

MINUTES
of the Meeting of the Council
held on Monday 18th November 2019 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

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

Key: * Present A Apologies AB Absent

In attendance:

Officers: Heather Parks, (Consultant), Stuart Legg, (Park and Open Spaces Manager), Judith Halls, (Office Manager),

Wiltshire Police: 0

Public and Press: 1 members of the public, 0 member of the press.

FC/19/065 Apologies for Absence

Apologies were received and accepted from Cllrs Brett, Doyle and Robbins

FC/19/066 Declarations of Interest

No declarations of interest were received under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

FC/19/067 Minutes

FC/19/067.1 The minutes of the council meeting held on Monday 16th September 2019; were approved as a true record and signed by the chairman.
FC/19/067.2 None.

FC/19/068 Chairman's Announcements

FC/19/068.1 Cllr Macfarlane congratulated Chris Spender on becoming an elected councillor and welcomed him to his first council meeting.

FC/19/068.2 The engagements for the Mayor were noted.

FC/19/069 Questions

None

Standing Orders were suspended at 7.02pm to allow for public participation

FC/19/070 Public Participation

Harriet James, spoke on agenda item 17, Draft Budget asking for clarification on the increase in the town precept budget. She was advised that all this would be discussed under the agenda item.

Standing Orders were reinstated at 7.04pm

FC/19/071 Correspondence Circulated

Noted

FC/19/072 Reports from Unitary Authority Members and Police

There were no reports from either Unitary members or the police.

FC/19/073 Proceedings of Committee

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

HR Committee meeting held on 22nd August 2019

Planning Advisory Committee meeting held on 9th September and 21st October 2019

Finance and Assets Committee meeting held on; 4th September 2019

Town Development Committee meeting held on 3rd June 2019

Devolved Services and Assets Committee held on 29th July 2019

FC/19/074 Committee Places

Members unanimously approved Cllr Spender to fill the vacancies on the Planning Advisory Committee and the Finance and Assets Committee.

FC/19/075 Updating of Financial Regulations

Cllr Nicklin asked that the wording on page 2, 24.1 and 24.2 be amended from wards to divisions. The locum clerk advised that this will be clarified and amended digitally if required but in the meantime all members could amend their individual copy by hand. Members would be updated.

Members unanimously approved the updated model financial regulations.

FC/19/076

Play Areas

Cllr Fraser proposed that Warminster Town Council take on the responsibility for managing eight play areas in Warminster from Wiltshire Council which are situated at:

- **Fore Street - BA12 8DD**
- **Portway Lane - BA12 8RE**
- **Pound Street - BA12 8NL**
- **Princess Gardens - BA12 9NL**
- **Queensway - BA12 9DN**
- **The Beeches - BA12 8LD**
- **The Dene - BA12 9ER**
- **The Heathlands - BA12 8BU.**

Seconded Cllr Ridout, voting in favour 9, against Nil, abstention 1. Motion Carried.

The locum clerk advised that the quote submitted by Idverde had been amended and was £1,000 cheaper. Members debated the contract and asked questions about who would monitor the work to ensure that it was completed and why the amended contract was cheaper. It was suggested that it could be a reduction in the litter picks. The Park and Open Spacers Manager would seek clarification on the final figures. He would be the officer responsible for monitoring the work.

Cllr Fraser proposed that Idverde be appointed as the contractor for routine maintenance of the play areas at an annual cost of £18,204 plus VAT, seconded Cllr Spender, voting unanimous in favour.

FC/19/077

To Authorise the sealing of Documents

FC/19/077.1 Cllr Ridout proposed authorisation of the signing and sealing of the Play Area leases and letters of intent for the following:

- **Fore Street - BA12 8DD**
- **Portway Lane - BA12 8RE**
- **Pound Street - BA12 8NL**
- **Princess Gardens - BA12 9NL**
- **Queensway - BA12 9DN**
- **The Beeches - BA12 8LD**
- **The Dene - BA12 9ER**
- **The Heathlands - BA12 8BU.**

seconded Cllr Fraser, voting unanimous in favour.

The Mayor, Cllr Macfarlane and Cllr Nicklin signed all eight leases. The Mayor and Cllr Ridout signed the letters of intent.

FC/19/077.2 Cllr Jeffries proposed the signing and sealing of the Deed of declaration in the matter of the Harold Nelson Dewey Will Trust, seconded Cllr Nicklin, voting unanimous in favour.

The Mayor, Cllr Macfarlane and Cllr Ridout signed the deeds.

FC/19/078 Community Infrastructure Levy (CIL)

Members unanimously approved the top three priorities for CIL funding to be:

- a new paddling pool in the Lake Pleasure Grounds,
- funding of the development of a new Town and Neighbourhood Plan
- additional outdoor leisure provision – i.e. outdoor table tennis tables and a Boules area.

FC/19/079 Paddling Pool

Members unanimously approved the paddling pool budget should be set at £150,000 and instructed officers to restart the tender process.

This was not a financial commitment but a proposal to enable the tender process to move forward.

FC/19/080 Service Devolution

The service delegation working group held a briefing for all members on 28th October 2019 and recommended the following proposals:

FC/19/080.1 To continue discussions with Wiltshire Council and Idverde about a service devolution agreement

FC/19/080.2 To include a provisional sum of £325,000 in the draft budget 2020/21 to fund services that might be passed to the town council under a service devolution agreement.

FC/19/080.3 To hold a community engagement exercise, including a public meeting, to inform and seek views from residents about service devolution and to report back to Full Council at its next meeting.

Cllr Davis proposed acceptance en bloc of the 3 proposals, seconded Cllr Nicklin, voting in favour 8, against 2 and abstention Nil. Motion carried.

FC/19/081 Draft Budget

Members had a lengthy debate regarding the draft budget. The locum clerk advised that the base line Band D properties had been altered from Wiltshire Council and was now set at 6157.

Although members had voted on the recommendations made from the Service Devolution working group it was subsequently agreed that the original provisional sum required for the devolution of services was not required in full and a lower amount was going to be included in the draft budget.

The increase this year had to be sufficient for the devolved services that may be taken on by Warminster Town Council as well as the additional monies for 201/4036 Town Park Repairs and renewals an increase of £10k to £25k
217/4036 Play Areas Repairs and renewals insert £25k

Cllr Batchelor proposed a recommendation to Finance and Assets for the second draft of the budget should be last year's precept £786,483 plus £300,000 for devolved services from Wiltshire plus £35,000 for Town Park and Play Area repairs and renewals, seconded Cllr Davis, voting unanimous in favour.

FC/19/082 Communications

None.

Meeting closed at 8.05pm