

**Salisbury City Council**

The Guildhall  
The Market Place  
Salisbury  
Wilts  
SP1 1JH



**Contact:** Andrew Hunt, Senior Corporate Officer

**Direct Line:** 01722 342860

**Email:** [corporate@salisburycitycouncil.gov.uk](mailto:corporate@salisburycitycouncil.gov.uk)

**Website:** [www.salisburycitycouncil.gov.uk](http://www.salisburycitycouncil.gov.uk)

# Minutes

**Meeting of** : Full Council  
**Date** : 14 July 2025  
**Meeting held** : The Guildhall  
**Commencing at** : 6:30pm

---

**Present:**

Chair: A Bayliss

Vice Chair:

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

Officers: Asa Thorpe, Steve Bishop, Marc Read, Matthew Hine, Andrew Hunt, and Beth George.

There were 13 members of the public and 1 member of the press present.

---

**1. Apologies:**

Apologies were received from Cllrs J Wells, J Nettle, and A Hoque.

Cllr B Gann was not present.

**2. Public Questions/Statement Time:**

Multiple statements were heard from members of the public. Any that were submitted in writing before the committee can be seen by clicking this [link](#). The YouTube link can be found [here](#).

The Chief Executive thanked everyone for taking the time to attend and speak.

**3. Councillor Questions/Statement Time:**

FC/Minutes/14.07.2025

The Council received a question from Cllr C Taylor. He requested a recorded vote for his amendment and all votes regarding Item 17.

*“This Council believes that the recent closure of the Central Car Park Toilets, as a cost saving measure, should be reversed without delay given that:*

- *Salisbury City Council's Financial Situation was not as bleak as was presented to councillors in January, with significant finance in general reserves following recent savings measures.*
- *Public opinion has been strongly opposed to closing this toilet block given its convenient location near the car park.*
- *The Central Car Park Toilets include a disabled toilet, baby changing facilities and have nearby blue badge parking which the alternatives do not.*
- *The Toilet building is the first building seen by many visitors and tourists who arrive by car and has been recently decorated with high quality murals.*
- *Opening the Central Car Park toilets is an affordable measure which will offload or reduce the usage of other city centre toilets.*

***Resolution:***

*This Council resolves to reopen the Central Car Park Toilets without delay.*

*I urge all Councillors to support this motion in the interest of the residents of our city and visitors.”*

This was added to the possible options for Item 17.

**4. Minutes of Previous Meeting:**

The Chairman approved and signed the minutes of the last meeting of Full Council on 27 May 2025.

**5. Declarations of Interest:**

None.

**6. Dispensations:**

No requests for dispensations were received or granted.

**7. Chairman's Announcements:**

The Mayor sent his apologies for this committee due to being away at our Twin City, Saintes. The Deputy Mayor read a list of his engagements since May 2025. The Deputy Mayor also added that he had attended some engagements since May.

**8. Administration Leaders Report:**

Cllr S Charleston gave the following update.

Travellers on Parks:

Cllr Charleston reported on recent issues regarding traveller encampments on public parks. The matter is being addressed through appropriate legal channels, with a focus on sensitivity and community impact.

**Poultry Cross:**

An update was provided on the Poultry Cross, with ongoing attention to its condition and public use. Further details to be provided as actions progress.

**Communications:**

A key focus is being placed on improving communication both internally within the Council and externally with residents and stakeholders. Efforts are underway to increase transparency and responsiveness.

**Engagement with Wiltshire Council:**

Cllr Charleston is meeting regularly with Cllr Ian Thorn, Leader of Wiltshire Council, to enhance inter-authority collaboration and address shared concerns. He also spoke about future meetings of the larger parishes around Wiltshire.

## **9. Committee Reports:**

**Environment and Climate:**

Cllr Bolwell reported on ongoing initiatives under the Environment & Climate Committee. She mentioned the installation of duck feeders to promote responsible wildlife interaction. She also highlighted audits being carried out across city parks with a particular focus on improving accessibility and disability-friendly features, ensuring spaces were inclusive and welcoming to all members of the community.

**Community Services:**

Cllr V Charleston reported that the committee had its first meeting, featuring an excellent presentation from Wiltshire Creative, which inspired enthusiasm for a strong ongoing partnership. She also formally welcomed the Council's new Head of Communities, Louise Webber, expressing optimism about working together to advance community initiatives.

**Events Markets and Grant Committee:**

Cllr Foster reported that the committee held its first meeting since the May 2025 election, electing himself as Chair and Mac Brown as Vice-Chair. He noted receipt of reports from Salisbury Museum on grant-supported projects and from the Business Operations team. Cllr Foster highlighted the success of the new advertising sign on Southampton Road and the committee's approval of additional signage sites, with any future sites requiring committee approval. He also spoke about discussions on digital signage, with agreement to explore options further and arrange presentations, with the matter to be referred to Full Council. Finally, he confirmed provision of hired toilets for the upcoming Fayre on the Square and Christmas on the Square events.

**Finance and Governance:**

Cllr Charleston provided an update on the work of the Finance & Governance Committee. He highlighted the recent consideration of outturn reports, which review the Council's actual financial performance against its budget at year-end. These reports were key to ensuring transparency and accountability in financial management.

