

MINUTES
of the Town Development Committee
held on Monday 5th June 2023 at 7pm
at
Warminster Civic Centre, Sambourne Road,
Warminster, BA12 8LB

Membership:

Cllr Davis (East)	*	Cllr Robbins (East) Chairman	A
Cllr Fraser (West)	*	Cllr Syme (Broadway)	A
Cllr Fryer (Broadway) Vice Chairman	*	Len Turner (Advisor)	*
Cllr Jones (East)	AB	Matt Towl (Advisor)	*
Cllr Keeble	*		

Key: * Present A Apologies AB Absent

In attendance:

Officers: Tom Dommett, Town Clerk, Stuart Atherton, Committees and Administration Clerk.

Members of the public: 2

Member of the Press: 1

TD/23/001 Election of Committee Chairman 2023-2024
**Members resolved that Cllr Robbins would be Chairman of the
Committee.**

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

TD/23/002 **Election of Committee Vice Chairman 2023-2024**
Members resolved that Cllr Fryer would be Vice Chairman of the Committee.

TD/23/003 **Apologies for absence**
Apologies were received from Cllr Robbins and Cllr Syme. Cllr Syme sent in his resignation from the committee. This vacancy will be filled at the next Full Council meeting on 12th June 2023.

Standing Orders were suspended at 7:02pm

The Chairman asked Matt Towl if he was happy to be appointed as an advisor to the committee.

Standing Orders were reinstated at 7:03pm

TD/23/004 **Appointment of Advisors to the Committee**
Members resolved to appoint Len Turner and Matt Towl as a non-voting advisors to the committee.

TD/23/005 **Declarations of Interest**
There were no declarations of interest.

TD/23/006 **Minutes**
TD/23/006.1 The minutes of the Town Development Committee meeting held on Monday 24th April 2023 were approved as a correct record and signed by the chairman.

TD/23/006.2 There were no matters arising from the minutes of the Town Development Committee meeting held on Monday 24th April 2023.

TD/23/007 **Chairman's Announcements**
There were no Chairman's announcements.

TD/23/008 **Questions**
There were no prior questions submitted from members.

TD/23/009 **Public Participation**
There was no public participation.

TD/23/010 **Reports from Unitary Authority Members**
There were no reports from Unitary members.

TD/23/011 **Events**
Members appointed the following officers to work with partner organisations for preparations for:
Ice cream and Bubbles – Sat 5th August 2023
Remembrance Sunday – Sun 12th November 2023
Christmas Lights Switch On – Sat 25th November 2023
Spring in the Park 2022 – Sun 5th May 2024

and any other similar events
 Cllrs Keeble, Fraser, Fryer & Davis and Advisor Matt Towl.
 Involvement in each event would be on a flexible basis.

TD/23/012 Tynings Allotments
Members noted that there have been no new minutes received from the allotment Committee.

TD/23/013 Flood Wardens
Members appointed the following to the town’s flood wardens for 2022 – 2023:

Membership 2022 – 2023
Jon Ellis
Roi Head
Len Turner
Trevor Woodyatt

It was noted that there were two more flood wardens required for: The Town Centre and The Town Park, leading to Smallbrook meadow.

TD/23/014 Town Community Speed Watch
Members resolved to refer all matters relating to Town Community Speed Watch to the new Highways Advisory Committee.

TD/23/015 Town Litter Champion
Members resolved to reappoint Cllr Allensby as Warminster Town Litter Champion 2023 – 2024.

TD/23/016 Working Groups
TD/23/016.1 Members appointed the following to the Closed-Circuit Television (CCTV) Sub- Committee 2023 – 2024 and agreed that these would be closed meetings due to the confidential nature of the business discussed.

Closed-Circuit Television (CCTV) Sub- Committee 2022 – 2023	
Represented bodies	Membership 2022 – 2023
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 Sheila Kimmins
West Wilts Trading Estate	Peter Sammons
Warminster Town Council (up to 3)	Cllr Allensby, Cllr Fraser

TD/23/016.2 Members appointed the following to the flood emergency working group. 2023 – 2024.

Membership 2023 – 2024
Cllr Fraser
Len Turner
Trevor Woodyatt

TD/23/016.3 Members appointed the following to the cycle route improvements working group for 2023 – 2024.

Membership 2023 – 2024
Nigel Linge
Colin French
Cllr Robbins

TD/23/016.4 Members appointed the following to the WTC Regeneration Working Group and Len Turner for 2023 – 2024.

Membership 2023 – 2024
Len Turner
Cllr Parks
Cllr Fraser
Cllr Keeble

TD/23/016.5 Members resolved that a representative from the town council would attend the WALPA Wiltshire Area Localism and Planning Group (WALPA) for 2023 – 2024, following the receipt of the relevant information.

TD/23/016.6 Members appointed the following to the Scout Hut Working Group for 2023 – 2024.

Membership 2023 – 2024
Nominations received to date
Cllr Allensby
Cllr Phil Keeble
Cllr Sue Fraser
Cllr Bill Parks

TD/23/017

Wiltshire Towns Programme

Members resolved that the Town Clerk would liaise with the Regeneration Working Group to ensure the money is obtained and spent in line with the already agreed 2022/23 funding and the Town Centre Action Plan.

TD/23/018 **Flood and Emergency Working Group**
Members noted the update from the Flood and Emergency Working Group.

TD/23/019 **Southwest Operational Flood Working Group**
Members noted updates from members of the South West Operational Flood Working Group.

TD/22/020 **Scout Hut Working Group**
Members noted the initial meeting held with representatives of the scouts and further meetings planned.

TD/23/021 **Communications**
Members resolved communication be released to advertise for two new Flood Wardens.

Meeting closed at 7:38pm

Date of next meeting: Monday 11th September 2023.

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