

24th February 2025

AGENDA

Dear Councillor

You are summoned to a meeting of the:

Town Development Committee
to be held on
Monday 3rd March 2025 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Davis (East)	Cllr Macfarlane (West)
Cllr Jones (East) Chairman	Cllr Robbins (East)
Cllr Keeble (West) Vice Chairman	Mr James Sullivan-Tailyour (Advisor)
Cllr Kirkwood (Broadway)	Mr Matt Towl (Advisor)
Cllr Lee (Broadway)	Mr Len Turner (Advisor)

Copied to all other members for information.

Members of the public are warmly welcome to attend meetings of the council and its committees, unless excluded owing to the confidential nature of the business.

If you wish to contribute during public participation, please contact admin@warminster-tc.gov.uk prior to the meeting to enable this to be facilitated.

Yours sincerely



Tom Dommett CiLCA
Town Clerk and Responsible Financial Officer

1. **Apologies for Absence**
To receive and accept apologies, including reason for absence, from those unable to attend.
2. **Declarations of Interest**
To receive any declarations of interest under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.
3. **Minutes**
3.1 To approve and sign as a correct record, the minutes of the Town Development Committee meeting held on Monday 2nd December 2024; copies of these minutes have been circulated and Standing Order 12.1 provides that they may therefore be taken as read.
3.2 To note any matters arising from the minutes of the Town Development Committee meeting held on Monday 2nd December 2024.
4. **Chairman's Announcements**
To note any announcements made by the Chair.
5. **Questions**
To receive questions from members of the committee submitted in advance.

Standing Orders will be suspended to allow for public participation.

6. **Public Participation**
To enable members of the public to address the committee with an allowance of three minutes per person regarding any item on the agenda and to receive any petitions and deputations. The Chairman may read out statements submitted in advance.

Standing Orders will be reinstated following public participation.

7. **Reports from Unitary Authority Members**
To note any reports provided which are relevant to this committee.
8. **CCTV**
To note the minutes of the CCTV Sub Committee meeting held on 1st October 2024.
9. **Tynings Allotments**
Members to note the minutes from the meetings held on 12th November 2024, 11th December 2024, and 22nd January 2025.
10. **Warminster Business Network**
To receive a verbal update from the Warminster Business Network.
11. **Grovelands Countryside and Wildlife Volunteers**
To receive an update from the Grovelands Countryside and Wildlife Volunteers (to follow).

12. **Operational Flood Working Group South**
To receive the notes from the meeting of the Operational Flood Working Group South held on 23rd October 2024 (see attached) and to receive any updates from Cllrs Fraser and Parks as members of the Operational Flood Working Group South.
13. **Rights of Way Volunteers**
To note the update from the Rights of Way Volunteers (see attached).
14. **Tree Planting – Luxfield Road**
Members to decide if they wish to plant more trees at Luxfield Road (see report attached plus residents' comments circulated by email).
15. **Warminster Royal British Legion – Commemorations for the 80th Anniversary of World War II**
Members to receive an update for the RBL community event to be held at the Town Park on 26th July 2025 (see attached).
16. **Community Litter Pick**
Members to note that a community litter pick will be held on Saturday 5th April 2025 at 10am, starting from the Civic Centre, as part of Keep Britain Tidy's Great British Spring Clean.
17. **The Athenaeum**
Members to receive an update on how the Community Infrastructure Levy (CIL) awarded to The Athenaeum has been spent (see attached).
18. **Communications**
Members to decide on items requiring a press release and to nominate a speaker for any item on the agenda if required.

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

Date of next meeting: Monday 2nd June 2025

Minutes
CCTV Sub-Committee
Tuesday 1st October 2024 at 11.30am
Held at Warminster Civic Centre, Cley Room

Membership:

Cllr Davis Wiltshire Council (Warminster)	*	Cllr Dean Wiltshire Council (Westbury)	AB
Wiltshire Police – PC Fairley	Ab	Peter Sammons West Wilts Trading Estate	A
Warminster Garrison - Sgt Kenniford	*	Deborah Urch Westbury Town Clerk	A
Dave Deacon Local Business	*	Cllr Allensby Warminster Town Council	A
Cllr Kimmins Westbury Town Council	*	Cllr Fraser Warminster Town Council	*

Key: * Present A Apologies AB Absent

Officers: Tom Dommett, Town Clerk and RFO (Warminster Town Council), Stuart Legg, Parks and Estate Manager (Warminster Town Council), Mark Chalmers (CCTV Manager).

