

Delivering a brighter, greener future for all

**Minutes of the
Town Development Committee
held on Monday 28th June 2021 at 7pm
at Warminster Civic Centre**

Membership:

Cllr Cooper (Broadway)	*	Cllr Keeble (West)	*
Cllr Davis (East) Chairman	*	Cllr Macdonald (East)	*
Cllr Fraser (West)	*	Cllr Macfarlane (West) Vice Chairman	*
Cllr Fryer (Broadway)	A	Len Turner (external representative)	*

Key: * Present A Apologies AB Absent

In attendance: Cllr Allensby, Brett, Jeffries and Syme.

Officers: Tom Dommett, Assistant Town Clerk, Judith Halls, Office Manager, Stuart Legg, Parks and Estates Manager, Stuart Atherton, Committee and Admin Clerk.

Members of the public: 6

-
- TD/21/001 Election of a Committee Chairman**
Cllr Davis was unanimously voted to the chair.
- TD/21/002 Election of a Committee Vice-Chairman**
Cllr MacFarlane was unanimously voted to the chair.
- TD/21/003 Apologies for absence**
Apologies were received and accepted from Cllr Fryer
- TD/21/004 Declarations of Interest**
None
- TD/21/005 Minutes**
TD/21/005.1 The minutes of the Town Development Committee (TD) meeting held on Monday 26th April 2021 were approved as a correct record and signed by the chairman.
TD/21/005.2 Matter Arising - **None**

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

TD/21/006 **Chairman's Announcements**
None

TD/21/007 **Questions**
None.

TD/21/008 **Public Participation**

Tim Spinney, organiser of The Warminster Open Fair, spoke with reference to 11.2, asked for the use of the WTC logo on the publications for the fair.

Cllr Brett spoke in support of the logo being used on the publications for The Warminster Open Fair.

Cllr Syme spoke in reference to 18.1, detailed his consultation with residents of Marsh Road, Deverill Road and the surrounding roads. He detailed measurements of the roads of noted issue and the dangers that residents, bus drivers, pedestrians and other road users face on a daily basis.

Steve Bond (speaking on behalf of two landowners) addressed the council regarding the Folly Lane open green space. Mr Bond asked the council to consider membership to Spatial Planning Review Working Group ensuring that there would be no conflicts of interests in the membership.

TD/21/009 **Reports from Unitary Authority Members**
None

TD/21/010 **Appointment of Advisors to the Town Development Committee**
Mr Len Turner was unanimously co-opted as an advisor to the Town Development Committee.

TD/21/011 **Events**

TD/21/011.1 The following Members were appointed to work with officers and partner organisations on preparations for:

Cllr Jeffries - Remembrance Sunday - 14th November 2021

Cllr Fraser - Christmas Lights Switch On - 27th November 2021

Cllr Cooper - Spring in the Park 2022 - 1st May 2022

Cllr Macdonald - The Queen's Platinum Jubilee – 2nd-5th June 2022

TD/21/011.2 Warminster Open Fair - Sunday 1st August.

It was resolved that the permission would not be granted for the coat of arms to be used but the Town Council would allow a strap line of support to be used: **'Warminster Town Council welcome this event.'**

TD/21/012 **Tynings Allotments**

Members **noted** the minutes of the meeting held on 13th April 2021

TD/21/013 Flood Wardens

Len Turner and Trevor Woodyatt were appointed to be Flood Wardens. Cllr Fraser requested that a press release would be written detailing the role in order to attract interest from the public to take up the role.

TD/21/014 Town Community Speedwatch

Cllr Syme was appointed as Warminster’s Community Speedwatch Champion 2021 – 2022.

Cllr Macdonald proposed that the committee consider the purchase of two portable SIDs once the current available traffic counts have been looked at and liaison with Wiltshire Police has been had, about their use.

The committee resolved to vote unanimously in favour.

TD/21/015 Town Litter Champion

Cllr Keeble was appointed as the Town Litter Champion 2021-22

TD/21/016 Working Groups

TD/21/016.1 CCTV Sub-Committee

Represented bodies	Membership 2021 – 2022
Wiltshire Council (Warminster)	Cllr Andrew Davis
Wiltshire Council (Westbury)	Cllr Suzanne Wickham
Wiltshire Police	PC Vicky Howick
Local businesses	Mr Dave Deacon
Warminster Garrison	GSM Michael Martin SO2 Adam Pamment
Warminster Town Council (Officers)	Town Clerk, CCTV Supervisor, Parks and Estate Manger
Westbury Town Council (Officer)	Deborah Urch, Westbury Town Clerk.
Westbury Town Council	Cllr Shelia Kimmins
West Wilts Trading Estate	Peter Sammons
Warminster Town Council	Cllrs Fraser, Macdonald, Allensby

Cllrs Fraser, Macdonald, Allensby were unanimously appointed as members of the CCTV Sub-Committee.

