

28th May 2024

AGENDA

Dear Councillor

You are summoned to a meeting of the:

Town Development Committee
to be held on
Monday 3rd June 2024 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Davis (East)	Cllr Macfarlane (West)
Cllr Hawker (Broadway)	Cllr Robbins (East)
Cllr Jones (East)	Mr Matt Towl (Advisor)
Cllr Keeble (West)	Mr Len Turner (Advisor)
Cllr Kirkwood (Broadway)	

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

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- Election of a committee Chairman for the municipal year 2024-2025**
Members to elect a committee Chairman for the municipal year 2024-2025.

2. **Election of a committee Vice Chairman for the municipal year 2024-2025**
Members to elect a committee Vice Chairman for the municipal year 2024-2025.
3. **Apologies for Absence**
To receive and accept apologies, including reason for absence, from those unable to attend.
4. **To appoint up to three Advisors to the Committee**
Members to resolve to appoint up to three non-voting advisors to the committee. The following nominations have been received:
Matt Towl
Len Turner
5. **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.
6. **Minutes**
6.1 To approve and sign as a correct record, the minutes of the Town Development Committee meeting held on Monday 29th April 2024; copies of these minutes have been circulated and Standing Order 12.1 provides that they may therefore be taken as read.
6.2 To note any matters arising from the minutes of the Town Development Committee meeting held on Monday 29th April 2024.
7. **Chairman's Announcements**
To note any announcements made by the Chair.
8. **Questions**
To receive questions from members of the committee submitted in advance.

Standing Orders will be suspended to allow for public participation.
9. **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.
10. **Reports from Unitary Authority Members**
To note any reports provided which are relevant to this committee.
11. **Events**
Members to nominate three members to work with officers and partner organisations on preparations for events.
12. **Tynings Allotments**
Members to note that no minutes have been received.

13. Flood Wardens

The current wardens are Jon Ellis, Roi Head, Len Turner, Mike Baxter, and Trevor Woodyatt. They have all indicated that they are willing to be reappointed. There are still vacancies for one or more additional wardens.

Members to appoint Flood Wardens for 2024 – 2025.

14. Working Groups

14.1 To appoint up to three town council members to the Closed-Circuit Television (CCTV) Sub-Committee and to agree that these should be closed meetings due to the confidential nature of the business discussed.

The next meeting is due to be held on Tuesday 25th June 2024 at 11.30 am.

Represented bodies	Membership 2024 – 2025:
Wiltshire Council (Warminster)	Cllr Andrew Davis
Wiltshire Council (Westbury)	Cllr Matthew Dean
Wiltshire Police	PC Lauren Fairley and PC Guy Hamel
Local businesses	Mr Dave Deacon
Warminster Garrison	Sgt Gareth Kenniford
Warminster Town Council (Officers)	Town Clerk, CCTV Supervisor, Parks and Estate Manager
Westbury Town Council (Officer)	Deborah Urch, Westbury Town Clerk.
Westbury Town Council	Cllr Sheila Kimmins
West Wilts Trading Estate	Peter Sammons
Warminster Town Council (up to three). Nominees Received to Date:	Cllr Hawker Last year's members included Cllrs Allensby and Fraser

14.2 Car Parking Charges in Warminster: To appoint members to the Car Parking Charges in Warminster Working Group.

The working group is tasked with bringing forward proposals to change parking changes in Warminster to encourage a longer dwell time without a loss of revenue to Wiltshire Council.

Membership 2024 – 2025: Nominations received to date
Cllr Allensby
Cllr Keeble
Cllr Robbins
Jon Ellis
Matt Towl

14.3 Cycle Route Improvements: To appoint members to the Cycle Route Improvements Working Group.

The working group is tasked with bringing forward suggested improvements to the local cycle routes.

Membership 2024 – 2025: Nominations received to date
Cllr Bill Parks

Last year's members included Cllr Robbins and Nigel Linge.

14.4 Town Regeneration Working Group: To appoint members to the Town Regeneration Working Group.

The working group is tasked with bringing forward suggestions for the regeneration of Warminster.

Membership 2024 – 2025: Nominations received to date
Cllr Sue Fraser
Cllr Bill Parks
Peter Roscoe
Matt Towl
Len Turner

15. Town Litter Champion

To appoint a Town Litter Champion.

16. Operational Flood Working Group South

To note any updates from Cllrs Fraser and Parks as members of the Operational Flood Working Group South.

17. Coaches

A member of the public has requested support to increase the number of coaches stopping in Warminster and bringing custom to the businesses of the town (**see attached**).

