

9th September 2019

AGENDA

Dear Councillor

You are summoned to the:

Meeting of Warminster Town Council

**To be held on Monday 16th September 2019 at 7pm
at The Civic Centre, Sambourne Road, Warminster, BA12 8LB**

Membership:

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

Members of the public are warmly 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 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 Code of Conduct issued in accordance with the Localism Act 2011.

3. Minutes

3.1 To approve as a correct record, the minutes of the council meeting held on Monday 24th June 2019; copies of these minutes have been circulated and Standing Order 12.1 provides that they may therefore be taken as read.

3.2 To note any matters arising from the minutes of the council meeting held on Monday 24th June 2019.

4. Chairman's Announcements

4.1 To note any announcements made by the Mayor.

4.2 To note the engagements for the Mayor (**See attached**).

5. Questions

To receive questions from members of the council submitted in advance.

6. To Authorise the Sealing of Documents

6.1 Members to approve the signing of the Engrossment of the Transfer TR1 form which Cllrs Paul Macfarlane and Steve Jeffries have executed.

6.2 Members to approve the signing of the Deed of Novation which Cllrs Paul Macfarlane and Steve Jeffries have executed. These documents form the final stages of the Community Asset transfer of the George V Playing Field, Warminster.

6.3 Members to approve the signing of the Engrossment of the confidentiality agreement between Idverde, Wiltshire Council and Warminster Town Council which Cllrs Paul Macfarlane and Steve Jeffries have executed. This document is in relation to discussions about a possible Service Delegation Agreement.

***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. Correspondence Circulated

Members to note the list of all correspondence circulated since the last meeting. (**See attached**).

9. Reports from Unitary Authority Members and Police

To note reports provided which are relevant to the Full Council

10. Reports from External Representatives

To receive brief reports from members who have attended external meetings as Council representatives.

11. Proceedings of Committee

To receive minutes with recommendations from Committees, already circulated, and to consider any questions arising from them.

11.1 HR Committee meeting held on 15th July 2019; questions to Cllr Macfarlane, chairman of the committee.

11.2 Planning Advisory Committee meeting held on 22nd July 2019 and 19th August; questions to Cllr Jeffries, chairman of the committee.

11.3 Finance and Assets Committee meeting held on; 10th June questions to Cllr Robbins, chairman of the committee.

12. Community Speed Watch.

Members are invited to appoint a Community Speedwatch Champion for Warminster

13. Committee Places

Following the resignation of Cllr George Jolley there are now vacancies on the Planning Advisory Committee and the Finance and Assets Committee. **Councillors to make nominations.**

Confidential session pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960; the Council, by resolution, may exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

14. Civic Award Nominations

Members are requested to consider all nominations and to award. (See attached).

The meeting will be re-opened to the public

15. 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.uk.com or by contacting us at Warminster Civic Centre.

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Mayor's Engagements for Full Council
Councillor Paul Macfarlane 24th June – 9th September

Friday 28 th June	Armed Forces Day, VIP BBQ (Deputy Mayor)
Saturday 29 th June	Crockerton Summer School Celebration Festival
Sunday 30 th June	WAFVC Celebrations
Saturday 6 th July	Mayor's Parlour WCR
Saturday 13 th July	Opening of Yarn for the Soul
Saturday 13 th July	Warminster Philharmonic Orchestra Summer Concert
Saturday 20 th July	Harp recital
Sunday 21 st July	Chippenham Civic Sunday Celebration
Saturday 27 th July	Wren Care Home Garden Party
Saturday 27 th July	West Elblag Pot Luck Picnic
Sunday 28 th July	Marlborough Civic Service
Saturday 3 rd August	Mayor's Parlour
Sunday 11 th August	Warminster Walkers Afternoon Tea
Friday 6 th September	Mayor's Tea Party, Westbury
Sunday 8 th September	Fun Day in the Park

