



2<sup>nd</sup> September 2024

## AGENDA

Dear Councillor

You are summoned to a meeting of the:

**Town Development Committee**  
to be held on  
**Monday 9<sup>th</sup> September 2024 at 7pm**  
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

### Membership:

Cllr Davis (East)	Cllr Macfarlane (West)
Vacancy (Broadway)	Cllr Robbins (East)
Cllr Jones (East) Chairman	Mr James Sullivan-Tailyour (Advisor)
Cllr Keeble (West) Vice Chairman	Mr Matt Towl (Advisor)
Cllr Kirkwood (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](mailto: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 3<sup>rd</sup> June 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 3<sup>rd</sup> June 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. **Tynings Allotments**  
To note the minutes from the meetings held on 15<sup>th</sup> May and 12<sup>th</sup> June 2024 (see attached).
9. **Working Groups and Warminster Business Network**  
**9.1 To receive** a verbal update from the Warminster Business Network  
**9.2** The Town Regeneration Working Group recommends that the £4,000 budget set aside for the Warminster Parking Partnership be incorporated into the budget for town centre regeneration.  
**Members to resolve whether to adopt the recommendation.**
10. **Operational Flood Working Group South**  
To receive the notes of the Operational Flood Working Group South meeting held on 21<sup>st</sup> February 2024, noting that no notes have been provided for the meetings held in April and June 2024 and to receive any updates from Cllrs Fraser and Parks as members of the Operational Flood Working Group South.

**11. Rights of Way Volunteers**

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

**12. Warminster Royal British Legion – 80<sup>th</sup> World War II Commemorations**

Warminster Royal British Legion (RBL) have requested the Town Council's approval to host a community event at the Town Park on 26<sup>th</sup> July 2025. The event will feature various activities, including music, historical presentations, military stands, small demonstrations, local charity stands, and food stalls, all centred around a historic theme.

The event will be primarily funded through sponsorship, however the RBL are requesting assistance and funding from the Town Council for security arrangements to ensure a safe and secure event. They are seeking approval from the Town Council to proceed with this event; should this be granted, detailed plans and proposals will be submitted for further review.

**Members to approve the RBL community event at the Town Park on 26<sup>th</sup> July 2025, to agree in principle that the Town Council will contribute towards the cost of providing security and for officers to work with the RBL to bring detailed proposals to a future meeting.**

**13. Sustainable Warminster Energy Advice Cafés**

Sustainable Warminster have requested a grant to run a series of Climate Change events – funding to come from Earmarked Reserves – Climate Change **(see attached)**.

**Members to resolve whether to support the request and how much grant to award**

**14. CCTV**

**To note the minutes of the CCTV Sub Committee meeting held on 12<sup>th</sup> March 2024.**

**15. Coaches**

**To note that Wiltshire Council have acknowledged receipt of the Town Council's letter asking for the provision of coach parking bays in Warminster's Central Car Park and/or other suitable locations with appropriate signage from the A36.**

Wiltshire Council are currently drafting a new parking strategy in conjunction with the upcoming Local Transport Plan 4. Part of that strategy will include coach provision and a review of existing and proposed sites. Further engagement with town councils will take place to implement approved proposals. Warminster Town Council's request will be kept on file to be used as part of the review.

**16. 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](http://www.warminster-tc.gov.uk) or by contacting us at Warminster Civic Centre.

**Date of next meeting: Monday 2<sup>nd</sup> December 2024**

**TYNINGS ALLOTMENTS**  
Bradley Road, Warminster  
Wiltshire, BA12 8BN

**Committee Meeting**

**Date:** 15<sup>th</sup> May 2024 **Time:** 19:00

**MINUTES OF THE MEETING**

**Present:** Chairman: M. Forward; Treasurer: J. Howlett; Secretary: S. Meechan  
Committee Members: J. Abbott, C. Brooks, J. Ellison

Council Representative: Mr. Legg

**Item 1. Apologies:** Mr Legg and Cllr, and J. Weston

The chairman opened the meeting at 19:00 and welcomed a new volunteer wishing to join the committee.

**Item 2. Co-opting of ordinary committee members:** Andrew Robins wished to join the Committee as an ordinary member only, proposed by JE, seconded by JA and CB. ALL AGREED.

**Item 3. Minutes from Last meeting (13/03/2024):** No comments or amendments  
Committee agreed with minutes, verified by Chairman.

**Item 4. Matters Arising:** 1) **Wildlife Camera** – C. Taylor is still in possession of the camera and has sited it on the allotment, C. Brooks agreed to assume possession of the camera and will review current images with JH before next meeting. **All agreed to put on hold** a notice informing people of the Committees wildlife camera and its period of operation, especially under current spate of vandalism and break-ins.

2) **DEFRA chicken registration** – Committee needs to confirm liability re DEFRA registration from October 2024. **All agreed a standard letter should be drafted and sent to all chicken owners** stating their obligations regarding this requirement and if necessary, have them sign an agreement to this effect.

**Item 5. Treasurers Report:** April 2024, Month 1 of 12 in the financial year. **Total income for the month was £97.46, Total expenditure £80.00, surplus of £17.46.** **Income included** rents £60.15, Hall donations £20, bacon butty mornings £17.31. **Expenditures** Pavilion cleaning and materials £80. **Accrual provisions carried forward included** £1500 for converting south facing window to double doors (increased by £500 due to lower-than-expected SSE bill), electricity £574.59, Garden show trip

£300. **Cash position for the year (30/04/24)** – Total cash £18,836.94, **Net Assets of £16,462.35** (includes accruals). Comprised of **Community Account £3,591.65**, **Premium Account £13,177.07**, and **cashbox £2,068.22**.

AT enquired about funds raised from tea & cake day (20<sup>th</sup> April), Chairman explained that due to inclement weather that day turnout had been poor, and the little bit of money raised had been kept aside as float for the plant sale (18<sup>th</sup> May).

**Item 6. Plot Managers Report:** All plots are now let and preparations underway for the May inspection period, to be conducted by the Chairman and PM.

**Item 7. Correspondence:** No email correspondence received, Secretary read letter received from Wiltshire Police (27/04/24) ref CRN 54240044965 'non-dwelling' burglary and stated that due to no CCTV or witnesses no further investigation would be carried out. Letter received from plot 77 informing the Committee of their intention to place a 6x6ft greenhouse on site, PM stated this would not pose a problem and all agreed.

**Item 8. Maintenance:** **1) Raised beds for disabled plots** – AT reported that having contacted several scaffolding companies regarding purchasing ex-service boards the consensus was that an end-of-life outlet was already in place and not an option for the Committee. Possibility of sending canvassing letters for supplies or sponsorship, JA agreed to investigate drafted examples. JH agreed to look on Facebook marketplace.

