

6th March 2023

AGENDA

Dear Councillor,

You are summoned to a meeting of the:

Parks and Estate Committee
on Monday 13th March 2023 at 7.00pm,
to be held at the
Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Allensby (West) Chairman	Vacancy (East)
Cllr Brett (East)	Cllr Macfarlane (West)
Cllr Fraser (West)	Cllr Parks (North) Vice Chairman
Cllr Fryer (Broadway)	Mr Peter Hewitt (Advisor)

Copied to all other members for information.

Members of the public are welcome to attend meetings of the council and committees, unless excluded due to the confidential nature of the business.

If you wish to contribute during public participation, please contact admin@warminster-tc.gov.uk prior to the meeting to enable this to be facilitated. If you do not wish to attend in person, the chairman may read out your contribution.

Yours sincerely



Tom Dommett (CiLCA)
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 (WTC) Code of Conduct issued in accordance with the Localism Act 2011

3. **Minutes**

3.1 To approve and sign as a correct record, the minutes of the Parks and Estates Committee meeting held on Monday 9th January 2023; 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 Parks and Estates Committee meeting held on Monday 9th January 2023.

4. **Chairman's Announcements**

To note any announcements made by the chairman.

Standing Orders will be suspended to allow for public participation.

5. **Public Participation**

To enable members of the public to address the committee with a written submission, an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations. The chairperson will read any statements submitted in advance.

Standing Orders will be reinstated following public participation.

6. **Reports from Unitary Authority Members**

To note reports provided which are relevant to this committee.

7. **Parks and Estate Manager's report**

Report attached for members information. (See attached)

For Noting.

8. **Accounts**

Members to note the accounts for the Parks and Estates Committee up to 31st January 2023. (See attached)

9. **Increased Public Toilet Provision in the Lake Pleasure Grounds**

At the meeting in October 2022, the committee resolved to ask officers to bring forward proposals for improving toilet provision in the Lake Pleasure Grounds both temporary for next summer and permanent longer term solutions.

(Minute PE/22/036 refers)

Officers have brought forward a proposal for a short-term solution. **(see attached)**

Members are asked to resolve to purchase option A (1+1 Double Mains Toilet 2.4m x 1.4m). The budget of £5,766 (including siting works) to be funded from the Ear Marked Reserves Outdoor Services

10. Draft Neighbourhood Plan Heritage Assets Nominations

The Neighbourhood Plan Working Group has identified several assets owned by the Town Council for possible nomination as Non Designated Heritage Assets. **(see attached)**

These are all in the Lake Pleasure Grounds, they are the Bandstand, the Boat House and the Granite Water Fountain.

Members are asked to resolve how to respond to the request.

11. Draft Neighbourhood Local Green Spaces Nominations

The Neighbourhood Plan Working Group has identified two assets owned by the Town Council for possible nomination as Local Green Space designation. **(see attached)**

These are the Lake Pleasure Grounds and Ashley Combe.

Members are asked to resolve how to respond to the request.

12. Renewal of Lease on the Public Toilets in Central Car Park

In 2016 the town council entered into a 7 year lease agreement with Wiltshire Council to take on the running of the public toilets in central carpark. The lease on the public toilets in central car park expires on 26th May 2023. Wiltshire Council have indicated they are happy to renew the lease for a further 7 years. The lease will be in the same format as the existing one, so if this Committee agrees, Wiltshire Council can proceed to get the formal approval and a solicitor instructed. The alternative is for either council to give notice at least 4 weeks before the end of the lease that it will not be renewed.

The new lease will go to Full Council for sealing.

Members are invited to propose the renewal of the lease for another 7 years.

13. Solar Panels on Council owned buildings

Officers have investigated the possibility of installing solar panels on Council owned buildings.

Members are asked to recommend to Full Council that the council considers the installation of solar panels on the Civic Centre, the Boat House, the Pavilion Café and the public toilets in Central Car Park and that officers commence the tender process.

14. Providing outdoor services for other Parish Councils in Wiltshire

The Town Council has been approached by other parishes in the Warminster area with a view to them paying the town council to undertake small scale grounds maintenance within their parishes, for example, grass cutting. Payment would be made in line with commercial rates.

