

The Council Offices

Kingsbury Square Wilton SP2 OBA

01722 742093

Email the clerk

Wilton TC Website

Wilton Town Council 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 in the

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

TUESDAY 2nd AUGUST 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 2nd August 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 <u>Code of Conduct</u> 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 833 8652 1472 Password 311231 You will be placed in a waiting area so please ensure arrival before the start of the meeting.

Yours faithfully

Town Clerk

27TH July 2022

132/22	 Apologies (i) 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. (ii) To note the resignation of Julia Hawkins, the vacancy is currently being advertised. 	7.00pm		
133/22	<u>Minutes</u> To approve the Minutes of the Annual Meeting held on <u>5th July 2022</u> . (LGA 1972 sch 12 para 41).			
134/22	To suspend Standing Orders	7.02pm		
	<u>Community Engagement</u> 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.			
	 <u>Community Engagement</u> 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). 	7.17pm		
	Report from the Unitary Councillor for Wilton. Cllr Pauline Church to give a report followed by questions to Cllr Church.	7.25pm		
135/22	To reinstate Standing Orders	7.30pm		
136/22	Declarations of Interest(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.	7.31pm		
137/22	Exclusion of the Press and Public. To agree any items, if required, to be dealt with after the public, including the press, have been excluded under <i>Public Bodies (Admissions to Meetings) Act 1960</i> .			
138/22	Mayor's report To receive a brief report of events and engagements attended by the Mayor of Wilton.			
139/22	To receive a brief report of Environment and Amenities CommitteeTo note the following items;EA/82/22(i)The safety check for memorials will take place on Thursday 25 th August at 10am.EA/86/22(vii)To permit a caravan in the Castle Meadow car park (subject to conditions) whilst work is undertaken by the Men's Shed.	7.35pm		
	Recommendations to Full Council for approval.EA/76/(viii)To confirm the exact locations for the new benches.EA/78/22(v)The next cycle liaison panel meeting is schedule for 8 th September at 5pm. To confirm if a Cllr can attend this online meeting.			

EA/81/22(i)	To adopt the revised Pesticide Policy – review in 3 years
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- EA/81/22(ii) To adopt the revised Tree Policy review in 3 years
- EA/81/22(iii) To adopt the Banner and Signage Policy review in 4 years.

140/22 Civility and Respect Pledge

- (i) To pass a resolution that Wilton Town Council signs up to the Civility and Respect Pledge <u>click here</u>
- To pass a resolution that all Wilton Town Council Councillors, Town Clerk and Assistant Clerk sign the Wiltshire Council Positive Conduct equals Positive Democracy Charter
 <u>Positive Democracy Toolkit</u>
 Positive Democracy Charter
- (iii) To pass a resolution to add a Bullying and Harassment statement to the Wilton Town Council website.

Bullying and Harrasment Statement for the website

'We treat everyone with courtesy and respect and ask for the same in return. We ask that you treat your Councillors and council staff courteously without violence, abuse or harassment. Councillors and council staff have the right to carry out their civic duties and work without fear of being attacked or abused. Any behaviour whether that be verbal, physical or in writing, which causes either Councillors or council staff to feel uncomfortable, embarrassed, or threatened, is totally unacceptable.

The zero tolerance policy includes abuse, aggression or threats made in person, over the telephone or in written communication, including on social media.

The council considers threatening behaviour to be:

Attempted or actual aggressive, or physical actions made towards any Councillor or member of staff.

The use of aggressive, or abusive language, (including raising of the voice, swearing, shouting or in writing) which threatens or intimidates Councillors or council staff. This policy applies throughout all council meetings, but it also applies to any Councillor or Council staff away from council meetings

141/22 Planning

To respond to the following planning applications.(i)PL/2022/0465615B North Street, Wilton.Replacement of all 5 existing sash windows with UPVC sash windows.

(ii) <u>PL/2022/04208</u> 12 Russell Street, Wilton. Alteration of existing garage door from an up and over metal door to a wooden black hinged doors.

(iii) <u>PL/2022/05429.</u>54 Bulbridge Road, Wilton. Proposed single storey rear extension and alterations.

142/22 Christmas Lighting Event – Friday 2nd December

- (i) To confirm the setting up of a Working Party or Sub Committee for this event.
- (ii) To confirm which Councillors will be on the Working Party (or Sub Committee).
- (iii) To confirm that the Working Party (or Sub Committee) can report to either E and A or P and R Committees or to Full Council.
- (iv) To confirm a date for a meeting (before the 26th August).

7.48pm

7.40pm

143/22	<u>Wilton Tow</u> (i)	<u>n Council Newsletter</u> To set up a Working Party for the Newsletter	8.05pm	
	(')	To set up a working rarry for the newsletter		
144/22	Pedestrian Crossing in South Street			
	Currently there is no safe crossing point in South Street near the car park.			
	-	uide to options and costs available here		
	(i)	To confirm a request to Local Highways Footpath Improvement Group for a		
		pedestrian crossing in South Street near the South Street car park.		
	(ii)	To confirm which Wilton Town Councillor can attend the next LHFIG meeting on Wednesday 31 st August at 2pm.		
145/22	Managing the Council's Money			
	(i)	To note the bank reconciliation dated 30 th June 2022.	8.12pm	
	(ii)	To note the current budget / actual spend.		
	(iii)	To confirm the contractor to install the NAL sockets for the Speed Indicator Device.		
	(iii)	To confirm payments as per attached payment schedule.		
	(iv)	To confirm that should an election be requested, Wilton Town Council will require		
		poll cards to be issued.		
	(v)	To note the report from the Wilton Carnival Committee following the grant awarded		
		earlier in 2022.		
		To confirm if any further information is required.		
	(vi)	Request for further information from Wilton HELP! CIC. As yet nothing has been		
		received. Reminder emails have been sent requesting the information.		
146/22	To receive verbal reports from the Town Council's representative to;			
,	(i)	Wiltshire Association of Local Councils	8.20pm	
	(ii)	South West Wiltshire Area Board – not met		
	(iii)	SWW Local Highways & Footway Improvement Groups (LHFIG) (previously		
	()	Community Area Transport Group) – not met		
	(iv)	South Wiltshire Operational Flood Working Group – not met		
	(v)	Wilton Community Centre		
	(vi)	Wilton C of E Primary School		
	(vii)	Trustees of the Michael Herbert Hall		
	(viii)	Wilton United Charities		
147/22	Action Unde	ate from the Minutes dated 5 th July 2022.	8.23pm	
147/22	To note the		0.2 <i>5</i> µ11	
	120/22	The vacancy created is currently being advertised.		
	120/22	All new policies are now online.		
	124/22	The Men's Shed licence will be discussed at the next P & R Committee.		
	124/22	The deposit for the windows has been made and a final measure completed.		
	120/11	The deposit for the windows has been made and a final measure completed.		
148/22	<u>Town Clerk'</u>	<u>s Report</u> – circulated to ClIrs	8.25pm	
149/22	Date of next	t meeting	8.27pm	
		he date of the next meeting of Wilton Town Council, which will be on Tuesday 6 th		
		2022 at 7pm in the Council Chamber.		
150/22	<u>To close the</u>	e meeting.	8.30pm	