



# TIDWORTH TOWN COUNCIL JUNE 2025

Minutes of the Annual Town Council meeting held on Tuesday 3<sup>rd</sup> June 2025 at Tidworth Civic Centre, Wylve Road at 7pm.

<b>Attended</b> Cllr's C Webb (CW) in the chair, H Jones (HJ) C Danso (CD), P Hedge (PH), D Kofitia (DK), A Edwards (AE), C Daborn (CDB), S Musk  C Lovell Town Clerk (CL) WO1 Tomlinson Cllr Allen – Tidworth North and West Cllr Lumsden -Wiltshire Tidworth East/Ludgershall West R Mason, D Ahern, F Galvin		<b>25/075 1. Consideration of Apologies for Absence</b> Cllr Flower Tina Edwards Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted. Cllr Anim
Item	Agenda Item	Action by
25/076	<b>2. Declaration of Interest</b> (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations). <b>Cllr Webb item 9 Co-options</b>	
25/077	<b>3. Public Questions:</b> WO1 Tomlinson had no major issues to report. F Galvin asked when the grass at the Mortuary Chapel will be cut as there is going to be an internment. PH confirmed that this was already in hand.	
25/078	<b>4. Minutes of Previous Meeting:</b> Minutes of the Town Council meeting held on 6 <sup>th</sup> May 2025 had been circulated. <b>PH proposed that they were a true and accurate record, seconded by HJ carried.</b> Matters arising – The Local Highways and Footpath Improvement Group (LHFIG) meeting is to be held on 4 <sup>th</sup> June 2025 not 11 <sup>th</sup> June 2025	
25/079	<b>5. Wiltshire Councillors Report</b> Cllr Allen has been elected as Chair of LHFIG and Cllr Lumsden Chair of Area Board. Both had attended TTC's Litter Pick and were thanked. Cllr Allen has been out and about noting potholes and other highways issues. There has been a successful graffiti project in Melksham and Wiltshire Council are looking to roll it out over the county.	

	<p>He asked about the 'Cost Cutter' building on Sidbury Circular. CL will put him in touch with DIO.</p> <p>Cllr Lumsden has been corresponding with a resident regarding car parking on Wylle Road during school pick up and drop off.</p> <p>Despite parking being available at the Civic Centre people are choosing not to utilise it.</p> <p>He raised the issue of the Co-Port Planning application, TTC are currently collating comments and will respond accordingly.</p>	
25/080	<p><b>6. Mayors Report</b></p> <p>CW reported the following:</p> <p>The previous week herself, CL, HJ and PH had attended a meeting with Neilcott to discuss outstanding issues and the retention of £93,000. In the interim there have been major problems with the drains, the reports are being looked at to be able to determine who is responsible.</p> <p>On 21<sup>st</sup> May Members of Westbury Town Council visit the Civic Centre, they are embarking on a project themselves and wanted to look at options available to them.</p> <p>The Litter pick on 31<sup>st</sup> May had not been as well attended as previously, it is though this may be because it was half term. However, 33 bags of rubbish were collected and she thanked all who attended especially the Nepalese community.</p> <p>The Church have received no applications for the vacancy of a Vicar. They will readvertise in November 2025.</p>	
25/081	<p><b>7. Committee Reports</b></p> <p><b>Community Services</b> PH reported on a meeting held on 13<sup>th</sup> May 2025, minutes had been circulated. <b>PH proposed that they were a true and accurate record, seconded by HJ carried.</b></p> <p>PH had been elected as Chair of the committee.</p> <p>PH and HJ will represent the committee at Projects.</p> <p><b>Facilities/Civic Centre</b></p> <p><b>HJ proposed to pay up to £8 monthly for a contract sim, to be installed into the FM mobile phone, already purchased. Seconded by PH, carried.</b></p> <p>AN provided a draft Fire Responsibilities document for the Councils input. OF offered her help with this. Fire Drill will be carried out urgently.</p> <p>All Councillors, TTC Staff and Café Staff are required to sign with immediate effect.</p> <p>Cushions for Outdoor seating. AN provide a cost for external waterproof cushions for the patio bench seats. <b>PH proposed to pay £600 for 12 cushions, HJ seconded, all agreed with one abstention.</b></p> <p><b>PH proposed an external container be sought to store the brollies and cushions on the patio areas, seconded by HJ, all agreed with one abstention.</b></p> <p><b>Shelving for Cllr Photos – DK proposed to pay MLB £176.94 to provide shelving, seconded by SM, carried.</b></p> <p><b>PH proposed to pay up to £500 for additional soundboards from Amazon for the upper sections of boards in Perham A &amp; B. Seconded by AE and carried.</b></p>	



