (East) | * | Clr Macfarlane (West) | * |
| Clr Davis (East) | * | Clr Nicklin, Vice Chairman of Council and Deputy Mayor (West) | * |
| Clr Fraser (West) | * | Clr Pitcher (Broadway) | * |
| Clr Fryer, Chairman of Council and Mayor (Broadway) | * | Clr Ridout (West) | * |
| Clr Jeffries (Copheap) | * | Clr Robbins (East) | * |
| Clr Jolley (Broadway) | A | | |

Key: * Present A Apologies AB Absent

In attendance:

Officers: Fiona Fox and Judith Halls

Public and press: 2 members of public, 0 members of the Press

FC/17/058 Apologies for Absence

Apologies were received and accepted from Councillor Jolley

FC/17/059 Declarations of Interest

None

FC/17/060 Minutes

FC/17/060.1 The minutes of the Full Council meeting held on Monday 18th September 2017 were approved as a true record and signed by the chairman.

FC/17/060.2 Noted.

FC/17/061 Mayor's Announcements

FC/17/061.1 Councillor Fryer advised the members a grant application had been submitted to the Fudge Trust for funding towards boats on the lake. He explained that he had been inspired by the pupils at Minster School where 99% of them were in favour of the boats returning to the lake.

FC/17/061.2 Noted.

FC/17/062 Questions

None.

FC/17/063 Public Participation

None.

FC/17/064 Correspondence Circulated

Noted.

FC/17/065 Reports from Unitary Authority Members and Police

None.

FC/17/066 Proceedings of Committee

The minutes of the following meetings were adopted:

Planning Advisory Committee: 11th September and 16th October 2017 respectively

Finance and Assets Committee: 4th September 2017

HR Committee: 27th March and 10th July 2017 respectively

Devolved Services: 14th September and 12th October 2017 respectively

FC/17/067 Neighbourhood Plan Policy Review Working Group (NPPRWG)

None.

FC/17/068 Draft Budget 2018/2019

The Town Clerk, Fiona Fox, updated the members with the recommendations from the recent Finance and Assets meeting.

- It was agreed that a of budget £750 for the mayoral robes should be provided and should not include accessories.
- It was agreed that a budget of £4K should be included in the 2017–2018 financial year for civic events.
- It was agreed that a provisional budget of £3,000 should be included for the Town Promotion Team to produce a town map.
- Removal of the budget for the Festival
- Removal of the provision of free dog bags

Councillor Ridout explained that if the Council were to set the same budget for next year as the current year the precept would have to be increased by 14–15% to simply 'stand still', that is no increases in services, no increases in revenue expenditure.

Councillor Ridout gave the members a handout, Assets and Services Devolution and Community Asset Transfer, and reminded the committee that these could be the minimum core assets to be transferred in the forthcoming year. They include:

- Playgrounds, of which Warminster has 7 or 8
- Monuments, Copheap
- Any areas for which 106 monies are held
- Any other assets which are not covered by the exemption criteria

Minimum services to be to be devolved include:

- Grounds Maintenance of all land which Wiltshire Council has responsibility
- All Streetscene services
- Weed control
- Maintenance of closed churchyard

Councillor Ridout advised the members that she had arranged a meeting with Adrian Hampton, Head of Local Highways and Streetscene and Bill Parks, Head of Service, Local Highways for 11th December to discuss all the issues and budgets involved with the taking over of these assets. It was decided that the Chair of Devolved Services, Chair of Town Development, Town Clerk, Fiona Fox and Councillor Ridout should all attend the meeting and report back to the committee.

The members had a lengthy debate regarding the deficit from this year's budget and the Town Clerk, Fiona Fox, explained that this was due to the asset transfer of the Town Park and public conveniences. When the 2017/18 budget had been set, the amount of revenue expenditure required was unknown, therefore the budget had been allocated to Devolved Services Earmarked Reserves (EMR) which was to be used to make up any deficit.

Councillor Macdonald proposed to use the Devolved Services Earmarked Reserves to balance the budget at the year end, seconded Councillor Robbins, voting in favour 11, against 1, abstentions 0. Motion carried.

FC/17/069 Conclusion of the Annual Return

Councillor Nicklin proposed confirmation of the Annual Return for the year ended 31st March, seconded Councillor Fraser, voting unanimous in favour.

FC/17/070 Treasury Management

The Treasury Management Policy was attached to the agenda for members' reference; in addition, a briefing note introducing CCLA was also attached for members' perusal.

The Clerk explained that she had been considering alternative investments for the Council to improve its risk exposure; the Council is currently not covered with HSBC as its holding is well over £85k. CCLA would be her recommendation, an established Local Government Association. 'The Public Sector Deposit Fund' was established after the Icelandic Bank losses; it was a mutual society; it would spread the Council's money across a wide portfolio of banks, therefore spreading the risk; instant access funds would be returned to a designated council bank account. CCLA is used by several neighbouring large towns and whilst the interest is currently no better than HSBC, it would be spreading the risk.

In the longer term there is a property portfolio, should the Council have funds which do not need to remain liquid, and this currently offers a 4% return. Not for now, but to be kept on the back burner.

This proposal has been previously discussed with the Council's accountant and he endorses this approach as per his budget note.

Councillor Nicklin proposed to approve the Treasury Management Policy, seconded Councillor Jeffries, voting unanimous in favour.

FC/17/071 Bank Payments

The Clerk informed the committee that she had been investigating alternative payment methods for the Council to improve its risk exposure. Various options had been discussed with the Council's accountant and insurers. The members requested that all further enquires be delegated to the Chairman and Vice Chairman of the Finance and Assets committee in conjunction with the Clerk. Recommendations will then be presented to Full Council in January 2018 for members' consideration and approval.

FC/17/072 Wiltshire Council's Car Parking Review

The members had a lengthy debate about the parking review. They were disappointed that there had to be an increase in ticket price and the proposed withdrawal of the free parking in November and December. Some members felt that the car parks across the county should have uniformity and many of the members were not in favour of charges on Sunday. The Wiltshire Council Car Parking charges public consultation needed to be completed online and the members agreed that the Town Clerk could do this and submit it before the closing date, Friday 23rd November.

Councillor Macfarlane proposed for the Consultation Document to be printed off and completed with the members' comments. Once completed sent for perusal to all members before being submitted to Wiltshire Council before the deadline. Seconded Councillor Robbins, voting unanimous in favour.

FC/17/073 The Wiltshire Local Plan Consultation

Councillor Macdonald proposed the proposals for the Wiltshire Local Plan should be carried out and the following course of action be followed:

- **For the Neighbourhood Plan Policy Review Working Group to convene and consider the consultation in the context of the made Neighbourhood Plan.**
 - **To present their findings to the Town Development Committee on 4th December 2017 and for a response to be formulated and circulated to all members for approval prior to submission by 19th December.**
 - **Formal ratification at the 22nd January 2018 meeting of the Full Council.**
- Seconded Councillor Fraser, voting unanimous in favour.**

FC/17/074 Communications

None.

Meeting closed at 8.12pm

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.