

Wilton Town Council

Town Council Meeting

AGENDA

The Council Offices
Kingsbury Square
Wilton SP2 0BA

To: All Members of Wilton Town Council

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:

TUESDAY 6th SEPTEMBER 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 6th September 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.

Please see the **Public Participation at Meetings Policy**

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 863 0957 5512

Password 715269

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

Yours faithfully

Clare Churchill
Town Clerk

31st August 2022

158/22	<u>Apologies</u>	7.00pm	
	(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.		
159/22	Minutes (i) To approve the Minutes of the Meeting held on 2nd August 2022. (LGA 1972 sch 12	7.01pm	
	para 41). (ii) To approve the Minutes of the Meeting held on 16 th August 2022. (LGA 1972 sch 12 para 41).		
160/22	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.		
	Community Engagement 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	
161/22	To reinstate Standing Orders		
162/22	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	
163/22	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>	7.32pm	
164/22	Mayor's report To receive a brief report of events and engagements attended by the Mayor of Wilton.		
165/22	Co-option of Councillors Two vacancies have been advertised with no requests made for an election, therefore the vacancies may be filled by co-option. Two candidates have submitted a co-option form. To co-opt two members of the public onto Wilton Town Council		
166/22	Civility and Respect Pledge (i) To confirm the resolution that Wilton Town Council signs up to the Civility and Respect Pledge click here	7.40pm	

- (ii) 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.

 Positive Democracy Toolkit
 Positive Democracy Charter
- (iii) To confirm the 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

167/22 <u>Planning</u> 7.45pm

To respond to the following planning applications.

- (i) <u>PL/2022/05044.</u> 26 Olivier Road, Wilton.
 - Erection of first floor side extension over existing ground floor Utility / WC room and rear extension
- (ii) <u>PL/2022/06407.</u> 34 Shaftesbury Road, Wilton.

Demolish existing single storey rear extension and erect replacement full-width single storey rear extension.

- (iii) PL/2022/00906. Former Erskine Barracks site, The Avenue, Wilton.
 - Variation of condition 1 (approved plans) on 17/05181/REM (Reserved matters submission pursuant to hybrid planning permission ref 13/04870/OUT for care home, along with associated landscape and infrastructure works) to make changes to the hard and soft landscaping; changes to the boundary treatment; new scooter/cycle stores, maintenance/potting sheds and gazebo; electric vehicle parking details; and new retaining wall on The Avenue boundary.

 Amended plans
- (iv) <u>PL/2022/06208.</u> 88 The Hollows, Wilton.
 - Existing property loft conversion with new gable roof formation and dormer window to create habitable second floor.
- (v) <u>20/11668/FUL.</u> The Wheatsheaf, King Street. Change of use from sui generis (public house) to Class C1 (hotel) with associated alterations.

Amended Plans.

168/22	<u>Christma</u>	s Lighting Event – Friday 2 nd December	8.00pm
	(i)	Volunteers are required throughout the day.	
	(ii)	Security and First Aid – quote obtained for the duration of the event whilst open to the	
		public. Council to confirm if quote is accepted.	
	(iii)	Road closure is in progress.	
460/22	varile El		0.05
169/22	•	ood Group	8.05pm
		a Wilton Flood Working Group which will report to the Environment and Amenities	
		ee. The Terms of Reference for this group must be agreed by the E&A Committee and Full	
	Council.	To establish a Flood Working Croup. Top to be confirmed	
	(i)	To establish a Flood Working Group – ToR to be confirmed. To confirm which Clirc will sit on the Flood Working Group.	
	(ii)	To confirm which Cllrs will sit on the Flood Working Group	
170/22	Budget S	etting Working Group	8.10pm
	To establish a Working Group to prepare the budget for 2023-2024 and recommend a Precept.		
		m which Cllrs will sit on the Budget Working Group.	
171/22	•	g the Council's Money	8.14pm
	(i)	To note the bank reconciliation dated 31 st July 2022.	
	(ii)	To note the current budget / actual spend.	
	(iii)	To confirm payments as per attached payment schedule.	
	(iv)	Request for further information from Wilton HELP! CIC. As yet nothing has been	
		received. Reminder emails have been sent requesting the information.	
		To consider the next steps.	
	(v)	Update on invoice presented for Wilton Jubilations.	
172/22	To receiv	e verbal reports from the Town Council's representative to;	8.22pm
1, 2, 22	(i)	Wiltshire Association of Local Councils	0.ZZpiii
	(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	
	(v) (vi)	Wilton C of E Primary School	
	(vii)	Trustees of the Michael Herbert Hall	
	(viii)	Wilton United Charities	
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173/22	Action Update from the Minutes dated 2 nd August 2022.		
	To note t	he following;	
	139/22	The memorial safety check took place.	
	141/22	Planning responses were submitted	
	141/22	The extraordinary planning meeting was rearranged for 16th August and the planning	
		response has been submitted.	
	144/22	The request for a pedestrian crossing was submitted and discussed at LHFIG.	
	145/22	The NAL sockets quote was accepted and work has been ordered.	
174/22	<u>Town Clerk's Report</u> – circulated to Cllrs		
175/22	Date of n	ext meeting	8.35pm
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To confirm the date of the next meeting of Wilton Town Council, which will be on Tuesday $4^{\rm th}$ October 2022 at 7pm in the Council Chamber.

176/22 <u>To close the meeting.</u>

8.30pm