

**MINUTES**  
**of the Devolved Services and Assets Committee**  
**held on Thursday 25th April 2019 at 7.30pm**  
**at the Civic Centre, Sambourne Road, Warminster, BA12 8LB**

**Membership:**

Cllr Brett (East) Chairman	*	Cllr Macfarlane (West)	*
Cllr Fraser (West) Vice Chairman	*	Cllr Nicklin (West)	*
Cllr Fryer (Broadway)	*	Cllr Robbins (East)	*
Cllr Jeffries (Copheap)	A		

**Key:** \* Present    A Apologies    AB Absent

**In attendance:** Peter Hewitt

**Officers:** Fiona Fox, Town Clerk and RFO, Tom Dommert, Assistant Town Clerk, Stuart Legg, Parks and Open Spaces Manager

**Public and press:** 8 members of the public 0 press

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**DS/18/114    Apologies for Absence**  
Cllr Jeffries.

**DS/18/115    Declarations of Interest**  
None.

**DS/18/116    Minutes**  
**DS/18/105.1** The minutes of the meeting held on 21st February 2019 were approved as a true record and signed by the chairman.

**DS/18/105.2** Matters arising.  
Covered in the agenda.

**DS/18/117    Chairman's Announcements**  
The finishing touches are being made for Spring in the Park on 5<sup>th</sup> May. Green Flag judging takes place on Friday 26<sup>th</sup> April 2019, all committee members are welcome to attend.

*Standing Orders were suspended at 7.35 to allow for public participation*

Signed.....Date.....

**DS/18/118    Public Participation**

**DA/18/118.1** Maggie Richens said she wrote the letter to the journal referenced in agenda item 15, swans on the Lake. She also reported that on Westbury Road, the protected verge, at the base of Arn Hill, is being mown, when as a protected verge it should not be mown.

**DA/18/118.2** Harriet James commented that the Town Plan contains the aspiration that rather to rely on the Wiltshire wide sustainability plan, the aim was to develop a sustainability plan for Warminster. She advised that the Sustainable Warminster Group would like to assist in producing such a plan.

**DA/18/118.3** Corel Gregory was concerned about the swans in the park and said the job advert for temporary boats staff made no mention of protecting wildlife.

*Standing Orders were reinstated at 7.45*

The Chairman proposed bringing forward items 14 for discussion and the committee agreed unanimously

**DS/18/119    Swans on the Lake**

The Assistant Town Clerk updated the meeting with information from the RSPB and The Swan Sanctuary, a charity with over 100 years' experience of caring for swan welfare. The Swan Sanctuary advised that if the nesting female's mate has disappeared/been killed; she is quite capable of rearing the cygnets alone. People often worry that nesting females will starve to death when they have lost their mates as they are scared to leave their nests in search of food – this is incorrect. All female swans feast before nesting as they know food will be harder to come by once they are on the nest – it is normal for them to lose weight during the nesting period.

**Cllr Nicklin proposed that the council support better protection of the wildlife and the island and that investigation and implementation of the exact measures would be delegated to the Clerk and Chairman. Action to be ratified at the next meeting, seconded Cllr Macfarlane, voting unanimous in favour.**

It was noted that: Cllrs would prefer not to have bright buoys, and that the proposal would be circulated to the committee for comment before implementation.

**DS/18/120    Reports from Unitary Authority Members**

None.

**DS/18/121    Clerk's Report: Town Park and Associated Land**

The Clerk gave a verbal update. **This was Noted.** (A written copy is to be attached to the Minutes)

**DS/18/122    Lake Pleasure Ground Play Area Repairs**

**Cllr Robbins proposed members retrospectively approve the repairs, seconded Cllr Macfarlane, voting in favour unanimous.**

Signed.....Date.....

**DS/18/123    Outdoor Gym**

Members debated the merits of and the difference between an outdoor gym and a fitness trail.

**Cllr Nicklin proposed that Officers be instructed to upgrade investigations into an outdoor gym and obtain three comparative quotes, seconded Cllr Fraser, voting 4 favour 2 against. Motion carried.**

It was noted that implementation would have to be co-ordinated with work of the paddling pool.

**DS/18/124    Tarmac Paths**

Members debated the report and sought further advice from the Parks and Open Spaces Manager. The Clerk indicated that approximately £30,000 remained in the Lake Pleasure Grounds Budget that could be used for these works.

