

**Minutes of the Meeting of Warminster Town Council
on
Monday 25th November 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)	*
Cllr Cooper (Broadway) Vice Chairman of the Council and Deputy Mayor	*	Cllr Lee (Broadway)	*
Cllr Davis (East)	*	Cllr Macfarlane (West)	A
Cllr Fraser (West)	*	Cllr Parks (North)	*
Cllr Jeffries (North)	*	Cllr Robbins (East)	A
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: Nil

Members of the public: Five

Police: One

FC/24/090 Apologies for Absence

Apologies for absence were received and accepted from Cllrs Macfarlane and Robbins.

FC/24/091 Declarations of Interest

Cllr Davis declared a non-pecuniary interest in agenda item 15 as a Feoffee of the Chapel of St Lawrence, stating that he would leave the room and not take part in the debate. Cllrs Brett and Parks declared a non-pecuniary interest in agenda item 15; Cllr Parks' wife is a Feoffee of the Chapel of St Lawrence and Cllr Brett is the council representative.

Cllrs Allensby, Jones and Keeble declared an interest in agenda item 19 as some of the nominees were known to them.

FC/24/092 **Minutes**
FC/24/092.1 **The minutes of the Full Council meeting held on Monday 30th September 2024, were approved as a true record, and signed by the Chairman.**
FC/24/092.2 There were no matters arising from the minutes of the Full Council meeting held on Monday 30th September 2024.

FC/24/093 **Chairman’s Announcements**
FC/24/093.1. **There were no Chairman’s announcements.**
FC/24/093.2 **The Mayor’s engagements were noted.**

FC/24/094 **Correspondence Circulated**
The list of correspondence circulated was noted.

FC/24/095 **Questions**
There were no questions submitted in advance to the Clerk by members of the council.

Standing Orders were suspended at 19.01 to allow for public participation.

FC/24/096 **Public Participation**
Ian Frostick spoke regarding agenda item 15 regarding the application for Community Infrastructure Levy (CIL) funding for essential maintenance to the clock in the Chapel of St Lawrence.

Andy Clark and Crispin Thomas spoke to agenda item 16 regarding the event in Warminster Town Park to commemorate the 80th anniversary of the end of World War II. The event will be ticketed with 3,000 to 7,000 people expected. Funds raised will be distributed between the Royal British Legion and local charities. It is thought that the event will be sponsored by two major and five minor sponsors. It is expected that between 60 and 80 people will camp in a cordoned off area with toilet and shower blocks for the duration of the event with overnight security.

Standing Orders were reinstated at 19.07 following public participation.

FC/24/097 **Reports from Unitary Authority Members and the Police**

Cllr Parks reported on the following:

- The consultation on the Local Transport Plan has been launched. Cllr Parks encouraged councillors to attend webinars and respond to the consultation
- Within two years there will be a change to the waste collection service offered by Wiltshire Council meaning that flexible waste and food waste will be collected.
- The planning appeal for the proposed development on Westbury Road is likely to reconvene in the second week of January for decision. There have been ongoing discussions about the provision of land for a community centre.

PS Joe Sadowski advised that currently two PCs, PC Fairley and PC Newman, and two PCSOs are assigned to Warminster. A mobile police station to increase visibility/ presence is now available on an eight-week rotation. He reported on the following current priorities:

1. Retail crime – there were no representatives from the major shops in Warminster at the inaugural Retail Crime Forum which was disappointing. Smaller independent businesses are reluctant to report shoplifting despite the impact on them, leading the local police to renew their emphasis in this area. Shoplifting takes place mainly between 12 noon and 5pm, peaking at 3pm.
2. Youth work and ASB – targeted funding has been received to support specific shifts to target ASB and extend detached youth work to four days a week.
3. Organised crime – recent raids in September and October were part of a national campaign to target organised crime. Several projects are in place to target county lines.
4. Emerging themes – the police are working with Wiltshire Council to target illegal waste disposal/ fly tipping and check waste carriers.

FC/24/098 **Proceedings of Committee**

Minutes from the following meetings were adopted:

FC/24/098.1 Finance and Audit Committee meeting held on 2nd September 2024.

FC/24/098.2 HR Committee meetings held on 9th July 2024 and 9th September 2024.

FC/24/098.3 Highways Advisory Committee meeting held on 29th July 2024.

FC/24/098.4 Parks and Estate Committee meeting held on 8th July 2024.

FC/24/098.5 Planning Advisory Committee meetings held on 16th September 2024 and 14th October 2024.

FC/24/099 **Appointments to Committees**

The following appointment was made:

- **Planning Advisory Committee – Cllr Lee.**

FC/24/100 **Draft Budget 2025-2026**

Members resolved that the draft budget is adopted as the basis for the final budget to be agreed by Full Council in January 2025, with the increase in the town council's share of council tax capped at 1.0% and proposed that this be maintained once the council tax base figure is supplied by Wiltshire Council.

FC/24/101 **Appointments to Outside Bodies**

As a result of Cllr Keeble's election as a trustee to the Athenaeum Trust's board, Members resolved to appoint Cllr Jeffries as the council representative to the Athenaeum Trust.

FC/24/102 **Wiltshire Towns' Programme**

Members resolved to approve the grant agreement for 2024-2025 (Y3) and 2025-2026 (Y4), which will see Wiltshire Council give the town council £50,000 to be spent in line with the Grant Agreement.

FC/24/103 **Pharmacy Provision in Warminster**

Members noted the update following a meeting between Director of Stores for the South and representatives from the council regarding pharmacy provision by Boots in Warminster.

Members noted that Warminster School's Tech Club had facilitated a session on the NHS and online prescription apps on 6th November which was also attended by a representative from Boots.

- FC/24/104** **Request for Community Infrastructure Levy (CIL) Money**
In line with the recommendation of the CIL Working Group, Members resolved to allocate £13,500 of CIL money to the Chapel of St Lawrence to be paid when the Trustees can evidence that they have matched funding of £13,500.
- FC/24/105** **Warminster Royal British Legion (RBL) – 80th Anniversary Commemorations to mark the end of World War II**
Members resolved to agree to pay the cost of the RBL hiring Prosec Ltd to provide security for the event up to a maximum of £5,000. Money to come from 317 Earmarked Reserves Events/Markets.
- FC/24/106** **Proposed closure of Smallbrook Road during toad breeding season**
Members noted that the consultation for the proposal to close Smallbrook Road during the toad breeding season had closed and that, as objections had been received, it will be necessary for a report to be placed before the Wiltshire Council Cabinet Member for Highways, Street Scene and Flooding for decision.
- FC/24/107** **Communications**
Members agreed press releases to be issued with the following spokespeople:
- Adoption of the draft budget for 2025 - 2026 – Cllr Cooper
 - Allocation of CIL to the Chapel of St Lawrence – the Town Clerk to liaise with Ian Frostick.
- Confidential session pursuant to Section 1 (2) of the Public Bodies Admission to Meetings) Act 1960; the Council, by resolution, may exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.
- FC/24/108** **Civic Award nominations**
A Civic Award is traditionally a surprise for the recipients; therefore, members considered the nominees under closed session. Awards will be announced at a future date.

Meeting closed at 7.51pm.

Minutes from this meeting will be available to all members of the public either from our website www.warminster.uk.com or by contacting us at Warminster Civic Centre.

Date of next meeting: Monday 13th January 2025.