

25th May 2018

Dear Councillor,

You are summoned to a meeting of the:

Town Development Committee
on Monday 4th June 2018 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Committee Membership:

Cllr Brett (East)	Cllr Robbins (East)
Cllr Davis, Vice Chairman (East)	Cllr Nicklin (ex officio, Chairman of SPRWG)
Cllr Fraser (West)	Bill Parks (external representative)
Cllr Fryer (Broadway)	Len Turner (external representative)
Cllr Macfarlane, Chairman (West)	

Copied to all other members for information.

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

Yours sincerely,



Fiona Fox BA (Hons) MCIPD FILCM
Town Clerk

A G E N D A

- Election of Committee Chairman**
Members to elect a Committee Chairman.
- Election of Committee Vice Chairman**
Members to elect a Committee Vice Chairman

3. **Apologies for Absence**

To receive and accept apologies, including reason for absence, from those unable to attend.

4. **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.

5. **Minutes**

5.1 To approve and sign as a correct record, the minutes of the Town Development Committee (TD) meeting held on Monday 16th April 2018; copies of these minutes have been circulated and Standing Order 17a provides that they may therefore be taken as read.

5.2 To note any matters arising from the minutes of the Town Development Committee meeting held on Monday 16th April 2018.

6. **Chairman's Announcements**

To note any announcements made by the Chair.

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.

Standing Orders will be reinstated following public participation.

8. **Reports from Unitary Authority Members**

To note reports provided which are relevant to this committee.

9. **CCTV Working Group**

To adopt the minutes of the CCTV meeting held on 13th March 2018.

10. **Spatial Planning Review Working Group (SPRWG)**

10.1 Cllr Nicklin to update on items from the meeting held on 11th May 2018. Minutes have already been circulated and will taken as read.

10.2 Permission is sought from the SPRWG to co-opt Veronica Mills onto the working group. **Members to consider and resolve on the request.**

11. **Town Speed Champion Update**

To receive an update from Cllr Davis.

12. **Community Area Transport Group (CATG)**

There has been no meeting of CATG since 8th February 2018. The next meeting will be on Thursday 7th June 2018, 10am at the Fire Station.

Additional items for members to consider referral to future CATG meetings:

12.1 To add markings on the exit from Waitrose to protect pedestrians. A member of the public has raised concerns that sight lines are poor and that markings are needed to stop cars before reaching the pavement section.

12.2 To restrict parking on the hill section of Weymouth Street to limited hours (4) to prevent spaces being filled by workers who park all day.

Members are requested to consider and resolve on these items.

13. No3. High Street, Warminster

A motion has been received from Cllr Fryer, following the recent Annual Meeting of Town. 'to form a working group to push for progress on resolving the problems with No. 3 High St'.

Members are requested to consider and resolve on the motion.

14. South West Operational Flood Working Group

To note any further updates from Cllr Fraser.

15. Litter Champion

To receive an update from Cllr Jeffries.

16. Parish Emergency Assistance Scheme (PEAS)

Wiltshire Council as part of its ongoing community engagement is looking to help town and parishes across Wiltshire in period of extreme cold weather. The PEAS allows Wiltshire Council to provide equipment to local town and parish councils to enable them to refill salt bins or spread salt in know areas during periods of adverse weather.

Details of the scheme are attached for members perusal.

Members are requested to consider the scheme and to resolve whether members which to drive this community initiative.

17. Communications

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

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.

