



Wilton Town Council

Policy & Resources Committee

AGENDA



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093



[Email the clerk](#)



[Wilton TC Website](#)

To all members of the Policy and Resources Committee

Cllr Blackman Cllr Church Cllr Kinsey
Cllr Matthews Cllr Moore Cllr Taylor Cllr Tonkin

You are requested to attend a meeting of the **POLICY AND RESOURCES COMMITTEE** to be held in the **COUNCIL CHAMBER, COUNCIL OFFICES, KINGSBURY SQUARE, WILTON** on **TUESDAY 25 May 2021 at 7.00pm** for the purpose of transacting the following business.

Covid regulations will be adhered to.

Members of the Press and Public are welcome to attend but due to Covid restrictions places are limited.

Members of the public and press are welcome to send written statements to the Parish Clerk by midday on the day of the meeting.

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.

Yours faithfully
Mrs C Churchill. Cert HE. CiLCA.
Town Clerk

19th May 2021

001/21	<u>To Elect a Chairman for the Policy and Resources Committee</u>	7.00pm
002/21	<u>Apologies</u> To receive any apologies and to note the reasons provided.	7.05pm
003/21	<u>Minutes</u> To approve the minutes of the meeting held on 18 th March 2020.	7.06pm
004/21	<u>Declarations of Interest</u> (i) To receive Declarations of Interest in 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. (ii) To consider any dispensation requests received by the Town Clerk.	7.07pm

005/21	<p><u>Community Engagement</u></p> <p>To respond to matters raised by the public. No decisions may be taken on such matters at the meeting unless due notice has been provided.</p>	7.09pm
006/21	<p><u>Krysalis Consultancy. 36 North St.</u></p> <p>To consider the statement made at the Annual Town Council meeting on 18th May which has been circulated to all members.</p>	
007/21	<p><u>Planning</u></p> <p>(i) <u>Planning applications received</u></p> <p>PL/2021/03082. 4 West St, Wilton.</p> <p>Alterations, conversion of first and second floor maisonette to two flats and conversion of part of the ground floor to a flat.</p> <p><u>4 West Street</u></p> <p>21/02076/FUL. 3 North St, Wilton.</p> <p>Creation of two flats at first floor with associated alterations.</p> <p><u>3 North Street</u></p> <p>PL/2021/04526. WILTON GARDEN CENTRE, SALISBURY ROAD, WILTON,</p> <p>Proposed replacement of the Wilton Garden Centre Riverside Restaurant</p> <p><u>Wilton Garden Centre</u></p> <p>PL/2021/05027. 30 South Street, Wilton</p> <p>Fell 1 Ash tree.</p> <p><u>30 South St</u></p> <p>(ii) Crow Lane, Land and buildings. To confirm arrangements for the Extraordinary Meeting to be held on Tuesday 8th June at 6pm to respond to the planning application for Crow Lane. PL/2021/03251.</p>	7.20pm
008/21	<p><u>Wilton Neighbourhood Plan</u></p> <p>To consider arrangements to call a meeting for the Wilton Neighbourhood Plan.</p>	7.35pm
009/21	<p><u>Managing the Council's money.</u></p> <p>(i) To note the bank reconciliation dated 24th May.</p> <p>(ii) To note the budget / actual spend</p> <p>(iii) To confirm payments as per payment schedule</p> <p>(iv) To confirm the opening of a new bank account with a debit card.</p> <p>(v) To confirm the closure of the Paypal account</p> <p>(vi) To confirm existing bank signatories</p> <p>(vii) To add additional bank signatories</p>	7.40pm
010/21	<p><u>Policy Review</u></p> <p>(i) Scheme of Delegation. To reduce the maximum amount currently delegated to the Town Clerk in an emergency.</p> <p>(ii) Standing Orders. To increase the Standing Order 9.2 from the current 3 days to 6 clear days.</p>	7.50pm
011/21	<p><u>Fire Risk Assessment.</u></p> <p>To review the recent Fire Risk assessment for the Council Building and the Pavilion at Castle Meadow.</p>	7.55pm

011/21	<u>Christmas Lights</u> To confirm the arrangements for the switching on of the Christmas lights on Friday 26 th November 2021.	8.05pm
012/21	<u>Correspondence received</u> The Clerk will report any correspondence received since the publication of the agenda.	8.10pm
013/21	<u>Date of next meeting</u> To confirm the date of the next meeting on Tuesday 20 th July at 7.00pm in the Council Chamber.	8.15pm
014/21	<u>To close the meeting.</u>	8.16pm

Wilton Town Council is committed to equality:

In the exercise of their functions, Wilton Town Councillors and staff take full regard of the following:

- Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability)
- Data Protection
- Health & Safety
- Human Rights.



Anyone who may have difficulty with access to these papers or with access to the meeting is asked to contact the Clerk (01722 742093 or clerk@wiltontowncouncil.gov.uk at least 24 hours before the meeting so that help may be provided.

Reference documents:

- [Standing Orders](#)
- [Scheme of Delegation](#)
- [Code of Conduct](#)