



Wilton Town Council

Meeting of the Full Council

AGENDA



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093



[Email the clerk](#)



[Wilton TC Website](#)

To: All Members of Wilton Town Council

You are summoned to attend a meeting of **WILTON TOWN COUNCIL** to be held online on: **TUESDAY 4th August 2020 at 7.00pm** for the purpose of transacting the business set out below.

Please note this meeting will be held using the ZOOM video conferencing platform.



[Click this link after 6.45 on the day of the meeting.](#) Use the [launch meeting](#) and [join in browser](#) options and you will be admitted to the waiting room and asked to confirm your name and address before entry.

Yours faithfully

Town Clerk

30th July 2020

Community engagement

15 minutes is set aside to allow local people to raise their issues and concerns. Questions and statements are restricted to 3 minutes. Questions not answered at the meeting will be answered in writing or may appear as an agenda item for the next appropriate committee meeting.

7.00pm

Wiltshire Councillor, Pauline Church

Councillor Church will provide an update on Wiltshire Council matters affecting the Town.

30/20

[Apologies](#)

To receive any apologies for absence and to note the reasons for the absence.

7.20pm

31/20

[Minutes](#)

To approve the [minutes of the meeting held on 7th July, 2020.](#)

7.20pm

32/20

[Declarations of Interest](#)

(a) To receive Declarations of Interest relating to matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and the Localism Act 2011 in respect of members.

7.25pm

(b) To consider any dispensation requests received by the Town Clerk.

33/20	<u>Mayor's updates</u>	7.25pm
34/20	<u>Community Engagement</u> To respond to questions and statements from the public and councillors. Any urgent matters raised will be referred to the appropriate committee unless an answer can be provided – no decisions may be taken on such matters unless due notice has been provided.	7.30pm
35/20	<u>Wilton Shopping Village</u> To receive a presentation on future investment and development plans for Wilton Shopping Village from Tom Hedges MRICS, Strategic Development Director, Eagle One Ltd. There will be an opportunity for questions from councillors and the public.	7.40pm
36/20	<u>Council Vacancy</u> Following the resignation of Councillor Lee Glyde, a vacancy now exists on the Council. In accordance with proper practice, Wiltshire Council's Returning Officer will be notified of the vacancy. Due to COVID-19, there are currently no elections taking place in Wiltshire, so the Council will be guided by the Returning Officer's advice.	8.00pm
37/20	<u>Resumption of Committee Meetings and Mayor Making</u>	8.05pm

Committee Meetings to Resume

As the Council has gained experience of using online meeting technology, it is considered that committee meetings may resume using the ZOOM software for the time being. It is proposed that the committee cycle resumes from the next scheduled meeting – see below:

- (a) 22nd September - Policy & Resources Committee
- (b) 20th October - Environment & Amenities Committee

There are currently vacancies on both committees.

Policy & Resources

(Mayor, plus 6 members)

1. Cllr Seviour (Mayor)
2. Cllr Church
3. Cllr Batchelder
4. Cllr Blackman
5. Cllr Edge
6. Cllr Kinsey

7. VACANCY

Environment & Amenities

(Mayor plus 6 members)

1. Cllr Seviour (Mayor)
2. Cllr Church
3. Cllr Crossley
4. Cllr Johnston
5. Cllr Matthews
6. Cllr Taylor

7. VACANCY

Staffing Committee

A meeting of the Staffing Committee needs to be convened to consider matters referred from the last Council meeting. Membership of the Staffing Committee was not confirmed at the annual meeting. There are currently five seats on the Committee, the Mayor is an ex-officio member, therefore 4 positions remain to be filled.

Mayor Making

It is hoped that the Council will be in a position to hold the Mayor Making ceremony on 6th October, provided a suitable meeting venue can be obtained and proper bio-security and social distancing can be observed. This will be confirmed nearer the time in the light of emerging Government advice. In preparation for Mayor Making, the Council is asked to note that the

following valid nominations have been received:

- Mayor: Councillors Kinsey and Seviour
- Deputy Mayor: Councillor Johnston

The Council's nominated candidates need to be confirmed before going forward. Further nominations may be submitted at this stage. In accordance with protocol and to maintain the dignity of the proceedings, voting on appointments is generally avoided at the ceremony.

