

## Minutes of the Meeting of Warminster Town Council

on

**Monday 23<sup>rd</sup> March 2026 at 7pm**

**held at the Civic Centre,**

**Sambourne Road, Warminster, BA12 8LB**

### Membership:

|                                                                  |   |                            |   |
|------------------------------------------------------------------|---|----------------------------|---|
| Cllr Allensby (West)                                             | * | Cllr Keeble (West)         | * |
| Cllr Barnes (East)                                               | * | Cllr J Kirkwood (Broadway) | * |
| Cllr Carter (West)                                               | A | 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 Dommatt, (Town Clerk and RFO), Judith Halls (Deputy Town Clerk)

### Attendees:

**Unitary Councillors:** None

**Members of the press:** One

**Members of the public:** Three

**Police:** One

### FC/25/130    Apologies for Absence

Apologies for absence were received from Cllrs Carter and Robbins.

### FC/25/131    Declarations of Interest

Cllr Davis declared an interest under Warminster Town Council's Code of Conduct, issued in accordance with the Localism Act 2011 in agenda item 12, Christ Church Churchyard, as his family had a burial plot within the cemetery. He would leave the meeting and not take part in the debate.

**FC/25/132**

**Minutes**

**FC/25/132.1** The minutes of the Full Council Meeting held on Monday 5<sup>th</sup> January 2026 and the Extraordinary Full Council Meeting held on Monday 19<sup>th</sup> January 2026 were approved as a true record and signed by the Chairman.

**FC/25/132.2** There were no matters arising from the minutes of the Full Council Meeting held on Monday 5<sup>th</sup> January 2026 and the Extraordinary Full Council Meeting held on Monday 19<sup>th</sup> January 2026

**FC/25/133**

**Chairman's Announcements**

**FC/25/133.1.** The Chairman reported that he had been approached by a member of the public who attended the last Full Council and had observed a councillor scrolling through their phone which they thought inappropriate. He wanted to remind members that whilst he realised that many used their devices to read meeting notes to be aware that people do notice.

The Chairman also reminded councillors who had not yet completed the Neighbourhood Plan survey they had until midnight to do this.

**FC/25/133.2** The Mayor's engagements were noted.

**FC/25/134**

**Correspondence Circulated**

The list of correspondence circulated was noted.

**FC/25/135**

**Questions**

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

**FC/25/136**

**Welcome to the young people who have been elected to the Wiltshire Youth Council to represent Warminster**

The Chairman welcomed the newly elected Wiltshire Youth Councillors to the meeting, Maebh, Melanie and Jamie and wished them all the best from Warminster Town Council. Jack who was also elected was unable to attend the meeting and sent his apologies.

**FC/25/137**

**Public Participation**

There was no public participation.

**FC/25/138**

**Report from the Police**

PC Chris Rideout advised that Sergeant Lyndsey Smith sent her apologies and that he would give a verbal update and answer any questions if required.

- Speed checks were still being undertaken with captures along Victoria Road
- Drug warrants with positive success and closure orders.
- Plans in place to tackle anti-social driving - more details to follow. Salisbury have already implemented this with signs in car parks, which act as the warning. Vehicles can then be seized with heavy fines for them to be released.
- A success with catching a shop lifter in Warminster with the help of Warminster CCTV and the return of £1000 worth of goods.

**FC/25/139**

**Reports from Unitary Authority Members**

Cllr Hawker advised that the Car Parking Consultation was about to begin.

Cllr Parks informed the committee that the Inspector dismissed Wiltshire Council Local Plan, this was very unfortunate as it was 7 years of officers' work. Wiltshire Council are planning to take the report to the scheduled Cabinet and Council meetings in May 2026.

FC/25/140

**Proceedings of Committees**

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

**FC/25/140.1** Town Development Committee meeting held on 1<sup>st</sup> December 2025.

**FC/25/140.2** HR Committee meetings held on 8<sup>th</sup> December 2025.

**FC/25/140.3** Planning Advisory Committee meeting held on 15<sup>th</sup> December 2025 and 12<sup>th</sup> January 2026

**FC/25/140.4** Finance and Audit Committee meeting held on 10<sup>th</sup> November 2025

**FC/25/140.5** Parks and Estate Committee meeting held on 20<sup>th</sup> October 2025

***Cllr Davis left the meeting at 7:13pm***

FC/25/141

**Christ Church Churchyard**

Members had a lengthy debate regarding the request for Warminster Town Council to undertake the maintenance of the Closed Churchyard at Christ Church, they were disappointed that the Parochial Church Council (PCC) of Christ Church had not involved the council in any previous discussions and that there was no other information available regarding memorial testing and inspections.

The PCC has described the overall condition of the churchyard as only fair, this means that the churchyard and its associated features require some attention, but no major restoration or clearance works are required. Trees may require trimming or management, repairs to boundary walls or fences. Memorials may not have been recently assessed and may require safety checks or minor works to ensure they are stable. Any Parochial Church considering a transfer should ensure the churchyards, walls, fences and memorials are in good condition

The Ministry of Justice order has yet to be confirmed, the Parochial Church should give at least twelve months' notice to enable appropriate budgets to be made.

**Members resolved unanimously to not approve of the transfer of the maintenance of the Closed Churchyard at Christ Church.**

***Cllr Davis returned to the meeting at 7:40pm***

FC/25/142

**Indicative Vote - Mayor and Deputy Mayor Elect 2026-2027**

**Members resolved for Mayor Elect Cllr Jack Jones and Deputy Mayor Elect Cllr Liz Lee for the municipal year 2026-2027.**

FC/25/143

**Meetings calendar for municipal year 2026–2027**

**Members approved the adoption of the calendar of meetings for the May 2026 – May 2027 municipal year.**

FC/25/144

**CCTV Community Infrastructure Levy (CIL) Award**

**Members approved to award a CIL Grant for £5,748 (plus VAT) to the CCTV Partnership to pay for increasing the capacity of the NVR Server and to add cameras to main entrance of the Lake Pleasure Grounds.**

**FC/25/145 Update Breast Screening Unit in Warminster**

Cllr Lee updated the members about the lack of response from NHS England regarding the Breast Screening Unit in Warminster, her emails are not being answered David Reeves from the Health and Wellbeing has submitted an FOI, and he has also not received a response.

Earlier screening is being introduced, women from 40 will be invited for testing which will include many women in Warminster. Cllr Lee now wishes for the council to submit a formal complaint.

**Members resolved for Cllr Lee to work with the Town Clerk to send a formal letter of complaint to NHS England regarding Breast Screening Unit in Warminster and to include as an appendix the list correspondence that has already been sent.**

**FC/25/146 Civic Award**

**Members approved the revised Civic Award categories**

- **Civic Award** – open to any individual deserving recognition for their contribution to the community – Chosen by Full Council
- **Mayor’s Civic Award** – Chosen by the Mayor
- **Deputy Mayor’s Civic Award** - Chosen by the Deputy Mayor

**The proposed format for the Civic Award presentation would be a ticketed event to which the award winners would be invited, free of charge, and presented with a shield or trophy which they could keep.**

**FC/25/147 Communications**

**Members requested a media release about the Breast Screening Unit in Warminster with cllr Lee appointed as spokesperson.**

**Meeting closed at 8:00pm.**

**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 11<sup>th</sup> May 2026.**