In Attendance: Corporal McDonald representing the Garrison.

TV/24/008 Apologies for absence

Apologies were received from Peter Sammons, Deborah Urch and Cllr Allensby.

TV/24/009 Minutes

TV/24/009.1 The minutes of the meeting held on 25th June 2024 were adopted.

TV/24/009.2 There were one matters arising from the minutes of the meeting held on 25th June 2024, two queries raised on behalf of Westbury Town Council had been answered directly.

TV/24/010 CCTV Manager’s Report

TV/24/010.1. Mark Chalmers spoke to the CCTV Manager’s report and answered questions. Pubwatch has been revitalised.

TV/24/010.2. Staffing/Volunteer issues - None

TV/24/011 Partner Feedback

Westbury very pleased with CCTV and info passed to the Police.

Businesses – very pleased with positive report.
Pubwatch very complementary about new garrison.

TV/24/012 Accounts

The accounts for the year-to-date to 31st August 2024 were **noted**.

TV/24/013 Draft Budget 2025/26

It was agreed to accept the draft budget as the basis for payments in
2025/26

Proposed Contributions 2025-26

Westbury Town Council 31% £23,560

West Wilts Tr Estate 9% £6,840

Warminster Town Council 60% £45,600

TV/24/014 Any Other Business

It was noted that

Date of next Meeting - Tuesday 4th February 2025 at 11.30am in the Arn Room.

Meeting closed at 11.55pm.

Tynings Allotment
Bradley Road, Warminster, BA12 8BN
Minutes of Committee Meeting
12th November, 2024 at 7pm
The Pavilion

Present: Chairman: Mike Forward

Committee Members: C. Brooks, H. Taylor, J. Ellison, J. Abbott, J. Howlett, J. Weston, A Robins.

Warminster Town Council: Cllr Kirkwood

1. Apologies: None

2. Minutes of meeting 9th October 2024

These were agreed a true record and signed by the Chairman

3. Matters arising

Insurance details were required from the previous Secretary. The NFU insurance had been agreed and paid for 5 years and there were 3 years to run. Policy numbers were required.

4. Treasurer's Report

John gave a full report to the committee.

90% of plot rental income had been received; a further £700 or so was expected. Additional income for the month was £113 donations for use of the hall, £295.83 from the Harvest Supper (net) and £65.65 Kings seed order (net). Expenditure was £100.95 cleaning, £106.92 maintenance, £667.49 electricity and petrol for the mower £57.27. The National Allotment Society membership was £675. Surplus to date was £6,272.18. Assets were £20,901.55 in total. The treasurer advised that there were funds available to be spent on maintenance before the end of the financial year therefore.

Mike agreed to get quotations for work on the doors.

Jacqui would check the dates of the Area Board meetings.

5. Plot Manager's Report

Jim provided a report to the committee.

Plot 105 had been split and reduced by half.

Four on the waiting list had been moved to the bottom due to no contact details.

All new plots let would have invoices sent shortly.

6. Correspondence

- i. Correspondence received from JJ requesting to take on an adjacent plot alongside the current plot. The committee discussed and agreed to put the request onto the waiting list as this was the fairest way to do this. This would be dependent on the required plot being available at the right time (i.e. when JJ was at the top of the list).
This type of request is often difficult to achieve, even if agreed.
It was agreed that a shed could be erected – JJ request.
- ii. Plot 162 request for 2 structures, a diagram was submitted.
Agreed.

Jacqui would inform the plot holders.

7. Maintenance

The Hazel tree on the boundary with a garden needed to be cut down, although this would regrow.

Chris and John agreed to do this

Trailer - this should be measured to see if it was within the allowable size to take to the tip. There were new regulations in place from April 2024 and it should be less than 1.8m.

A payment of £20 would buy a permit and give 12 visits per year.

The lights required replacing also.

8. Events

Christmas raffle, sherry and mince pies 14th December 11am for raffle tickets and 12 noon – 2pm for the event. The Raffle would be called at 12 noon.

