

23rd May 2023

AGENDA

Dear Councillor,

You are summoned to a meeting of the:

Parks and Estate Committee
on Tuesday 30th May 2023 at 7.00pm,
to be held at the
Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Allensby (West)	Cllr Jones (East)
Cllr Brett (East)	Cllr Macfarlane (West)
Cllr Fraser (West)	Cllr Parks (North)
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. **Election of a chairman of the Parks and Estate Committee for the Municipal Year 2023–24**
Members to elect a chairman of the Parks and Estate Committee for the Municipal Year 2023–24.
2. **Election of a vice-chairman of the Parks and Estate Committee for the Municipal Year 2023–24**
Members to elect a vice-chairman of the Parks and Estate Committee for the Municipal Year 2023–24.
3. **Apologies for absence**
To receive and accept apologies, including reason for absence, from those unable to attend.
4. **Appointment of Advisors**
To co-opt any non-voting advisors to the Committee.
5. **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
6. **Minutes**
6.1 To approve and sign as a correct record, the minutes of the Parks and Estates Committee meeting held on Monday 13th March 2023; and Standing Order 12.1 provides that they may therefore be taken as read.
6.2 To note any matters arising from the minutes of the Parks and Estates Committee meeting held on Monday 13th March 2023.
7. **Chairman's Announcements**
To note any announcements made by the chairman.

Standing Orders will be suspended to allow for public participation.
8. **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.
9. **Reports from Unitary Authority Members**
To note reports provided which are relevant to this committee.
10. **Parks and Estate Manager's report**
Report attached for members information. **(See attached)**

Members to Note.

11. **Accounts**
Members to note the accounts for the Parks and Estates Committee up to 31st March 2023. (See attached)

12. **Replacement of Rockers in the Park Play Area**
Recently the spring on one of the rockers in the Lake Pleasure Grounds snapped. This was partly through miss-use (we believe an older youth was using the rocker) and partly through age related deterioration of the equipment. The rockers have been in the park for over 25 years. **(attached)**

Members to resolve to replace both the rockers and the play surface at a cost of £10,627.10+VAT

13. **Draft Neighbourhood Plan Local Nomination**
The Neighbourhood Plan Working Group has identified an asset owned by the Town Council (Water Meadow between Smallbrook Lane and the Wyle) for possible nomination as a locally valued non designated heritage asset. **(attached)**

Members to resolve how to respond.

14. **Bank Integrity of the Lake**
Recently the Parks and Estate Manager has reported to committee that the piling around the edge of the lake, which holds the banks back, has deteriorated and will need replacing in the coming years. This is a likely to be a lengthy and expensive process. **(attached)**

Members to resolve to instruct officers to obtain quotes from a suitably qualified company to carry out a detailed survey of the lake, to include bank integrity and current biodiversity value and current usage. Once this has been carried out a costed proposal can be sought to ensure ongoing integrity of the Lake bank.

15. **A 'Happy to Chat' bench in the Lake Pleasure Grounds**
A member of the public has suggested that the Town Council introduce a 'Happy to Chat' bench or similar in the Lake Pleasure Grounds. 'Happy to chat bench. Sit here if you don't mind someone stopping to say hello'. See link below
<https://www.bbc.co.uk/news/uk-wales-50000204>

Members to resolve whether to introduce such a bench.

16. **Walking Football**
The Council has been approached by a member of the public who would like to set up a Walking Football activity on the re surfaced 5 a side pitch (MUGA) in the park.

They would like to organise it for retired people on a Wednesday morning 10 till 11 and for people still working, Wednesday evening 6-7pm. (March to end Sept) Sept). They would pay for their own football, bibs etc and for a sign and would post details and rules of the game, plus any rules the council may have for it's use. They would appreciate if the council supported the venture with publicity e would be appreciated.

Members to resolve to approve the request.

17. No Mow May

To consider a request that the Council should take part in and promote 'No Mow May'. **(attached)**

Members to resolve not to implement No-Mow May on Council managed land and include information about No-Mow May on the Councils website and social media.