Members are asked to resolve that the Town Clerk be authorised to enter into agreements with other parishes to provide outdoor services provided such agreements do not impact on the inhouse services provided within Warminster.

15. Ashley Coombe Field

Cllr Syme has requested members to consider the planting of additional trees at Ashley Coombe field. He also requests that members consider the installation of two benches and the erection of a sign: Warminster Town Council – Ashley Combe Field. **(see attached)**

Members to resolve how to proceed.

16. Communications

Members to decide on items requiring a press release and to confirm a spokesperson if required.

The date of the next Parks and Estate Committee will be Monday 29th May 2023 at 7.00pm.

Minutes from this meeting will be available to all members of the public either from our website www.warminster-tc.gov.uk or by contacting us at Warminster Civic Centre.

Parks and Estate Manager's Report:

Parks and Estates Committee 13th March 2023

Lake Pleasure Grounds

- 1 **Lake:** Topping up with soil around the lake has commenced. The only obstacle to this is the corroded sheet piling which is allowing the soil to fall into the lake. Officers are looking for a solution.
- 2 **Pavilion Café:** Will be opening four days per week in March.
- 3 **Play area:** Weekly inspections continue to be carried out.
- 4 **Skatepark:** Is open and being well used when the weather allows.
- 5 **Lake Pleasure Grounds public conveniences:** All toilets are open but being manually closed and double locked after a spate of vandalism. (The police are aware)
- 6 **Splash Pad:** The splash pad is closed. Our contractor is recommissioning mid April.
- 7 **Elizabeth Collyns Garden:** Open and being well used.
- 8 **Flower Beds:** Westbury infants are coming into the park on the 15th March to plant the wildflower seed in the half of the flower beds.
- 9 **Boats on the lake:** Closed for winter.
- 10 **MUGA area:** see tennis courts.
- 11 **Boat House:** Nothing to report
- 12 **Putting green:** Is closed for the winter.
- 13 **Tennis Courts:** The contractor will commence with the agreed refurbishment on the 20th March.
- 14 **Tree works:** Nothing to report
- 15 **Scout hut:** A meeting has been arranged to discuss work required to the scout hut on the 18th March.

Outside Services

- 16 **Play Areas:** Weekly inspections continue. Annual Rospa inspections due in March.
- 17 **Public Toilets: Central Car Park public conveniences:** All toilets are open. Three hand driers replaced after the elements failed.
- 18 **War Memorial:** Nothing to report.
- 19 **Closed churchyards:** Nothing to report.
- 20 **Hanging baskets and Tubs:** Nothing to report
- 21 **Sweeper (Basil Brushes):** Officers continue speaking with local landowners to look at the possibility of having a secure, compliant waste tip site.
- 22 **Street Furniture:** Nothing to report

Stuart Legg

01.03.2023

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Detailed Income & Expenditure by Budget Heading 31/01/2023

Month No: 10

January 2023

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6315 Tfr to Capital Projects	0	100,000	100,000	0		0	100.0%	
Capital Expenditure :- Indirect Expenditure	0	217,505	139,602	(77,903)	0	(77,903)	155.8%	0
Net Income over Expenditure	0	(119,801)	(139,602)	(19,801)				
Finance & Audit :- Income	5,972	1,516,488	1,331,592	(184,896)			113.9%	
Expenditure	43,227	650,456	581,697	(68,759)	65,084	(133,843)	123.0%	
Movement to/(from) Gen Reserve	(37,254)	866,032						

Open Spaces & Services208 Town Park Splashpad

4012 Water Rates	0	5,093	0	(5,093)		(5,093)	0.0%	
4014 Electricity and Gas	0	10,493	0	(10,493)		(10,493)	0.0%	
4020 Consumables & Other Expenses	34	1,364	0	(1,364)		(1,364)	0.0%	
4022 Postage & Telephone	0	10	0	(10)		(10)	0.0%	
4037 Maintenance Contracts	0	188	0	(188)		(188)	0.0%	
4040 Equipment/Furniture	0	203	0	(203)		(203)	0.0%	
Town Park Splashpad :- Indirect Expenditure	34	17,352	0	(17,352)	0	(17,352)		0
Net Expenditure	(34)	(17,352)	0	17,352				