**2) Security** – Committee members informed of another attempted break-in on Tuesday 7<sup>th</sup> May, currently it is known that a gas cooker was stolen. Not currently known if anything was captured on the wildlife camera, C. Brooks knows current location and will review. Van used was identified via Warminster Town CCTV, police know who the individuals are but lack evidence of the crime. Committee member recommended shed alarms, all agree this would be a good idea, ultimately plot members need to be reminded not to keep anything valuable onsite. **All agreed hedge areas needed thickening with spikey variety.** Majority disagreed that security fencing improvements should be carried out due to cost.

**Item 9: Forthcoming Events:** Plant sale (18<sup>th</sup> May) volunteers required 10-12 noon. Stansted Plant Show 9 spaces still available. **Stansted Garden Show** – 9 spaces still available, a notice has been placed in Warminster journal. Chandlers Coaches and the admission fee needs paying.

**Item 10. Any Other Business:** NIL

**Item 10. Date & Time of next meeting:** Wednesday 12<sup>th</sup> June 2024, 1900.

**Meeting closed at 2030**

**Minutes Verified (Chairmans Signature):**

**TYNINGS ALLOTMENTS**  
Bradley Road, Warminster  
Wiltshire, BA12 8BN

**Committee Meeting**

**Date:** 12<sup>th</sup> June 2024

**Time:** 19:00

**MINUTES OF THE MEETING**

**Present:** Chairman: M. Forward; Treasurer: J. Howlett; Secretary: S. Meechan  
Committee Members: C. Brooks, J. Ellison, A. Robins, A Taylor, J. Weston

Council Representative: Mr. Legg and Cllr Kirkwood

**Item 1. Apologies:** J Abbot

The chairman opened the meeting at 19:00 and welcomed Cllr Kirkwood.

**Item 2. Minutes from Last meeting (15/5/2024):** No comments or amendments  
Committee agreed with minutes, verified by Chairman.

**Item 3. Matters Arising: 1) Refurb of Raised bed Plots** – JH informed the Committee that a Facebook Marketplace search provided 2 sources of ex-service scaffolding boards (Yeovil and Dorchester at £15 and £10 each). However, no delivery and collection would be costly. Committee agreed a 'wanted' advert should be placed on Facebook. In the meantime, prices from Mole Valley for wood boards would be sort for next meeting.

**Item 4. Treasurers Report:** May 2024, Month 2 of 12 in the financial year. **Total income for the month was £1,202.83, Total expenditure £153.55, surplus of £1,049.28. Income included:** rents £42.03, Hall donations £60, tea & coffee £21.80, bacon butty mornings £100, plant sale £900, April tea & cake afternoon £79. **Expenditures:** postage & stationery £18.60, Pavilion cleaning and materials £80, maintenance £47.37, mower petrol £8.68. **Accrual provisions carried forward: £1500** for converting Pavilion window.

**Cash position for the year to date (31/05/2024)** – Total cash £18,938.53, comprised of **Community Account £1,769.09, Premium Account £13,177.07, and cashbox £3,992.37. Net Assets of £17,438.53** (includes accruals, of which £982 was a grant received for double door).

**Item 5. Plot Managers Report:** 2 plots have been vacated recently and are ready for reletting. PM and Chairman completed their Spring plot survey and first batch of 'non-cultivation' letters ready to issue.

Letter of thanks received from Warminster School for their site visit, approximately 25 primary age pupils attended. Host teacher enquired whether they could attend again in September.

**Plot 22** – presently the plot looks vacated, and many items have been removed, however, there remains a 'beach hut' shed on the plot and the occupier has not provided forwarding contact details. A chasing email will be sent, but so far this line of correspondence has not been acknowledged. At present the Committee agreed to monitor the plot and leave a polite note asking the plot holder to make contact.

**Item 6. Correspondence:** Chairman informed the Committee more antisocial behaviour had occurred (crops trampled and shed doors ripped off). Police are visiting site on 13<sup>th</sup> July and will issue samples of 'Selecta DNA' and to maximise attendance a BBQ will be hosted.

**Item 7. Maintenance:** 1) **Marquee roof** – a full-length replacement is necessary for this September, **ALL AGREED TO THE PURCHASE**. C. Brooks agreed to measure and order to be placed with 'Galla Tents'.

**Item 8: Forthcoming Events:** Plant sale (18<sup>th</sup> May) very good attendance, £900 raised, Chairman extended his thanks to everyone who donated items and volunteered on the day.

**Stansted Garden Show** – well received by those who attended, Chairman was informed that site of show will change next year, this may present an opportunity to attend/ visit alternative sites next year.

**Item 9. Any Other Business:** 1) **Access ramp outside new double door** – Pavilion must have one to comply with grant agreement, Committee agreed to a removable option. The matter was subsequently resolved as C. Brook found a metal ramp in storage that could be used. A metal handrail also needs installing before 7<sup>th</sup> September, preferably small-bore galvanised poles. **ALL AGREED TO THE PURCHASE**

2) **Carpark post** – Chairman raised the issue of a metal post in the carpark hindering access to Associations trailer, suggested it be removed, seconded by C. Brook. **ALL AGREED.**

**Item 10. Date & Time of next meeting:** Wednesday 17<sup>th</sup> July 2024, 1900.

Meeting closed at 2020

Minutes Verified (Chairmans Signature):











**Notes from the Operational Flood Working Group South Hybrid meeting held  
on Wednesday 21<sup>st</sup> February 2024.**

Andrew Davis	Wilts Cllr Warminster & Chair
Danny Everett	Principle Drainage Engineer
Ian McLellan	Laverstock
Stella Davies	Principle Technical Officer Drainage Planning
Lee Haine	Local Highway Engineer, Warminster
Emma Biggs	Drainage Engineer Wilts Council
Trudy Austreng	West Tisbury
Tony Dean	Teffont
Jill Turner	Fyfield & West Overton
Julian Beames	Wootton Rivers
Bridget Wayman	Wilts Councillor Nadder Valley
Carl	Chilmark
Robert Yuill	Wilts Cllr Amesbury
Julia Marshall	Pewsey
John Gunns	Laverstock & Ford
Chris Andrews	Newton Tony
Colin Gale	Rushall
Andrew Grey	North Newton
Jay McGowan	Britford
Charlie Pickup	Hindon
Mike Ash	Bishopstone
Barry Fitzpatrick	Swallowcliffe
Steve Malpass	Environment Agency
Nick Josephy	Aldbourne
Alice Rawdon Mogg	Bowerchalk
Asa Thorpe	Chief Exec Salisbury City Council
Chris Sankey	Pitton & Farley
David Parson	Coombe Bissett
Jim Oliver	Aldbourne
Bev Cornish	Tisbury
Julia Marshall	Pewsey
Nick Barton	Sutton Veny
Lyn Walker	Donhead St Mary
Michael Holm	Environment Agency
Susan Barnhurst	Downton
Zoe Clewer	Wilts Cllr Redlynch & Landford
Ken	Quidhampton
Sven Hocking	Wilts Cllr Salisbury Flood Group
Dereck Finnis	Britford
Charlotte Fry	Wessex Water
Stuart Mariner	Pitton & Farley
Estelle Sherry	Landford
Tony Duthie	Sedgehill & Semley
Charlotte	

