

**Salisbury City Council**

The Guildhall  
Market Place  
Salisbury  
SP1 1JH

**SALISBURY  
CITY COUNCIL**



**Officer to contact:** Janine Whitty, Head of Corporate Services

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**To all Members of Salisbury City Council:**

Chair: J Wells

Vice Chair: A Bayliss

Cllrs: P Beaven, J Bolwell, M Brown, S Charleston, V Charleston, C Corbin, B Dalton, S Foster, A Hoque, S Hocking, R Johnson, T Last, J Nettle, P Podger, A Riddle, E Rimmer, S Rideout, R Rogers, P Sample, A Suddards, and C Taylor.

You are summoned to attend a meeting of the **Full Council** of Salisbury City Council to be held on **Monday 15 September 2025 at 6:30pm at the Guildhall.**

This Committee meeting is open to the public and press to attend and those attending the meeting shall be informed that they may be recorded.



Asa Thorpe  
Chief Executive Officer  
9 September 2025

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## Agenda

1. **Apologies:**

To receive any apologies for absence.

2. **Public Questions/Statement:**

To receive any questions or statements from members of the public

*Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the Chief Executive Officer by midday on the working day before the meeting. (Email: [corporate@salisburycitycouncil.gov.uk](mailto:corporate@salisburycitycouncil.gov.uk)).*

3. **Councillor Questions/Statement:**

To receive any questions or statements from Councillors.

*Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the Chief Executive Officer 1 working day prior to the date of the meeting. (Email: [corporate@salisburycitycouncil.gov.uk](mailto:corporate@salisburycitycouncil.gov.uk)). For urgent questions/statements for which no notice has been given, a copy of the question/statement must be delivered to the Chief Executive Officer by three o'clock on the day of the meeting.*

4. **Minutes of Previous Meeting:**

To approve as correct record and sign the minutes of the last meeting of the Full Council held on 14 July 2025.

5. **Declarations of Interest:**

To receive any Declarations of Interest from Councillors in respect of this agenda. Councillors do not have to declare an interest which is already noted on the Council's website, although they may choose to do so.

6. **Dispensations:**

To note any Dispensations agreed by the Chief Executive Officer in respect of this agenda prior to the meeting, and to determine any additional Dispensations requested at this meeting in respect of this agenda.

7. **Chairman's Announcements:**

To receive any announcements from the Chairman.

8. **Administration Leader Announcements:**

To receive any announcements from the Administration Leader.

9. **Referral of Minutes:**

To note the minutes of the Committees shown below. Please note that any committee minute(s) referred to Full Council requiring approval will be listed separately.

Annual Parish Meeting	28 May 2025
Community Services	2 June 2025
Environment & Climate	9 June 2025
Planning and Development	16 June 2025
Finance & Governance	23 June 2025
Commercial Services	7 July 2025
Lower Bemerton	14 July 2025
Planning Committee	21 July 2025
Governance, Policy & HR Committee	28 July 2025
Planning Committee	18 August 2025
Finance Committee	1 September 2025

10. **Committee Reports:**

Committee Chairs are invited to report on the activities of the Committees.

11. **Orange The World Campaign for Salisbury 2025:**

To consider the option for Salisbury City Council to be part of the UN's Orange the World Campaign to End Violence Against Women.

*Background papers:* n/a

*Contact Officer:* Chief Executive Officer, Asa Thorpe (01722 342860)

12. **Word on The Street (Festival Edition):**

To receive a presentation from Salisbury Street Pastors.

*Background papers:* n/a

*Contact Officer:* Chief Executive Officer, Asa Thorpe (01722 342860)

13. **Nominations for Outside Representatives:**

To receive nominations for Outside Representative vacancies.

*Background papers:* [Outside Representatives](#)

*Contact Officer:* Chief Executive Officer, Asa Thorpe (01722 342860)

14. **Update from Outside Representatives:**

To receive any verbal updates from outside representatives.

*Background papers:* n/a

*Contact Officer:* Chief Executive Officer, Asa Thorpe (01722 342860)

15. **Member Annual Reports 2024/25:**

To note the committee attendance and members allowance reports from 2024/25.

*Background papers:*

[Members Committee Attendance 2024/25](#)

[Member's Basis Parish and Travelling & Subsistence Allowance Report 2024/25](#)

*Contact Officer:* Head of Corporate Services, Janine Whitty (01722 342860)

16. **Adoption of Working Party Group Terms of Reference**

To review and adopt the Terms of Reference for the Market Toilets Working Group.

*Background papers:* [Market Toilets Working Group ToRs Report](#)

*Contact Officer:* Chief Executive Officer, Asa Thorpe (01722 342860)

17. **Budget Monitoring Report for 2025/26 to the end of June:**

To consider the 2025/26 Budget Monitoring Report to end of June.

*Background papers:*     [Budget Monitoring Report 2025/26 to the end of June](#)  
*Contact Officer:*        Responsible Finance Officer, Steve Bishop (01722 342866)

18. **Policy and Procedure Management Policy:**

To approve the updated Policy and Procedure Management Policy, as recommended by the Governance, Policy and HR Committee.

*Background papers:*     [Policy and Procedure Management Policy Report](#)  
*Contact Officer:*        Head of Corporate Services, Janine Whitty (01722 342860)

19. **Procurement Compliance:**

To approve recommendation in the report, including changes to Standing Orders, Financial Regulations, Threshold and Authorisation Limits, in accordance with procurement legislation.

*Background papers:*     [Procurement Compliance Report](#)  
*Contact Officer:*        Head of Corporate Services, Janine Whitty (01722 342860)

20. **Repairs, Maintenance and Waste Contracts – Procurement Approval:**

To approve to proceed with the procurement process for two key contracts of the Council.

*Background papers:*  
[Repairs, Maintenance and Waste Contracts – Procurement Approval Report](#)  
*Contact Officer:*        Head of Environmental Services, Marc Read (01722 342866)

21. **General Power of Competence:**

To approve the council's adoption of the general power of competence.

*Background papers:*     [General Power of Competence Report](#)  
*Contact Officer:*        Janine Whitty (01722 342860)

22. **CIL Monies:**

To receive a report on CIL monies and recommendation to form a working group with terms of reference.

*Background papers:*     [CIL Report and proposed ToRs.](#)  
*Contact Officer:*        Asa Thorpe (01722 342860)

23. **Special Delegation – Bemerton Heath Pump Track:**

To note the special delegation in accordance with [Standing Orders Para 26](#).

*Background papers:*     [Special Delegation Procedure 21.08.2025 – Pump Track](#)  
*Contact Officer:*        Marc Read (01722 342866)

24. **Motion - Coldharbour Lane Footpath:**

To consider the motion submitted by Cllr Taylor.

*Background Papers:* [Motion – Cold Harbour Lane](#)

*Contact Officer:* Asa Thorpe (01722 342860)

25. **Motion – Central Carpark Toilets:**

To consider the motion submitted by Cllr Taylor.

*Background Papers:* [Motion – Central Carpark Toilets](#)

*Contact Officer:* Asa Thorpe (01722 342860)

26. **Proposed Mayoral Visit:**

To receive a report to approve a Mayoral Visit to Belgium.

*Background papers:* [Mayoral Visit Report](#)

*Contact Officer:* Beth George (01722 342860)

27. **Matters, if any, which by reason of special circumstances the Chairman decides should be discussed as a matter of urgency for information only. Please note that the Council cannot lawfully consider or determine any matter which is not specified on the Agenda of this summons.**