38/20

South Street Milk Dispenser

8.15

Members will be aware that a retrospective application for planning permission has been submitted by Nunton Dairy for the milk dispenser in South Street Car Park. Following discussion with Wiltshire Council Planning Department, it has been suggested that the shed may need to be set back from the curtilage to reduce its impact on the Grade II listed Michael Herbert Hall. Members are asked to agree to the relocation of the structure and to the potential loss of 2 parking spaces. If members are content with this proposal it is recommended that the matter is delegated to the Town Clerk to agree the final position, should this prove necessary.

39/20

Gwendoline Courtney 1911 - 1996

8.20

A request has been received for the erection of a blue plaque to commemorate local author [Gwen Courtney](#). Gwen was the author of over 15 books (mainly for girls aged between 10-14). Quite a significant number of them were written or published during her time at 40 Shaftesbury Road in the Town. Gwen was an active member of local groups in Wilton and Salisbury and she holds the unique distinction of being the only civilian to work on [Operation Overlord](#) during WW2.



The Council has previously erected a blue plaque to commemorate former mayor and author Edith Olivier. The cost of the plaque would be in the region of £600 and this could be accommodated within the street furniture budget.

40/20

Consultation on Updated National Model Code of Conduct:

8.25

Eighteen months after the Committee on Standards in Public Life reported to the Prime Minister on improving ethical standards in local government, the National Association of Local Councils (NALC) and the Local Government Association (LGA) are consulting on [an updated national model code of conduct](#) for all tiers of local government.

NALC has welcomed the new code but considers it needs real 'teeth' in terms of sanctions available in cases of a serious breach. NALC has requested the Council's view on the new code.

41/20

Managing the Council's Money

8.30

As reported at the last meeting, work pressures created by the COVID 19 response have resulted in a backlog of accountancy work for staff.

- (a) To receive the bank statement for July – to follow
- (b) To note the bank reconciliation report – to follow
- (b) To note the budget monitoring report – to follow

42/20

Motions Received

8.35pm

The following motions have been received (presented in the order they were received).

Proposer: Councillor Matthews:

"That this Council places on record its support for the Town Clerk and its thanks to the Town Clerk and an Assistant Clerk for all their extra work during the present pandemic situation"

Proposer: Councillor Johnston

"Wilton Town Council seeks as a matter of urgency expert advice from The National Association of Local Councils (NALC) regarding the validity of The Annual Meeting of the Town Council held on 7th July 2020"

Proposer: Councillor Matthews:

"That this Council supports the campaign for the Government to reimburse the Wiltshire Air Ambulance for the cost of equipment it lost during the Novichok emergency in Salisbury."

Each motion needs to be seconded before it is debated by the Council.

43/20

Planning Applications Received

8.50pm

To consider the following planning applications

- (a) [20/06346/TCA](#): Fell 2 x Conifer Trees - Pembroke Arms Hotel
- (b) [20/06275/TCA](#): Fell a Eucalyptus Tree - Wilton House
- (c) [20/04461/LBC](#): Replace Front Window - 4 Kingsbury Square
- (d) [20/05323/FUL](#): Proposed single storey side extension - 22 Shaftesbury Road

44.20

Date of Next Meeting

9.00pm

To note that the next meeting will be held on Tuesday 1st September at 7.00pm – meeting format to be confirmed.

45/20

Exclusion of Press and Public

9.00pm

In accordance with Public Bodies (Admission to Meetings) Act 1960 S1 (2), to exclude the press and public from the meeting during consideration of agenda item 46/20 on the grounds that it involves the likely disclosure of confidential matters prejudicial to the public interest.

46/20

Notification of a complaint by a member of staff under the Council's [Dignity at Work Policy](#) – a confidential paper will be circulated by the Mayor to members of the Council for consideration. The paper sets out the process for hearing the complaint and seeks to establish a three member panel to take the matter forward. Members and officers named in the report will be requested to withdraw from the meeting during the consideration of this matter.

47/20

To close the meeting

9.15pm