



Wilton Town Council

Policy & Resources Committee

AGENDA

To all members of the Policy and Resources Committee

Cllr Blackman Cllr Crossley Cllr Edge Cllr Kinsey
Cllr Matthews Cllr Moore Cllr Taylor Cllr Tonkin



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093



[Email the clerk](#)



[Wilton TC Website](#)

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 19th October 2021 at 7.00pm** for the purpose of transacting the following business.

All Cllrs are politely reminded of the Wilton Town Council [Code of Conduct](#)

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.

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

Meeting ID 863 2367 1754

Password 090664

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

13th October 2021

PR/36/21

Apologies

To receive any apologies and to note the reasons provided.

7.15pm

PR/37/21

Minutes

To approve the minutes of the meeting held on [20th July 2021](#)

7.16pm

PR/38/21

Declarations of Interest

7.17pm

- (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.

PR/39/21	<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>	7.18pm
PR/40/21	<p><u>Policy Review</u></p> <p>To review the following policies currently on the Wilton TC website.</p> <ul style="list-style-type: none"> (i) <u>CCTV Policy</u> To review the policy. (ii) <u>Standing Orders</u> To consider amending Standing Orders so that all future agendas include the suspension of standing orders when public questions are answered. To amend section 2 which currently incorrectly refers to SO2b instead of SO2.2 To confirm no further changes are required to WTC Standing Orders (iii) <u>Mayor Making Procedure</u> It was agreed at the May meeting to review the Mayor Making procedure in particular the process in March and April regarding nominations. 	7.25pm
PR/41/21	<p><u>Planning applications received</u></p> <ul style="list-style-type: none"> (i) <u>PL/2021/09356</u>. Listed building consent. Wilton Estate, Wilton. Refurbishment and extension of Laundry Bungalow building. New double garage detailed to match. (ii) <u>PL/2021/08689</u>. Wilton Park Estate, Wilton. Erection of boathouse and raised walkway. (iii) <u>PL/2021/09492</u>. 33 Bulbridge Rd. Wilton. Single story rear extension, single story side extension and loft extension. 	7.40pm
PR/42/21	<p><u>Approved Contractor list</u></p> <p>To consider recent applications made for organisations to be on the approved contractor list.</p>	7.50pm
PR/43/21	<p><u>Wilton Neighbourhood Plan</u></p> <p>To agree a way forward for the Neighbourhood Plan</p>	7.55pm
PR/44/21	<p><u>Managing the Council's money.</u></p> <p>To approve terms of expenditure as detailed in the payment schedule.</p>	8.00pm
PR/45/21	<p><u>Transfer of the Public Toilets</u></p> <p>Wiltshire Council has asked Wilton TC to complete the transfer that was started several years ago. The transfer document and map have been circulated to Cllrs with this agenda. To agree to recommend to full council that the transfer should be completed.</p>	8.05pm
PR/46/21	<p><u>Public participation at meetings.</u></p> <p>Currently meetings are held in the Council Chamber and streamed using Zoom but this needs additional equipment to set it up correctly.</p>	8.15pm

A member of the public has asked the Council to consider creating its own YouTube channel (as Chippenham TC has done).

To consider the YouTube request.

To consider the purchasing of equipment to use Zoom more effectively.

PR/47/21

Wilton TC flags

8.25pm

At the last Full Council meeting the council authorised this committee to purchase a new Union Flag following research into the quality of ones available.

To confirm the purchase of a new Union flag.

PR/48/21

Budget for 2022-2023

8.30pm

To note any matters to be added to the Budget for the Budget working party to consider.

PR/49/21

Wilton Newsletter

8.35pm

To confirm content and publication of a newsletter for Wilton TC.

PR/50/21

Correspondence received

8.40pm

The Clerk will report any correspondence received since the publication of the agenda.

PR/51/21

Date of next meeting

8.45pm

To confirm the [date of the next meeting](#) on Tuesday 14th December at 7.00pm in the Council Chamber.

PR/52/21

To close the meeting.

8.46pm

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.

