

**MINUTES**  
**of the Town Development Committee**  
**held on Monday 6<sup>th</sup> June 2022 at 7pm**  
**at**  
**Warminster Civic Centre, Sambourne Road,**  
**Warminster, BA12 8LB**

**Membership:**

<b>Cllr Allensby</b>	*	<b>Cllr Fryer (Broadway) Chairman</b>	*
<b>Cllr Cooper (Broadway)</b>	A	<b>Cllr Macfarlane (West) Vice Chairman</b>	*
<b>Cllr Davis (East)</b>	*	<b>Cllr Syme (Broadway)</b>	*
<b>Cllr Fraser (West)</b>	*	<b>Len Turner (Advisor)</b>	*

Key: \* Present    A Apologies    AB Absent

**In attendance:**

**Officers:** Judith Halls, Deputy Town Clerk, Stuart Legg, Parks and Estate Manager, Stuart Atherton, Committees and Administration Clerk.

**Members of the public:** 8

**Member of the Press:** 1

**TD/22/001    Election of Committee Vice Chairman 2022-2023**  
Members resolved that Cllr MacFarlane would be Vice Chairman of the Committee.

**TD/22/002    Apologies for absence**  
Apologies were received and accepted from Cllrs Cooper.  
Cllr Davis initially joined the meeting online then arrived in person at 7:40pm.

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

**TD/22/003 Declarations of Interest**

Cllr Syme declared a non-pecuniary interest in agenda item **TD/22/018** of the agenda (Skatepark request on Portway Field), he would however, join in discussion and vote.

**TD/22/004 Minutes**

**TD/22/004.1** The minutes of the Town Development Committee (TD) meeting held on Monday 25<sup>th</sup> April 2022 were approved as a correct record and signed by the chairman.

**TD/22/004.2** There were no matters arising from the minutes of the Town Development Committee meeting held on Monday 25<sup>th</sup> April 2022.

**TD/22/005 Chairman's Announcements**

Cllr Fryer expressed thanks to the community and councillors for taking more interest in public events and that he recommended councillors attend debrief meetings after these events to gain greater understanding of ways to further improve or develop events whilst also recognising successes.

**TD/22/006 Questions**

There were no questions from members.

*Standing Orders were suspended to allow for public participation at 7:07pm.*

**TD/22/007 Public Participation**

Residents: Brigitte Penny, John Bainbridge, Stuart Yates, and Mr Cunny spoke on the issues they face in both Chapel Street and Bread Street. They detailed examples the corner buildings on entry and exit from the two roads being visibly damaged as the vehicles turn into them, given the tight turns. The residents went on to exemplify heavy goods vehicles entering Chapel Street through the no entry sign from Deverill Road.

Details were given of these heavy goods vehicles being mere millimetres from the cottages' frontage on one side of the road and parked cars on the opposite side. It was felt that this was highly dangerous as this meant that residents could not exit their homes and windows that open outwards had to be kept closed in order that they were not broken off by the large vehicles. One heavy goods vehicle had become stuck in the street which meant that residents had to be contacted and climb in through the boot of their cars, climb over the seats to then reverse their cars out to enable the lorry to have enough room to manoeuvre out of the street.

In all, residents called for improved signage to restrict heavy goods vehicles from both roads.

*Standing Orders were reinstated at 7:15pm*

**Members agreed to move this agenda item from the agenda to be discussed immediately.**

**TD/22/008** Following the request submitted from residents for improved signage indicating narrow roads and not suitable for HGV'S: Chapel Street, Bread Street and part of Bradley Road,  
**Members resolved that this item be sent to CATG to request that it discussed at their next meeting on July 6<sup>th</sup>.**

*Cllr Syme left the meeting 7:30pm*

**TD/22/009** **Reports from Unitary Authority Members**  
There were no reports from Unitary members.

**TD/22/010** **Events**  
**Members appointed Cllrs Allensby, Fraser and Fryer to work with officers and partner organisations for preparations for:**  
Remembrance Sunday - 13<sup>th</sup> November 2022  
Christmas Lights Switch On – Sat 26<sup>th</sup> November 2022  
Spring in the Park 2022 – Sun 30<sup>th</sup> April 2023  
and any other similar events