Donations for raffles welcome.

Jumble sale – March 22nd 2025. Donations welcome.

Plant Sale – Saturday May 24th.

Garden show – June 6-8th to be confirmed.

9. AOB

The committee agreed to provide Steve from Crockerton Garden Centre with a £30 voucher and Bob Green £20

Proposed CB, Seconded JA, Voting unanimous in favour

The meeting finished at 8.05

Date of next meeting Wednesday 11th December

Tynings Allotment Association
Year Ended 31st March 2025

	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
Total	60.15	42.03	13.13	68.60	64.13	3,611.97	2,646.35	140.97	0.00	0.00	0.00	0.00
Rents & Subscriptions	20.00	60.00	149.00	169.00	131.00	40.00	113.00	62.00				
Donations for use of Hall			49.28			49.46						
Bank Interest												
Raffle Net Proceeds												
Jumble Sale & Books												
Tea & Coffee	17.31	21.80		15.14								
Bacon Butty Mornings&Teas		100.00	118.95	100.00	176.54	103.00		124.72				
FIT Payment			26.32			73.51		105.61				
Plant Sale		900.00										
April Tea & Cakes afternoon		79.00										
Wiltshire Council Grant			982.00									
Harvest Supper (Net)							295.83					
Seed Orders (Kings) (Net)							65.65	271.44				
Total Income	97.46	1,202.83	1,338.68	352.74	371.67	3,877.94	3,120.83	704.74	0.00	0.00	0.00	0.00

INCOME

Tynings Allotment
Bradley Road, Warminster, BA12 8BN
Minutes of Committee Meeting
11th December, 2024 at 7pm
The Pavilion

Present: Chairman: Mike Forward

Committee Members: C. Brooks, H. Taylor, J. Ellison, J. Abbott, J. Howlett,
A Robins.

Warminster Town Council: Cllr Kirkwood

1. **Apologies:** None

2. **Minutes of meeting 12th November**

These were agreed a true record and signed by the Chairman

3. **Matters arising**

Insurance details were required from the previous Secretary. JH would check his paperwork.

The Tuesday evening group was donating a very small amount. JA would suggest an increase.

4. **Treasurer's Report**

John gave a full report to the committee.

John provided a list of unpaid invoices. It was expected that the final few would be paid shortly and that some of the unpaid invoices were due to errors.

John and Jim to liaise over the plot list to ensure accuracy.

November income £704.74

Expenditure £439.30

Net assets £22,926.92

5. **Plot Manager's Report**

Jim provided a report to the committee.

There were no vacant plots to let currently.

There was an application for a small greenhouse on plot 159 – this was granted.

6. **Correspondence**

None this month

7. Maintenance

CCTV – this was now fully operational with controls in the new small cupboard. Members viewed the equipment and tested the cameras which seemed to work well.

Raised beds – Quotes would be obtained for concrete and timber, also garden sleepers.

John would obtain these quotes from Sydenhams.

Hazel Tree – John and Chris had cut this down as agreed. The committee thanked them for their work on this.

Library books – Helen had been going through the library and sorting out all the books. She had put them into the correct categories. The library was a useful resource for plot holders and there were many interesting books. The committee thanked Helen for her work on the library.

Storm damage – The Chairman reminded everyone not to visit plots during storms due to potential danger. There had been a lot of damage, particularly to greenhouses. There was little the committee could do apart from raise awareness for people to keep themselves safe.

Doors – Mike had obtained quotations and the best one was from Premier Installations. The company had provided competitive quotes and good work on previous jobs. The quote was for £3,012 including VAT for 3 doors.

Proposed John Howlett, Seconded Chris Brooks voting unanimous in favour.

8. Events

Christmas raffle, sherry and mince pies 14th December 11am for raffle tickets and 12 noon – 2pm for the event. The Raffle would be called at 12 noon.

Vicky and Sue had been working hard making up the hampers and other prizes. The committee thanked them for their hard work on this event.

Donations for raffles welcome. More ticket sales would be much appreciated.

Jumble sale – March 22nd 2025. Donations welcome. The trailer would require fixing before this event.

Plant Sale – Saturday May 24th.

Garden show – June 6-8th to be confirmed.