209 Outside Services

1193 Miscellaneous Income	65	565	0	(565)			0.0%	
Outside Services :- Income	65	565	0	(565)				0
4001 Salaries	15,799	171,452	197,500	26,048		26,048	86.8%	
4007 Uniform	0	1,271	1,500	229		229	84.7%	
4008 Training	0	215	3,500	3,285		3,285	6.1%	
4020 Consumables & Other Expenses	1,205	2,879	1,800	(1,079)		(1,079)	159.9%	
4022 Postage & Telephone	104	1,069	2,400	1,331		1,331	44.5%	
4024 Photocopier Charges	0	0	300	300		300	0.0%	
4025 IT (Website & Email)	97	990	800	(190)		(190)	123.7%	
4028 Insurance	0	508	550	42		42	92.4%	
4035 Refuse Collection\Bin Emptying	0	3,029	7,000	3,971		3,971	43.3%	
4036 Repairs and Renewals	0	444	5,000	4,556		4,556	8.9%	
4040 Equipment/Furniture	270	7,432	10,000	2,568		2,568	74.3%	
4041 Equipment Hire	0	243	0	(243)		(243)	0.0%	
4042 Vehicle Costs	1,235	16,209	27,000	10,791		10,791	60.0%	
4044 Tree Works	3,823	5,130	4,000	(1,130)		(1,130)	128.2%	
Outside Services :- Indirect Expenditure	22,533	210,871	261,350	50,479	0	50,479	80.7%	0
Net Income over Expenditure	(22,468)	(210,306)	(261,350)	(51,044)				

Detailed Income & Expenditure by Budget Heading 31/01/2023

Month No: 10

January 2023

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>210 Town Park</u>								
1006 Rent - 23 Weymouth St	330	3,300	3,960	660			83.3%	
1020 Town Park Events Income	0	3,273	3,000	(273)			109.1%	
1550 Boats Income	0	5,452	4,500	(952)			121.2%	
Town Park :- Income	330	12,025	11,460	(565)			104.9%	0
4001 Salaries	0	12,832	13,200	368		368	97.2%	
4012 Water Rates	0	8,725	14,000	5,275		5,275	62.3%	
4014 Electricity and Gas	152	1,923	0	(1,923)		(1,923)	0.0%	
4020 Consumables & Other Expenses	0	1,590	5,000	3,410		3,410	31.8%	
4028 Insurance	0	1,294	1,400	106		106	92.4%	
4035 Refuse Collection\Bin Emptying	162	1,102	0	(1,102)		(1,102)	0.0%	
4036 Repairs and Renewals	0	11,668	10,000	(1,668)		(1,668)	116.7%	
4037 Maintenance Contracts	0	1,508	2,000	492		492	75.4%	
4040 Equipment/Furniture	0	1,298	5,000	3,702		3,702	26.0%	
4041 Equipment Hire	0	450	0	(450)		(450)	0.0%	
4085 Town Park Events	75	5,078	13,000	7,922		7,922	39.1%	
5315 Tfr from Capital Projects	0	(7,582)	0	7,582		7,582	0.0%	
5329 Tfr from Open Spaces	0	(6,529)	0	6,529		6,529	0.0%	
Town Park :- Indirect Expenditure	389	33,357	63,600	30,244	0	30,244	52.4%	0
Net Income over Expenditure	(59)	(21,332)	(52,140)	(30,808)				
<u>211 Open Spaces</u>								
4018 Rent	0	573	0	(573)		(573)	0.0%	
4045 Flood Wardens	0	104	200	96		96	52.2%	
5329 Tfr from Open Spaces	0	(1,368)	0	1,368		1,368	0.0%	
Open Spaces :- Indirect Expenditure	0	(690)	200	890	0	890	(345.0%)	0
Net Expenditure	0	690	(200)	(890)				
<u>212 Cemetery and Churchyard</u>								
1212 Burial Fees	0	611	500	(111)			122.2%	
Cemetery and Churchyard :- Income	0	611	500	(111)			122.2%	0
4011 Rates	27	259	250	(9)		(9)	103.8%	
4028 Insurance	0	1,017	1,100	84		84	92.4%	
4212 War Memorial	0	5,416	0	(5,416)		(5,416)	0.0%	
5329 Tfr from Open Spaces	0	(1,016)	0	1,016		1,016	0.0%	
Cemetery and Churchyard :- Indirect Expenditure	27	5,676	1,350	(4,326)	0	(4,326)	420.4%	0
Net Income over Expenditure	(27)	(5,065)	(850)	4,215				

