



# 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 7<sup>th</sup> December 2021 at 7.00pm**



01722 742093



[Email the clerk](#)



[Wilton TC Website](#)

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 will be required to wear a mask during this meeting.**

**Please ensure you have a mask with you.**

**Social distancing will be adhered to and public seats will be limited.**

It is hoped to stream this meeting via the Zoom video conferencing platform.

Please [click here](#)

or use the following access details;

Meeting ID 886 5330 4276

Password 669258

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

Yours faithfully

*Clare Churchill*

Town Clerk

1<sup>st</sup> December 2021

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243/21	<b><u>Apologies</u></b>	7.00pm
244/21	<b><u>Minutes</u></b> (i) To approve the minutes of the meeting held on <a href="#">2nd November 2021</a>  (ii) To approve the Minutes of the Extraordinary meeting held on 23 <sup>rd</sup> November 2021.	7.01pm
245/21	<b><u>To suspend Standing Orders</u></b> <b>Community engagement</b> 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. <b>Any resident who wishes to ask a question is advised to email the question to the Town Clerk (<a href="mailto:clerk@wiltontowncouncil.gov.uk">clerk@wiltontowncouncil.gov.uk</a>) before midday on the day of the meeting so that it may be read out should access be limited.</b>	7.04pm

## Community Engagement

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.

### **Report from the Unitary Councillor for Wilton**

CLlr Pauline Church to give a report followed by questions to CLlr Church.

- 246/21 **To reinstate Standing Orders** 7.29pm
- 247/21 **Declarations of Interest** 7.30pm  
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.
- 248/21 **Mayor's Report** 7.31pm  
The Mayor will provide a brief summary of his recent engagements and activities.
- 249/21 **Exclusion of the Press and Public** 7.40pm  
To agree any items to be dealt with after the public, including the press, have been excluded under. *Public Bodies (Admissions to Meetings) Act 1960*
- 250/21 **Committee Reports** 7.41pm  
(i) **The Minutes of the Environment and Amenities Committee held on 9<sup>th</sup> November 2021.**  
(ii) **The Minutes of the E&A Committee held on 16<sup>th</sup> November 2021.**  
a To recommend Tender number 1 for the Grounds Maintenance contract.  
b To recommend Tender number 4 for the Wishford Rd play area contract  
c To note the recent tree survey  
d To confirm to the storage of the demountables at Castle Meadow  
e To confirm storage / shelving for the containers  
f To agree to the request to move the traffic light in Silver Street back to the eastern end of the yellow box. This request will be submitted to CATg (Community Area Transport group)  
(iii) **The Minutes of the Staffing Committee held on 18<sup>th</sup> November**
- 251/21 **Planning** 7.55pm  
(i) **PL/2021/11017. 73 Bulbridge Road, Wilton.**  
Single Storey Rear Extension with gable end and internal works  
(ii) **To note the following planning decisions**  
PL/2021/04854 Wilton Fire Station APPC  
PL/2021/05954 82 Westwood Road, Bulbridge Approve  
PL/2021/06406 Land at Wilton Park No objection  
PL/2021/07752 Wilton Estate No objection  
PL/2021/07763 Wilton Estate No objection  
PL/2021/07670 Wilwyn, The Avenue Withdrawn  
PL/2021/08206 83 Shaftesbury Road Approve  
PL/2021/08499 Wilton Place Care Home. APPC  
PL/2021/08553 Unit13a, Wilton Shopping Village APPC  
PL/2021/08666 18 Bulbridge Barns. Bulbridge Farm. APPC  
PL/2021/08744 Laundry bungalow APPC  
PL/2021/09492 33 Bulbridge Road. APPC  
Full details are available on the Wiltshire Council Planning website

252/21	<p><b><u>Managing the Council's Money</u></b></p> <ul style="list-style-type: none"> <li>(i) To note the current bank reconciliation dated 30<sup>th</sup> October 2021.</li> <li>(ii) To note the current detailed income and expenditure dated 30<sup>th</sup> October 2021.</li> <li>(iii) To agree to the writing off of bad debts totalling £153.60.</li> <li>(iv) To confirm payments as per attached payment schedule (to follow)</li> <li>(v) To consider a grant application from Wilton Baptist Church for £100.</li> <li>(vi) To consider a grant application from Wilton Bowls Club for £500 and confirm support for their SWWAB grant application.</li> <li>(vii) To consider a grant application from Wilton Community Centre for £500+ and confirm support for their SWWAB grant application.</li> <li>(viii) To consider a grant application from Wilton Mens Shed for £250 and confirm support for their SWWAB grant application.</li> <li>(ix) To consider the interim response from Wilton Help! CIC.</li> <li>(x) To consider the report from Wilton Carnival re the Picnic in the Park grant.</li> <li>(xi) Opening of a new bank account with a debit card, Cllr Edge to update the Council.</li> <li>(xii) Bank signatories. The mandate for Cllr Lester has been completed and awaiting confirmation it has been processed.</li> </ul>	8.00pm
253/21	<p><b><u>Request for an advisory sign re HGV at North St / Crow Lane.</u></b></p> <p>To support a request by Wiltshire Cllr Pauline Church for an advisory sign stating unsuitable for HGV with a pictogram.</p>	8.16pm
254/21	<p><b><u>Councillor Training</u></b></p> <p>To confirm the 25<sup>th</sup> January as a training session for Wilton Town Councillors, in the evening. The time to be confirmed.</p>	8.20pm
255/21	<p><b><u>Wilton Educational Charity</u></b></p> <p>To consider a request from this charity for a new Town Council representative to serve as a Trustee, as Cllr Kinsey has recently stepped down from the role.</p> <p>To note the formal thank you from the Charity to Cllr Kinsey.</p> <p>To confirm the new Town Council representative as Mrs Alexandra Kinsey</p> <p>Council is asked to note the TC representative does not have to be a serving or previous Cllr.</p>	8.22pm
256/21	<p><b><u>Reports to Wilton Town Council</u></b></p> <ul style="list-style-type: none"> <li>(a) Wiltshire Association of Local Councils: Cllr Kinsey</li> <li>(b) South West Wiltshire Area Board: Cllr Tonkin</li> <li>(c) SWW Community Area Transport Group: Cllr Primmer</li> <li>(d) South Wiltshire Operation Flood Working Group: Cllr Primmer</li> <li>(e) Wilton Community Centre: Cllr Blackman</li> <li>(f) Neighbourhood Plan; Cllr Edge</li> <li>(g) Wilton Community Carnival; Cllr Edge</li> <li>(h) Wilton Community Land Trust; Cllr Edge</li> </ul>	8.25pm
257/21	<p><b><u>Action Update from the Minutes dated 2<sup>nd</sup> November and 23<sup>rd</sup> November</u></b></p> <p>228/21(ii) The CCTV Policy has been changed as requested. The new format for community engagement is on all agendas. The Union flag has been received.</p> <p>229/21 The planning responses were submitted</p> <p>240/21 The planning responses have been submitted.</p>	8.30pm
258/21	<p><b><u>Town Clerk's Report</u></b> – circulated with the agenda to Cllrs</p>	8.32pm
259/21	<p><b><u>Date of next meeting</u></b></p>	8.35pm

To confirm the date of the next meeting of the Full Council, which will be on Tuesday 4<sup>th</sup> January 2022 at 7.00pm. The venue will be confirmed nearer the time.

260/21 **To close the meeting.**

[Standing Orders](#)

[Financial Regulations](#)

[Equality Policy](#)

8.36pm