

**Minutes of the Meeting of Warminster Town Council  
on  
Monday 30<sup>th</sup> September 2024 at 7pm  
held at the Civic Centre,  
Sambourne Road, Warminster, BA12 8LB**

**Membership:**

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

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

**In attendance:**

**Officers:** Tom Dommett, (Town Clerk and RFO), Judith Halls (Deputy Town Clerk), Patsy Clover (Committee Clerk)

**Attendees:**

**Members of the press: One**

**Members of the public: Eleven**

**Police: One**

**FC/24/071    Apologies for Absence**

Apologies for absence were received and accepted from Cllrs Cooper, Jeffries, Jones, and Macfarlane.

**FC/24/072    Declarations of Interest**

Cllrs Allensby, Davis, Keeble, Kirkwood, Parks and Robbins declared a non-pecuniary interest in agenda item 11 as one or more of the candidates were known to them.

**FC/24/073    Minutes**

**FC/24/073.1** The minutes of the Full Council meeting held on Monday 22<sup>nd</sup> July 2024, were approved as a true record, and signed by the Chairman.

**FC/24/073.2** There were no matters arising from the minutes of the Full Council meeting held on Monday 22<sup>nd</sup> July 2024.

**FC/24/074** **Chairman's Announcements**

**FC/24/074.1. Cllr Allensby, Mayor of Warminster, notified members of the following:**

- the addendum to the agenda, Agenda item 19, the Proposed Traffic Regulation Order for Smallbrook Road between 1 February and 30 April each year, to protect toads during the breeding season.
- Cranbourne Chase StarFest, Agenda Item 16, is now planned to take place over two days; 19<sup>th</sup> and 20<sup>th</sup> March 2025.
- the briefing for all councillors on Monday 7<sup>th</sup> October, 7pm in the Cley Room.
- a training session on planning, to which all councillors are invited, has been arranged for Monday 28<sup>th</sup> October, 7pm in the Cley Room.
- the Pumpkins in the Park event will take place on Sunday 27<sup>th</sup> October, 5pm to 6.30pm, in the Lake Pleasure Grounds. The event will include a pumpkin carving competition, games and refreshments and a spectacular fire show.
- the council had been notified that they had been accredited with the Quality Gold award in the Local Council Award Scheme run by the National Association of Local Councils. There are three levels of award, Quality Gold being the highest, and it is confirmation that the council is achieving best practice across its activities and responsibilities.

At Cllr Allensby's invitation, Cllr Keeble updated the council regarding the inquiry for the Westbury Road Planning Application for 205 houses which has been rescheduled to 15<sup>th</sup> October 2024 for four days. He explained that Cllr Allensby would attend the first day of the inquiry as the council's representative. He also advised members that he had been notified by Wiltshire Council that Barratts had submitted a proposal to provide 240m<sup>2</sup> of land at market value to be used for provision of a community centre. Discussions will continue and the views of other councillors are welcomed.

Cllr Parks will also be attending the inquiry in his capacity as a unitary councillor.

**FC/24/074.2 The Mayor's engagements were noted.**

**FC/24/075** **Correspondence Circulated**

**The list of correspondence circulated was noted.**

**FC/24/076** **Questions**

There were no questions submitted in advance to the Clerk by members of the council.

***Standing Orders were suspended at 19.07 to allow for public participation.***



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

**FC/24/077**

**Public Participation**

Cllr Tony Jackson offered the council his congratulations on being awarded a Quality Gold award under the Local Council Award Scheme. He also thanked those who had put their names forward for co-option.

Ian Perkins spoke in support of agenda item 19 and introduced a video of Dexter Painter, a local teenager, who expressed his support for the road closure.

Harriet James spoke in support of agenda item 19 recognising Wiltshire Council's positive approach in proposing a three-month road closure in the Traffic Regulation Order (TRO) for Smallbrook Road.

*Standing Orders were reinstated at 19.13 following public participation.*

**FC/24/078**

**Reports from Unitary Authority Members and the Police**

There were no reports from unitary authority members.

PS Joe Sadowski is currently acting inspector in Insp Oakley's absence. He welcomed invitations from councillors to walk their wards with them and praised the CCTV Partnership.

Current priorities in Warminster are as follows:

1. Retail crime – Monthly ShopWatch meetings are being held. The current focus is on a narrow range of shops with high rates of shoplifting. Outcome rates are good, aided by the relationship between the police, ShopWatch and the CCTV Partnership.
2. Youth work and ASB – a lot of juvenile suspects have been identified in connection with several arson incidents over the summer. Investigations are ongoing and evidence is being gathered for multiple offenders. Patrols will be increased to target ASB around Halloween and Bonfire night which fall during half term. The issue of youths coming in from other towns is being dealt with robustly.
3. Organised crime – enforcement action was taken last week, and three arrests made.