18. 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 10th July 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 30th May 2023

Lake Pleasure Grounds

- 1 **Lake:** Two duck ramps have been re attached to the lake edge after becoming detached. The sheet piling has further deteriorated in places. (See agenda)
- 2 **Pavilion Café:** Is open seven days per week in May - September.
- 3 **Play area:** Weekly inspections continue to be carried out. (Further work on agenda)
- 4 **Skatepark:** Is open and being well used.
- 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) The temporary toilet is due to be delivered w/c 22nd May.
- 6 **Splash Pad:** The splash pad is open and as popular as ever.
- 7 **Elizabeth Collyns Garden:** Open and being well used.
- 8 **Flower Beds:** The summer bedding is due to be delivered on the 31st May. The schools are lined up to plant the following week.
- 9 **Boats on the lake:** Open at weekends and during school holidays
- 10 **MUGA area:** see tennis courts.
- 11 **Boat House:** Nothing to report
- 12 **Putting green:** Is open for the summer.
- 13 **Tennis Courts:** The final hand over will be taking place on Friday the 26th May with the courts opening to the public after the bank holiday. An official opening will be announced shortly.
- 14 **Tree works:** Nothing to report
- 15 **Scout hut:** The working group has had an initial meeting.

Outside Services

- 16 **Play Areas:** Weekly inspections continue. Annual Rospa inspection has been carried out, very few actions were required. A safety surface at Queensway has been repaired after being vandalised
- 17 **Public Toilets: Central Car Park public conveniences:** All toilets are open. Officers are looking for alternatives to the hand wash facilities as these are in need of replacing.
- 18 **War Memorial:** Nothing to report.
- 19 **Closed churchyards:** Nothing to report.
- 20 **Hanging baskets and Tubs:** Due to be delivered on the 7th June.
- 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

22.05.2023

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

March 2023

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>208 Town Park Splashpad</u>								
4012 Water Rates	910	8,308	0	(8,308)		(8,308)	0.0%	
4014 Electricity and Gas	661	11,642	0	(11,642)		(11,642)	0.0%	
4020 Consumables & Other Expenses	0	1,400	0	(1,400)		(1,400)	0.0%	
4022 Postage & Telephone	0	10	0	(10)		(10)	0.0%	
4036 Repairs and Renewals	2,239	2,239	0	(2,239)		(2,239)	0.0%	
4037 Maintenance Contracts	4,571	4,760	0	(4,760)		(4,760)	0.0%	
4040 Equipment/Furniture	0	240	0	(240)		(240)	0.0%	
Town Park Splashpad :- Indirect Expenditure	8,381	28,599	0	(28,599)	0	(28,599)		0
Net Expenditure	(8,381)	(28,599)	0	28,599				

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

March 2023

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>209</u>	<u>Outside Services</u>								
1193	Miscellaneous Income	0	565	0	(565)			0.0%	
	Outside Services :- Income	0	565	0	(565)				0
4001	Salaries	17,444	214,745	197,500	(17,245)		(17,245)	108.7%	
4007	Uniform	0	1,271	1,500	229		229	84.7%	
4008	Training	375	920	3,500	2,580		2,580	26.3%	
4018	Rent	0	573	0	(573)		(573)	0.0%	
4020	Consumables & Other Expenses	183	2,461	1,800	(661)		(661)	136.7%	
4022	Postage & Telephone	97	1,255	2,400	1,145		1,145	52.3%	
4024	Photocopier Charges	0	0	300	300		300	0.0%	
4025	IT (Website & Email)	97	1,184	800	(384)		(384)	148.0%	
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	465	5,000	4,535		4,535	9.3%	
4040	Equipment/Furniture	602	8,464	10,000	1,536		1,536	84.6%	
4041	Equipment Hire	26	328	0	(328)		(328)	0.0%	
4042	Vehicle Costs	1,370	21,137	27,000	5,863		5,863	78.3%	
4044	Tree Works	3,800	8,930	4,000	(4,930)		(4,930)	223.2%	
4045	Flood Wardens	0	104	200	96		96	52.2%	
5329	Tfr from Open Spaces	(6,950)	(8,317)	0	8,317		8,317	0.0%	
5330	Tfr from Catenary Cables	(3,168)	(3,168)	0	3,168		3,168	0.0%	
5331	Tfr from Depot	(25,000)	(25,000)	0	25,000		25,000	0.0%	
5355	Tfr from EMR S106 Grant Res	(814)	(814)	0	814		814	0.0%	
6138	Tfr to Outside Services EMR	82,132	82,132	0	(82,132)		(82,132)	0.0%	
	Outside Services :- Indirect Expenditure	70,193	310,207	261,550	(48,657)	0	(48,657)	118.6%	0
	Net Income over Expenditure	(70,193)	(309,642)	(261,550)	48,092				