Jim Bishop	Whiteparish
Jane Higgins	West Dean
Tara House	
Paul Gorfod	Fonthill Bishop
Susan Barnhurst Davis	Downton
Ian McLennan	Wilts Cllr
Mike Dent	
Dave Button	WSPC
Andy Shuttleworth	Winterbourne Stoke
Richard Budden	Wilts Cllr Tidworth/Donhead St Andrew
Bee Barff	Upavon Parish Clerk
Bev Ford	Tisbury
Renate Malton	Flood Resilience Officer Wilts Council
Nicola Mundy	Wiltshire Council
Mike Dent	Alderbury
Ken	Quidhampton
Andrew Grey	North Newnton

### Wiltshire Council Drainage Update

- Since storm Babet in excess of 250 properties have been flooded. Central government has opened the funding for those properties and business that have been flooded. Anyone who has been affected may be eligible for the recovery grant.
- Anyone having difficulty with this contact the drainage team.
- Details can be found at <https://www.wiltshire.gov.uk/news/grant-funding-storm-henk>
- The council is not yet in recovery and are still gathering data.
- We will be visiting all the Town and Parish Council's affected, those being with 5 or more properties internally flooded, starting with the highest number and working backwards.
- Marlborough and Dauntsey have had recent visits.
- Town and parishes are being requested to complete AO maps annotating:
  - Details of flow of water e.g. where it came from where it went to.
  - Properties flooded.
  - Gully or sewer surcharging
  - This will enable us to see if there are any quick wins we can do when we come to visit e.g. flat or one-way valves can be fitted to systems, and we can report sewer surcharging back to water companies.
  - We are asking for your patience, it will not be quick, the drainage team is small, and we still have our day-to-day work that requires attention as well as dealing with the flooding.
  - Town and parish councils for can help to expedite this by gathering information from their residents, by annotating plans and coordinating the responses to us, acting as the hub, and holding this information until we can get to you. If anything is urgent, please use the MyWilts app to report issues such as blocked gullies.

- We would also remind you to do a flood plan if you haven't got one, ensure the plan you have is updated, particularly the contacts and let us know of any changes.
- Encourage residents to sign up to the EA flood warning services as well as the Met Office or similar weather apps.

## Highways

- Dave advised they have received an additional gully tanker but are playing catch up due to the number of sites affected. Each Highway Engineer is prioritising the issues in their area and have advised senior managers they need additional resources. The landscape of south Wiltshire is full of escarpments and water runs of these into the fields and onto the roads. An additional larger JCB is being deployed, CCTV is booked, and they are working hard up to try and keep up to date.
- Dave is on his third request for additional ditching. All requests are being prioritised, if they haven't got to your community, it may be another area has a more urgent need. We are at full stretch with all staff and equipment being utilised.
- He also advised that point data is being gathered on gullies to enable the council to have an up-to-date record of any gullies currently being emptied. Gullies that are unknown are being highlighted and added separately.
- Ditches – 99% of ditches belong to the riparian owner, which being the person whose land abuts the stream. Wiltshire Council only have responsibility for ditches on land it owns.

## Environment Agency

- From October 2022 to December 2023 was the wettest 15 months on EA records since 1871. We are receiving a lot of emails saying we have never seen anything like this, and the reality being that we haven't.
- Storm Henk deposited 60% of the rain normally received in the whole of January in a 24-hour period.
- We now have very wet catchments compounded by very intense heavy storms and Wiltshire has been the most affected in the Wessex catchment, the Bristol Avon catchment is similar.
- Flooding is natural but the problem we have now is that we have modified the environment we live in, so we are the ones that have contributed to some of those problems.
- The EA is here to help, you can see by the volume of queries and inquires that people have real concerns. It is important we gather information on numbers of internal property flooding. We are aware many are concerned about their agricultural land and activities affected by this, but we need to prioritise, to try and find solutions. Unfortunately, in some cases there may be none that we are currently able to offer.
- It is important for towns and parishes to attend this meeting which allows us to disseminate and exchange information both to and from all parties, hopefully enabling communities to become more resilient.
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## Wessex Water

- Currently struggling with the very high levels of groundwater entering the system.
- Advised, town, parishes and residents should report issues to Wessex Water, they are struggling with resources currently, but they will attend. By reporting flooding to the sewer systems, you are enabling Wessex Water to have a history of what is occurring in their system which in turn allows them to plan improvements based on the information they receive.
- Customer services staff are available to speak to alongside, live chat and emails.
- Please discourage anyone you see lifting manhole covers to drain the water off the road, this will result in internal property flooding.
- The Customer Service Number along with other essential numbers are at the bottom of the notes.

## Winterbourne Stoke

- Andy advised the EA website's security certificate was not up to date making it impossible for people to access their site. It is a critical failure which takes 2 minutes to fix, and they need to fix it.

## Newton Tony

- Chris advised that the groundwater levels in 2013/14 were higher yet less rain fell. Danny advised this was because the rain fell over a longer period of time, whereas this year a lot of water fell in a very short time, causing run off.
- Michael advised ground water was a very complicated affair and it is difficult to compare flood events as the conditions change underground. Two summers of drought, all we can do is monitor how many houses were flooded or needed to use pumps.

## Donhead St Andrew

- Luckily there has been little water ingress into properties. The issue for the community is the amount of water flowing off the Downs which then runs onto the lanes turning them into fast moving streams which then end up in the river. Asking if there is anything proactive they can do to reduce the flow.
- Danny advised everything is full and the ground is saturated, so the water will flow onto the roads. The council is out cleaning grips and endeavouring to get the water off the road.
- Lynn felt landowners should be doing more and there seems to be a reluctance on their part to do anything. Danny advised that landowners are aware of the issue, and it is not in their interests to have valuable soil washed off their lands.
- Groundwater rising but not heard of any properties flooded as yet.
- Advised that the Donheads are not currently on the list for ditching, however he will look at including them on future lists.
- Lynn also advised that some of the old grips have been closed, new ones opened. Dave advised he was not aware of any being closed and we rarely

open new ones as landowner consent is required and many are not willing to give permission for water to flow onto their land.