9. AOB

The meeting finished at 8.15

Date of next meeting Wednesday January 15th

**Tynings Allotment Association
Year Ended 31st March 2025**

INCOME

	Total	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
Rents & Subscriptions	6,899.86	60.15	42.03	13.13	68.60	64.13	3,611.97	2,646.35	140.97	252.53			
Donations for use of Hall	1,022.00	20.00	60.00	149.00	169.00	131.00	40.00	113.00	62.00	278.00			
Bank Interest	148.39			49.28			49.46			49.65			
Raffle Proceeds	250.00									250.00			
Jumble Sale & Books	0.00												
Tea & Coffee	62.80	17.31	21.80		15.14					8.55			
Bacon Butty Mornings&Teas	793.21		100.00	118.95	100.00	176.54	103.00		124.72	70.00			
FTT Payment	205.44			26.32			73.51		105.61				
Plant Sale	900.00		900.00										
April Tea & Cakes afternoon	79.00		79.00										
Wiltshire Council Grant	982.00			982.00									
Harvest Supper (Net)	295.83							295.83					
Seed Orders (Kings) (Net)	337.09							65.65	271.44				
Total Income	11,975.62	97.46	1,202.83	1,338.68	352.74	371.67	3,877.94	3,120.83	704.74	908.73	0.00	0.00	0.00

Tynings Allotment

Bradley Road, Warminster BA12 8BN

Minutes of Committee Meeting 22nd January, 7pm

The Pavilion

Present: Chairman Mike Forward

Committee Members: J. Ellison, J. Howlett, C. Brooks, A. Robins, J. Abbott, H. Taylor

Warminster Town Council: Cllr Kirkwood

1. Apologies

None received

2. Minutes of meeting 11th December 2024

These were signed as a true record by the Chairman

3. Matters arising

The committee confirmed a minimum donation for the use of the pavilion of £10 per hour due to the running costs

4. Treasurer's Report

John provided a financial summary:

December had been a good month in terms income. Raffle proceeds had received £250 which made a profit of £60. The event was a success as lots of people had enjoyed this community gathering for Christmas and it was worth the hard work that had been put into it. Tea and coffee over December only made £8.55 due to the season. Jim's bacon butty mornings made £70 so well done to Jim.

Expenditure was higher than income as the cameras were paid for in December. Expenditure of almost £1200 was spent including cleaning. The cameras are an asset to the society.

The society was in a secure place financially.

There are 8 plots where rent remains outstanding representing £255 worth of rent. Some were known and would be contacted. Some appear to be errors and some plot holders seemed confused.

5. Plot Manager's Report

Jim provided an update regarding plots:

There are no plots to let. Jim is sending one letter to quit following a warning.

One plot holder requested that their plot measurements be checked.

6. Correspondence

None received.

7. Maintenance

i. Raised Beds

John received quotes from Keith at Sydenhams.

- **Concrete blocks:** For 3ft tall: Total £561.60 not including sand and cement which would be around £100 or so. This would be around £700 altogether.
- A further quote is around £550 including VAT for 18 inches in height; they are this height currently.
- **Scaffold boards:** Scaffold boards and wooden posts would be a total £950 inc. VAT
- **Brown sleepers:** £1,555 including VAT – this is the most expensive option.

Jim also had a quote for ballast.

It would be useful to have builders to help build the beds with concrete blocks.

Jacqui will make a poster to look for help in the Spring to build 3 raised beds from concrete. The beds are for older and disabled people to enjoy allotment gardening.

It was agreed to spend the money on concrete blocks.

Proposed MF, seconded JH, voting unanimous in favour.

ii. New Doors

Mike has ordered the new doors and they are being fitted on 6th February.

iii. Water borehole

The borehole is due a service. It should be serviced annually. There are diseases which can be spread if it is not looked after properly.

John will contact the water engineers to service the borehole to make sure we are compliant with health and safety.

The cost will be around £600.

Proposed JH; Seconded MF; voting unanimous in favour.

8. Greenhouses on plots

Certain standards should be specified which should be safely secured to a base such as blocks, bricks and wood, but not concrete. Glass is preferred but Perspex may be allowed due to cost. All new requests should meet these conditions.

All agreed

It has been noted that a greenhouse has been left on one of the plots in a dangerous conditions. The committee will discuss at the next meeting if it has not been removed.