Members to resolve what action to take.

18. Rights of Way Volunteers

To note the update from the Rights of Way Volunteers (**see attached**).

19. Wiltshire Towns Programme

To note the report regarding the Wiltshire Towns Programme (**see attached**).

20. Communications

The 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 9th September 2024

Request for additional coach parking bays in Central Carpark – Further Information

Town Development Committee – Monday 3rd June 2024

A member of the public would like to raise the question about having some coach parking bays in the Central car park. Central car park is owned and managed by Wiltshire Council. Wiltshire Council have confirmed that there is currently a drop off point in Central car park but there has been no other provision provided in the past.

The member of the public has contacted Wiltshire Council who advised them that they need to bring their request to the attention of the town council first. This will give the town council the opportunity to show if it believes that coach parking bays would be of benefit to the town.

If there is continued support from the town council, it is expected it would be more ‘compelling’ if a request for coach parking bays was made by the town council rather than left to individual members of the public.

Having attended a number of coach operator shows over the last two years, the member of the public is confident that given a little support the number of coaches stopping in Warminster could be increased, bringing custom to the businesses of the town.

While the Highways Advisory Committee deals with matters such as speed limits, traffic calming, waiting restrictions etc, the wider issues and need for higher level approval from Wiltshire Council to progress any proposal means that the Town Development committee is the more appropriate forum for consideration of the proposal.

Coach parking in Salisbury is currently undergoing improvements – with work now expected to finish in July 2024. <https://www.wiltshire.gov.uk/news/salisbury-coach-park-to-get-a-makeover>

**NIGEL LINGE - MONTHLY SUMMARY OF VOLUNTEER HOURS FOR
SALISBURY PLAIN RIGHTS OF WAY VOLUNTEERS & SELF AS AT 28 MAY 2024**



This month's hours include 10 hrs mowing of 14 x rights of way in Warminster.

The picture shows WARM46 @ Smallbrook Meadows Local Nature Reserve.

Warminster Town Council also used "Basil Brusher" to sweep metalled paths Warm 91 (a 710m cycle track), the tarmac section of BOAT WARM89 & the metalled section of Restricted Byway WARM93.

Areas worked include:

1. SPTA - MoD/DIO. 94,000 acres.
2. Warminster for Warminster Town Council.
3. Longleat Estate (53 x RoW).
4. Surrounding villages working with Bill Parks & Paul Millard.
5. WSCAF contributions.
6. Cranborne Chase Circular Walk recces & reports for Richard Broadhead.

Note. Tasks working with Ramblers do not include Rambler hours (reported by Dave Yearsley).

	Admin (Hrs)	Volunteer Practical (Hrs)	
Month	Admin & Maintenance	Liaison Visits, Research, Preparing Briefs, Signing, Mowing & Clearance.	Totals
April 24	18	110	128
May 24	20	115	135
June 24			
July 24			
August 24			
September 24			
October 24			
November 24			
December 24			
January 25			
February 25			
March 25			
Totals for Financial Year	38	225	263

Kind Regards,

Nigel

Nigel D Linge,

Team Coordinator for SPROWV & Advisor to Warminster Town Council & Longleat Estate.

Summary Expenditure Wiltshire Town Programme Grant

The Wiltshire Town Programme funding was given with the agreement it would be spent in support of the two objectives outlined below:

1. Improve and expand existing events (e.g. Spring in the Park, Christmas Light Switch on, Window competitions) and hold new events (e.g. Book Festival, Ice cream and Bubbles Festival, Bandstand events, indoor market).
2. Develop greater pedestrian circulation around the town centre and create longer dwell time via signage, information boards, visitor guide, town trails, maps, improved online presence and publicity.

A summary of the expenditure reimbursed by the programme is set out below. These are what was reimbursed only and may not cover the full cost of the expenditure.

Item	Expenditure Description	Expenditure
Brown Tourism Signs	Replacement of Brown Tourism Signs on edge of Warminster	£3,901.92
Christmas lights switch on	Hire of Stage and technical services and performers for Christmas lights switch on	£5,577
Band in the bandstand	Fees to Bands performing in the Lake Pleasure Grounds from June to August	£900.00
Ice Cream and Bubbles Festival	Banners and advert and entertainers	£1296.40
Lions Book festival	Leaflet drop/ banners/ Parking suspension/ First aid/ hall hire	£2416.60
Town trails	Staff time	£850.20
Painting of fingerpost signs	Painting of fingerpost signs and other items in the town centre	£5,057.88
TOTAL		£20,000.00