**Planning and Development:**

Cllr Corbin welcomed newly appointed councillors to the Planning & Development Committee. She noted their contributions would bring fresh perspectives to ongoing and upcoming planning matters.

#### **10. Changes to Committee Membership:**

A typing error was noted on the Committee Membership Report where it listed Community Services as having 9 members. It should be 7. Corporate would amend this.

#### **11. Update from Outside Representatives:**

Cllr Johnson gave the following report on behalf of DIGS:

The "Play For Everyone" accessibility audits were complete, and reports would be passed to CEO, Parks Team, and the Environment Committee.

A new Secretary and Chair of Trustees were appointed. The Charity Commission registration is being applied for again as the last one didn't go through.

Cllr Rideout gave the following report on behalf of the Allotment Association:

Regular meetings with Marc Read and other officers with responsibility for the allotments were taking place, as well as visiting the allotment sites with wardens.

Allotment situation:

- SCC had 784 allotments across 13 sites.
- 7 of these allotments were not in a usable state (with the possibility of more being identified).
- 29 allotments were vacant.
- 748 allotments had tenants.
- 21 allotment tenants had been given notice to improve their plot or risk being given notice to leave (as of June '25).
- 216 people were on the waiting list for an allotment (66 of these were on the Cow Lane waiting list, most of whom were from Laverstock Parish Council).
- 303 people were members of the Allotment and Gardens Association, which had a shop based at one of the allotment sites.

#### **12. Presentation from Adam Ellis of For Love of Water (FLOW):**

The committee heard a presentation from FLOW regarding the monitoring of water quality by the Environment Agency.

There was a discussion on the potential to add other areas in the future if they fit the necessary criteria. Concerns were raised regarding potential future asks for money and possible liabilities. It was,

**Resolved that:**

12.1. SCC would support the proposals and write a letter in support of the scheme after a period of due diligence.

**Proposed by:** S Foster

**Seconded by:** V Charleston

A vote was taken and was **carried**.

### **13. Local Visitor Economy Partnership:**

The Chief Executive Officer introduced the report. Clarifications were given in terms of what was being offered for the £5,000. There was a short discussion on value for money and concerns over spending were raised. It was,

#### **Resolved that:**

- 13.1. SCC support the formation of a Wiltshire Local Visitor Economy Partnership (LVEP), with a one-off budget allocation of £5,000, covering 2025/26.

**Proposed by:** P Sample

**Seconded by:** P Podger

A vote was taken and was **carried**.

### **14. Standing Orders Annex A Review:**

The Chief Executive thanked Penny Muxworthy for producing the report and those who attended the working group meeting. It was,

#### **Resolved that:**

- 14.1 The committee approve the updated version of Appendix 2 to the Standing Orders, replacing the existing version Appendix 1.

**Proposed by:** S Charleston

**Seconded by:** S Hocking

A vote was taken and was **carried**.

### **15. Annual Full Code Accounts (SoRP) 2024/25:**

RFO introduced the report. It was,

#### **Resolved that:**

- 15.1. The Council approve the annual SoRP Full Code accounts 2024/25 (**Appendix A**).  
15.2. The Council endorse the use of SoRP accounting internally, as well as meet any statutory AGAR requirement.

**Proposed by:** R Rogers

**Seconded by:** S Foster

A vote was taken and was **carried**.

### **16. Dormant Bank Account Closure:**

The RFO introduced the report. It was,

#### **Resolved that:**

16.1 Councillors formally approve the closure of the 'Salisbury City Carnival' Lloyds bank account, with any balance to be transferred to the Council's current HSBC account.

**Proposed by:** C Taylor

**Seconded by:** P Podger

A vote was taken and was **unanimously carried**.

## **17. The Toilet Paper:**

Due to public interest, this item was moved to earlier in the meeting.

Marc Read, Head of Environmental Services and Matthew Hine, Head of Business, introduced the report. They spoke about the need to consider safety, financial impact, accessibility, and resilience.

Cllr Dalton proposed moving the discussion to a working group and bringing back options to a future Full Council meeting. It was,

### **Resolved that:**

- 17.1. A working group will be formed, and further options will be brought to a future Full Council. Councillors were to instruct officers on size of working group and proposed timescales.

**Proposed by:** B Dalton

**Seconded by:** A Riddle

A recorded vote was taken, and the motion was **carried**.

### **Voting Record**

For: Cllr Phil Beaven, Cllr Jenny Bolwell, Cllr Mac Brown, Cllr Samuel Charleston, Cllr Caroline Corbin, Cllr Brian Dalton, Cllr Sven Hocking, Cllr Richard Johnson, Cllr Patricia Podger, Cllr Annie Riddle, Cllr Sharon Rideout, Cllr Ricky Rogers, Cllr Andrew Suddards.

Against: Cllr Victoria Charleston, Cllr Samuel Foster, Cllr Ed Rimmer, Cllr Chris Taylor.

Abstain: Cllr Alan Bayliss, Cllr Edward Last, Cllr Paul Sample.

- 18. 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.**

None were raised.

**The meeting closed at 21:29.**

Cllr T Last left at 20:22.

Cllr B Dalton left at 20:43.

Cllr V Charleston left at 20:47.  
Cllr C Corbin left at 20:52.