

Wilton Town Council Town Council Meeting

AGENDA

The Council Offices
Kingsbury Square
Wilton SP2 0BA

To: All Members of Wilton Town Council

(B) 01722 742093

You are summoned to attend a **MEETING** of **WILTON TOWN COUNCIL** to be held in the



COUNCIL CHAMBER, COUNCIL OFFICES, KINGSBURY SQUARE, WILTON on:



for the purpose of transacting the following business.



This meeting is open to the Public and Press. Members of the public are advised to contact the Council should they wish to attend before midday on 7th June to ensure they can attend. It is hoped to stream the meeting via ZOOM. 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 (posted through the letter box) to the Clerk before midday on the day of the meeting.

Councillors are reminded of the Wilton Town Council Code of Conduct

You should not attend if you feel unwell or show any COVID-19 symptoms.

You may be required to wear a mask during this meeting.

Please ensure you have a mask with you.

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

Please <u>click here</u>

or use the following access details;

Meeting ID 837 8808 0734

Password 559241

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

Yours faithfully

Town Clerk 27TH June 2022

113/22 **Apologies** 7.00pm To receive apologies for absence and to approve the reason given. (LGA 1972 Sch 12 s85(1)). Please note that without a reason the apology can only be noted. 114/22 7.01pm **Minutes** To approve the Minutes of the Annual Meeting held on 7th June 2022. (LGA 1972 sch (i) 12 para 41). 115/22 **To suspend Standing Orders** 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. Any resident who wishes to ask a question is advised to email the question to the Town Clerk (clerk@wiltontowncouncil.gov.uk) before midday on the day of the meeting so that it may be read out. **Community Engagement** 7.17pm 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. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration. N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119). Report from the Unitary Councillor for Wilton. 7.25pm Cllr Pauline Church to give a report followed by questions to Cllr Church. 116/22 To reinstate Standing Orders 7.30pm 117/22 **Declarations of Interest** 7.31pm (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(s33 b-e) in respect of Members. (b) To consider any Dispensation Requests received by the Town Clerk. 118/22 **Exclusion of the Press and Public.** 7.32pm To agree any items, if required, to be dealt with after the public, including the press, have been excluded under Public Bodies (Admissions to Meetings) Act 1960. 119/22 Mayor's report 7.33pm To receive a brief report of events and engagements attended by the Mayor of Wilton. 120/22 **Declaration of Vacancy** The Local Government Act 1972 states that if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the 7.37pm authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority. To declare the automatic vacancy of a seat following a Councillor's non attendance since 4th

January 2022. The reasons for the absence were not approved by the Council.

121/22	To receive and ratify the Minutes of the; Policy and Resources Committee held on 21st June 2022.		7.40pm	
	To note the following items;			
	PR/51/22	The grass area on the Park and Ride approach to be listed under the Wild about		
		Wiltshire scheme.		
	PR/52/22(ii)	The Avenue roundabout to consider options available.		
	PR/53/22	To encourage residents to complete the electric car and e bike survey.		
	Recommendations to Full Council for approval.			
	PR/54/22(i)	Mayor making procedure reviewed, no changes required. Review annually. Risk Management Policy reviewed, amendments made.		
		Cemetery Policy reviewed and minor amendments made.		
	PR/54/22(ii)	General Reserves Policy		
		Investment Strategy Policy		
		Mayoral Allowance Policy		
		Use of Council debit card Policy.		
		Online banking payment Policy.		
		Co-option Policy		
		Public Participation at Meetings		
		Streaming of Meetings.		
		Email Policy.		
		Social Media Policy.		
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122/22	Planning			
	To respond to the following planning applications.			
	•			
	(i) Alteration	PI/2022/04242. Mulberry House, 28 South St. to footprint of approved garden room under PL/2021/04594.		
	(ii)	PL/2022/04654, 23 West Street, Wilton.		
	• •	(T1) - trim sides to improve shape and reduce height by approx. 1.5 metres.		
	Cypress sp.	(11) - trini sides to improve shape and reduce height by approx. 1.5 metres.		
123/22	To receive	an update on the Transfer of the Public Toilets	7.55pm	
124/22	To receive	an update on the Men's Shed Licence.	7.57pm	
125/22	Wilton TC	nouvelottor	8.00pm	
123/22	Wilton TC newsletter At the recent RS R Committee meeting it was agreed to publish a guestosius newsletter available.			
	At the recent P&R Committee meeting it was agreed to publish a quarterly newsletter available online and available to collect from various locations within the town.			
	(i) (ii)	Councillors to provide material for the newsletter.		
	(ii) (iii)	To agree a date for publication of this newsletter. To confirm the lead ClIr for the WTC Newsletter		
	(iii)	To confirm the lead Clir for the WTC Newsletter		
126/22	Managing the Council's Money			
	(i)	To note the bank reconciliation dated.	8.10pm	
	(ii)	To note the current budget / actual spend.		
	(iii)	To confirm payments as per attached payment schedule (to follow)		
	(iv)	Request for further information from Wilton HELP! CIC. As yet nothing has been		
	• •	received. Mr Milton has resigned as a Director leaving one Director. A letter has been		

sent to the remaining Director reminding them of the outstanding information.

127/22	To receive verbal reports from the Town Council's representative to;			
	(i)	Wiltshire Association of Local Councils		
	(ii)	South West Wiltshire Area Board		
	(iii)	SWW Local Highways & Footway Improvement Groups (LHFIG) (previously		
		Community Area Transport Group)		
	(iv)	South Wiltshire Operational Flood Working Group		
	(v)	Wilton Community Centre		
	(vi)	Neighbourhood Plan		
	(vii)	Wilton Community Carnival		
	(viii)	Wilton Community Land Trust		
	(ix)	Wilton C of E Primary School		
	(x)	Trustees of the Michael Herbert Hall		
	(xi)	Wilton United Charities		
128/22	Action Update from the Minutes dated 7 th June 2022.			
	93/22	An election was requested however three nominations for three vacant seats meant all three candidates were elected without the need for an election. The three new candidates take their seats on 18 th July.	·	
	101/22	The green fencing has been ordered and hopefully will be in place for the Carnival.		
	104/22	A letter of objection was sent to Companies House re the application to strike off Wilton HELP! CIC. The objection has been accepted and strike off action deferred for 6 months.		
	106/22	The annual Audit paperwork has been submitted to PKF Littlejohn (appointed External Auditor)		
129/22	Town Clerk's Report – circulated to Cllrs		8.20pm	
130/22	<u>Date of next meeting</u> To confirm the date of the next meeting of Wilton Town Council, which will be on Tuesday 2 nd August 2022 at 7pm in the Council Chamber.			
131/22	To close t	To close the meeting.		