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

March 2023

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
210 Town Park								
1006 Rent - 23 Weymouth St	330	3,960	3,960	0			100.0%	
1020 Town Park Events Income	0	3,398	3,000	(398)			113.3%	
1179 Donations Received	686	686	0	(686)			0.0%	
1550 Boats Income	0	5,452	4,500	(952)			121.2%	
Town Park :- Income	1,016	13,496	11,460	(2,036)			117.8%	0
4001 Salaries	0	12,832	13,200	368		368	97.2%	
4012 Water Rates	1,047	10,747	14,000	3,253		3,253	76.8%	
4014 Electricity and Gas	119	2,181	0	(2,181)		(2,181)	0.0%	
4020 Consumables & Other Expenses	9	1,599	5,000	3,401		3,401	32.0%	
4028 Insurance	0	1,294	1,400	106		106	92.4%	
4035 Refuse Collection\Bin Emptying	331	2,427	0	(2,427)		(2,427)	0.0%	
4036 Repairs and Renewals	227	11,894	10,000	(1,894)		(1,894)	118.9%	
4037 Maintenance Contracts	0	1,508	2,000	492		492	75.4%	
4040 Equipment/Furniture	686	2,202	5,000	2,798		2,798	44.0%	
4041 Equipment Hire	0	450	0	(450)		(450)	0.0%	
4085 Town Park Events	162	5,240	13,000	7,760		7,760	40.3%	
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	2,582	38,263	63,600	25,337	0	25,337	60.2%	0
Net Income over Expenditure	(1,566)	(24,767)	(52,140)	(27,373)				

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

March 2023

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>212 Cemetery and Churchyard</u>								
1212 Burial Fees	10	1,485	500	(985)			297.0%	
Cemetery and Churchyard :- Income	10	1,485	500	(985)			297.0%	0
4011 Rates	0	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	0	5,676	1,350	(4,326)	0	(4,326)	420.4%	0
Net Income over Expenditure	10	(4,191)	(850)	3,341				

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

March 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
4012 Water Rates	173	2,041	2,500	459		459	81.7%	
4014 Electricity and Gas	456	4,681	3,000	(1,681)		(1,681)	156.0%	
4016 Cleaning	0	444	0	(444)		(444)	0.0%	
4020 Consumables & Other Expenses	314	1,940	2,000	60		60	97.0%	
4028 Insurance	0	185	200	15		15	92.4%	
4036 Repairs and Renewals	1,191	12,397	3,000	(9,397)		(9,397)	413.2%	
Public Conveniences (TP & CCP) :- Indirect Expenditure	2,134	21,688	10,700	(10,988)	0	(10,988)	202.7%	0
Net Income over Expenditure	(2,134)	(17,958)	(10,700)	7,258				

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

March 2023

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>215</u>	<u>Street Furniture</u>								
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	<u>0</u>	<u>3,486</u>	<u>3,900</u>	<u>414</u>	<u>0</u>	<u>414</u>	<u>89.4%</u>	<u>0</u>
	Net Expenditure	<u>0</u>	<u>(3,486)</u>	<u>(3,900)</u>	<u>(414)</u>				

