



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 APRIL 2022 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.
Masks maybe required to be worn, please ensure you have one with you.

Members of the Press and Public are welcome to attend but due to 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 880 1683 6859

Password 855586

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

Yours faithfully
Mrs C Churchill. Cert HE. CiLCA.

Town Clerk

8th April 2022

PR/26/22	<u>Apologies</u> To receive any apologies and to note the reasons provided.	7.00pm
PR/27/22	<u>Minutes</u> To approve the minutes of the meeting held on 15th February 2022	7.01pm
PR/28/22	<u>To suspend Standing Orders</u>	7.02pm

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.

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.

- PR/29/22 **To reinstate Standing Orders** 7.20pm
- PR/30/22 **Declarations of Interest** 7.21pm
- (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/31/22 **Planning** 7.22pm
02585. The Wilton Shopping Village, Unit 5. King Street.
Proposed rationalization and subdivision of Unit 5 to create new Class E tenancies and associated works to the banks of the River Wylfe
- PR/32/22 **Shaftesbury Road Cemetery** 7.25pm
- (i) To consider charges for applications to transfer the Exclusive Right of Burial
- PR/33/22 **Policy Review** 7.30pm
- (i) **Cemetery Policy**
To add the following to clause 7.7 to the recently adopted WTC [Cemetery Policy](#)
Currently the clause states;
The council requires to verify the deed before a grave is re-opened. If the deed is lost a statutory declaration must be made
To add the following
By a Solicitor or the next of kin confirming them as the sole descendant and indemnifying Wilton Town Council and all its Officers and Staff from any liability whatsoever in this matter or arising therefrom.
- (ii) **Mayor Making**
The Mayor Making procedure has been altered.
The official ceremony followed by refreshments will take place on the second Tuesday in May.
To confirm the procedure at this meeting.
To confirm the name of this event as the election of Mayor and Deputy Mayor will have already taken place.
To make a recommendation to Full Council for this ceremony.
- (iii) Suggested policies
Mayor's allowance
Public participation at meetings
- PR/34/22 **R2 financed projects** 7.45pm
- (i) To receive an update on previously agreed projects.
- (ii) To consider the proposal from WC regarding R2 funds.
- PR/35/22 **Managing the Council's money.** 7.50pm
- (i) To approve terms of expenditure as detailed in the payment schedule.

- (ii) To authorise the payment of the Mayor's allowance via payroll at the request of the Mayor. Please note this will incur fees for an additional person and any tax and NI liabilities can not be recovered.

PR/36/22	<u>Transfer of the Public Toilets</u> To receive an update regarding the transfer. To agree a recommendation to full council regarding the transfer.	8.00pm
PR/37/22	<u>Wilton TC Newsletter</u> To receive an update from Cllr Edge regarding delivery options.	8.05pm
PR/38/22	<u>Council Chamber</u> To consider quotes received to replace the windows in the Council Chamber and Mayor's Parlour.	8.08pm
PR/39/22	<u>Action Update of the Minutes held</u> PR/06/22 The meeting between WTC and Wilton Help has yet to be arranged. PR/07/22(i) All cemetery forms were approved. PR/07/22(ii) The revised Cemetery regulations were approved. PR/08/22(i) Standing Orders were approved and replaced the old version on the website. PR/09/22 Planning responses were submitted. PR/19/22 The fire resistant filing cabinet should be ordered before the meeting. PR/20/22 The new IT equipment should be ordered before the meeting. All other actions appear as agenda items.	8.12pm
PR/40/22	<u>Correspondence received</u> The Clerk will report any correspondence received since the publication of the agenda.	8.14pm
PR/41/22	<u>Date of next meeting</u> To confirm the date of the next meeting on Tuesday 21 st June 2022 at 7.00pm in the Council Chamber.	8.15pm
PR/42/22	<u>To close the meeting.</u>	8.16pm

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.