#### West Tisbury

- Issue outside Cool's farm on the back road out of Totes Lane, where the farmer has taken it upon himself to try and sort out the flooding, but he advised the manhole is defective but unsure of where to report.
- Springs are running at the bottom of Hatch House, and need to meet with the landowner to see if a long-term solution can be found.
- Advised that she did not realise the percentage of ditches owned by landowners was as high as quoted and should we not be engaging with the farming community to see how they could assist.
- Danny advised that ruling by Lord Denning regarding ownership of ditches is used and that very few ditches belong to the council unless we have purchased it. Neither do we own the highway only enough of the soil to support the road, the remainder belonging to the landowners either side of the road.
- Issues with gullies should be reported via the MyWilts app, or ringing customer services, which will enable a reference number to be generated which she can follow up if concerned.

#### Tisbury

- Happy to report there has been no flooding in Tisbury, but the recent storm on Sunday was the worst seen in respect of flow of water, which travelled across the water meadows into the recreation ground and around the village which was quite alarming.
- Bev has videos and photographs which she will circulate to Mike and Danny.
- Various highway issues but these are being dealt with by Dave.
- Mike advised that dialogue is ongoing between the Wildlife Trust to delivering some natural flood management solutions in the Nadder Valley e.g. slowing the flow and there was a recent talk in Tisbury about this.
- Changes to the farm payments which may encourage farmers to make space for water and buffer strips is also taking place.

#### Wootton Rivers

- Issues of drain running through the village is blocked at one end, meaning the water couldn't exit the drain and caused all the drains to blow and as a result two properties flooded and unable to remain in their property.
- The gully keeps blocking, and the tanker keeps coming back but not solving the problems. It was previously suggested that a root cutter needs to be deployed, but Julian is concerned this will not solve the issue.
- Danny advised the root cutter was suggested in order for them to enable the system to use the camera and see where the roots were coming from and identify structural issues.



- Concerns the parish is not being kept updated with progress or actions that are being taken. He has a meeting with Andy Cadwallader tomorrow and hopefully these issues will be resolved.

#### Hindon

- Charlie to liaise with Charlotte re septic tanks.
- Following storm Henk significant amounts of water have gathered forming a small reservoir on the Dean. Suggestion that Coopers Metals were impacted by ingress of water.
- Luckily there have been no reports of water ingress this year as yet.
- Three properties are affected by groundwater and reliant on septic tanks which become overrun leaving them with no washing or toilet facilities. Charlie liaising with Charlotte re possible grants.
- The Dene is still raising concerns as properties abutting it have installed culverts to enable access to their homes. These culverts are all different sizes and affecting the flow particularly during storm events. Charlie believes that if the culverts are upsized it will improve the flow and reduce the flood risk.
- Advised the culverts were not the responsibility of Wiltshire Council and had been put in by individual houses, who would be responsible for the replacement.
- It was suggested the parish council could consider any Cill money should any development take place. Bridget advised that this was not likely in the foreseeable future.

#### Chilmark

- Carl expressed concerns that they had identified ditches and gullies as priority in their flood plan, but it seemed pointless if they were not going to be cleared. Dave advised that all the work is being prioritised and currently those that are identified as a hazard will be done first.
- Hindon Lane was dug out recently, but traffic keeps over running the verges and keep filling it back in. The parish have suggested it might be better to culvert the ditch as parts of it are already culverted. Dave advised we are reluctant to culvert ditches preferring to keep them free flowing. He advised Carl to put in a request via MyWilts and a discussion can be held as to the appropriate means of solving the problem.

#### Heytesbury

- Looking for an update re the road bridge as in its current state has incapacity issues due to scarring. It was understood pipework would be installed but this has not happened, and it seems ridiculous not to increase the capacity of the bridge as it is becoming dangerous.
- A nearby property has flooded, pictures have been taken requested they are sent in with accompanying information to drainage team.

#### Pitton & Farley

- The supply of electricity has been turned off as the parish no longer wished to pay the standing charges for the supply to the pumping station. Stuart concerned this may affect the ability should the pumps be required. Danny advised his preference is for diesel pumps which are less likely to fail than electricity in a flood situation.

#### Pewsey

- Pewsey has not attended the flood working group for some time. A number of properties flooded in North Street directly from the river Raven which runs directly behind them.
- The parish would like some assistance in organising a project which would be an easy win for the council. They are concerned about doing it as individuals as they are not wanting to cause the flooding to occur downstream.
- The parish are suggesting the western side of the riverbank is too low and needs to be built up which would protect about 8 properties along North Street. Contact has been made with a local landowner (Buckley Mill) on the north edge of the village about land, not used for farming which appears to be unconnected floodplain. The owner is willing to liaise with Wiltshire Council/EA about using the land to protect the village.
- Mike requested they put a plan together and he will liaise with Natural England as there had been discussions around putting more attenuation in fields around the community.

#### Pewsey.

- Julia was requested to supply drainage with information on properties flooded in Pewsey as this had not been received.
- Concerns were raised re a development in Whatley Drive which apparently has no surface water attenuation which may be contributing to the flooding.

#### Rushall

- The Bridge at Rushall flooded this January and was the worst it has every been. A nearby property was sandbagged, luckily only the garage was affected.
- Concerned work at East Chisenbury has affected Rushall. Danny advised the plans were reviewed and were confident the work would have no impact on them. The volume of water dropped by storm Henk caused flooding in places not seen before across the catchment.
- Devizes crossroads, has flood water across the road, a drain has collapsed, and the ditch has not been cleared. Dave will report back to colleagues.

#### Wilton

- Luckily, no properties flooded so far. Early deployment of the defences assisted residents.
- Pumping has been taking place in Churchill Court

- Sandbags deployed at Riverside where the river came within 5 cm of overtopping.
- Waterditchampton say flooding, the flood barriers were deployed and worked, they will remain in place until advised by the EA.
- Concerns expressed re vehicles driving through flood water, Danny advised a driver of car who drove through flood water too fast had been fined. If parishes have concerns, they should report issues to the Police.

#### Amesbury

- Workhorse Hill, drains are blocked, the road was only swept partially resulting in debris flowing down the hill and ending up in the drains. Requesting when sweeping the hill, they do the whole length. Dave was unaware of the roads in that area but advised they sweeper can only sweep kerbed roads.