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

March 2023

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
216 Pavilion Cafe								
1600 Pavillion Cafe Sales	2,185	103,069	50,000	(53,069)			206.1%	
Pavilion Cafe :- Income	2,185	103,069	50,000	(53,069)			206.1%	0
3540 Pavilion Purchases	1,446	35,656	25,000	(10,656)		(10,656)	142.6%	
Pavilion Cafe :- Direct Expenditure	1,446	35,656	25,000	(10,656)	0	(10,656)	142.6%	0
4001 Salaries	1,998	40,024	37,300	(2,724)		(2,724)	107.3%	
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	3,194	3,050	(144)		(144)	104.7%	
4014 Electricity and Gas	0	484	2,500	2,016		2,016	19.4%	
4020 Consumables & Other Expenses	1,207	5,135	3,000	(2,135)		(2,135)	171.2%	
4022 Postage & Telephone	24	298	400	102		102	74.6%	
4023 Printing & Stationery	4	33	200	167		167	16.3%	
4025 IT (Website & Email)	12	116	200	84		84	58.1%	
4035 Refuse Collection\Bin Emptying	0	813	0	(813)		(813)	0.0%	
4036 Repairs and Renewals	0	2,344	2,000	(344)		(344)	117.2%	
4037 Maintenance Contracts	149	337	500	163		163	67.4%	
4040 Equipment/Furniture	10	176	500	324		324	35.2%	
4055 Stocktaking Fees	60	120	240	120		120	50.0%	
4059 Other Professional Fees	0	167	0	(167)		(167)	0.0%	
4061 Streamline Charges	48	1,415	1,400	(15)		(15)	101.1%	
Pavilion Cafe :- Indirect Expenditure	3,777	54,656	51,790	(2,866)	0	(2,866)	105.5%	0
Net Income over Expenditure	(3,039)	12,757	(26,790)	(39,547)				

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

March 2023

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>217</u>	<u>Play Areas</u>								
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	3,109	7,935	10,000	2,065		2,065	79.3%	
4037	Maintenance Contracts	0	675	0	(675)		(675)	0.0%	
4040	Equipment/Furniture	0	643	1,000	357		357	64.3%	
5338	Tfr from EMR Play Area	0	(1,293)	0	1,293		1,293	0.0%	
	Play Areas :- Indirect Expenditure	3,109	8,258	13,500	5,242	0	5,242	61.2%	0
	Net Expenditure	(3,109)	(8,258)	(13,500)	(5,242)				

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

March 2023

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>219</u> <u>Sweeper</u>								
4036 Repairs and Renewals	0	1,923	2,000	77		77	96.2%	
4040 Equipment/Furniture	2,056	4,113	0	(4,113)		(4,113)	0.0%	
4090 Sweeper Leasing	0	20,563	24,675	4,112		4,112	83.3%	
4091 Sweeper Consumables	245	1,962	1,200	(762)		(762)	163.5%	
4092 Sweeper Fuel	773	9,114	9,000	(114)		(114)	101.3%	
4093 Sweeper Waste Disposal	990	12,466	25,000	12,534		12,534	49.9%	
Sweeper :- Indirect Expenditure	4,064	50,140	61,875	11,735	0	11,735	81.0%	0
Net Expenditure	(4,064)	(50,140)	(61,875)	(11,735)				

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

March 2023

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>220 Depot</u>								
4011 Rates	358	4,291	7,500	3,209		3,209	57.2%	
4014 Electricity and Gas	141	927	750	(177)		(177)	123.6%	
4018 Rent	0	15,559	16,000	441		441	97.2%	
4020 Consumables & Other Expenses	0	48	0	(48)		(48)	0.0%	
4025 IT (Website & Email)	56	621	0	(621)		(621)	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%	
5315 Tfr from Capital Projects	0	(3,066)	0	3,066		3,066	0.0%	
Depot :- Indirect Expenditure	<u>555</u>	<u>26,555</u>	<u>25,450</u>	<u>(1,105)</u>	<u>0</u>	<u>(1,105)</u>	<u>104.3%</u>	<u>0</u>
Net Expenditure	<u>(555)</u>	<u>(26,555)</u>	<u>(25,450)</u>	<u>1,105</u>				

Parks and Estate Committee meeting 30th May 2023

Replacement of two rockers in the Lake Pleasure Grounds.