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Parish Emergency Assistance Scheme 2018-19

Parish/Town Council	
Parish Emergency Contact	
Name:	
Phone Number:	
E Mail:	
Equipment Requested	
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> 25kg bag of salt <input type="checkbox"/> 25kg bag of sand <input type="checkbox"/> Empty sandbags <input type="checkbox"/> Gel Sacs <input type="checkbox"/> 'Flood warden' Tabards <input type="checkbox"/> 'Snow warden' Tabards <input type="checkbox"/> 'Flood' sign <input type="checkbox"/> 'Drive slowly through flood water' sign </div> <div> (How many.... 0) (How many.... 0) (How many.... 0) (How many.... 0) (How many.... 0) (How many.... 0) (How many.... 0) (How many.... 0) </div> </div>	
Collection Point	
<p>All equipment is to be picked up from our Warminster depot, the location of the depot is as follows:</p> <p>Warminster depot, Bath Road, Warminster, BA12 8PH</p>	
Preferred Collection Day	
<input type="checkbox"/> Thursday 18 th October 2018 (Between 08:00 – 13:00) <input type="checkbox"/> Friday 19 th October 2018 (Between 08:00 – 13:00) <input type="checkbox"/> Saturday 20 th October 2018 (Between 08:00 – 13:00)	
<input type="checkbox"/> Not Interested In PEA's Scheme this Year	

Contact: Wiltshire Council, Weather and Drainage Team, County Hall, Trowbridge, Wiltshire, BA14 8JN
Weather.team@wiltshire.gov.uk

Parish Emergency Assistance Scheme (PEAS)

Salt

Wiltshire Council as part of its ongoing community engagement is looking to help town and parishes across Wiltshire in periods of extreme cold weather.

The Parish Emergency Assistance Scheme allows Wiltshire Council to provide equipment to local town and parish councils to enable them to refill salt bins or spread salt in known areas during periods of adverse weather.

The equipment currently available to councils is as follows:

- 25kg bags of salt
- 'Snow Warden' tabards



There are certain conditions attached with the provision of the PEAS equipment which should be considered should you wish to participate;

- Salt must be kept in a dry secure location with easy access.
- A nominated representative who will be responsible for working with us.
- Develop a parish weather response plan with Wiltshire Council

In return Wiltshire Council asks that you prepare a snow plan outlining how the parish will respond to a cold weather related incident. The plan should outline key personnel, local risks and areas of high priority. The plan will also outline where the PEAS equipment will be positioned, should the situation occur.

Wiltshire Council collates requests for equipment between May and the end of August each year. The standard quantities and differing equipment varies from parish to parish. We are able to provide additional amounts of equipment where a Town or parish can prove that additional equipment is required to fulfil their plan.

For more information please contact the weather team:

Weather.team@wiltshire.gov.uk / 01225 718003 /01225 712816

Parish Emergency Assistance Scheme (PEAS)

Sand

Flooding is a natural event and no drainage or flood protection system can give absolute protection. Flooding occurs in different ways such as heavy rainfall causing rivers and streams to fill beyond capacity and with nowhere else to go the floodwaters spread into the surrounding land.

Wiltshire Council as part of its ongoing community engagement and flood prevention schemes is looking to help towns and parishes across Wiltshire should floods occur. The Parish Emergency Assistance Scheme allows Wiltshire Council to provide flood equipment to parishes across the county, the standard equipment is currently:

- 25kg bags of sand
- 50 empty sandbags
- 50 gel sacs
- 2 signs
- 2 flood warden tabards



In return Wiltshire Council asks that you prepare a flood plan outlining how the parish will respond to a flooding incident. The plan should outline key personnel, local risks and areas of high priority. The plan will also outline where flooding equipment will be positioned, should the situation occur.

There are certain conditions attached with the provision of the PEAS equipment:

- Sand must be kept in a dry secure location with easy access.
- Additional equipment must also be kept in a secure site.
- A nominated representative will be responsible for working with us.
- Develop a parish weather response plan with Wiltshire Council

Wiltshire Council collates requests for equipment between May and the end of August each year. The standard quantities and differing equipment varies from parish to parish. We are able to provide additional amounts of the standard equipment where a Town or parish can prove that additional equipment is required to fulfil their plan.

Parishes are able to apply for the disposable equipment each year (sand, empty sandbags, gel sacs) if the previous year's stock disposable equipment has been used. The long life equipment such as signs as tabards will not be delivered year after year.

For more information please contact the weather team:

Weather.team@wiltshire.gov.uk / 01225 718003 / 01225 712816