

## MINUTES

**of the Parks and Estate Committee**  
**held on Monday 21<sup>st</sup> October 2024 at 7.00pm**  
**at**  
**Warminster Civic Centre, Sambourne Road,**  
**Warminster, BA12 8LB**

**Membership:**

Clr Allensby (West) Chairman	*	Clr Jeffries (North)	*
Clr Brett (East) Vice Chairman	A	Clr Jones (East)	*
Clr Cooper (Broadway)	*	Clr Macfarlane (West)	*
Clr Fraser (West)	*		

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

**In attendance:**

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

**Attendees:**

**Unitary Councillors:** None

**Members of the press:** None

**Members of the public:** None

**PE/24/023**

**Apologies for absence**

Apologies were received and accepted from Clr Brett.

**PE/24/024**

**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/24/025**

**Minutes**

**PE/24/025.1** The minutes of the Parks and Estate Committee, held on Monday 8<sup>th</sup> July 2024, were approved as a true record, and signed by the chairman.

**PE/24/025.2** There were no matters arising from the minutes of the Parks and Estate Committee meeting, held on Monday 8<sup>th</sup> July 2024.

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

**PE/24/026 Chairman's Announcements**

There were no announcements from the Chairman.

**PE/24/027 Reports from Unitary Authority Members**

There were no reports from unitary authority members.

**PE/24/028 Parks and Estate Manager's report**

The Parks and Estate Manager's report was noted.

**PE/24/029 Accounts**

The accounts for the Parks and Estate Committee up to 31<sup>st</sup> August 2024 were noted.

**PE/24/030 Play Area Works Plan**

Members endorsed the report and schedule of work prepared by the Parks and Estate Manager and recommended the inclusion of the figures per the programme of works in the draft 2025/26 budget to be presented to Full Council.

**PE/24/031 Draft Budget 2025/26**

Members agreed to forward any recommendations they had for the 2025/26 budget in writing to the Town Clerk.

**PE/24/032 Warminster Area Community Orchard**

Members resolved to approve the creation and planting of seven additional trees as part of a Wiltshire Coronation Orchard and the installation of a commemorative monolith to celebrate the coronation of King Charles III on 6<sup>th</sup> May 2023.

Members resolved to approve the planting of two oak tree saplings in memory of Colin French.

The Parks and Estate Manager confirmed that the planting of these trees will mean that the Community Orchard is at capacity.

**PE/24/033 Portway – Goal Nets**

Members resolved to approve the installation of goal nets at Portway and Bradley Road and to request that Wiltshire Council remark the pitch at Portway as a full-sized adult pitch.

The Parks and Estate Manager advised that permission must be granted by Wiltshire Council before the nets are erected and emphasises that they will need to be monitored at least weekly as part of the Grounds Teams' rota; if the nets are constantly vandalised, they may need to be removed.

**PE/24/034 Communications**

Members agreed to the issue of the following press releases:

- Warminster Area Community Orchard – Cllr Jones as spokesperson.
- Portway and Bradley Road goal nets – when installed to stress that if the nets are vandalised, they may be removed.

Meeting closed at 7:12pm

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

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.

Date of next meeting: Monday 27<sup>th</sup> January 2025.

DRAFT

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