Recommendation

Members resolve to replace both the rockers and the play surface at a cost of £10,627.10+VAT

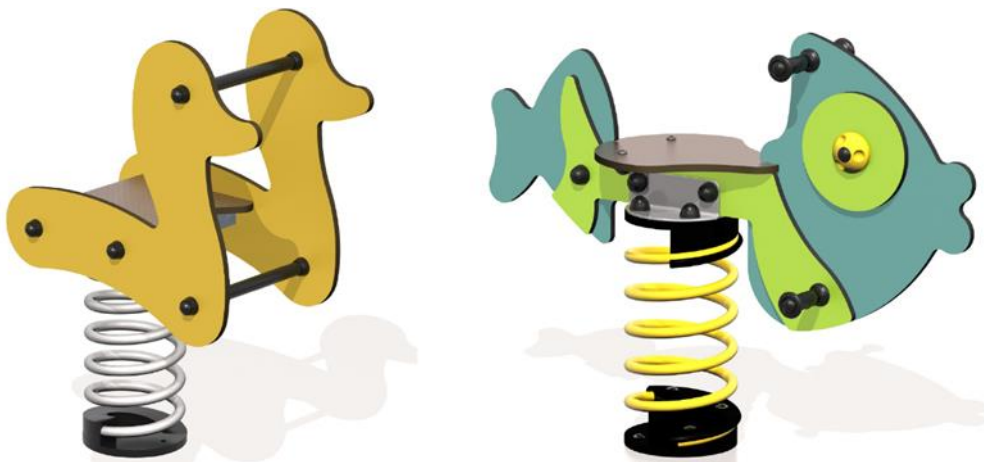
Background

Recently the spring on one of the rockers in the Lake Pleasure Grounds snapped. This was partly through miss-use (we believe an older youth was using the rocker) and partly through age related deterioration of the equipment. The rockers have been in the park for over 25 years.

Findings

Officers have inspected the rockers and believe both rockers have come to the end of their lives and are in need of replacing. The safety surface around the equipment is also tired and in need of replacing. Officers suggest this should be done at the same time as replacing the two pieces of equipment.

Officers have approached several play area companies for quotes to replace the rockers and surface with only one appropriate quote being received. This is for the two animal rockers below. This is as close to a like for like replacement as possible.



Financial and Resource Implications

The cost to supply and install the two rockers with patch repair to the surface is £6,719.30+VAT or

The cost to supply and install the two rockers and to replace the safety surface is £10,627.10+VAT

This money can be taken from Ear marked reserves play areas.

Legal Implications and Legislative Powers

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

Environmental Implications

Officers are not aware of any issues the council should consider but will take into account the council's policies.

Risk Assessment

A risk assessment will be carried out before any work is carried out.

Crime and Disorder

Officers are not aware of any issues the council should consider under the Crime and Disorder Act.

15th May 2023

To whom it may concern

Consultation on Locally Valued Non-Designated Heritage Assets in Warminster

Warminster Town Council is writing to inform you that the Watermeadow between Smallbrook Lane and the Wyle has been nominated for designation as a 'locally valued non-designated heritage asset' within the Warminster Neighbourhood Plan.

The reason for this is that Watermeadow 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:

Undeveloped watermeadows, some still used for grazing today. Clear association between watermeadows along the floodplains of the town. Historically used for grazing. History of agriculture/grazing/haymaking.

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.

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 the Watermeadow 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 out 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 asap.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Dommett', with a large, stylized initial 'D'.

Tom Dommett, 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

Criteria Developed by Historic England for determining Locally Valued Non-Designated Heritage Assets

The list of what might qualify as a Locally Valued Non-Designated Heritage Asset is long and varied and genuinely open to things that are of real value to a local community. Below is a shortened version of the criteria set out by Historic England¹.

Criterion	Description
<i>Rarity</i>	<i>This can include unusual assets such as cast-iron bridges and traditional signage or more common ones of unusual architectural style or materials.</i>
<i>Representativeness</i>	<i>May be representative of a particular architectural period, architect, movement, company or group of its time, for example Quaker, railway, Victorian and industrial.</i>
<i>Architectural or Artistic interest</i>	<i>Of importance in its architectural design, decoration or craftsmanship; important examples of particular building types, materials and techniques (e.g. buildings displaying technological innovation) and significant plan forms.</i>
<i>Townscape or landscape value</i>	<i>Key landmark buildings or structures and buildings that strongly contribute to a view or roofscape vista. Valued open spaces, (including designed landscapes, streets, squares, parks, gardens, amenity and green spaces), walls, fences, railings, street surfaces (including cobbles, setts and grass verges). Street furniture (including signposts, streetlights, benches, post boxes and telephone boxes).</i>
<i>Group value</i>	<i>Groupings of assets with a clear visual, design or historic relationship (including farmyards, terraces, group form and layout), contribution to street scene, roofscapes and perception.</i>
<i>Artistic interest</i>	<i>An asset with artistic interest exhibiting some degree of creative skill (including sculpture, painting, decoration, advertisements, memorials, gates, railings, door surrounds, finials and signage).</i>
<i>Historic interest association</i>	<i>Associated with an historical person or event of acknowledged note (including important local figures or events, for example landowner, commemorative event, charity, ecclesiastical or other community group and former resident). Highly unlikely this would apply to assets associated with a living person.</i> <i>These can also be heritage assets which add to the collective memory of a local place can be valuable in understanding the social value and the sense of community in the local area.</i>
<i>Archaeological interest</i>	<i>There may be evidence to suggest that a site is of significant archaeological interest.</i>