**TD/22/011** **Tynings Allotments**  
**Members noted that there have been no new minutes received from the allotment Committee.**

**TD/22/012** **Flood Wardens**  
**Members appointed the following to the town's flood wardens for 2022 – 2023:**

<b>Membership 2022 – 2023</b>
Jon Ellis
Roi Head
Harriet James
Len Turner
Trevor Woodyatt

*Cllr Syme returned to the meeting 7:35pm*

**TD/22/013** **Town Community Speed Watch**  
**Members appointed Cllr Syme as Warminster Community Speed Watch Champion 2022 – 2023.**

**TD/22/014** **Town Litter Champion**  
**Members thanked Cllr Keeble for his dedication to the role for 2021-22 and nominated Cllr Allensby as Warminster Town Litter Champion 2022 – 2023.**

**TD/22/015** **Working Groups**  
**TD/22/015.1 Members appointed the following to the Closed-Circuit Television (CCTV) Sub- Committee 2022 – 2023 and agreed that these would be closed meetings due to the confidential nature of the business discussed.**

<b>Closed-Circuit Television (CCTV) Sub- Committee 2022 – 2023</b>	
<b>Represented bodies</b>	<b>Membership 2022 – 2023</b>
Wiltshire Council (Warminster)	Cllr Davis
Wiltshire Council (Westbury)	Cllr Matt Dean
Wiltshire Police	PC Vicky Howick
Local businesses	Mr Dave Deacon
Warminster Garrison	TBC
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 Matt Dean
West Wilts Trading Estate	Peter Sammons
Warminster Town Council (up to 3)	Cllr Allensby Cllr Fraser
Westbury Town Council	Cllr Sheila Kimmins

**TD/22/015.2 Members appointed the following to the flood emergency working group. 2022 – 2023.**

<b>Membership 2022 – 2023</b>
Cllr Fraser
Len Turner
Trevor Woodyatt

**TD/22/015.3 Members appointed the following to the cycle route improvements working group for 2022-23.**

<b>Membership 2022 – 2023</b>
Nigel Linge
Harriet James
Colin French
Cllr Robbins

**TD/22/015.4 Members appointed the following to the WTC Regeneration Working Group and Len Turner for 2022-23.**

<b>Membership 2022 – 2023</b>
Len Turner
Cllr Parks
Cllr Fraser

**TD/22/015.5 Members the following as representatives to WALPA Wiltshire Area Localism and Planning Group (WALPA) for 2022-23.**

<b>Membership 2022 – 2023</b>
Cllr Fraser
Cllr Syme

- TD/22/016 Community Area Transport Group (CATG)**  
Members noted that the dates for the next Warminster CATG meetings are Wednesday 6<sup>th</sup> July 2022, Wednesday 5<sup>th</sup> October 2022 and Wednesday 18<sup>th</sup> January 2023, all starting at 10am, with the venue to be confirmed.
- TD/22/017 City Dressing**  
Members noted the report and resolved that the Regeneration Working Group should continue to liaise with City Dressing on the proposals for Warminster.
- TD/22/018 Request for small skateboard ramp in the field off Portway Lane**  
The Council received a request from resident who is a keen skateboarder to consider putting a small skateboard ramp on the field off Portway Lane. **Members resolved to investigate costings for the proposed skate ramp for the budget setting process 2023-24.**
- TD/22/019 Flood and Emergency Working Group**  
Members noted the update from the Flood and Emergency Working Group.
- Cllr Allensby left the meeting 7:50pm*
- TD/22/020 Flooding issues in Warminster**  
Members noted the update regarding Flooding Issues in Warminster and requested that the clerk contact the Environment Agency to ask what progress they have made with investigations into the flooding issues and solutions since the Southern Area Working Group meeting.
- Cllr Allensby returned to the meeting 7:52pm*
- TD/22/021 Southwest Operational Flood Working Group**  
Members noted updates from Cllr Fraser.
- TD/22/022 Communications**  
Members resolved communication be released to the community about the new Litter Champion, Cllr Allensby and the date of the next litter pick 18<sup>th</sup> June 2022 10:30 am.

**Meeting closed at 8:00pm**

**Date of next meeting: Monday 12<sup>th</sup> September 2022.**