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Wilton Town Council

MEETING AGENDA

To: All Members of Wilton Town Council

You are summoned to attend a **Meeting** of **Wilton Town Council** to be held at **The Council Chamber, Council Offices**, to transact the following business on **Tuesday 3rd August 2021 at 7.00pm**

Members of the public and press are invited to attend however due to limits on numbers allowed in the meeting room, it may not be possible to allow entry to everyone. Any member of the public or press who wishes to ask a question or make a statement is invited to send this via email or in writing to the Clerk before midday on the day of the meeting.

You may be required to wear a mask during this meeting.

Yours faithfully

Clare Churchill

Town Clerk

28th July 2021

Community engagement

15 minutes is set aside at the start of the meeting 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.

Due to limited numbers being able to attend, questions or statements may be sent to the Town Clerk no later than midday on the day of the meeting, to be read out.

Wiltshire Councillor, Pauline Church

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

172/21	<u>Apologies</u>	7.25pm
173/21	<u>Declarations of Interest</u>	7.26pm
	(a) 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.	
	(b) To consider any Dispensation Requests received by the Town Clerk.	
	Code of Conduct	
174/21	<u>Minutes</u>	7.28pm
	To approve the minutes of the meeting held on 6th July .	
175/21	<u>Mayor's Report</u>	7.30pm
	The Mayor will provide a brief summary of his recent engagements and activities.	

176/21	Community Engagement To consider any urgent matters raised by the public or councillors (for referral to the appropriate committee).	7.32pm
177/21	Committee Reports (a) To receive the Minutes of the Policy and Resources Committee held on 20th July 2021 Recommendations to Full Council; (i) To agree to the fencing and cordoning of the wildflower area in Castle Meadow. (ii) To adopt the amended Community Grants Policy (amendment to clause 5.2) (iii) To adopt the amended Grant Application Form (additional tick in the agreement) (iv) To adopt the amended Procurement Policy (amendment to clause 3.3) (v) To approve the deletion of Freedom of Information (duplicated in the Publication Scheme) (vi) To adopt the amended Dignity for All Policy (amended title) (vii) To adopt the Pesticide Policy Pesticide Policy / Statement (new) (viii) To adopt the Tree Management Policy (new policy) (ix) To adopt the Safeguarding Policy (new policy) (b) To receive the Minutes of the Staffing Committee held on 27 th July 2021. Recommendations to Full Council; (i) To adopt the amended Flexible Working Policy (amendment to clause 6) (ii) To adopt the Sickness Absence Policy (new policy) (iii) To adopt the Health and Safety Policy (new policy) (iv) To adopt the Expenses Policy (new policy) (v) To receive a recommendation regarding the Town Clerk's appointment following the probationary period.	7.40pm
178/21	Planning (i) PL/2021/06604 . 1 Olivier Road, Wilton. Proposed new detached dwelling on land adjacent to 1 Olivier Road.	7.55pm
179/21	Castle Meadow Jetty The jetty and steps need repair, to confirm the Council's approach to this work.	7.58pm
180/21	Managing the Council's Money (i) To note the current bank reconciliation (to follow). (ii) To note the payments authorised at the P&R Committee. (iii) To confirm payments as per attached payment schedule (to follow) (iv) Update on the use of BACS payments (v) Opening of a new bank account with a debit card, Cllr Edge to update the Council. (vi) Bank signatories. The mandate for Cllr Taylor has been completed and sent to Lloyds. The mandate for Cllr Lester is to be signed at the meeting.	8.03pm
181/21	Report from Wilton Help! Re grant awarded in November 2020 The report was discussed at the last meeting but no decision made as to whether the report satisfied the Council's requirements. To confirm that no further information is required from Wilton Help! CIC.	8.10pm
182/21	Reports to Wilton Town Council (a) Wiltshire Association of Local Councils: Cllr Kinsey (b) South West Wiltshire Area Board: Cllr Tonkin (c) SWW Community Area Transport Group: Cllr Primmer (d) South Wiltshire Operation Flood Working Group: Cllr Primmer (e) Wilton Community Centre: Cllr Blackman (f) Neighbourhood Plan; Cllr Edge	8.12pm

- (g) Wilton Community Carnival; Cllr Edge
- (h) Wilton Community Land Trust; Cllr Edge

183/21 **Town Clerk's Report** – see attached

8.18pm

184/21 **Date of next meeting**

8.23pm

To confirm the date of the next meeting of the Full Council, which will be on Tuesday 7th September 2021 at 7.00pm. The venue will be confirmed nearer the time.

185/21 **To close the meeting.**

8.24pm