¹ <https://historicengland.org.uk/images-books/publications/local-heritage-listing-advice-note-7/>

Warminster

Neighbourhood Plan

RESPONSE FORM

Consultation on Locally Valued Non-Designated Heritage Assets in Warminster

Nominated asset: Watermeadow between Smallbrook Lane and the Wylfe

Asset description: Watermeadows, probably of E. 17th C origin, part of the extensive River Avon system. Appears on Enclosure Maps 1783. Includes earthworks associated with water management.

How asset meets criteria: Undeveloped watermeadows, some still used for grazing today. Clear association between watermeadows along the floodplains of the town. Historically used for grazing. History of agriculture/grazing/haymaking.

Name:

Contact details:

Telephone:

Email:

Address:

Are you the owner of the asset mentioned above? (please tick)

Yes ☐ No ☐

If no, please give details of the owner (if known):

Do you agree with the above mentioned asset being included on the locally valued non-designated heritage asset list in Warminster? (please tick)

Yes ☐ No ☐ Not sure ☐

Please detail any feedback on the information provided above about the asset or any other comments you may wish to forward (please continue overleaf if more space is required):

Thank you for taking the time to give your feedback

PLEASE RETURN BY: ASAP

By post - stamped addressed envelope enclosed

By email: admin@warminster-tc.gov.uk

By hand: Warminster Civic Centre, Sambourne Rd, Warminster, BA12 8LB



Recommendation.

Members instruct officers to obtain quotes from a suitably qualified company to carry out a detailed survey of the lake, to include bank integrity and current biodiversity value and current usage. Once this has been carried out a costed proposal can be sought to ensure ongoing integrity of the Lake bank. Once a survey has been carried out any 'greening' can also be considered going forward.

Purpose of the Report.

To give information to members to allow them to make an informed decision.

Background

The Lake Pleasure Grounds were formally opened by the Marquis of Bath at 4pm on Saturday 26th July 1924. At the time there were four rowing boats and two children's canoes available for hire. (See below postcard from Circa 1928.) More recently a little while after Wiltshire Council stopped running boats on the lake four pedaloes were introduced by the Friends of Warminster Park. In 2018 Warminster Town Council decided to re-introduce rowing boats after many requests from members of the public.

There are currently 5 row boats and 2 canoes available for hire. These are available to hire on Weekends and during school holidays from May to the beginning of September.

In addition to this the model boat club use the lake twice a week.

Management of the Lake Pleasure Grounds is always seeking a balance between different views from different user groups e.g. those who enjoy the peace and quite and those who want to make some noise.

A proposal in 2019 to having floating beds around the islands, and the planting of the far end of the lake with reeds and water lilies and for hazel hurdles along some of the banks was rejected by the then Devolved Services and Asset Committee following objections from park users principally supporters of row boats and the model boat club.

Recently the Parks and Estate Manager has reported to committee that the piling around the edge of the lake, which holds the banks back, has deteriorated and will need replacing in the coming years.

The council has also received a request from a member of the public to 'Green the lake'. This involves adding ecological enhancements to the lake. With the purpose of increasing biodiversity. A list of suggestions were provided with an outline sketch plan. Part of the proposal was to place a large volume of stone in the Lake to slope the sides. This would be quite expensive. However, it should be noted that this was not a costed proposal.

Officers suggest that the first priority is to ensure the integrity of the lake to ensure no subsidence occurs. Once this has been addressed the wider issue of 'Greening the lake' can be addressed if members wish.