#### Salisbury

- Sven advised the plan in existence is geared towards a major event which involve the statutory agencies. The event on 6/7<sup>th</sup> January was not considered major and they were unable to get any assistance from the authorities as there was no threat to life. It also took a lot of effort to get the road closed.
- The flood group managed to get some sandbags out to people requesting them. Work is being undertaken on the flood plan to ensure this does not happened again and they will test the plan, prior to approving it.
- Ashley Road flooded, but water levels were lower than in 2014 users are unsure as to why this was happening and asking if the works on the river park had affected flows.
- May need discussion with Andy Wallace who is in charge of the scheme.
- Concern re expressed about the EA flood warning system, Sven advised he received no messages and whilst they were meeting with flood wardens to discuss the flooding still no messages were received. He is concerned that the EA messaging system is not consistent which leaves communities vulnerable.
- The underpass was flooded again, as demonstrated by the canoe going through. This is a long-standing issue, and the city council are requesting something is done about it.
- Mike advised communities if the messaging is not working contact the EA as a priority.

#### Landford

- Mapping the gullies and identifying them as part of their flood plan using “what three words.” Updating their flood plan
- Serious flooding over last three storms, Glebe Lane suffers from the Blackwater flooding where a car was recently immersed in flood water.
- Beech Grange was flooded internally and requires a lot of remedial work.
- Issues with the bridge at Hamptworth Road, Lyndhurst Road junction, this has been an issue for some time.

- Landford undertaking their flood plan and hopefully should be completed soon, we are communicating with Renate re this.
- Water is flowing across the road just above the Cuckoo pub, which appears to have a ditch in need of digging out. Graham/Danny been looking at this.
- Lastly thanks to the discretionary gully tanker service, it really helps in getting on top of some of the issues.

#### Britford

- Nine properties flooded due to storm Henk in January which Michael Holm is aware of. This is the second consecutive year we have had flooding. The flood warden worked tirelessly with residents who were also out and about supporting each other.
- Phil Duffy, Chief Exec of the EA visited unexpectedly – it was not a planned visit.
- The community is recovering and hoping they don't flood again in the near future.
- Thanks also to the discretionary gully tanker which has really helped.
- Need to sort our planning for community and individual property resilience measures. A comprehensive plan is needed to reduce the risk of Britford flooding every year.  
Mike advised property resilience measures would be the principle method used in Britford. He advised surveys should be organised during the summer. There are issues on what can be done to properties that are listed.
- Jim Wrigglesworth will be coming out to talk to the flood group about maintenance issues and encouraging landowners to take this on, the EA will not undertake this work.

#### Aldbourne

- Aldbourne has had quite a time of it this winter, largely due to high groundwater as well as surface water flooding due to the storms.
- Thames Water positioned the sewage treatment plant in the middle of the village on November 24<sup>th</sup> which has been operating ever since. Had this not been done, there would have had serious flooding issues. In early January Lottage Road flooded on the low-lying northern side of the village.
- Water was flowing into the village, and groundwater was rising. There was standing water in Lottage Road until 8<sup>th</sup> February, and it was only when various gullies were cleared that the water finally drained away, so in effect the community experienced a month of standing water.
- The parish steward assisted by digging out individual gullies by hand and the remaining gullies in Lottage Road need to be cleared. These are not capable of dealing with the flow of groundwater starting at the top of Lottage Road,
- Nick witnessed the groundwater emerging from the proposed building site for 35 houses which will add another issue to what happens in the future if the situation in Lottage Road is not addressed in some way or another.

- The usual issue of drivers speeding didn't help as well as huge volumes of traffic. They cause unnecessary damage with bow waves, and it is difficult to ascertain how you find the drivers of those cars.  
The numbers of houses flooded was less than in 2014, the Post Office had to pump water out, and a couple of garages had issues, needing puddle pumps.
- Flood barriers were deployed in parts of the village again this can be contributed to drainage issues. There are pinch points that are unable to cope with excessive downpours. Looking for advice on when is the best time to send in a list of gullies that we know flood.
- Also concerns raised about the Thames Water ATAC unit as the system has not been reliable which means when it stops the sewers start surcharging resulting in the square and other parts of the village flooding.
- The 4192 which acts as a relief road for the M4 when it is closed had large volumes of surface water which subsequently froze and caused accidents. The community would appreciate if something can be done to keep the grips clear, but understand the issues raised earlier.

#### West Dean

- West Dean sits right on the Hampshire Border with the river running through the village on the Wiltshire side of the river. The Dean flooded underneath the village hall this year, luckily the generator which services the hall is off the and was not affected. This is the emergency refuge of the community when the power supply fails. This occurs frequently due to trees falling around Bentley Wood and the nature of the landscape around the village, which is why we need to keep the water from under the village hall.  
The river flowed through the village green and the houses around, luckily they didn't flood this year, although having looked at it today it appears closer.  
The footbridge flooded and was unusable on a regular basis.
- We would like to investigate if the flow of the river through the village can be improved. Currently we are working with Wiltshire Wildlife to ensure the voles are not affected and with a bit of luck we can get the river flowing faster into Hampshire.

#### Alderbury

- Luckily, we've had no issues over property flooding, but we have significant issues over potential development sites.

- The only flooding concerned one of the major footpaths which has been raised with the footpaths team.
- We are concerned that issues raised about groundwater has not been addressed during the planning process and asked our local Wiltshire Council to raise the issue but have not heard anything.
- Danny advised that groundwater is part of the planning process and included in the risk and flood risk assessment for all developments.
- The EA advised Mike this wasn't being addressed fully.
- Danny requested more detailed and the specific application number to enable us to look into what is being discussed. It may be that the applicant has not fully addressed the issue.

#### Winterbourne Stoke

- A number of properties suffering with septic tank inundation and additional properties pumping out groundwater. This is affecting council and private tenants.
- Currently unable to access the car parks due to river flooding.
- The Till Valley has a return rate of five times faster than any other UK river and is covered by 7 discrete EA warning areas. Of those 7 areas we have only received one flood alert. Properties further along the valley in Berwick St James & Stapleford did not receive any flood or groundwater warnings.
- Due to it being a winterbourne and the warning levels are set at a lower level than the normal range for a river. The issue being the warning is only issued once the level exceeds ½ a mtr above the level at which properties are affected.
- The village currently maintains is only warning system which it has done since 2013 which is more reliable than the EA.  
Michael asking for information about the flooding and rising ground water as the EA need to get their warning right. He also needs to check if the warnings were issued and if so are they at the right time.
- Andy advised they would use FORT as it is much more effective tool in reporting flooding than anything Wiltshire has. He will send Michael the details.