**Cllr Robbins proposed that the work on areas rated risk level 7.5 or above in the report, i.e. 1, 4 and 5 be commenced and that the other work be held over if possible, to the next financial year, seconded Cllr Macfarlane, voting in favour unanimous.**

**DS/18/125    Street Sweeping**

**Cllr Nicklin proposed that investigations into improved street sweeping should be subsumed into the wider discussion about the transfer of services from Wiltshire Council, seconded Cllr Robbins, voting unanimous in favour.**

**DS/18/126    Paddling Pool in the Lake Pleasure Grounds**

**Cllr Nicklin proposed to set up a working group to consider how to progress the paddling pool project, seconded Cllr Brett, voting unanimous in favour.**

**Appointed to the working group were: The Parks and Open Spaces Manager, Cllr Brett, Cllr Macfarlane, Peter Hewitt.**

**DS/18/127    Consultation on the Paddling Pool and putting green area at Spring in the Park**

**Cllr Brett proposed to set up a working group to draw up a short survey to be conducted at Spring in the Park, seconded Cllr Robbins, voting unanimous in favour.**

**Appointed to the working group were: Cllr Brett, Peter Hewitt, and the Assistant Town Clerk.**

**DS/18/128    Request from sustainable Warminster**

**Cllr Nicklin proposed that it was agreed in principle to support the idea of planting in the Lake and that research be carried out to come up with a more detailed proposal to put to the committee, seconded Cllr Brett, voting unanimous in favour.**

It was noted that careful consideration needs to be given to which plants are suitable given the depth of the Lake. Care also need to be taken to ensure the plants would not compromise health and safety.

Signed.....Date.....

**DS/18/129    Wiltshire Council Play Areas**  
**The update was Noted.**

It was agreed that the play area working group would reconvene.

**DS/18/130    CIL Funding**  
No new projects were proposed. It was suggested the CIL working group reconvene.

**DS/18/131    Protecting Council Property**  
The report was Noted.

**DS/18/132    Communications**  
None

**Meeting ended: 9.20pm**

Signed.....Date.....

## **Devolved Assets and Services held on Thursday 25<sup>th</sup> April 2019**

### **Clerk's Report: DS/18/121 refers: Lake Pleasure Grounds and Associated Land**

- 1 Lake:** Two residents have expressed concern that the boats on the lake appear to have caused the male swan to leave. Officers have taken advice from Wiltshire Council conservation officers and have researched information from the Swan Conservation Trust regarding the use of boats on the lake and the effect on swans. A large sign by the boats informs users to keep away from the islands and during their induction all boat staff are trained to tell users they must stay away from the islands. Refer to minutes for members resolution.

- 2 Pavilion Café:** The recruitment of seasonal staff is complete.

- 3 Skatepark:** Since the project transferred to the town council at the end of September 2018, it has successfully applied for £125,000 of grant funding.

The scrub clearance, required for the haul road, took place prior to nesting season.

Wiltshire Wildlife Trust (WWT) consented to the request for permission to construct the haul road across the land they lease from the town council.

A meeting of the skatepark working group was held on 6<sup>th</sup> March with the project manager, representatives of Luceys (haul road), Maverick (main contractor), members of the skatepark working group and officers.

The contract was sealed today, 25<sup>th</sup> April 2019, and other actions; planning conditions, highways, tree works, ground protection and now all moving ahead apace. Also, today, the Clerk completed the council's HSE F10 - Notification of construction project Construction (Design and Management) Regulations 2015.

The provisional start date for the main construction is 3<sup>rd</sup> June 2019, with the haul road work starting several weeks prior.

- 4 Putting green:** Two responses have been received following the recent media release requesting the public's views on the future use of the land. These have been circulated to the committee under separate cover. Refer to minutes for members resolution.

- 5 Lake Pleasure Grounds (LPG) and Central Car Park public conveniences**  
**Central car park:** The cubical locks in the men's public conveniences had had the inner working removed by vandals. This is currently being assessed for suitable repairs.

**LPG:** Last week a young child entered the public convenience alone and could not open the door to leave. The fire brigade had to force the door which now will not lock. The insurers are investigating whether or not this can be an insurance claim.

- 6 **Tennis courts:** A resident reported a group of youths playing football on the courts and being verbally abusive when asked to move. The resident reported the incident to the police on 101 and informed the council for information.
- 7 **Boats on the lake:** The recruitment of seasonal staff is now complete.
- 8 **MUGA area:** Nothing to note.
- 9 **The Boat House:** Nothing to note.
- 10 **Tree works:** There will be additional minor tree works required for the skate park construction.
- 11 **Green Flag:** The judges visit will take place on 26<sup>th</sup> April 2019.
- 12 **Paddling Pool:** See agenda
- 13 **Elizabeth Collyns Garden:** Nothing to note
- 14 **Play Areas –** See agenda
- 15 **Entrance Sign –** A new entrance sign is now in place, see photo below.
- 16 **Tree Trail Launch –** This was a great success. 40 people attended the event, which was subsequently publicised widely in the press and online. Since then many people have visited the Civic Centre and café to get a copy of the guide and the feedback has been extremely positive.



**Fiona Fox**  
**Clerk and RFO**  
**25.04.2019**