

Minutes of the Meeting of Warminster Town Council

on

Monday 29th September 2025 at 7pm

held at the Civic Centre,

Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Allensby (West)	AB	Cllr Keeble (West)	A
Cllr Barnes (East)	*	Cllr J Kirkwood (Broadway)	*
Cllr Carter (West)	*	Cllr S Kirkwood (Broadway)	*
Cllr Cooper (Broadway) Chairman of the Council and Mayor	*	Cllr Lee (Broadway)	*
Cllr Davis (East)	*	Cllr Parks (North)	*
Cllr Hawker (West)	*	Cllr Robbins (East)	A
Cllr Jones (North) Vice Chairman of the Council and Deputy Mayor	*	Cllr Tuisinu (East)	*

Key: * Present A Apologies AB Absent

In attendance:

Officers: Tom Dommett, (Town Clerk and RFO), Judith Halls (Deputy Town Clerk).

Attendees:

Unitary Councillors: One

Members of the press: Two

Members of the public: One

Police: One

FC/25/073 Apologies for Absence

Apologies for absence were received and accepted from Cllrs Keeble and Robbins

FC/25/074 Declarations of Interest

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

FC/25/075 **Minutes**
FC/25/075.1 The minutes of the Full Council Meeting held on Monday 21st July 2025 were approved as a true record and signed by the Chairman.

FC/25/075.2 There were no matters arising from the minutes of the Full Council Meeting held on Monday 21st July 2025.

FC/25/076 **Chairman's Announcements**
FC/25/076.1. Cllr Cooper invited Cllr Lee to give an update on the withdrawal of mobile breast screening service in Warminster (report circulated to all Councillors))

FC/25/076.2 The Mayor's engagements were noted.

FC/25/077 **Correspondence Circulated**
The list of correspondence circulated was noted.

FC/25/078 **Questions**
There were no questions submitted in advance by members of the council.

Standing Orders were suspended at 7.21pm to allow for public participation.

FC/25/079 **Public Participation**
Andrew Robinson spoke in favour of the Awarding of a CIL Grant to Warminster Community Radio and explained some of the benefits that would arise if the grant was given.

Standing Orders were reinstated at 7.38pm following public participation.

Members resolved to Bring forward item 13 on the agenda, Requests for Community Infrastructure Levy (CIL) money

FC/25/080 **Requests for Community Infrastructure Levy (CIL) Money**
In line with the recommendation of the CIL Working Group, Members resolved to allocate £9,000 of CIL money to Warminster Community Radio.

FC/25/081 **Report from the Police**
Sergeant Chris Rideout reported that Police had been undertaking speed checks, particularly in Victoria Road and Boreham Road and Deverill Road. 57 vehicles had action taken for speeding including one going at 52mph.

The CTTV in Warminster was fantastic at identifying shoplifters and had led to the return of many stolen goods and successful prosecution of offenders.

There has been some anti-social car driving particularly in the evenings and in town centre car parks. Cars had and would be issued with a Section 59 Notice. (Section 59 of the Police Reform Act 2002 allows a police constable in uniform to give a warning to a driver or rider if they believe a vehicle is being used in a manner causing alarm, distress, or annoyance to the public. If the anti-social behaviour continues or is repeated within a year of the warning, the police have the power to seize the vehicle.)

The Police were willing to help support the return of the Breast Screening Van and would help tackle any anti-social behaviour.

FC/25/082 Reports from Unitary Authority Members

Cllr Parks advised members that the next Warminster Area Bord meeting was Thursday 9th October 2025.

FC/25/083 Proceedings of Committees

Minutes from the following meetings were adopted:

FC/25/083.1 Finance and Audit Committee meeting held on 30th June 2025.

FC/25/083.2 Highways Advisory Committee meeting held on 19th May 2025.

FC/25/083.3 HR Committee meetings held on 29th May 2025 and 7th August 2025.

FC/25/083.4 Planning Advisory Committee meetings held on 14th July 2025 and 11th August 2025.

FC/25/083.5 Town Development Committee meeting held on 2nd June 2025.

FC/25/084 External Audit

Council noted the External Auditor's Report and the publication of the Notice of Conclusion of Audit Dates on 15th September 2025 and on the council's website.

FC/25/085 Council Policies

Members approved and adopted the following council policies for 2025 – 2026:

Councillor Expenses Policy

Mobile Device Policy

FC/25/086 Request by Warminster Town Council to retain grant money

Members resolved that Warminster Town Football Club could retain the balance of the grant money of £737.50 to be spent on further improvements to their ground.

FC/25/087 Lake Pleasure Ground Entrances

Members resolved to seek tenders to get prices for and designs of enhanced entrances to the two main entrances on Weymouth Street.

FC/25/088 Civic Centre Heating System

Members resolved to:

- **appoint three councillors** to help with the tender process. Cllrs Keeble, Cooper and Hawker volunteered to part of the working group
- **a recommendation would be bought back to Full Council for decision.**

Expenditure to come from EMR Assets.

FC/25/089 IT Tenders

Members resolved to approve the tender application from contractor two. Expenditure to be funded from existing IT budgets.

FC/25/090 Warminster Town Council Civic Awards 2025

Members resolved to proceed with the following Civic Awards for 2025:

- The Civic Award
- The Junior Civic Award
- The Green Civic Award
- The Environmental Award. This award was amended slightly to allow businesses to nominate themselves.

FC/25/091 Communications

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

- Breast Screening Service – Cllr Lee
- Civic Award – Cllr Cooper
- Park Entrance – Cllr Stephen Kirkwood
- Police Report – Cllr Hawker
- CIL Grant to WCR – Cllr Davis

Meeting closed at 8.25pm.

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 24th November 2025.