

**Minutes of the Meeting of Warminster Town Council  
on Monday 28<sup>th</sup> March 2022 at 7pm  
held at the Civic Centre,  
Sambourne Road, Warminster, BA12 8LB**

**Membership:**

<b>Cllr Allensby (West)</b>	<b>*</b>	<b>Cllr Keeble (West)</b>	<b>*</b>
<b>Cllr Brett (East) Vice Chairman of the Council and Deputy Mayor</b>	<b>A</b>	<b>Cllr Macdonald (East)</b>	<b>*</b>
<b>Cllr Cooper (Broadway)</b>	<b>*</b>	<b>Cllr Macfarlane (West)</b>	<b>*</b>
<b>Cllr Davis (East)</b>	<b>*</b>	<b>Cllr Parks (North)</b>	<b>*</b>
<b>Cllr Fraser (West)</b>	<b>*</b>	<b>Cllr Robbins (East)</b>	<b>*</b>
<b>Cllr Fryer (Broadway)</b>	<b>*</b>	<b>Cllr Syme (Broadway)</b>	<b>*</b>
<b>Cllr Jeffries (North) Chairman of the Council and Mayor</b>	<b>A</b>		

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

**In attendance:**

**Officers:** Tom Dommett, (Town Clerk and RFO), Judith Halls (Deputy Town Clerk), Stuart Legg (Parks and Estate Manager), Stuart Atherton (Committee and Administration Clerk)

**Press:** 1

**Members of the public:** 15

**FC/21/123    Apologies for Absence**

Apologies were received and accepted from Cllrs Brett and Jeffries.  
In the absence of both Mayor and Deputy Mayor members voted for Cllr Davis to chair this meeting of the full council.

**FC/21/124    Declarations of Interest**

There were no declarations of interest under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

**FC/21/125** **Minutes**  
**FC/21/125.1** The minutes of the meetings held on Monday 17<sup>th</sup> January 2022 and the Extraordinary meeting held on Thursday 17<sup>th</sup> February 2022, were approved as a true record, and signed by the Chairman.  
**FC/21/125.2** There were no matters arising from the minutes of the meetings held on Monday 17<sup>th</sup> January 2022 and the Extraordinary meeting held on Thursday 17<sup>th</sup> February 2022.

**FC/21/126** **Chairman's Announcements**  
**FC/21/126.1** There were no Chairman's announcements  
**FC/21/126.2** Members noted the Mayoral engagements.

**FC/21/127** **Correspondence Circulated**  
The correspondence list was noted.

**FC/21/128** **Questions**  
There were no questions submitted in advance by members of the council.

**Standing Orders were suspended at 7:05pm**

**FC/21/129** **Public Participation**  
Ian Perkins, Fiona Stafford, Linda Renfree and Harriet James spoke in relation to Toad Patrol; the conservation of migrating toads to their ancestral ponds across Smallbrook Road, Warminster.

**Standing Orders were reinstated at 7:15pm**

The chair proposed the bring forward agenda item 16 for discussion and the committee agreed unanimously.

**FC/21/130** **Toad Patrol**  
Councillor Macdonald had submitted the following motion:  
'Warminster Town Council supports and appreciates the work of the 'Toad Patrol' volunteers that try to provide a safe passage to these amphibians as they take their annual migration route that they use to reach their breeding grounds.'  
**Members resolved to arrange a meeting with Wiltshire Council, inviting members of the Toad Patrol to discuss the possibility of overnight road closure of Smallbrook Road during the migration season in 2023.**

**FC/21/131** **Reports from Unitary Authority.**  
Cllr Davis updated members on the industrial action by refuse collection workers. The issue of pay was with the waste collection provider not Wiltshire Council.

Cllr Davis also updated members on Wiltshire Council's planning for Ukrainian refugees. They are currently going through the DBS checking process for the safeguarding of the refugees, in order to offer them temporary homes with families offering them a safe place to stay.

**FC/21/132 Proceedings of Committee**

**Minutes from the following meetings were adopted:**

**FC/21/132.1 Finance and Audit Committee** meeting held on 4<sup>th</sup> January 2022.

**FC/21/132.2 Planning Advisory Committee** meeting held on 24<sup>th</sup> January 2022 and 21<sup>st</sup> February 2022.

**FC/21/132.3 HR Committee** meeting held on 4<sup>th</sup> October 2021 and Extra Ordinary Meeting on 29<sup>th</sup> November 2021.

**FC/21/132.4 Town Development Committee** meeting held on 25<sup>th</sup> October 2021.

**FC/21/133 Mayor and Deputy Mayor Elect 2022/2023**

**Cllr Parks proposed Cllr Robbins for Mayor Elect of Warminster 2022-23 Secoded Cllr MacFarlane. Voting unanimous in favour.**

**Cllr Robbins proposed Cllr Keeble for Deputy Mayor Elect of Warminster 2022-23 Secoded Cllr Fraser. Voting in favour 6**

**Cllr Syme proposed Cllr Macdonald for Deputy Mayor Elect of Warminster 2022-23 Secoded Cllr Allensby. Voting in favour 5**

**Deputy Mayor Elect for 2022-23 will be Cllr Keeble**

**FC/21/134 Meetings calendar for municipal year 2022 – 2023**

**Members approved the meetings calendar for municipal year 2022 – 2023.**

**FC/21/135 Tennis Courts**

All members were invited to a briefing on options for refurbishing the Tennis Courts on 17<sup>th</sup> February 2022. This was subsequently discussed at the Parks and Estates Committee on 14<sup>th</sup> March 2022.

**Members resolved that:**

- i) Officers continue to liaise with the Lawn Tennis Association and Sport England about securing matched funding for refurbishing the Tennis Courts**
- ii) Officers are authorised to seek tenders for a refurbishment of the Tennis Courts and MUGA**
- iii) The inhouse model is the preferred option for running the refurbished Tennis Courts.**
- iii) Officers would return to the Parks and Estate Committee with final costings to the next Full Council meeting.**

**FC/21/136 The Council's Bank Accounts**

Members previously resolved to switched from HSBC to Unity Trust Bank plc However, the service from Unity Bank has been so poor that the transfer hasn't been completed. Meanwhile, there have been no problems with the existing provider.

**Members resolved that the Council's Bank Accounts should remain with HSBC for the time being. Officer will investigate potential banks and report back to Finance and Audit Committee.**

**FC/21/137 Parliamentary Boundary Review**

The parliamentary boundaries are currently being reviewed. The constituency containing Warminster is now proposed as being 'Trowbridge and Warminster' Trowbridge Town Council have proposed that the constituency should be called 'Trowbridge'.

**Members resolved that the Town Council respond to the consultation with the name of the constituency, Southwest Wiltshire.**

**FC/21/137 Covid Policy**

In light of the recent changes towards living with Covid and changes in the law and government guidance, Officers have written a Covid policy. The purpose is to make clear how the town council will be protecting its staff and users of council services. The procedures in place are there to prevent the spread of Covid and how staff will need to comply with this.

**Members resolved to adopt the Covid Policy and to refer the policy back to the HR Committee for review. This will be presented at the Annual meeting on the 16<sup>th</sup> May 2022.**

**FC/21/138 Communications**

**Members agreed Cllr Macdonald would be spokesperson relating to the Toad Patrol.**

**Members agreed that there be a Press Release regarding the Parliamentary Boundary Review.**

**Meeting closed 8:11pm**

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

Next Full Council meeting to be held on 13<sup>th</sup> June 2022