The member of the public has also agreed that until the lake and its structure is thoroughly assessed for its side walls / subsidence maintenance and leaks then there is not a lot of point making a lot of alterations.

Recommendation

Members instruct officers to obtain quotes from a suitably qualified company to carry out a detailed survey of the lake, to include bank integrity and current biodiversity value and current usage. Once this has been carried out a costed proposal can be sought to ensure ongoing integrity of the Lake bank.

Financial and Resource Implications.

A budget of several thousand will be required for a survey. Until a remit for the survey is drawn up and specialist approached for quotes, it is difficult to predict with accuracy. There is currently no identified budget for this work.

Legal Implications and Legislative Powers

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

Environmental Implications

The appointed contractor will be responsible to ensure any required licences are sought before any work is undertaken.

Risk Assessment

Officers do not consider there are any issues.

Crime and Disorder

Officers are not aware of any issues the Council should consider under the Crime and Disorder Act.

REPORT FOR DECISION No-Mow May

Stuart Legg, Parks and Estate Manager

Parks and Estate Committee Meeting 30th May 2023

Recommendation

Members do not amend the councils' grounds maintenance policy to include No-Mow May.

Background

A request has been submitted by a member of the public for the council to participate in No-Mow May in the future. They have also asked the Town Council TC to take the lead for its promotion to local schools, businesses and home owners.

The proposal

For the town council (and others) to stop mowing all sites during the month of May. The idea being that not grass cutting will allow more plants to flower increasing the food availability for pollinators. Thus increasing biodiversity.

Issues

The intention of No-Mow May is admirable: Don't mow your lawn in May, let your grass and plants grow and bloom to provide food and shelter for essential pollinators like bees and butterflies early in the season, when such necessities may be scarce. As an approach, it does have its critics, not least on the environmental side. Even supporters of No-Mow May concede not all lawns are suitable and other alternative approaches would be more ecologically beneficial.

The town council currently has a grounds maintenance policy in place which will need to be amended should members wish to stop all grass cutting for the month of May.

The Town Council has very little land it owns and/or manages. The areas of land in Warminster where No Mo May might be more appropriate are either privately owned or maintained by Wiltshire Council who have their own grounds maintenance and environmental policies.

Factors for members to consider:

- The councils grounds maintenance policy already includes many areas which are not currently cut in May.
- The council already has sites where wildflower mixes have been planted to increase biodiversity. (Lake Pleasure Grounds flower beds, around the play area and tennis courts in the LPG, At the far end of the park on the bank, Minster Church yard.) This could been seen as a more sustainable alternative to No-Mow May.
- Long grass brings with it issues with litter and dog fouling. These create risks which are unacceptable in many of the town councils sites (Play areas and the Lake Pleasure grounds.
- The town council employs staff whose primary roll during May is grass cutting. Alternative work would need to be found.
- Once cutting resumed in June there would be additional cost to the town council with overtime required to try to get on top of the very long grass. Not to mention the fact that the equipment the town council purchased is not designed to cut grass of this length.
- Large amounts of cut grass left after mowing would undoubtedly cause issues with safety surfaces in play areas and could possibly create major issues with the splash pad.

While the Town Council is very much in favour of supporting bee corridors and such like, It is not clear that it is best placed to lead in the promotion of this to schools and businesses. Schools primary links are with Wiltshire Council and the town council doesn't

have a data base of local businesses.

It should be noted that the Town Council already has a policy of encouraging people to rewild part of their garden. The council could add information about No Mow May to its website and social media.

Officers believe it would be more beneficial for primary promotion of No-Mow May to come from local environmental groups. They could approach Wiltshire Council and The Warminster Business Network, Housing Associations and local media outlets.

Summary

Officers do not believe the town council should participate in No-Mow May. The town council already plant many areas with wild flowers to help pollinators and increase biodiversity. Officers believe that where there is a sound grounds maintenance policy in place benefits of No-Mow May are far outweighed by the negatives.

Recommendation

Members to resolve not to implement No-Mow May on Council managed land. Members to resolve to include information about No-Mow May on the Council's website and social media.

Legal Implications and Legislative Powers

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

Environmental Implications

None

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.