9. Events

a. Jumble Sale 22nd March.

The Committee will begin advertising this event.

The trailer requires fixing. John and Chris will do this.

b. Garden show trip

This is booked for **7th June**

Helen suggested publicising his earlier including the specific classes. The price is going to be the same of last year which is good news.

They have a lot of attractions at Broadlands and it is lovely estate. There will be a fairground with lots of places to eat.

Entrance costs are £10.30 per person but this will be cheaper as a group.
Cost to be finalised at the next meeting. The jumble sale will subsidise the trip.

c. Flower Show

Helen has suggested advertising the show with the classes in advance.

Jacqui suggested a list with all of the activities over the year be produced.

It was suggested that another notice board for the pavilion specifically for the committee notices be purchased. The size was measured as 900mm x 700mm.

The committee could publicise all of the activities that it will be undertaking and also publicise the classes of the plant show.

Jenny to look for a suitable notice board for the pavilion and will liaise with John to organise this.

Another notice board is needed for the top gate also.

£250 was agreed for both notice boards.

Proposed HT, Seconded CT, voting unanimous in favour.

10. Insurance

NFU – Jacqui has paid £346.15 for the year which covers Feb 2025 to Feb 2026. JH will write a cheque for the amount.

JH to source the plot insurance documents.

11. Rules on non-attendance at meetings

The committee noted that if a member does not attend 3 meetings in a row, they may be asked to leave the committee. Mike will approach one new member for the committee.

12. AOB

Date and time of next meeting: Wednesday 19th February at 7pm in the pavilion.

**Tynings Allotment Association
Year Ended 31st March 2025**

	Total	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
INCOME													
Rents & Subscriptions	6,952.89	60.15	42.03	13.13	68.60	64.13	3,611.97	2,646.35	140.97	252.53	53.03		
Donations for use of Hall	1,127.00	20.00	60.00	149.00	169.00	131.00	40.00	113.00	62.00	278.00	105.00		
Bank Interest	148.39			49.28			49.46			49.65			
Raffle Proceeds	250.00									250.00			
Jumble Sale & Books	0.00												
Tea & Coffee	70.70	17.31	21.80		15.14					8.55	7.90		
Bacon Butty Mornings&Teas	873.21		100.00	118.95	100.00	176.54	103.00		124.72	70.00	80.00		
FIT Payment	205.44			26.32			73.51		105.61				
Plant Sale	900.00		900.00										
April Tea & Cakes afternoon	79.00		79.00										
Wiltshire Council Grant	982.00			982.00									
Harvest Supper (Net)	295.83						295.83						
Seed Orders (Kings) (Net)	337.09						65.65	271.44			0.00		
Total Income	12,221.55	97.46	1,202.83	1,338.68	352.74	371.67	3,877.94	3,120.83	704.74	908.73	245.93	0.00	0.00

South Operational Flood Working Group - South
23rd October 2024
Hybrid Meeting at Warminster Civic Hall and online

Statutory Agencies:

Carrie Whittaker	Environment Agency
Mike Holm	Environment Agency
Steve Malpass	Environment Agency
Daniel Griffin	Environment Agency
Andrew Davis	Chair, Wilts Cllr Warminster East
Grish Lohani	Wilts Council Highway Engineer South
Daniel Everett	Wilts Council Principal Technical Officer Drainage
Nic Puntis	Portfolio Holder Flooding, Wilts Cllr Chippenham, Cepen Park & Derriads
Renate Malton	Flood Resilience Officer Wiltshire Council
Layla Hill	Senior Business Support Officer Wiltshire Council
Town & Parish Councils	
Robert Yuill	Amesbury South – Wilts Cllr
Jim Oliver	Aldbourn - Flood Warden
James Hardy	Berwick St James – Flood Warden
Piers Edwards	Bishopstone - Cllr
Derek Finnis	Britford – Cllr
David Ball	Corsley
Lynn Walker	Donhead – Flood Warden
Richard Roberts	Enford - Cllr
Mary Symonds	Enford
Henry Coxe	Fovant - Cllr
Jill Turner	Kennet Valley – Emergency co-ordinator
Bridget Wayman	Nadder Valley – Wilts Cllr
Chris Andrews	Newton Tony - Flood Warden
Peter Sharpe	Pewsey - Cllr
Paul Cobbins	Pewsey
Colin Gale	Rushall - Cllr
Zoe Clewer	Redlynch & Landford – Wilts Cllr
Tony Wheeler	Salisbury Cathedral Community – Flood Warden
Den Parrett	Shrewton – Flood Warden
Tony Dean	Teffont - Cllr
Belinda Stewart	Upper Deverills - Cllr
Len Turner	Warminster – Flood Warden
Bill Parks	Warminster North & Rural – Wilts Cllr
Alan Crossley	Wilton - Cllr
Rich Rogers	Winterslow and Upper Bourne Valley – Wilts Cllr