Detailed Income & Expenditure by Budget Heading 31/01/2023

Month No: 10

January 2023

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
214 Public Conveniences (TP & CCP)								
1901 Insurance Claims	0	3,730	0	(3,730)			0.0%	
Public Conveniences (TP & CCP) :- Income	0	3,730	0	(3,730)				0
4001 Salaries	2,683	7,561	0	(7,561)		(7,561)	0.0%	
4012 Water Rates	0	1,708	2,500	792		792	68.3%	
4014 Electricity and Gas	450	3,771	3,000	(771)		(771)	125.7%	
4016 Cleaning	0	444	0	(444)		(444)	0.0%	
4020 Consumables & Other Expenses	62	1,298	2,000	702		702	64.9%	
4028 Insurance	0	185	200	15		15	92.4%	
4036 Repairs and Renewals	0	8,067	3,000	(5,067)		(5,067)	268.9%	
Public Conveniences (TP & CCP) :- Indirect Expenditure	3,196	23,034	10,700	(12,334)	0	(12,334)	215.3%	0
Net Income over Expenditure	(3,196)	(19,304)	(10,700)	8,604				
215 Street Furniture								
4028 Insurance	0	370	400	30		30	92.4%	
4803 Baskets & Tubs	0	3,116	3,500	384		384	89.0%	
Street Furniture :- Indirect Expenditure	0	3,486	3,900	414	0	414	89.4%	0
Net Expenditure	0	(3,486)	(3,900)	(414)				
216 Pavilion Cafe								
1600 Pavillion Cafe Sales	926	98,734	50,000	(48,734)			197.5%	
Pavilion Cafe :- Income	926	98,734	50,000	(48,734)			197.5%	0
3540 Pavilion Purchases	173	33,935	25,000	(8,935)		(8,935)	135.7%	
Pavilion Cafe :- Direct Expenditure	173	33,935	25,000	(8,935)	0	(8,935)	135.7%	0
4001 Salaries	1,998	36,028	37,300	1,272		1,272	96.6%	
4007 Uniform	0	0	150	150		150	0.0%	
4008 Training	0	0	250	250		250	0.0%	
4010 Health & Safety	0	0	100	100		100	0.0%	
4011 Rates	266	2,662	3,050	388		388	87.3%	
4014 Electricity and Gas	0	0	2,500	2,500		2,500	0.0%	
4020 Consumables & Other Expenses	493	3,447	3,000	(447)		(447)	114.9%	
4022 Postage & Telephone	25	252	400	149		149	62.9%	
4023 Printing & Stationery	0	28	200	172		172	14.2%	
4025 IT (Website & Email)	12	92	200	108		108	46.1%	
4035 Refuse Collection\Bin Emptying	0	813	0	(813)		(813)	0.0%	
4036 Repairs and Renewals	157	2,293	2,000	(293)		(293)	114.6%	

