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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 7th September 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.
Please ensure you have a mask with you.**

It is hoped to stream this meeting via the Zoom video conferencing platform. Please [click here](#) or use the following access details;

Meeting ID 842 6105 7577

Password 009263

You will be placed in a waiting area so please ensure arrival before the start of the meeting.

Yours faithfully

Clare Churchill

Town Clerk

1st September 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.

187/21

Apologies

7.25pm

188/21

Declarations of Interest

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](#)

189/21	<u>Minutes</u> To approve the minutes of the meeting held on 3rd August 2021 .	7.28pm
190/21	<u>Mayor's Report</u> The Mayor will provide a brief summary of his recent engagements and activities.	7.30pm
191/21	<u>Community Engagement</u> To consider any urgent matters raised by the public or councillors (for referral to the appropriate committee).	7.32pm
192/21	<u>Committee Reports</u> No committees have met since the last full council meeting.	7.45pm
193/21	<u>Co option of Councillor</u> The vacancy has been advertised and confirmation received that Wilton TC may fill it by co-option. The co-option vacancy has been advertised on the WTC noticeboard, website and facebook page. Interested parties have been asked to contact the Clerk. To agree to co-opt a new Cllr onto Wilton TC.	7.46pm
194/21	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the public, including the press, have been excluded under. <i>Public Bodies (Admissions to Meetings) Act 1960</i>	7.51pm
195/21	<u>Planning</u> (i) PL/2021/07670 Wilwyn, The Avenue. Creation of new access to serve existing bungalow and an associated dropped kerb. (ii) PL/2021/05953 117 North Street, Wilton. Replacement of existing rear conservatory with new orangery, removal of non-original first floor side extension, new door and window to south elevation, restoration of original entrance, replacement of render, various internal alterations. (iii) PL/2021/06956 . 117 North Street, Wilton. As (ii) but Listed Building Consent	7.52pm
196/21	<u>Remembrance Sunday</u> To confirm arrangements for this year's Remembrance Sunday 14 th November 2021. Road closure Timings Wreath requirements	7.56pm
197/21	<u>Castle Meadow Jetty</u> The jetty and steps need repair, to confirm the Council's approach to this work.	8.00pm
198/21	<u>Managing the Council's Money</u> (i) To note the current bank reconciliation (to follow). (ii) To confirm payments as per attached payment schedule (to follow) (iii) Update on the use of BACS payments (iv) Opening of a new bank account with a debit card, Cllr Edge to update the Council. (v) Bank signatories. The mandate for Cllr Lester has not yet been completed as information is required before the form can be generated. (vi) To agree membership to the British Toilet Association at a cost of £100.00 pa. (vii) To confirm a contribution towards work at the Avenue via CATg; (a) £625 towards a speed limit assessment	8.03pm

(b) £750 towards the installation of white gates to create an entry point.

199/21	<u>Reports to Wilton Town Council</u> (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 (g) Wilton Community Carnival; Cllr Edge (h) Wilton Community Land Trust; Cllr Edge	8.15pm
200/21	<u>Town Clerk's Report</u> – see attached	8.27pm
201/21	<u>Date of next meeting</u> To confirm the date of the next meeting of the Full Council, which will be on Tuesday 6 th October 2021 at 7.00pm. The venue will be confirmed nearer the time.	8.35pm
202/21	<u>Grounds Maintenance Contract</u> The grounds maintenance contract was put out to tender and two tenders were received. To consider the tenders received and accept one of the tenders for the grounds maintenance contract.	8.36pm
203/21	<u>To close the meeting.</u>	8.45pm