

7<sup>th</sup> December 2011

**CCTV COMMITTEE**  
**WEDNESDAY 14<sup>th</sup> DECEMBER 2011 @ 10.30AM**

**Membership:** Cllrs Baker, Davis (+ Wilts County Unitary Rep), Fraser and March; GSM A Gazzard and Capt. Rtd. R Hood Land Warfare Centre; D Deacon; Inspector L Winter Warminster Constabulary; Rep West Wilts Trading Estate; Cllrs Sue Ezra, David Tout and Russell Hawker, Westbury Town Council and Wilts County Unitary Rep, and S Howell CCTV Supervisor.

Dear Member,

Your presence is requested at a meeting of the above committee to be held in the Cley Room, Warminster Civic Centre, Sambourne Road, Warminster. The business to be transacted is set out below.

Yours sincerely,



**Heather Abernethie**  
Town Clerk

**A G E N D A**

**1. Apologies and Substitutions**

**2. Minutes**

To approve as a correct record and sign the minutes of the meeting held on 14<sup>th</sup> September 2011.

### **3. Chairman's Announcements**

#### **4. Public Participation**

To allow members of the public to address the meeting. An allowance of three minutes per person is available to give comments on any item listed on the agenda.

#### **5. Deputations and Petitions**

#### **6. Declarations of Interest**

To receive declarations of Interest in accordance with the Model Code of Conduct for Parish and Town Councils Order 2007 and Council Standing Orders 60 and 61.

Members are also reminded of the need to observe paragraphs 8 (1) (a) (viii) and 13 (2) of the Code which deal with changes to the Register of Members' Interest and the receipt of gifts and/or hospitality over the value of £25 whilst acting in an official capacity.

#### **7. Reports from Unitary Authority Members relevant to this committee**

#### **8. Activity Reports**

Please see the activity reports for September, October and November 2011. For discussion and NOTING.

#### **9. Accounts**

Please see attached for the accounts to October 2011. For NOTING. Questions can be raised by Members.

#### **10. Operations Manual and Code of Practice**

The final drafts of the above documents are attached for approval.

#### **11. Memorandum of Understanding**

The Memorandum of Understanding has been in existence since December 2002, and is attached for Members to consider with a view to updating.

#### **12. Camera Review**

Quotations for upgrading the camera equipment have been sought from Quadrant, Electrosec, CCUK and ESSA Technology. To date only Quadrant has replied (see attached). Until the other quotations are received there is at present insufficient information to compile a report. For NOTING at this stage. It is hoped to present a full report for the meeting scheduled in March 2012.

#### **13. Litter and Dog Mess**

An email has been received from Simon Burn outlining action taken by Boston Council in Lincolnshire to publish CCTV images of 'litter louts' in the local paper, following which members of the public identified the offenders, leading to them being fined. Mr Burn suggests Warminster could take similar action against litter louts and people who allow their dogs to foul public areas.

The Town Council has no powers to enforce dog fouling infringements, which come under the remit of Wiltshire Council. Councillor Humphries as a unitary councillor has advised us that he has Cabinet responsibilities for both CCTV and Dog Control Orders. He has raised Mr Burn's suggestion with Wiltshire Council and is looking at the legal issue from their perspective. Warminster and Westbury CCTV Partnership would not, as part of their current regulations, be able to publish CCTV images of offenders.

#### **14. Communications**

The members to instruct the Clerk on press releases required.

Minutes from this meeting will be available to all members of the public either from our web site [www.warminster.uk.com](http://www.warminster.uk.com) or by contacting us at Dewey House.