#### Bowerchalk

- Flash flooding on the road between Quidhampton & Church Street continues to be an issue. Mr Button doing a good job of maintaining the existing storm

drains and they are free flowing, many thanks. Still an issue during heavy rainfall when they become overwhelmed by the volume of water which then backs up. Understand there isn't an easy single solution but instead would like to look at a combination of smaller contributing improvements focussed on slowing the flow thereby giving the drains a better chance of coping during heavy rain.

- The adjoining landowner has agreed to help but we need to pull together information on flow pathways and existing drain locations, especially the underground routes/outflows so we can form a rounded solution.
- Can Wiltshire Council help with this?

#### Quidhampton

- No river flooding issues because we're two metres above the river. Ken would support the comments made by Sven about flood warnings. He has only received one which was last week.
- The rivers are behaving differently and here in Quidhampton we are on the confluence of the Nadda and the Wyllye. The Wyllye has remained high due to groundwater and looking upstream to Tisbury, what occurs there is reflected in Quidhampton 24 hrs later. The difference is the speed it in which it rises. Ken suggest the EA need to amend their warnings once the Wyllye is full.
- Issues regarding run off will be passed to Wiltshire Council.

#### North Newton

- We have two areas that flood within the parish, one is when **the "Bottle" does he mean the Avon**, at the bottom of the village which inundates the road.
- Concerningly when this happens raw sewage comes out of the drains and go into the river. Wessex Water are aware of this issues. The parish are concerned this will continue to occur until the forthcoming sewage works are completed.
- The second site where flooding is occurring is out towards Hillcott and we are currently waiting for Wiltshire to come and clean a drain. This is caused by water running of the fields and onto one side of the road.
- The parish is proactive and created a group called Flood Busters which consists of parish councillors and residents. To this end we endeavour to clean out our grips and gullies ourselves otherwise we would still be waiting for Wiltshire to get to us, and we have noted this has an effect on reducing the flooding. Our concerns are when Wiltshire come to clear the gullies they leave debris next to the drain which then washes straight back in when we have rain.

#### Sutton Veny

- Similar issues to those experienced by the Donheads and Wootton Rivers, the community being along the valley floor and water coming off the fields into the High Street, which in turn leads down to Duck Street which slopes down by approx. 3 ft at the end.
- 11 drains are blocked along the high street, and these regularly block throughout the year and in the last 12 months has caused at least 6 properties to flood.
- We would also like to be updated on how best to raise this issue as we feel an individual point of contact would be best. Information re this issue accompanies these notes.

#### Swallowcliffe

- Our flooding problems are concentrated on the road, not only due to the severe weather we are all experiencing but also due to lack of maintenance. We understand that both Danny & Dave are doing the best they can, but we would like the lack of maintenance escalated upwards as we appear to be building up more issues for the future.
- Relatively minor issues are becoming worse, we have approx. 100mtrs of road, with water coming out of the culverts which then feed into the main watercourse through the village and on into the Nadder. We would like the ditch to be cleared asap, a partial clearance was carried out last September, which has had little effect. Dave very kindly sent a crew out, but we really need more input into maintenance.
- Danny advised the parish should talk to the Area Highway Engineer to discuss if any additional resources can be allocated. He is unsure if they will be able to assist currently due to the sheer volume of work they have currently and resources available. Property flooding and/or standing water on a high-speed road are the priority currently.
- The parish appreciates the issues currently but are concerned that items reported are being closed within 24hrs and there is no feedback to pass to the people who are reporting the issues.
- Dave advised the parish are able to make use of the discretionary gully tanker service which all the parish clerks are aware of. Details attached to this meeting notes.
- Reiterating what was discussed earlier, all reports are being prioritised according to need, the highest being internal property flooding and standing water on a high-speed road currently. If they are not coming in under that category they are being shut down. We have and still are receiving huge



volumes of reports and would ask that town and parishes ensure that only priority gullies are reported which are those mentioned above.

- Issues relating to highway flooding must be reported via the MyWilts App, and logged onto the system and will be allocated according to those priorities mentioned above.
- Concerns regarding the main watercourse, David is asking for details and locations to be emailed to him and he will add it to his programme if he is able.

#### Sedgehill & Semley

- Still experiencing surface water running down the high-speed A-350 from Hart Hill towards the Network Rail Railway bridge which is causing ponding on the A-350. This issue is a historical one.
- Surface water issues on Station Road have been alleviated, by jetting and clearance which we appreciate.
- We had thought an engineer from Atkins was going to look at the site and a visit arranged, unsure if this has been done, or has this been deferred to the recent weather. Update would be grateful.
- Blocked gully on the road between Church Green & Barkers Hill, the runoff is starting to erode the verge. Concerned this will create bigger issues. This has been reported on the MYWilts.

Danny advised that an engineer had been allocated for the site, but left, we are currently in the process of recruiting additional staff.

#### Teffont

- Following an intense rainfall event, a flood mitigation group was set up in the village which has touched base with Danny and Michael. Our issues we feel are very solvable more so than others we have heard today and are still awaiting a response to our letter to Michael.
- Also, the local landowners will not engage unless we have some authority behind us would it be possible for the EA to write a letter agreeing with our proposals that can be presented to them and that Alex will be helping with this.
- Michael advised that he and Danny have drafted some positions and recommendations you have put forward and apologies for not responding sooner. He will respond but there will be a delay due to the huge numbers of emails he has received.

## Fonthill Gifford

- Primary issue of water running from fields, woods onto roads and our thanks for all that you are doing.

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## Laverstock

- Any news on the Laverstock Mill Road Scheme update appreciated.

## Downton

- Thank you for the proposed gully tanker cleaning services and support from Wiltshire Council.
- We have the same issues as other parishes, blocked gullies, flooding on roads, bubbling sewage from inadequate pipes. But we have updated our flood plan, have active flood wardens are being proactive. We are looking forward to the gully improvements.
- Responses to Chat
- **Can parish clerks be sent a map of all the ditches owned by Wiltshire Council within their parish.**
- No – we can only do specific areas. If you have any specific areas as part of your flood plan or as part of your writing to landowners to maintain their ditches, you can email me and I will endeavour to assist [renate.malton@wiltshire.gov.uk](mailto:renate.malton@wiltshire.gov.uk)
- **Is there a representative from FORT in attendance.**
- FORT was developed by Dorset County Council, in conjunction with the EA and counties within the Wessex area, of which Wiltshire was one. Following its development and use a charge is made for other counties to use the system. Wiltshire declined, preferring to use its own system for flood reporting MyWilts. Currently the EA are looking at a countrywide system of flood reporting based on the FORT system.

