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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 2nd November 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.

Councillors are reminded of the Wilton Town Council [Code of Conduct](#)

**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 829 5925 4728

Password 154345

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

Yours faithfully

Clare Churchill

Town Clerk

27th October 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.

222/21	<u>Apologies</u>	7.25pm
223/21	<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.	

224/21	<p><u>Minutes</u></p> <p>To approve the minutes of the meeting held on 7th September 2021.</p> <p>To approve the minutes of the meeting held on 5th October 2021.</p>	7.28pm
225/21	<p><u>Mayor's Report</u></p> <p>The Mayor will provide a brief summary of his recent engagements and activities.</p>	7.32pm
226/21	<p><u>Community Engagement</u></p> <p>To consider any urgent matters raised by the public or councillors (for referral to the appropriate committee).</p>	7.35pm
227/21	<p><u>Exclusion of the Press and Public</u></p> <p>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></p>	7.45pm
228/21	<p><u>Committee Reports</u></p> <p>(i) The Minutes of the Environment and Amenities Committee held on 21st September 2021. The actions were considered at the last Wilton TC meeting but the Minutes were not available.</p> <p>(ii) The Minutes of the P&R Committee held on 19th October 2021. (a) To recommend to WTC that the revised CCTV Policy is adopted, replacing the existing CCTV Policy. (b) To recommend to WTC that the CCTV request form is adopted. (c) To recommend to WTC a new format for all future agendas (PR/40/21 (ii)). (d) To recommend to WTC to insert Action Update on all future agendas (see PR/40/21 (ii)) (e) To confirm the Union Flag has been ordered.</p> <p>(iii) Christmas Lighting event team (please note this is not a committee of Wilton TC). A meeting will be held on 27th October, to receive a verbal update.</p> <p>(iv) S106 Working Group The working group met on 25th October, to receive a report.</p> <p>(v) Budget Working Group The working group will meet at 2pm on 2nd November. To receive a verbal report.</p>	7.46pm
229/21	<p><u>Planning</u></p> <p>(i) <u>PL/2021/08666.</u> Bulbridge Farm, 18 Bulbridge Barns, Burcombe Lane. New roof lights, sun tube, window to the single dwelling house, and addition of greenhouse in the garden.</p> <p>(ii) <u>PL/2021/09703.</u> Telephone Exchange, Shaftesbury Rd. Remove glass panes from a section of window on the east elevation of the exchange. Two aluminium louvres to be installed and fixed to the window frame.</p>	8.00pm
230/21	<p><u>Managing the Council's Money</u></p> <p>(i) To note the current bank reconciliation (to follow). (ii) To confirm the repair to the Wilton Flag (see attached report). (iii) To authorise this council will Improve the lighting to the rear of the Pavilion. (iv) To confirm payments as per attached payment schedule (to follow) (v) Opening of a new bank account with a debit card, Cllr Edge to update the Council. (vi) To consider the response from Wilton Help! CIC (if received).</p>	8.05pm

- (vii) To consider the report from Wilton Carnival re the Picnic in the Park grant (note this report is not due until 6th January 2022).
- (viii) Bank signatories. The mandate for Cllr Lester has been completed and awaiting confirmation it has been processed.

231/21

Reports to Wilton Town Council

8.15pm

- (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

232/21

Town Clerk's Report – circulated with the agenda to Cllrs

8.20pm

233/21

Date of next meeting

8.30pm

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

234/21

To close the meeting.

8.31pm

[Standing Orders](#)

[Financial Regulations](#)

[Equality Policy](#)