

Dear Councillor

You are summoned to a meeting of the:

**Devolved Services and Assets Sub-Committee**  
**on Thursday 22<sup>nd</sup> March 2018 at 10am**  
**at the Civic Centre, Sambourne Road, Warminster, BA12 8LB**

**Committee Membership:**

<b>Cllr Brett (East) Chairman</b>	<b>Cllr Jolley (Broadway) Vice-Chairman</b>
<b>Cllr Fraser (West)</b>	<b>Cllr Ridout (West)</b>
<b>Cllr Fryer (Broadway)</b>	

Peter Hewitt (Volunteer), Stuart Legg, Park and Open Spaces Manager, Fiona Fox, Town Clerk and RFO, Veronica Mills, Administration Officer, and other invited guests.

Copied to all other members for information.

Yours sincerely



**Fiona Fox BA (Hons) MCIPD FILCM**  
**Town Clerk**

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

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**A G E N D A**

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 and sign** as a correct record, the minutes of the Devolved Services Working Group meeting held on 8<sup>th</sup> February 2018; copies of these minutes have been circulated and

Standing Order 17a provides that they may therefore be taken as read.

**3.2 To note** any matters arising from the minutes of the Devolved Services Working Group meeting held on 8<sup>th</sup> February 2018.

**4. Chairman's Announcements**

**To note** any announcements made by the Chair.

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

**5. Public Participation**

**To enable** members of the public to address the sub-committee with an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations.

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

**6. Reports from Unitary Authority Members**

**To note** reports provided.

**7. Play Areas Working Group (PAWG)**

**7.1** The PAWG has met twice, on 20<sup>th</sup> February and 12<sup>th</sup> March. **The Chairman to update members on progress so far.**

**7.2** Following the resignation of Councillor Macdonald there is a vacancy on the working group. **Members to decide** who should fill this from the Devolved Services and Assets Working Group.

**8. Clerk's Report**

Attached for members perusal.

**For noting.**

**9. Boats on the Lake**

Safety railings are needed for boarding and alighting from the boats. This is a health and safety requirement. Quotations were received from:

Warminster Fencing – £3035 + VAT

Ray Thomas – £1000 + VAT.

**Ray Thomas has been instructed to carry out the work at a cost of £1000 + VAT. For noting.**

**10. Elisabeth Collyns Garden**

**10.1** The electrics for the pump have been repaired from Civic Trust monies. The pump needs replacing. **Costs to be approved once known.**

**10.2** The low wooden retain wall requires replacing. This is an essential repair required to hold back the soil. Quotes are awaited. **For members to note.**

**11. Public Toilets**

**11.1** There are no fire or smoke alarms in any of the public toilets. The Park and Open Spaces Manager is looking into the best way of complying with regulations. There will be a financial implication from this.

**For noting.**

**11.2** There are ongoing problems with the locking mechanisms on the toilet doors in the town park as a result of vandalism. The Park and Open Spaces Manager is looking at whether alternative doors are available.

**For noting.**

**12. Skatepark**

**Councillor Ridout to update.**

**13. Deverill Road**

The bus stop on the Deverill Road had a glass panel damaged during the recent spate of bad weather. This requires replacement.

**Members to approve the repair. One quotation has been received for £200.00.**

**13. Budget Implications**

The Clerk will outline the budget implications to the next Finance and Assets Committee.

**14. Communications**

**The members to decide** on items requiring a press release and **to nominate** a speaker for any item on the agenda if required.

The date of the next Devolved Services Sub-Committee will be Thursday 19<sup>th</sup> April 2018.

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