Indy Shuttleworth WSPC (Guest) Wednesday 10:34

Message for EA rep: Please see: <https://winterbournestokepc.org.uk/notices/tilshead-borehole-levels-sunday-18th-february/>



### Tilshead Borehole Levels: Sunday 18th February ...

A post on Winterbourne Stoke Parish Council provided by:  
<https://winterbournestokepc.org.uk>

[winterbournestokepc.org.uk](https://winterbournestokepc.org.uk)

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- Steve Malpass advised he will be liaising with Michael Holm and be contacting those communities affected by flooding from the river.

## A.O.B

- Thank you to all the people who attended and waited patiently for a response.

- Information on the chat has been incorporated into the notes of the meeting and should advise that these notes to act as a guide to discussions during the meeting and are not verbatim minutes.
- Attached with these minutes are contact details of statutory agencies and websites as requested.

Reminder to ensure your flood/emergency plans are up to date along with contact details in the event we need to contact you in a weather emergency.

Town & parishes to complete A.O. maps regarding flood information	Town & Parish Councils
Update flood plans, or draw up new ones and report any changes	Town & Parish Councils/Renate Malton
Town and parishes to ask residents to report flooding of sewage to Wessex Water	Wessex Water
Essential numbers at end of Notes and link to gullies maps current	Renate
Septic Tanks Hindon	Charlie/Charlotte
Issue concerning gullies to be reported via the MyWilts app	Trudy
Video and photographs to be emailed to EA and Drainage	Bev/EA/Drainage
Report ditches in need of work	Lynn/Dave
Updates and information on actions being undertaken regarding the blocked drains	Julian/Andy/OFWG
Liaison re grants for septic tanks	Charlie/Charlotte
MyWilts request to be made to culvert ditch in Hindon Lane	Carl/Dave
Capacity issue re road bridge	Heytesbury/Drainage/Structure
Information re flooded property to drainage team	Heytesbury/Drainage
Advised Parish council to put plan together and email Mike with detail and he will liaise with Natural England	Pewsey/Mike/Natural England
Information on property flooding in Pewsey	Pewsey/Nicola/drainage
Devizes crossroads flooding/ditch/drain	Rushall/Dave/
Where drivers are going through flood water too fast, towns and parishes advised to contact police	Towns & Parishes
Review of flood plan for Salisbury City	Sven/flood group/city Council/EA/Renate/Lisa
Liaison to take place re flooding of underpass	Wilts/City Council/EA/Highways England
Discussion re river park scheme affecting flooding	Sven/Mike/Andy Wallace
	City Council/EA
Issues with the bridge at Hamptworth Road, Lyndhurst Road junction	

Water flowing across the road by Cuckoo pub? ditch in need of digging out.	Graham/Danny
Landford flood emergency plan to complete	Estelle/Renate
Discussion with flood group about maintenance issues and encouraging landowners to take this on,	Jim Wrigglesworth/Britford Flood Group/Landowners
Community flood planning and property resilience measures need to be undertaken	EA/Britford
Remaining gullies to be cleared in Lottage Road	Aldbourn/Martin Cook
Concerns raised about groundwater rising from proposed housing development site	Aldbourn/Drainage/planning
Advice needed on best time to get gullies cleared	Aldbourn/Martin Cook
Concerns about reliability of ATAC unit	Thames Water/Aldbourn
Grips need to be kept clear on 4192 relief road for M4, keeping water off the road and reducing the risk of ice	Martin Cook/Aldbourn
To improve the flow of the Dene through the village	Wiltshire Wildlife/West Dean
Flooding of major Footpath	Wilts Council Footpath/Alderbury
Details of proposed planning application and concerns re groundwater	Alderbury/Danny/Stella
Investigation to improve the flow of the river passing through the village	West Dean PC/Wiltshire Wildlife
Concerns to be passed to Michael re the lack of flood warning for the community and surrounding areas and the levels the warnings are set.	Winterbourne Stoke/EA
Winterbourne Stoke will continue to use its own warning system due to local knowledge	Winterbourne Stoke
Winterbourne Stoke will continue to report issues of flooding via the EA Fort system.	Winterbourne Stoke/Renate
Issues and locations regarding the watercourse running through the High Street to be emailed to Dave with accompanying video	Swallowcliffe, Dave Button
A350 from Hart Hill towards the Network Rail Railway bridge awaiting resource	Sedgehill & Semley
Update on the Laverstock Mill Road Scheme requested	Cllr Mclellan/Danny
Assistance in slowing the flow through to enable existing drainage to cope with heavy rainfall.	Bowerchalk/Wilts Council/landowner

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

**A pause for breath after a busy July, followed by preparation for a very busy September.**

Recce & Preparation for Clearance of Overgrown Arn Hill Recreation Ground (Warminster)	
Assistance to Longleat on Asset Survey (Gates)	Assistance to Longleat on Woodland Mowing/Clearance Plan
Procuring Replacement Field & Brush Mower	Recce & Prep for New Pedestrian Gates @ Horningsham
Prep & Liaison with Golf Club to Replace Commemorative Seat Beside WARM26	Preparation of Letters to owners of Overgrown Hedges for Warminster Town Council
Mowing at Warminster	Procuring Destination Signs for MoD on the Plain
Recce & Preparation for Stourhead Signing Day	Stocktaking Materials
Ordering & Taking Delivery of Destination Signs for Warminster Town Council	Preparation for waymarking Permissive Paths for Longleat Estate
Advice to Horningsham Parish Council	Recce of an Upton Scudamore Bridleway to answer a query on clearance.
Tool Maintenance	Recce & Prep for Stockton 2 Signing Day

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 for August but much preparation for September
Financial Year	126	551	677	

Kind Regards,

Nigel

Nigel D Linge,

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

## **Proposal for Sustainable Warminster Energy Advice Cafés**

Warminster Town Council (TC) website contains an active Climate Strategy Working Group made up of councillors and others. The website states that it is committed to working in partnership with local businesses and the community with the aim of achieving carbon net zero by 2030. See: (<https://warminster-tc.gov.uk/council/climate-change/> )

As an active local community action group, Sustainable Warminster (SW) has taken steps to provide up-to-date information to the local community to help reduce energy usage in our homes. This will take the form of five Energy Advice Café events to be held from October 24 to March 25. The five separate events are being held to maximise the number of local residents reached.