Detailed Income & Expenditure by Budget Heading 31/01/2023

Month No: 10

January 2023

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4037 Maintenance Contracts	0	188	500	312		312	37.7%	
4040 Equipment/Furniture	0	146	500	354		354	29.2%	
4055 Stocktaking Fees	0	60	240	180		180	25.0%	
4059 Other Professional Fees	0	167	0	(167)		(167)	0.0%	
4061 Streamline Charges	42	1,317	1,400	83		83	94.1%	
Pavilion Cafe :- Indirect Expenditure	2,994	47,492	51,790	4,298	0	4,298	91.7%	0
Net Income over Expenditure	(2,241)	17,306	(26,790)	(44,096)				
217 Play Areas								
4010 Health & Safety	0	0	1,000	1,000		1,000	0.0%	
4016 Cleaning	0	0	1,000	1,000		1,000	0.0%	
4020 Consumables & Other Expenses	0	298	500	202		202	59.6%	
4036 Repairs and Renewals	0	4,301	10,000	5,699		5,699	43.0%	
4040 Equipment/Furniture	0	643	1,000	357		357	64.3%	
5338 Trf from EMR Play Area	0	(618)	0	618		618	0.0%	
Play Areas :- Indirect Expenditure	0	4,624	13,500	8,876	0	8,876	34.2%	0
Net Expenditure	0	(4,624)	(13,500)	(8,876)				
219 Sweeper								
4036 Repairs and Renewals	361	1,599	2,000	401		401	80.0%	
4090 Sweeper Leasing	2,056	20,563	24,675	4,112		4,112	83.3%	
4091 Sweeper Consumables	37	1,312	1,200	(112)		(112)	109.3%	
4092 Sweeper Fuel	751	7,291	9,000	1,709		1,709	81.0%	
4093 Sweeper Waste Disposal	1,836	10,292	25,000	14,708		14,708	41.2%	
Sweeper :- Indirect Expenditure	5,042	41,057	61,875	20,818	0	20,818	66.4%	0
Net Expenditure	(5,042)	(41,057)	(61,875)	(20,818)				
220 Depot								
4011 Rates	358	3,575	7,500	3,925		3,925	47.7%	
4014 Electricity and Gas	299	684	750	66		66	91.2%	
4018 Rent	0	15,352	16,000	648		648	95.9%	
4025 IT (Website & Email)	56	509	0	(509)		(509)	0.0%	
4028 Insurance	0	763	0	(763)		(763)	0.0%	
4036 Repairs and Renewals	0	3,253	1,000	(2,253)		(2,253)	325.3%	
4037 Maintenance Contracts	0	831	200	(631)		(631)	415.4%	
4040 Equipment/Furniture	0	95	0	(95)		(95)	0.0%	
4059 Other Professional Fees	0	167	0	(167)		(167)	0.0%	
4932 CAP - Depot leasehold Improvem	0	3,066	0	(3,066)		(3,066)	0.0%	

REPORT FOR DECISION Increased Toilet Provision Lake Pleasure Grounds

Stuart Legg, Parks and Estate Manager

Parks and Estate Committee Meeting 13th March 2023

Recommendation

Members are asked to resolve to purchase option A (1+1 Double Mains Toilet 2.4m x 1.4m). The budget of £5,766 (including siting works) to be funded from the Ear Marked Reserves Outdoor Services.

Purpose of the Report

To inform members of the options available for increased toilet provision at The Lake Pleasure Grounds.

Background

Due to the increased use of the Lake Pleasure Grounds partly due to the popularity of the new splash pad skate park members felt that the current toilet provision was inadequate. With officers also fielding many complaints from the public about the existing provision. Officers feel that the long term solution to the issue is new purpose made toilets. However, this is a larger project which will take time to plan.

Officers were asked to consider alternative additional provision for the peak summer season. (June to August inclusive).

Location

Officers have explored many areas within the Lake Pleasure Grounds. The main factors considered were, close proximity to the play area (one of the most numerous complaints about the existing provision was how far from the play area it is especially for young children), access to existing waste system, access to power and water.

After carefully considering these factors, officers feel the most suitable location is adjacent to the Pavilion Café. (location shown on plan below). This is next to the River Were but far enough away so as not to affect the water course Officers have asked the environment Agency if any permits are required and are awaiting a response.



Findings

Officers considered hire and purchase of toilet units. Officers asked members for guidance on the type of toilets they envisaged. It was decided the trailed luxury toilets would be best.