<ul style="list-style-type: none"> • 	<p>Welcome and Introduction from Andrew Davies (Chair)</p>
<ul style="list-style-type: none"> • 	<p>Wiltshire Council –</p> <ul style="list-style-type: none"> • Still catching up from all the flooding over the past 12 months. • Receiving reports from town and parishes about rising groundwater, currently at Christmas levels. • Town & Parish Councils reminded to use the ditch letters in respect of those watercourses that if flooded would cause internal property flooding or standing water on high-speed road (60mph). • Make sure your flood plans are up together prep for the worse and hope for the best. Parish Emergency Assistance Supplies (PEAS) on the expectation of a parish flood/emergency plan. • More resources in terms of Machinery and manpower. Engagement to continue enabling the drainage team to be aware of the issues and know where to go and prioritise. • Flooding Event Salisbury 19th November Guildhall 10am-3pm. Residents who have or at risk of flooded invited to attend along with town and parish council representatives. <p>Environment Agency</p> <ul style="list-style-type: none"> • Property Flood Resilience Programme, currently working in Shrewton and Britford area. • Environment forecast currently wet, drier period to follow then more rain.
<p>Town & Parish Councils</p>	
<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Warminster • Update on how the survey of the assets in the Warminster area are progressing. • Advised we have a new member of staff who is already undertaking work and are applying for additional funding • Environmental agencies have funding for a major study. Atkins were appointed to do the preliminary part of the study, but we've never had a report back on what's happening. • Advised EA had identified the risk which now needs to be turned into a business case. The process is long and being delayed due to the sheer volume of work. However, the EA is continually looking at other options of "fine tuning". • The CCTV work is also outstanding due to high water levels, when they drop it will be undertaken. • The discharge of water into the recreation ground has removed what was a very serious problem and continues to work efficiently.

•	<p>AOB</p> <p>Flood Plan – reminder to town and parishes to make a plan if you haven't already done so, and those that have ensure they are up to date including your contacts. If you need assistance contact drainage@wiltshire.gov.uk</p>
•	Date of next meeting – 18 th December 2024 10:00 – 12:00

Action	By Whom
<p>Warminster applied for additional funding to undertake survey; we have a member of staff currently assisting.</p> <p>Major study – not yet received, turning it into a business case and checking if scheme can be fine-tuned.</p> <p>CCTV once water levels have dropped</p>	<p>Danny Everett/PC</p> <p>EA/TC</p> <p>Danny Everett/TC</p>

**NIGEL LINGE - MONTHLY SUMMARY OF VOLUNTEER HOURS FOR
SALISBURY PLAIN RIGHTS OF WAY VOLUNTEERS & SELF AS AT 28 JANUARY 2025**

Examples of Tasks

Removed Graffiti from Other Signs While Signing



Inserted destination signs for Warminster Town Council & Repaired Damaged Signs

Inspected RoW & gates for Longleat & admired their excellent clearance work across the Estate.



Liaised with CAO, Smallbrook Volunteers & Wilts Wildlife Trust on volunteer & contractor tasks at
Smallbrook Meadows Local Nature Reserve



Month	Admin & Maint. (Hrs)	Volunteer Practical (Hrs) Liaison, Research, Preparing Briefs, Signing, Mowing & Clearing	Total Hrs	Remarks
April 24	18	110	128	
May 24	20	115	135	
June 24	21	98	119	Holiday
July 24	27	172	199	2 signing days
August 24	40	56	96	Team stood down but much prep.
September 24	22	148	170	3 signing days & a "gate day".
October 24	32	108	140	Rain disrupted work.
November 24	23	118	141	
December 24	25	84	109	Foul weather & Christmas.
January 25	20	79	99	Foul Weather
Financial Year	248	1088	1336	

Kind Regards,

Nigel

Nigel D Linge, Team Coordinator for SPROWV & Advisor to Warminster Town Council & Longleat Estate.