We would like the Town Council to provide support for this activity in the form of free room rental and financial support. We understand that the TC's Climate Fund now stands at around £22K and we would like to invite the Council to fund our Energy Advice Café Events. This event could be a part of the Council's Climate Strategy with Council logos on the PR materials. We would like to invite councillors to attend these events and meet local residents in need of energy bill support and advice on how to make their homes warmer and healthier.

We estimate that each café will cost about £600. These costs cover organised art activities, printing of advertising flyers/ banners and provision of refreshments.

We would also like to provide low energy/energy saving supplies such as LED light bulbs, hot water cylinder jackets, window film, radiator reflector panels to distribute to those in most need. We would also appreciate additional financial support to purchase some of these for each café.

### **BACKGROUND**

Under the mentorship of the Centre for Sustainable Energy (CSE), two members of Sustainable Warminster undertook an online training course to understand more about energy saving and retrofitting energy saving measures. This qualification has inspired them to pass on what they know to the local community. The plan is now to invite local residents to regular Energy Advice Cafes where residents will be able to access a wide range of information and support to make their homes more energy efficient.

### **Five Energy advice cafés**

- **DATES (2:00 pm to 4:30 pm) 26 Oct, 23 Nov, 25 Jan, 22 Feb, 29 March**

### **OUTLINE**

- Offer energy saving ideas and advice on financial help available to those in need
- Invite expert CSE advisors/Warm and Safe Wiltshire/Wiltshire Wildlife Community Energy to assist at some events
- Invite local Green Energy/Retrofit installers/ suppliers to have stalls
- Provide expert talks (solar installation, heat pumps, draught proofing, ventilation)
- Involve local medical teams to talk about how energy poverty is linked to poor health
- Involve local groups with contacts for those in need e.g. Food Bank, Open Door/Chat Cafes
- Children's craft activities related to energy saving

- Cakes and refreshment, quiz and raffle/competition

§	Details	Cost per print run	Number of items/ocassions	Total (£)	Running total (£)
Printing	<i>Print 2000 versions of 5 information flyers from CSE website Plus large sized A1 posters PLUS some guidance banners</i>				
	Print 4 large information posters in A1 glossy	12.55	4	50.20	50.20
	10 x 100 A5 information flyers (fro Instaprint online printers) (£27.73 per 100 print run)	273.3	5	1366.50	1416.70
	Zone banners (AO size - A0 poster size - 841mm x 1189mm	15.25	4	61.00	1477.70
	MAKE A SELFIE FRAME RELATED TO ENERGY SAVING	30	1	30.00	1507.70
	<b>PRINTING TOTALS</b>			<b>1507.70</b>	
ART AND CRAFT MATERIALS	Scrap store /visiting artist	200	5	1000.00	2507.70
	materials	50	5	250.00	2757.70
	miscellaneous	30	5	150.00	2907.70
	<b>ART AND CRAFT TOTALS</b>			<b>1400.00</b>	
Refreshments	Cakes	250	5	1250.00	4157.70
	Drinks	100	5	500.00	4657.70



	REFRESHMENTS TOTALS			<b>1750.00</b>	
<b>Civic centre</b>	Arn and Copheap room hire 1:pm to 5pm (£42/hrx 4 hours) = £168	£168	5	840.00	
	Kitchen (partial usage/session)	£37.50	5	187.50	
			<b>Total Hall and Kitchen hire</b>	<b>1027.50</b>	
<b>Energy reduction equipment</b>	Purchase of draught excluders, light-bulbs, hot-water bottles etc. For each café	£100	5	<b>£500</b>	
			<b>TOTAL ESTIMATE</b>		<b>6185.20</b>

## Minutes

### CCTV Sub-Committee

**Tuesday 12<sup>th</sup> March 2024 at 11.30am**  
**Held at Warminster Civic Centre, Arn Room**

#### Membership:

Cllr Davis Wiltshire Council (Warminster)	*	Sgt Gareth Kenniford Warminster Garrison	AB
Wiltshire Police – PC Fairley	*	Cllr Fraser Warminster Town Council	*
Cllr Matt Dean Wiltshire Council (Westbury)	A	Cllr Allensby Warminster Town Council	*
Cllr Sheila Kimmins Westbury Town Council	A	Mark Chalmers - CCTV Manager Warminster Town Council	*
Dave Deacon Local Business	*	Tom Dommett Town Clerk Warminster Town Council	*
Peter Sammons West Wilts Trading Estate	A	Stuart Legg Warminster Town Council	*
Deborah Urch Westbury Town Clerk	A		

**Key:** \* Present    A Apologies    AB Absent

**In Attendance:** PC Geogina Russell, Andrew Thomas - External Services Team Leader Westbury Town Council deputising for Deborah Urch.

**TV/23/027**    **Apologies for absence**

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

**TV/23/028**    **Minutes**

TV/23/028.1 The minutes of the meeting held on 12<sup>th</sup> December 2023 were adopted.

TV/23/028.2 There were no matters arising from the minutes of the meeting held on 12<sup>th</sup> December 2023.

**TV/23/029**    **CCTV Manager's Report**

TV/23/029.1. Mark Chalmers spoke to the CCTV Manager's report and answered questions.

TV/23/029.2. None

Signed

Date

**TV/23/030 Partner Feedback**

Andrew Thomas reported that Westbury Town Council were very pleased that the new system was working well. Mark Chalmers reported that following a request from Deborah Urch he was now sending a monthly report on Westbury incidents to Westbury Town Council with a much detail as can be disclosed. Deborah had commented that it would be nice to hear the outcome of cases that get to court. This had been a longstanding hope of all the committee members to know the end results but unfortunately it is not realistic to expect it.

Peter Sammons had spoken to Mark Chalmers earlier today and was very happy with the system. There had been an issue with car racing.

Tom Dommatt reported that Warminster Town Council had agreed to install a new CCTV camera in the Lake Pleasure Ground set cover the Café and putting green area. Selwood Housing had approached Warminster Town Council about the CCTV partnership monitoring cameras on the Westleigh Estate but had later decided to monitor the cameras themselves.

**TV/23/031 Accounts**

The accounts for the year-to-date 31<sup>st</sup> January 2024 were **noted**.

**TV/23/032 CCTV Staff Restructure**

Tom Dommatt provided an update on the current position regarding the CCTV staff restructure. This had been approved by Warminster Town Council's HR Committee and was going ahead. Feedback from staff involved had been positive and understanding.

**TV/23/033 Any Other Business**

None

**Date of next Meeting - Tuesday 25<sup>th</sup> June 2024 at 11.30am in the Arn Room.**

**Meeting closed at 12.02pm.**

Signed

Date