

MINUTES
of the
Full Council
held on Monday 19th March 2018 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Committee membership:

Cllr Batchelor (Broadway)	*	Cllr Macfarlane (West)	*
Cllr Brett (East)	*	Cllr Nicklin, Vice Chairman of Council and Deputy Mayor (West)	*
Cllr Davis (East)	*	Cllr Pitcher (Broadway)	A
Cllr Fraser (West)	*	Cllr Ridout (West)	*
Cllr Fryer, Chairman of Council and Mayor (Broadway)	*	Cllr Robbins (East)	A
Cllr Jeffries (Copheap)	*		
Cllr Jolley (Broadway)	A		

Key: * Present A Apologies AB Absent

In attendance:

Officers: Fiona Fox and Judith Halls

Wiltshire Police: 0

Public and press: 0 members of the public, 0 members of the press

FC/17/088 Apologies for Absence
Apologies were received and accepted from Councillors Jolley, Pitcher and Robbins.

FC/17/089 Declarations of Interest
None.

FC/17/090 Minutes
FC/17/090.1 The minutes of the Full Council meeting held on Monday 22nd January 2018 were approved as a true record and signed by the chairman.

FC/17/090.2 The Town Clerk advised the members that the boats would arrive in good time for the Spring in the Park launch.
The Warminster Town Council precept had been received by Wiltshire Council and residents had recently received their Council Tax bills.

FC/17/091 **Mayor's Announcements**

FC/17/091.1 Councillor Fryer advised the members that Councillor Macdonald had resigned as a Town Councillor. The Clerk was asked to write a letter to Mr Macdonald thanking him for his work on the Council.

FC/17/091.2 Noted.

FC/17/092 **Questions**

None.

FC/17/093 **To Authorise the Sealing of Documents**

Members approved the signing of the form of receipt and indemnity for the legacy of £1,000, left to the Warminster Civic Trust (registered charity 265408) by Nora Louise McMinn deceased.

FC/17/094 **Public Participation**

None.

FC/17/095 **Correspondence Circulated**

Noted.

FC/17/096 **Reports from Unitary Authority Members and Police**

FC/17/096.1 There were no reports from the unitary members.

FC/17/096.2 The Police report that had been previously circulated was Noted.

FC/17/097 **Proceedings of Committee**

The minutes of the following meetings **were adopted**:

Planning Advisory Committee: 11th December 2017, 29th January and 12th February 2018

Finance and Assets Committee: 8th January 2018

Town Development Committee: 4th December 2017

FC/17/098 **Mayor and Deputy Mayor Elect 2018/2019**

Councillor Fryer proposed Councillor Nicklin as Mayor elect for the municipal year 2018/2019. Seconded Councillor Ridout, voting unanimous in favour.

Councillor Ridout proposed Councillor Jeffries as Deputy Mayor elect for the municipal year 2018/2019. Seconded Councillor Fraser, voting unanimous in favour.

FC/17/099 Civic Handbook

Councillor Nicklin proposed acceptance of the production of a Civic Handbook based on the model handbook used by the National Association of Civic Officers. Seconded Councillor Fraser, voting unanimous in favour.

Councillors Nicklin and Fraser both volunteered to be on the working party with the Town Clerk to draft the handbook.

FC/17/100 Communications

Members requested press releases be issued regarding the resignation of Councillor Macdonald and thanking him for his work with the Council, and the bequest from Nora Louise McMinn.

Councillor Nicklin would be the spokesperson.

Meeting closed at 7.20pm