TD/21/016.2 Flood and Emergency Working Group: The working group is tasked with updating the Warminster Town Council flood plan and the Warminster Town Council emergency plan.

Members resolved to unanimously appoint:

Membership 2021 – 2022
Cllr Sue Fraser

Len Turner
Trevor Woodyatt

TD/21/016.3 Spatial Planning Review Working Group (SPRWG).

The working group is tasked with monitoring and reporting on all Warminster based Spatial Planning Issues including Town Settlement Boundary Issues being considered or proposed by Wiltshire Council. For example, planning applications based upon the Core Strategy for Wiltshire and Warminster which need to be assessed or reviewed in accordance with the policies of the Warminster Neighbourhood Plan.

Members resolved to unanimously appoint:

Membership 2021 – 2022
Len Turner
Nigel Linge
Harriet James
Tracy Clifford
Cllr John Syme

TD/21/016.4 Cycle Route Improvements: The working group is tasked with bringing forward suggested improvements to the local cycle routes.

Members resolved to unanimously appoint:

Membership 2021 – 2022
Nigel Linge
Harriet James
Colin French
Cllr Chris Robbins
Cllr Steve Jeffries

TD/21/016.5 Regeneration Working Group: The working group is tasked with bringing forward suggestions for the regeneration of Warminster.

Members resolved to appoint: Cllrs Fraser and Brett

Membership 2021 – 2022
Len Turner
Cllr Sue Fraser
Cllr Denis Brett

TD/21/016.6 Wiltshire Area Localism and Planning Group (WALPA) – Wiltshire Area Localism and Planning Group (WALPA) are a collection of Wiltshire Town and Parish Councils concerned about the lack of a five-year housing supply was having on the effectiveness of Neighbourhood Plans.

Members resolved to appoint Cllrs Syme and Brett

TD/21/017 Community Area Transport Group (CATG)

Members noted that the dates for the next Warminster CATG meetings are Wednesday 21st July 2021, Wednesday 27th October 2021 and Wednesday 19th January 2022, all starting at 10am, venue to be confirmed.

TD/21/018 New Issues for CATG

TD/21/018.1 Highway issues at Deverill Road.

A member of the public has requested double yellow lines on the junction of Marsh Street and Deverill Road as there are continuous problems with cars being parked there.

Members resolved to vote unanimously in favour that this be referred to CATG

TD/21/018.2 Widening of a pavement on Imber Road.

A member of the public has requested pavement widening on Imber Road.

Members resolved to vote unanimously in favour that this be referred to CATG

TD/21/018.3 North Row

A member of the public has requested double yellow lines being placed in the 'circle' by the entrance to North Row and consideration of a 10-mph zone at North Row.

Members resolved that they would write to the North Row residents to gain a consensus view of the issues before a decision is made.

TD/21/018.4 Pedestrian Crossing in Weymouth St

A member of the public concerned about traffic speeding in Weymouth Street has asked for consideration of a pedestrian crossing to be installed where the traffic island by Regal Court.

Members resolved that they would write to the Regal Court residents to gain a consensus view of the issues before a decision is made.

TD/21/018.5 Woodcock Lane

A member of the public has requested more parking in Woodcock Lane.

Members resolved that they would not refer this to CATG but would write to residents, expressing their understanding of the issue. In addition, they would remind the residents of parking in the local vicinity.

TD/21/019 Street Light Smallbrook Lane – request for removal

Wiltshire Council have asked: Would Warminster Town Council support the request of a resident for the removal of the streetlight in Smallbrook Lane, or be willing to undertake some local consultation to identify support for or against removal?

Members resolved that time was needed for evaluation of the measures already taken by Wiltshire Council to be considered before any further decision.

TD/21/020 Southwest Operational Flood Working Group

Cllr Fraser delegated the report to be delivered by Len Turner.

Mr Turner reported that there was discussion around the access by both Wiltshire Council and the public to information about Flood Zones 3a and 3b.

Len Turner advised members to attempt to bring forward a meeting arranged (August) with Wiltshire Council regarding the upgrade of the flood plan to before August.

This meeting will give essential knowledge of the flood zone bands. It is and has been unclear of where the 3a – 3b flood zones are. This is imperative to know in order for WTC to offer considered views about planning applications and other decisions.

TD/21/021 Communications

Members resolved that the following press releases be made:

- Cllr Syme becoming Speed Watch Champion
- Cllr Keeble becoming the Litter Champion.
- The role of the Flood Warden and encouragement to join the Flood Watch group.

Meeting closed at 8:40pm