Much discussion took place regarding a mini playpark for young children on the grass near the patio, more research will be done.

**Grounds Maintenance – No issues raised.**

**Wiltshire Council - Local Highways & Footpaths Improvement Group (LHFIG)**

Requests for the Parish Steward – Next Visit 16 & 17 June 2025

Skatepark Barrier – Complete.

**Playparks** -Elite Playpark Quarterly Inspections took place early May 2025

**Defibrillator** HJ proposed the purchase of a defibrillator for the Spar on Pennings Road up to the value of £2k, seconded by AE, and carried.

**SM proposed to pay AJK £225.65 + Vat for the installation of the Spar defibrillator, seconded by PH, and carried.**

**Community Engagement** CDB reported on a meeting held on 20<sup>th</sup> May 2025, minutes had been circulated and taken as read. There were no questions. **CDB proposed that they were a true and accurate record, seconded by HJ carried.**

CDB had been elected as Chair of the committee.

CDB will represent the committee at Projects.

**VE Day – Thursday 8th May 2025** -Feedback from the event discussed. Cllrs agreed that the event was beautifully decorated, and the Piper was fantastic.

**Litter Pick – 31st May 2025 10am – 12pm** - Rubbish Collection booked through IdVerde which will be asap after the event. CB has sent email invitations.

**CW proposed a budget of up to £30 given for biscuits, seconded by PH, carried.**

**Tidworth Town Festival & Skatepark Jan – 26th July 12pm-10pm.**

Plans are coming along well.

**Mortuary Chapel Open Day 20th September 2pm-4pm**

**CW proposed that £300 budget to be set for 6 cakes from Waitrose as well as tea's and coffees. Seconded by CDB, carried**

CB has confirmed flowers are booked through Katie Wright at Love the Flower Boutique.

**Halloween 2025 Sat 25th October 3pm-5pm** - Mad Pete Children's entertainer booked for 3pm.

CB to order craft items for a craft table (budget agreed in April's meeting 25/076E)

**Remembrance – 9th Nov 2025 10.30am** -N Read Photography confirmed. Military March through the town is being investigated as would involve the closure of the roundabout.

CB to look into costs for Poppies onto lampposts on station road as well as soldier silhouettes.

**Christmas Fair 6th Dec** - 10am – 11am SEND time for Father Christmas.

11am – 3pm Christmas Fair

CB has received some quotes for Father Christmas, still waiting for more to come back. CB to look quotes for a Father Christmas Costume

Rosy Cheeks face painting booked 2 artists 11am-3pm.

**Corporate Passes** -Update given to the Cllrs in regards to the set-up of the passes. 4 Kingdoms is set-up. Very popular during half term.

