

15th June 2020

AGENDA

Dear Councillor

You are summoned to the:

Meeting of Warminster Town Council
on Monday 22nd June 2020 at 7pm
to be held online

Membership:

Cllr Batchelor (Broadway)	Cllr Macfarlane (West)
Cllr Brett (East)	Cllr Nicklin (West)
Cllr Davis (East)	Cllr Pitcher (Broadway)
Cllr Doyle (East)	Cllr Ridout (West)
Cllr Fraser (West)	Cllr Robbins (East) Chairman of the Council and Mayor
Cllr Fryer (Broadway)	Cllr Spender (Broadway)
Cllr Jeffries (Copheap) Vice Chairman of the Council and Deputy Mayor	

Normally, the Council would meet in person and provide an opportunity for members of the public to attend. However, during the current emergency, this is not possible, and the Government have put in place Regulations that allow 'Virtual' committees to be convened and held to conduct local authority business.

The Council has adopted appropriate procedures to ensure the smooth administration of such virtual meetings.

If you wish to attend the meeting and contribute in public participation please contact admin@warminster-tc.gov.uk at least a day prior to the meeting to enable this to be facilitated. If you wish to view the meeting please see the link on the Warminster Town Council Website www.warminster-tc.gov.uk in the meetings diary.

Yours sincerely



Fiona Fox BA (Hons) MCIPD FSLCC
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 at a later date) as a correct record, the minutes of the Full Council meeting held on Monday 18th May 2020; 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 Full Council meeting held on Monday 18th May 2020.

4. **Chairman's Announcements**

4.1 Announcements.

4.2 Mayoral Engagements: None due to Covid 19 situation **Members to note.**

5. **Correspondence Circulated**

Members to note the list of all correspondence circulated since the last meeting. (attached).

6. **Questions**

To receive questions from members of the council submitted in advance to the Clerk.

***Standing Orders will be suspended
to allow for public participation.***

7. **Public Participation**

To enable members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda and to receive any petitions and deputations. The Mayor will read any statements submitted

***Standing Orders will be reinstated
following public participation.***

8. **Reports from Unitary Authority Members**

To note any written reports provided which are relevant to the Full Council.

9. **Proceedings of Committee**

To receive minutes with recommendations from Committees, already circulated, and to consider any questions arising from them.

9.1 **Planning Advisory Committee** meeting held on 11th May 2020; questions to Cllr Nicklin, Chairman of the committee.

9.2 **Town Development Committee** meeting held on 17th February 2020; questions to Cllr Macfarlane, Chairman of the committee.

9.3 **Devolved Services and Assets Committee** held on 3rd February 2020; questions to Cllr Fraser, Chairman of the committee.

10. Working Groups

To appoint members to working groups.

10.1 To determine membership of working groups that report to Full Council: Climate Change, Paddling Pool and Service Devolution. **(attached)**

10.2 To determine membership of working groups that are normally appointed at the relevant committee meeting but due to the exceptional circumstances, may be appointed at this meeting. Finance, NPRWG, CCTV and Flood **(attached)**

11. Appointments to Outside Bodies

Members to resolve on appointments to outside bodies (attached) and to agree on report back to council by,

a) a brief written report to be submitted to the clerk for inclusion with the agenda,

or b) to confirm that apologies were sent to the respective meeting.

12. Assets

Members to Note an inventory of the council's land and other assets including buildings and office equipment **(attached)**.

13. Council's Annual Subscriptions

At the last meeting, members raised concerns about the paying of personal professional fees and requested that the two items be deferred whilst further investigations were undertaken. **(attached)**. **For Members to approve.**

Subscription	Amount per annum
Society of Local Council Clerks 20/21 Fellow	368.00
Society of Local Council Clerks 20/21 Full	254.00

14. Calendar of Meetings

The members to amend the calendar of meetings to include a meeting of Full Council on 20th July and a meeting of Finance and Audit on 3rd August.

15. Communications

The members to decide on items requiring a press release and **to nominate** a speaker for any item on the agenda if required.

The next meeting of Full Council will be on Monday 20th July 2020.

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

