

**Minutes of the Meeting of Warminster Town Council
on Monday 27th March 2023 at 7pm
held at the Civic Centre,
Sambourne Road, Warminster, BA12 8LB**

Membership:

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

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

In attendance:

Officers: Tom Dommett, (Town Clerk and RFO), Judith Halls (Deputy Town Clerk),

Unitary Councillors: 1

Police: 1

Press: 1

Members of the public: 4

FC/22/121 Apologies for Absence

Apologies were received and accepted from Cllrs Brett, Jeffries, Macfarlane, Parks and Syme.

FC/22/122 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/22/123 **Minutes**

FC/22/123.1 The minutes of the meeting held on Monday 16th January 2023 and the EO Meetings on Monday 13th February 2023 and Monday 27th February 2023, were approved as a true record, and signed by the Chairman.

FC/22/123.2 There were no matters arising from the minutes of the meeting held on Monday 16th January 2023 and the EO Meetings on Monday 13th February 2023 and Monday 27th February 2023.

FC/22/124 **Chairman's Announcements**

FC/22/124.1 Cllr Robbins had several announcements: -

- 1) The resurfacing of Imber Road has been completed, he would like to see other roads done soon.
- 2) The dormant Warminster & District Chamber of Trade and Commerce was re-launched and re-branded as the Warminster Business Network at a well-attended launch evening held at the Athenaeum Centre on Friday 3rd March. Over 50 representatives of local businesses met to hear about plans. The Chair, Matt Towl, outlined the history, from initial discussions between a group of local retailers and Warminster Town Council to re-form the latent Chamber to build a support network and provide a voice for local businesses.

An initial committee has been formed and more than 80 companies have expressed an interest in joining, ranging from High Street, independent and franchised retailers, legal and financial services, self-employed professionals and industrial operations. Individuals and companies from surrounding areas are welcome and invited to join. As well as proposing further networking and training events, there was much interest in recruitment and collaborating with local schools to provide local employment.

Warminster Business Network are looking forward to being an active and productive voice in support of building a stronger business base in Warminster and are happy to carry on working closely with the town council to achieve this. It had been suggested that the Network have a non-voting representative on the Town Development Committee.

- 3) No 3 High Street, a meeting was being arranged between the owner and developer to try and move this forward and the Mayor would advise members when he had more information.
- 4) The Mayor raised concerns about anti-social behaviour in the park and hoped now that the CCTV upgrade was nearly completed that the perpetrators were brought to justice.
- 5) The work on the tennis courts in the town park has started.
- 6) There was a recent litter pick, Saturday 25th March, part of the Great British Spring Clean, where volunteers collected over 20 bags of rubbish, a job well done.

FC/22/124.2 Mayoral engagements were **noted**.

FC/22/125 **Correspondence Circulated**

The correspondence list was **noted**.

FC/22/126 Questions

There were no questions raised by members prior to the meeting.

FC/22/127 Public Participation

There was no public participation.

FC/22/128 Reports from Unitary Authority Members and the Police

Inspector Kevin Harmsworth presented a verbal police report which members **noted**. He advised the council that the local police were working on the problem of anti-social behaviour in the town centre and park, he would escalate this with the Neighbourhood Policing team. A meeting would be arranged so the town council could work in partnership on this. Reducing anti-social behaviour was a priority for the Police and Crime Commissioner. The Inspector reminded the meeting it was important that agencies and the public knew what constitutes anti-social behaviour and who to report it to. This information was available on the Wiltshire Police Website and should be widely shared.

FC/22/129 Proceedings of Committee

Minutes from the following meetings were approved and adopted:

FC/22/129.1 Finance and Audit Committee meeting held on 3rd January 2023.

FC/22/129.2 Parks and Estate Committee meeting held on 9th January 2023.

FC/22/129.3 Town Development Committee meeting held on 5th December 2022.

FC/22/129.4 Planning Advisory Committee meetings held on 23rd January 2023 and 20th February 2023.

FC/22/129.5 HR Committee meetings held on 3rd October 2022 and Extraordinary HR 24th October 2022.

FC/22/130 Casual Vacancy Co-option of a Town Councillor (Warminster East)

The three candidates gave a short statement in support of their application.

Members resolved to co-op Jack Jones on to Warminster Town Council.

Jack Jones signed his Declaration of Office and joined the table to take part in the remainder of the meeting.

FC/22/131 Appointment to Committees

Cllr Jones was appointed to sit on the Planning Advisory Committee, the Finance and Audit Committee and the Parks and Estate Committee.

FC/22/132 Internal Audit Report 2022-23 (Interim update)

Members adopted the Internal Audit Report 2022-23.

FC/22/133 Mayor and Deputy Mayor Elect 2023/2024

Cllr Robbins proposed Cllr Keeble as Mayor Elect of Warminster 2023/24 Seconded Cllr Fryer. Voting unanimous in favour.

Cllr Keeble proposed Cllr Davis for Deputy Mayor Elect of Warminster 2023/24 Seconded Cllr Fraser and Cllr Fryer proposed Cllr Allensby for Deputy Mayor Elect of Warminster 2023/24, Seconded Cllr Cooper.

Members resolved to select Cllr Allensby as Deputy Mayor Elect for 2023/24.

FC/22/134 Meetings calendar for municipal year 2023 – 2024

Members adopted the calendar of meetings for the May 2023 - May 2024 municipal year.

FC/22/135 Increased Public Toilet Provision in the Lake Pleasure Grounds

Members to resolve to accept the recommendation from the Parks and Estates Committee for the purchase of 1+1 Double Mains Toilet in the Lake Pleasure Grounds. The budget of £5,766, including siting works to be funded from the Ear Marked Reserves Outdoor Services. (Minute PE/22/073 Refers)

FC/22/136 Renewal of the lease on the Public Toilets in Central Car Park

Members resolved to accept the renewal of the lease from Wiltshire Council for the public toilets in central car park for a further 7 years.

FC/22/137 Code of Conduct

Members resolved to adopt the Model Councillor Code of Conduct developed by the Local Government Association (LGA) with support from the National Association of Local Councils (NALC) and the Society for Local Council Clerks (SLCC) as the Code of Conduct for Warminster Town Council and adopt the LGA produced supporting guidance as adapted for local town and parish councils is adopted in conjunction with the Model Code of Conduct.

FC/22/138 Warminster Relief and Need Charity

Members ratified the new member, Keith Rattray to the charity, Warminster Relief in Need.

FC/22/140 Communications

Members requested for a press release to be issued regarding collaborative working with the police about anti-social behaviour, the Co-option of a new councillor, Cllr Jack Jones and the temporary toilet provision in the town park.

Meeting closed 7:55 pm

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.

Next Full Council meeting to be held on Monday 22nd May 2023