Town Development Committee meeting 3rd March 2025

Tree Planting Luxfield Road

Recommendation

Members to decide if they wish to plant replacement trees at Luxfield Road.

Background

Historically trees were planted alongside the road at Luxfield Road. Over the years these have died and been removed. Some have been replaced with the last replacements planted over 10 years ago. In 2023 a request was received from residents of Luxfield Road for the town council to replace five street trees which have been removed over the past few years and not replaced. Officers have spoken with Wiltshire Council Highways, and they have confirmed that they will not be replacing the trees and are happy for the town council to do so if desired. A licence will be applied for nearer the time, if applicable. The matter was debated at the meeting of the Town Development Committee on the 24th April 2023. Members deferred the decision for councillors to speak with residents to gauge opinion.



Findings

In November 2024 a consultation letter was posted to every resident of Luxfield Road (35 properties) asking for their views. Five responses were received (these have been circulated to members). Of the responses three were in favour and two raised concerns, citing potential damage to the footway by tree roots and concern over the maintenance of the trees.

The suggested replacement trees will be low growing trees such as ornamental cherry and crab apple.



As working on the highway is specialist work the work will need to be carried out by a specialist contractor. Officers estimate this work to cost approximately £750 +VAT per tree. This work will be carried out next winter and firm costs will be obtained closer to the time.

Financial and Resource Implications

The estimated cost of £3,750 could be paid from Earmarked Reserves Outside Services 318.

Legal Implications and Legislative Powers

The council has the power to provide this service under the General Power of Competence and has spoken with the highways authority to gain their authorisation.

Environmental Implications.

This planting will have a positive impact on the environment.

Risk Assessment

A risk assessment will be undertaken before any work is carried out.

Crime and Disorder

Officers are not aware of any issues the council should consider under the Crime and Disorder Act.



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- Wartime entertainers
- Food court and bar
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- Face painting/climbing wall/kids fun
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Update from the Athenaeum

1. **The Studio roof** which was damaged in December's Storm Darragh. Repairs have been completed, and we have completed re-decorating the ceiling inside where there was some water damage over the Christmas period. This repair was funded by an emergency grant by Warminster Town Council through the CIL budget.
2. **Stage Technical Upgrades:** we have some outdated and failing kit supporting acts onstage that was 'on the list' for 2024 but without funds. We have worked with the Town Council to secure £30,000 funding from Warminster's Community Infrastructure Levy (CIL) to upgrade. This will include a new lighting desk (now delivered), replacement dimmer packs (a technical component that manages stage lighting) and new microphones and radio packs. The current microphones suffer interference from WiFi and mobile signals (in short – they pre-date that technology being a problem!) so the new kit will operate under a separate radio licence to negate interference.
3. **Department of Culture, Media & Sport (DCMS) Grant:** Late in 2024 we secured a grant of £64,000 to spend on specific energy-efficiency projects. We have already received the first delivery of LED stage lighting (£17k) which replaces some of the least efficient units. We also have scheduled works to insulate the roof-space above the Function Room, stair-well and Close Meeting Room (where there is currently none!) There is a huge constraint in the timeline to spend this money, so whilst there are other planned projects, we'll share once we have confirmation of funding timescale.
4. **Shows and Events**
Our program is filling up, with our regular user-group shows, some returning successful events which were new last year (Beatles, OurStar Theatre Company, and soon-to-be-listed, ABBA) plus a couple of new events that will be online soon. One of our new musical acts this year, Legends of Motown, is nearly sold out, and we want to replicate this by attracting new and interesting acts that widen our show offering, and of course increase the number of visitors enjoying the Athenaeum.
5. **Gallery Space**
We have plans to increase the usage of the Gallery room, and have it used more for exhibitions, with a number of exciting artists and subjects lined up. As part of this, we will be redecorating the area, and also installing better lighting that fits a gallery space, funded by the DCMS grant.