Officers then approached many toilet hire companies and received the below costs for hire. All companies quoted for 2 x toilets and 1 urinals. (example picture below)



Hire Costs (all plus VAT)

	Contractor			
	A	B	C	D
Weekly hire cost	£650	£425	£575	£425
Delivery/collection	£60	£130	£200	£120
Other costs e.g., mains connection	£80	£150	£110	£110
Total cost for 12 weeks	£7,940	£5,380	£7,210	£5,330

(Note: These were available when quotes were received. However, the companies could not guarantee to hold the dates.)

Purchase of 1+1 unit

Officers also considered purchasing temporary toilets and found a possible cost-effective alternative. The containerised toilets sit on the ground and can be plumbed into existing waste pipes.

The main advantage is that these would be owned by the town council and could therefore be a semi-permanent feature until a long term toilet provision could be provided. This would be an

ongoing boost to toilet provision rather than just for the peak 3 months.
The cost of these (Option E) is £5,266 + VAT.



Additional required sighting work

To enable either the hired toilets or purchased toilets to be plumbed in and an electrical supply and water supply fitted there will be additional costs. Officers estimate this to be no more than £500+VAT

Financial and Resource Implications

The cost for the toilets will be £5,266+ VAT. This money can be funded from the Ear Marked Reserves Outdoor Services

Legal Implications and Legislative Powers

The Council has the power to provide this service under the General Power of Competence.

Environmental Implications

Officers are have considered the proximity to the river and have asked the Environment Agency if any permits are required.

Risk Assessment

Any required risk assessments will be carried out prior to any work being undertaken,

Crime and Disorder

The toilets will be locked manually every evening to prevent vandalism.

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Delivering a brighter, greener future for all

27th January 2023

Dear Sir / Madam

Consultation on Locally Valued Non-Designated Heritage Assets in Warminster

Warminster Town Council is writing to inform you that Warminster Town Park Bandstand has been nominated for designation as a 'locally valued non-designated heritage asset' within the Warminster Neighbourhood Plan.

The reason for this is that Warminster Town Park Bandstand meets the criteria detailed below for inclusion in planning policy as a locally valued non-designated heritage asset.

Criteria met for determining locally valued non-designated heritage asset:

Bandstand and boathouse date from the founding of the park. The drinking fountain was later moved from the Market Place into the park. All contribute to the unique setting of the park. The bandstand and boathouse date back to the founding of the park and so are associated with the time of high unemployment in Warminster when locals were employed to dig the town lake with a grand opening by the Marquis of Bath (from nearby Longleat) in 1924.

You are no doubt familiar with the listing of historic buildings of national importance by Historic England (Grade I, Grade II etc.), which gives significant protection against inappropriate development. We have a number of formally listed buildings in and around Warminster. However, there are a number of buildings and structures that are not listed, or 'non-designated' for their national importance, but which add to our local heritage. Communities can identify these buildings, structures or spaces as locally valued heritage assets within Neighbourhood Plans.

The effect of identifying local valued heritage assets in the Neighbourhood Plan is not to place restrictions on the 'asset', or to stop any changes to a building or any other development taking place; it does not bring additional consent requirements over and above those already required for planning permission. It can, however, help to inform planning decisions in a way that conserves and enhances local character and identity.

Continued overleaf

Criteria developed by Historic England has been used to inform the identification of possible local heritage assets. We have included a copy of this criteria for your information.

We invite you to let us know your views on the inclusion of Warminster Town Park Bandstand in the list of locally valued non-designated heritage assets. Owners can often provide valuable information which can influence the final decision as to whether an asset is included on the list. The Neighbourhood Plan must progress through a series of formal stages, including two rounds of consultation and examination before being finalised. The Neighbourhood Plan must be based on evidence, which includes owners' views.

We would therefore be most grateful if you could complete the enclosed form. If you would like to find our more information about the Warminster Neighbourhood Plan please visit www.warminsterplan.com Should you require any further information please get in touch. If you wish to comment, please return the enclosed response form to Warminster Town Council by **Friday 10th March 2023**.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Dommatt', with a large, stylized flourish above the name.

