

6th July 2020

AGENDA

Dear Councillor

You are summoned to a meeting of the:

Environmental Service Committee
on Monday 13th July 2020 at 5.30pm
to be held online

Membership:

Cllr Jeffries (Copheap)	Cllr Nicklin (West)
Cllr Fraser (West) Chairman	Cllr Ridout (West)
Cllr Fryer (Broadway) Vice-Chairman	Cllr Spender (Broadway)
Cllr Macfarlane (West)	

Copied to all other members for information.

Normally, the committee would meet in person and provide an opportunity for members of the public to attend. However, during the current emergency, this is not possible, and the Government have put in place Regulations that allow 'Virtual' committees to be convened and held to conduct local authority business.

The Council has adopted appropriate procedures to ensure the smooth administration of such virtual meetings.

If you wish to attend the meeting and speak in public participation please contact admin@warminster-tc.gov.uk at least a day prior to the meeting to enable this to be facilitated and you will be sent a link. If you wish to view the meeting please see the link on the Warminster Town Council Website 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 (WTC) Code of Conduct issued in accordance with the Localism Act 2011.
3. **Minutes**
 - 3.1 **To approve and sign** as a correct record, the Minutes of the Environmental Services Committee meeting held on Monday 15th June 2020; copies of these minutes have been circulated and Standing Order 12.1 provides that they may therefore, be taken as read. (These will be signed by the chair when COVID 19 restrictions are lifted.)
 - 3.2 **To note** any matters arising from the minutes of the Environmental Services Committee meeting held on Monday 15th June 2020.
4. **Chairman's Announcements**
To note any announcements made by the chairman.

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

5. **Public Participation**
To enable members of the public to address the committee with an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations. The chairman will read any statements submitted.

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

6. **Reports from Unitary Authority Members**
To note reports provided which are relevant to this committee
7. **Environmental Services Policies Working Group**
The Environmental Services Policies Working Group met online for the first time on Thursday 2nd July 2020. Outlines of policies were discussed. The group is in the process of drafting policies and these will be brought to the committee for consideration in due course. **(Members to note.)**
8. **Purchase of battery-operated equipment**
Quotations have been sought for battery operated equipment to enable the Park and Open Spaces team to carry out essential works 'in house' which fall outside any current contracts. The Parks and Open Spaces team demonstrated Husqvarna equipment and found this to be extremely good.

Three quotations were received for a Strimmer, Blower, Hedge-cutter and Chainsaw and associated batteries and chargers. The quotes received:

Melksham Grounds Machinery	£2070.00
Lister Wilder	£1970.33
Leigh Park Garden Machinery	£2140.00

Officers felt purchasing from Melksham Groundcare Machinery would offer the best value for money. They are local, have assisted officers with demonstrations and are able to service and maintain the equipment. So far, the level of customer service received has been excellent.

Recommendation: Members to approve the quotation from Melksham Groundcare Machinery for £2070.00 +VAT

9. Communications

9.1 The members to decide on items requiring a press release.

9.2 The members to confirm their spokesperson for any item listed on the agenda to report on the Council's decision if required.

**The date of the next Environmental Services Committee
will be Monday 10th August 2020 at 5.30pm**

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