



Wilton Town Council

Town Council Meeting

AGENDA



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093



[Email the clerk](#)



[Wilton TC Website](#)

To: All Members of Wilton Town Council

You are summoned to attend a **MEETING** of **WILTON TOWN COUNCIL** to be held in the **COUNCIL CHAMBER, COUNCIL OFFICES, KINGSBURY SQUARE, WILTON** on:

TUESDAY 5th JULY 2022 at 7.00pm

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 [click here](#)

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

- 121/22 **To receive and ratify the Minutes of the;** 7.40pm
Policy and Resources Committee held on 21st June 2022.
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.
- 122/22 **Planning** 7.48pm
To respond to the following planning applications.
(i) [PI/2022/04242](#). Mulberry House, 28 South St.
Alteration to footprint of approved garden room under PL/2021/04594.
(ii) [PL/2022/04654](#). 23 West Street, Wilton.
Cypress sp. (T1) - trim 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 newsletter** 8.00pm
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) Councillors to provide material for the newsletter.
(ii) To agree a date for publication of this newsletter.
(iii) To confirm the lead Cllr for the WTC Newsletter
- 126/22 **Managing the Council's Money** 8.10pm
(i) To note the bank reconciliation dated.
(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;** *8.15pm*
- (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 7th June 2022.** *8.18pm*
- 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 18th 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 **Date of next meeting** *8.23pm*
- To confirm the date of the next meeting of Wilton Town Council, which will be on Tuesday 2nd August 2022 at 7pm in the Council Chamber.
- 131/22 **To close the meeting.** *8.24pm*