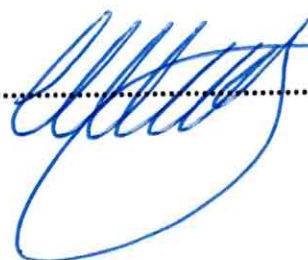
	<p><b>Community Projects</b> PH reported on a meeting held on 27<sup>th</sup> May 2025, minutes had been circulated and taken as read. There were no questions. <b>CDB proposed that they were a true and accurate record, seconded by HJ carried.</b></p> <p>PH had been elected as Chair of the committee.</p> <p><b>Civic Centre</b></p> <p>Update End of Aftercare/Retention - Minutes from the meeting held with Neilcott, TTC, PCC and Tim Goodman (TG) had been circulated.</p> <p>All matters raised are in hand.</p> <p>TTC still holds the retention of £93,000.</p> <p>Drains - There has been ongoing issues with the drains.</p> <p>An investigation has now been carried out and a report submitted.</p> <p>TG is liaising with James Liston and is also in contact with the Clerk of Works from the project to ascertain the next actions to be taken.</p> <p>External Storage -Draft drawings had been received and circulated.</p> <p>The members are happy with the proposed design.</p> <p>A quote for additional architect/QS fees had been received.</p> <p><b>PH proposed that TTC pay Ridge the additional fees of £1750.00 plus VAT, seconded by HJ, carried.</b></p> <p><b>Allotments/Humber Lane Field</b> - CW will follow up with Wiltshire Planning regarding the requirements for the Area of Natural Greenery (ANG).</p> <p>Town Clerk will follow up from previous advice received about the installation of the allotments and speak to contractors to get quotes.</p> <p><b>Leadership</b> HJ reported on a meeting held on 27<sup>th</sup> May 2025, minutes had been circulated and taken as read. There were no questions. <b>CDB proposed that they were a true and accurate record, seconded by PH carried.</b></p> <p><b>Insurance</b> – The Town Clerk confirmed that the insurance had been re-newed at a cost of £7861.48.</p> <p><b>Internal Audit 2024/25</b> – The Internal Audit had been completed and a copy of the report circulated. No actions required.</p> <p><b><i>Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items were closed to the public due to its confidential nature</i></b></p> <ul style="list-style-type: none"> <li>• Hire Fees</li> <li>• Café</li> <li>• Facilities Management</li> </ul> <p><b>Proposed by CW, seconded by AE, carried.</b></p>	
25/082	<p><b>8. Co-Options</b></p> <p>Three applications had been received.</p> <p>Two were in attendance, it was agreed that the third application would be deferred until the next meeting.</p> <p>Both D Ahern and R Mason addressed the council as to why they would like to join the council and what they thought they could bring to the table.</p> <p>All members of the public left the room so that a vote could take place.</p> <p>AE suggested that the new members are allocated to Tidworth East/Ludgershall West (which covers Perham Down) as there is little representation on this ward, all were in agreement.</p>	



	<p><b>PH proposed that D Ahern is co-opted onto TTC seconded by SM, carried.</b></p> <p><b>CDB proposed that R Mason is co-opted onto TTC seconded by HJ, 1 abstention, carried.</b></p>	
25/083	<p><b>9. S137 Requests</b></p> <p>None received.</p>	
25/084 A	<p><b>10. AGAR (Annual Governance and Accountability Return)</b></p> <p>Resolution to adopt the Annual Governance Statement 2024/25 in the Annual Return – this had been circulated.</p> <p><b>HJ proposed to approve the Annual Governance Statement 2024/25, seconded by PH, carried.</b></p> <p>The Chair and Clerk signed the AGAR.</p>	
25/084 B	<p>Resolution to adopt the Accounting Statement 2024/25 in the Annual Return – this had been circulated.</p> <p><b>HJ proposed to approve the Accounting Statement 2024/25, seconded by PH, carried.</b></p> <p>The Chair and Town Clerk (RFO) signed the AGAR.</p>	
25/085	<p><b>11. Correspondence and Updates</b></p> <p>The monthly Police Report had been circulated.</p> <p>CL advised that she is in talks with the Foodbank and it is hoped that the Civic Centre will be an issue point for vouchers.</p>	
25/086	<p><b>12. Bills for Payment</b></p> <p>Bills for payment totalling £101,493.32 had been circulated. <b>CW proposed Bills for Payment totalling £101,493.32 be paid, seconded by HJ carried.</b></p>	
25/087	<p><b>13. Date of next meeting</b></p> <p>1<sup>st</sup> July 2025</p>	<p>Agenda items to be submitted to the Clerk 7 days before the meeting</p>

There being no further business to discuss the meeting was closed at 8.50pm.

Agreed as a true record.....



C Webb, Chair

1/07/25

