

## MINUTES

### Parks and Estate Committee

**Monday 23<sup>rd</sup> October 2023 at 7.00pm, held at the  
Civic Centre, Sambourne Road, Warminster, BA12 8LB**

#### Membership:

Cllr Allensby (West)	*	Cllr Macfarlane (West)	*
Cllr Brett (East)	A	Cllr Parks (North)	*
Cllr Fraser (West) Chairman	A	Mr Peter Hewitt (Advisor)	*
Cllr Jones (East) Vice Chairman	*		

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

#### In attendance:

**Officers:** Stuart Legg (Parks and Estate Manager), Patsy Clover (Committee Clerk)

#### Attendees:

Press - Two, members of the public - 0

#### **PE/23/029    Apologies for absence**

Apologies of absence were received and accepted from Cllr Brett and Cllr Fraser.

#### **PE/23/030    Declarations of Interest**

There were no declarations received under Warminster Town Council's Code of Conduct, issued in accordance with the Localism Act 2011.

#### **PE/23/031    Minutes**

**PE/23/021.1 The minutes of the Parks and Estates Committee, held on Monday 16<sup>th</sup> July 2023, were approved as a true record, and signed by the Chairman.**

**PE/23/021.2 There were no matters arising from the minutes of the Parks and Estates Committee meeting, held on Monday 16<sup>th</sup> July 2023.**

#### **PE/23/032    Chairman's Announcements**

The chairman informed the committee that agenda item 11, Street Weed Treatment, would be deferred until a future meeting of the committee, as the matter was under consideration by Wiltshire Council.

Signed: ..... Date: .....

**PE/23/033    Public Participation**

There was no public participation.

**PE/23/034    Reports from Unitary Authority Members**

Cllr Parks advised members that the introduction of kerbside spraying of weeds was being considered by Wiltshire Council Highways for next season.

**PE/23/035    Parks and Estate Manager's report**

The Parks and Estate Manager's report was noted.

**PE/23/036    Accounts**

The accounts for the Parks and Estate Committee up to 31<sup>st</sup> August 2023 were noted.

**PE/23/037    Ashley Coombe Open Space tree planting**

Members resolved to defer the proposed tree planting scheme.

**PE/23/038    Play Area Works Plan 2023**

Members endorsed the report and schedule of work prepared by the Parks and Estate Manager and recommended the inclusion of the figures in the draft budget to be presented to Full Council.

**PE/23/039    Draft Budget 2024/25**

Members agreed to forward any recommendations they had for the 2024/25 budget in writing to the Town Clerk.

**PE/23/040    Memorial Bench**

Members resolved to consider ideas for commemorating Cllr Fryer's life at a future meeting of the Parks and Estate Committee.

**PE/23/041    Communications**

Members resolved no communications to be made at this time.

Meeting ended 7:16pm

The date of the next Parks and Estates Committee will be Monday 22<sup>nd</sup> January 2024 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](http://www.warminster-tc.gov.uk) or by contacting us at Warminster Civic Centre.

Signed: ..... Date: .....