Other matters:

1. PS Sadowski will arrange to meet with Harriet James over a strategy for enforcing the TRO, should it be introduced.
2. Recent opening of MacDonalds. Following some early incidences of ASB, the situation has improved.

**FC/24/079**

**External Audit**

Council noted the External Auditor's Report and the publication of the Notice of Conclusion of Audit Dates on 23<sup>rd</sup> September 2024 and on the council's website.

**FC/24/080**

**Proceedings of Committee**

**Minutes from the following meetings were adopted:**

**FC/24/080.1 Finance and Audit Committee** meeting held on 24<sup>th</sup> June 2024.

**FC/24/080.2 Highways Advisory Committee** meeting held on 8<sup>th</sup> April 2024.

**FC/24/080.3 Planning Advisory Committee** meetings held on 15<sup>th</sup> July 2024 and 12<sup>th</sup> August 2024.

**FC/24/080.4 Town Development Committee** meeting held on 3<sup>rd</sup> June 2024.

**FC/24/081 Casual Vacancy Co-option of a Town Councillor (Warminster Broadway)**

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

**Members resolved to co-opt Elizabeth Lee on to Warminster Town Council.**

*Cllr Lee signed her Declaration of Office and joined the table to take part in the remainder of the meeting.*

**FC/24/082 Proposed Traffic Regulation Order for Smallbrook Road**

Members noted Wiltshire Council's proposed Order under the Road Traffic Regulation Act 1984 to introduce a Prohibition of Motor Vehicles (except for access) on Smallbrook Road, Warminster between 5pm and 5am, from 1st February to 30th April each year, covering the length of the road from its junction with Gypsy Lane to its junction with Upper Marsh Road.

**Members resolved to make the following comments in response to the consultation:**

- The council is generally supportive of the proposed TRO
- Clarification is required over access to properties, businesses and the car park at Smallbrook Meadows
- Confirmation of the costs payable by the town council is required
- Details of any diversion route are requested

**It was agreed that the council would publicise the consultation.**

**FC/24/083 Resignations from and Appointments to Committees**

**As a result of Cllr Hawker's resignation, the following appointment was made:**

- Town Development Committee – Cllr Lee.

**It was agreed to defer an appointment to the Planning Advisory Committee.**

**FC/24/084 Meetings calendar for municipal year 2024 - 2025**

**Members approved the revised calendar of meetings for the May 2024 – May 2025 municipal year.**

**FC/24/085 Warminster Town Council Civic Awards 2024**

**Members noted that nominations for the 2024 Civic Awards will open on 1<sup>st</sup> October 2024.**

**FC/24/086 Local Visitor Economy Partnership for Wiltshire**

**Members resolved not to support:**

**i) VisitWiltshire in its aim of establishing a Local Visitor Economy Partnership (LVEP) for Wiltshire.**

ii) the establishment of, and secure a seat on, the proposed new Wiltshire Visitor Economy Partnership Board including members from tourism businesses and town and local councils.

iii) the inclusion of a contribution in the 2025/26 budget of £5,000 seed funding towards the establishment of a VisitWiltshire-led LVEP or payment of £500 towards continuing as a VisitWiltshire Town Partner, facilitating the local government support required to establish the process of creating a Wiltshire LVEP and the financial support of VisitBritain and VisitEngland.

**FC/24/087**      **Cranborne Chase StarFest**

**Members resolved to host the Cranbourne Chase StarFest (at no charge) and to promote the event via the town council's social media outlets.**

Opportunities for engagement with local schools, accommodation providers and StarQuest Astronomy Club as part of the event were discussed.

**FC/24/088**      **Boots Pharmacy**

**Members resolved:**

- that Cllr Allensby would reply to the letter received by Cllr Brett from Emma Guy, Area Manager for Boots, seeking clarification on the 'significant interventions' said to have been introduced by Boots and inviting her to join Cllr Allensby in the queue
- to ask Warminster School's Tech Club to facilitate a session on the NHS and online prescription apps.

**FC/24/089**      **Communications**

**Members agreed press releases to be issued with the following spokespeople:**

- Co-option of a Town Councillor (Warminster Broadway) – Cllr Keeble
- Warminster Town Council Civic Awards – Cllr Allensby
- Boots Pharmacy – Cllr Allensby
- Cranborne Chase StarFest – Cllrs Keeble and Lee
- Proposed Traffic Regulation Order for Smallbrook Road – Cllr Davis

**Meeting closed at 8.26pm.**

**Minutes from this meeting will be available to all members of the public either from our website [www.warminster.uk.com](http://www.warminster.uk.com) or by contacting us at Warminster Civic Centre.**

**Date of next meeting: Monday 25<sup>th</sup> November 2024.**