Tom Dommatt, Warminster Town Clerk
on behalf of the Warminster Neighbourhood Plan Steering Group

P.S. We have enclosed a stamped addressed envelope for your reply, or you can email us at admin@warminster-tc.gov.uk

15th February 2023

Dear Tom,

Re: Warminster Neighbourhood Plan: Local Green Spaces

As you may know, Warminster Town Council is updating the Warminster Neighbourhood Plan (NP). Once formally updated and in place, the NP will inform and shape future development of our area and become part of the statutory Development Plan which Wiltshire Council will use for determining planning applications in the area. You can find out more about the Neighbourhood Plan review here: <https://www.warminsterplan.com>

One aspiration for the Town Council as part of this work is to identify and protect important green space within Warminster. One way that the NP can do this is to identify 'Local Green Spaces' for protection by a planning policy. For a Local Green Space to be eligible for designation, it must be:

- in reasonably close proximity to the community it serves;
- demonstrably special to the local community and hold particular significance, for example, because of its beauty, historic significance recreational value (including playing fields), tranquillity or richness of wildlife, and
- local in character and not an extensive tract of land.

Designation of land as a Local Green Space would mean that policies for managing development of the land would be consistent with that of land in the green belt i.e. inappropriate development of the space would not be allowed except for in very special circumstances (National Planning Policy Framework 2021, para 101-103)¹.

The NP group has been working on an initial list of potential Local Green Spaces and with support from their planning consultants have assessed the long list of suggestions against the national planning policy criteria outlined above.

We are writing to inform you that your land – **Ashley Coombe**, (see attached map) has been identified during this initial process as potentially suitable for Local Green Space designation.

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https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1005759/NPPF_July_2021.pdf

Over March-April 2023, the Town Council is holding a period of informal consultation to inform the evidence base for the Neighbourhood Plan. This will cover a range of topics and will include a specific Local Green Space survey to collect community views on if and how potential Local Green Spaces are special to them. You can find out more about the consultation here: <https://www.warminsterplan.com>

Please get in touch with any comments or questions about the potential designation of Ashley Coombe as a Local Green Space before **15th March 2023**. Your comments will be considered and included as part of the Neighbourhood Plan evidence base.

The results of the informal consultation (including comments from the community and landowners) will become part of the evidence base which will inform the Steering Group's decision on which spaces will be proposed for Local Green Space designation in the draft of the reviewed NP.

There will be two following rounds of formal consultation on the draft reviewed NP, during which you will be able to formally submit your comments on the draft proposals.

Please let us know if you have any questions or comments.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Tom Dommett', with a stylized flourish above the name.

Tom Dommett

Town Clerk
Warminster Town Council

REPORT FOR DECISION Ashley Combe

Stuart Legg, Parks and Estate Manager

Parks and Estate Committee Meeting 13th March 2023

Background

Ashley Combe is an area of open green space measuring around 3/4 of an acre, on the southern side of Warminster.

Last winter the town council planted over 200 trees on the site as part of the Queens Jubilee. These trees take up the lower third of the field.



The proposal

Councillor Syme has proposed the instillation of two new benches on the site and the planting of more trees. He has not specified any preferred locations.

Factors for members to consider:

- The cost per bench with installation is around £1000. What will the use of the benches be? i.e how many people use the site?
- Tree planting is considered a good method of reducing atmospheric carbon.
- Planting of trees now will lead to increased maintenance costs for the council in the future.
- Creating a woodland behind Ashley Coombe could lead to antisocial behaviour.
- Planting more trees will change the nature of the open space - have all of the residents been formally consulted?
- No budget has been identified

Summary

Officers believe careful thought should be given to this proposal. Any work carried out must be carefully planned so as to benefit the greatest number of people and also enhance the environment.

Legal Implications and Legislative Powers

The Council has the power to provide this service under the General Power of Competence.

Environmental Implications

This project has the potential to enhance the local environment.

Risk Assessment

Any required risk assessments will be carried out prior to any work being undertaken.

Crime and Disorder

Careful consideration should be given to any scheme to ensure antisocial behaviour is not likely.