3 GILBERTS LANE
HIGHWORTH SN6 7FB
01793 762377

ENVIRONMENT & LEISURE MEETING MINUTES
TUESDAY 15TH SEPTEMBER 2026

Present:	
Councillors:	K Saunders (Chairman), M Apps, S Apps, I Durnin-Duffy, P Heaton, J Murphy, S Weisinger, R Williams and P Wood
Town Clerk:	D Rose
Assistant Town Clerk:	C Haines
Members of the Public:	1
Apologies:	V Manro (Away)

		Action
24	**DECLARATIONS OF INTEREST:** None	
25	**PUBLIC QUESTION TIME AND CORRESPONDENCE: (Maximum 10 Minutes)** The Chairman of Highworth Junior Football Club thanked the Councillors for their support of the 3G pitch project and extended his thanks to the Town Clerk and her team for their work and support.	
26	**MINUTES OF THE MEETING:** **RESOLVED** to confirm and sign the Minutes of the Environment & Leisure Committee Meeting held on Tuesday 9th June 2026.	
27	**OUTSTANDING ACTIONS:** The outstanding actions were reviewed.	
28	**ALLOTMENT REPORT:** Councillors noted the allotment report. **RESOLVED** by Councillors to readopt the Allotment Rules and Regulations. Voting was unanimous and the Resolution was duly carried.	
29	**GROUNDS REPORT:** Councillors noted the Grounds report.	

DRAFT

LOCAL COUNCIL AWARD SCHEME QUALITY
NABMA the voice of markets
Twinned with Portorson
Twinned with Wassenberg
FAIRTRADE
ICCM Institute of Cemetery and Crematorium Management

30	**MARKET REPORT:** Councillors noted the Market report. **RESOLVED** by Councillors to purchase two new lollipop signs to be positioned at the entrance and exit of the car park, to improve visibility to members of the public. It was also agreed that the socket by the car park exit should be repaired to accommodate the second lollipop sign. The market signs positioned at either end of the High Street will be removed on Mondays and reinstated on Fridays, subject to the Grounds Team being fully staffed. It was further agreed that the Market Manager's commission would be reviewed when the Precept is considered. Voting was unanimous and the Resolution was duly carried.	DR DR DR
31	**SKATEPARK EVENTS:** Councillors noted the Skatepark events report. **RESOLVED** by Councillors to recommend to Full Council to approve funding for two Skatepark events to be held in 2027, funded through the youth budget. Voting was unanimous and the Resolution was duly carried. Councillors requested that the Town Clerk send a letter of thanks to all those involved for the successful skatepark events and to investigate if during the events helmets should be mandatory.	DR
32	**YOUTH:** The Town Clerk advised that the youth sessions continue to be well attended, with positive feedback received from both the children and their parents, demonstrating that the sessions continue to have a very positive impact.	
33	**4-YEAR STRATEGIC PLAN:** Councillor J Murphy advised that meetings had taken place with the Working Party, which is continuing to review the Council's existing commitments and identify the key priorities for the next four years. A further update will be on a future agenda item.	DR
34	**MEMBERS BUSINESS:** <u>Councillor I Durnin-Duffy:</u> I have noticed that the Wassenberg flag on the podium has torn at the bottom. Could we please have a look at it and see if it can be repaired. The Town Clerk advised that she would investigate whether the flag could be repaired. <u>Councillor S Apps:</u> A resident mentioned our flag has also torn in Wassenberg. Councillor I Durnin-Duffy will ask at the next Twinning meeting. <u>Councillor J Murphy:</u> A reminder that the History Themed Market will take place on Saturday 26th September. Bright pink spotty shower caps have been purchased for anyone who is happy to take part in the stocks. All monies raised will go towards the Mayor's chosen charity (The Roxi Foundation).	DR

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	MEETING CLOSED 19:20 PM	

Signed: ……. Date: ……..

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