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CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
17.06.19	Neighbourhood Watch	Inspiration 17/06/2019	email
19.06.19	Wiltshire Police	Nominate A Police Volunteer For A Lord Ferrers Award 19/06/2019	email
21.06.19	Wiltshire Police	Joint Message from Police and Neighbourhood Watch 20/06/2019	email
21.06.19	Graeme Morrison	Latest news and events from Warminster Our Community Matters for 06/21/2019	email
24.06.19	Wiltshire Police	Crime Report Warminster And Westbury 24/06/2019	email
25.06.19	Wiltshire Police	Warminster Daytime Burglary 25/06/2019	email
26.06.19	Democratic and Member Services	Briefing Note 19-017 Salisbury Central Area Framework	email
28.06.19	Wiltshire Police	Community Policing Teams Out And About 28/06/2019	email
01.07.19	Wiltshire Police	Tisbury Police Drop In Sessions At The Nadder Centre 01/07/2019	email
02.07.19	Action Fraud	Drivers Targeted With Fake Fines 02/07/2019	email
02.07.19	Wiltshire Police	Online Crime Reporting Launched On Website 04/07/2019	email
08.07.19	Wiltshire Police	Crime Report Warminster And Westbury	email
09.07.19	Wiltshire Neighbourhood Watch	Wiltshire Neighbourhood Watch AGM - 13th July 2019	email
09.07.19	Neighbourhood Alert	Wiltshire Nhw Calls For Volunteers 09/07/2019	email
09.07.19	Tynings Allotments	Tynings Allotments – 04.07.19	email
09.07.19	Wiltshire Police	Vehicles Damaged In Warminster And Westbury Areas - Appeal For Information	email

CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
10.07.19	Army Basing Newsletter	Army Basing Newsletter - July 2019	email
10.07.19	Warminster Walkers	Warminster Walkers 50th Birthday celebrations	email
11.07.19	Wiltshire Police	Press Release - Online Safety Partnership 11/07/2019	email
15.07.19	Wiltshire Police	Vehicle Seized For No Driving Licence And Insurance 15/07/2019	email
15.07.19	Wiltshire Council	July Highways Newsletter	email
15.07.19	Wiltshire Council	Briefing Note no. 19-019 – Polling District and Polling Place Review Consultation	email
16.07.19	Wiltshire Police	Help Reduce Your Risk of Falling Victim to Opportunist Burglars 16	email
17.07.19	Wiltshire Police	Wiltshire Police Urge Public to Hand in Guns with National Firearms Surrender	email
18.07.19	Wiltshire Police	Advice for Residents Going on Holiday This Summer	email
18.07.19	Wiltshire Police	Distraction Burglaries 18/07/2019	email
22.07.19	Wiltshire Police	Community Speed Watch 22/07/2019	email
22.07.19	Wiltshire Council	Briefing Note no. 19-020 – Ofsted Report July 2019	email
23.07.19	Redrow Homes	Scan of the next phase at Folly Lane	email
24.07.19	Wiltshire Police	Crime Update 24/07/2019	email
24.07.19	Wiltshire Council	Temporary Closure of: A350 Trowbridge Road (Part), A350 West End, A350 Haynes Road and A350 Warminster Road, Westbury (13/09/19 - 11/10/19)	email
25.07.19	Wiltshire Council	Briefing Note 19-021 Proposal to Increase Downland School Capacity	email

CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
25.07.19	Mark Hopwood Managing Director Great Western Railway	GWR services subject to change due to heat speed restrictions on Thursday 25 July	email
25.07.19	Wiltshire Police	Working Smoke Alarm in Garage Saves House from Fire	email
25.07.19	Wiltshire Police	Teenagers Arrested in Connection With Car Key Burglary In Westbury 25/07/2019	email
25.07.19	Democratic and Member Services	Minutes for Western Area Planning Committee, Wednesday, 24th July, 2019, 3.00 pm	email
25.07.19	Wiltshire Police	Two Youths Arrested In Connection With Car Key Burglaries 25/07/2019	email
26.07.19	Wiltshire Police	Multi-Agency Operation To Tackle Organised Crime 26/07/2019	email
26.07.19	Wiltshire Police	Crime Update 26/07/2019	email
29.07.19	Wiltshire Police	Trowbridge - Male Charged With Drug Offences 29/07/2019	email
30.07.19	Wiltshire Council	Briefing Note no. 19-019 – Polling District and Polling Place Review Consultation	email
30.07.19	Wiltshire Police	Youth Crime and Anti- Social Behaviour 30/07/2019	email
31.07.19	Wiltshire Police	46 Cars Damaged 8Th July 2019 31/07/2019	email
31.07.19	Action Fraud	Criminals Targeting People With Universal Credit Scam 31/07/2019	email
02.08.19	Action Fraud	Fraudsters Targeting Social Media Influencers	email
05.08.19	Neighbourhood Alert	Two Arrested After Armed Robbery On Post Office	email
05.08.19	Action Fraud	Man Charged Following Robbery At Post Office	email
05.08.19	Tynings Allotments	Allotment Committee Meeting minutes – 1 st August 2019	email

CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
05.08.19	Wiltshire Police	Crime Updates Westbury 2nd to 5th August 2019 05/08/2019	email
05.08.19	Wiltshire Police	Crime Update Warminster 05/08/2019	email
07.08.19	Neighbourhood Watch	Landmark Neighbourhood Watch Cybercrime Survey Launched	email
07.08.19	Warminster Town Council	Invitation from Redrow, Tuesday 3 rd September, Land at Folly Farm	email
08.08.19	Wiltshire Council	Briefing Note no. 19-022 Wiltshire Housing Land Supply	email
08.08.19	Wiltshire Council	Warminster Area Board - 5 September 2019 - Town/Parish Council and Partner updates	email
08.08.19	Wiltshire Council	Wiltshire Council - Planning decisions July 2019	email
15.08.19	Wiltshire Council	Parish newsletter - 15 August 2019	email
20.08.19	Wiltshire Council	APPROVED Temporary Closure of: Various Roads, Warminster (10/011/19) Remembrance Service	email
20.08.19	Wiltshire Council	Approved Temporary Closure of: Various Roads, Warminster (26/10/19) Warminster Carnival	email
20.08.19	Wiltshire Council	Approved Temporary Closure of: Various Roads, Warminster (30/11/19) Warminster Christmas Lights	email
20.08.19	Neighbourhood Alert	Reminder to take care when cooking 20/08/2019	email
20.08.19	Neighbourhood Alert	How Many Smoke Alarms Do You Have? 20/08/2019	email
20.08.19	Wiltshire Police	Crime Updates 20/08/2019	email
22.08.19	Neighbourhood Watch	Together For Good 22/08/2019	email

CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
23.08.19	Wiltshire Council	Briefing Note No. 19-023 - Representation on special school provision in north Wiltshire	email
23.08.19	Wiltshire Police	Letter from Superintendent Phil Staynings Ahead of the Bank Holiday Weekend 23/08/2019	email
28.08.19	Wiltshire Council	Change of date for meeting 18/09/2019, 15:00, Western Area Planning Committee	email
28.08.19	Democratic and Member Services	Community Governance Review - expressions of interest sought from parishes	email
29.08.19	Democratic and Member Services	Minutes for Western Area Planning Committee, Wednesday, 21st August, 2019, 3.00 pm	email
02.09.19	WB&HS	Wiltshire Bee & Honey show unveils speaker line up for October	email
05.09.19	Royal United Hospitals Bath NHS Foundation Trust	Invitation to RUH Annual General Meeting	email
05.09.19	Wiltshire Council	Temporary Closure of: Marsh Street (Part), Warminster (21/10/19 - 02/11/19)	email
06.09.19	Wiltshire Police	Appeal Regarding Missing Warminster Teenager	email
06.09.19	Wiltshire Police	Westbury Man Jailed After Pleading Guilty to GBH With Intent	email