



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 7th MARCH 2023 at 7.00pm

for the purpose of transacting the following business.

This meeting is open to the Public and Press. 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](#)

Wilton Town Council has signed the [Civility and Respect Pledge](#).

[Who has taken the Pledge](#)

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 811 3034 6978

Password 220994

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

Yours faithfully

Clare Churchill

Town Clerk

1st March 2023

035/23	<p><u>Apologies</u></p> <p>(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.</p>	7.00pm
036/23	<p><u>Minutes</u></p> <p>(i) To approve the Minutes of the Meeting held on 7th February 2023 (LGA 1972 sch 12 para 41).</p>	7.01pm
037/23	<p><u>To suspend Standing Orders</u></p> <p><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.</p> <p><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).</p>	7.02pm
	<p><u>Report from the Unitary Councillor for Wilton.</u> Cllr Pauline Church to give a brief report followed by questions to Cllr Church.</p>	7.17pm
038/23	<p><u>To reinstate Standing Orders</u></p>	7.25pm
039/23	<p><u>Declarations of Interest</u></p> <p>(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.</p> <p>(b) To consider any Dispensation Requests received by the Town Clerk.</p>	7.30pm
040/23	<p><u>Exclusion of the Press and Public.</u> 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>.</p>	7.31pm
041/23	<p><u>Mayor's report</u> To receive a brief report of events and engagements attended by the Mayor of Wilton.</p>	7.32pm
042/23	<p><u>To receive the Minutes of the Environment and Amenities Committee held</u> To recommend the following;</p> <p>(i) To permit the local U3A gardening group to maintain the Garden of Remembrance at the Cemetery subject to appropriate Health & Safety documents and Risk Assessment.</p> <p>(ii) To increase the interment charges for cremation plots to £125 for a resident and £230 for non residents. Resident status is determined by the Officers at Wilton Town Council</p> <p>(iii) To make no changes to the other charges at the Cemetery.</p>	7.33pm
		7.36pm

- (iv) To make no changes to the current booking form and charges for Castle Meadow Pavilion.
- (v) To permit Wilton Men's Shed to use the covered area between the two containers for storage – to be reviewed annually. This will not be included on the new Lease.
- (vi) To permit Wilton Men's Shed to store items within the compound currently stored at the rear of the Men's Shed unit.
No other storage in any area of the compound will be permitted.
- (vii) To erect the new Wildflower sign at Castle Meadow.
- (viii) To ask Wiltshire Council to reposition one of the existing bins in the Market Square to near the bus stop so there are two bins at that location.
- (ix) To agree the wording for the following information part of the new noticeboards;
Old St Mary's Churchyard
Council Offices
Castle Meadow
Minster Street
- (x) To purchase / print notices displaying the Dog Safety Code / Dog information.
To confirm the preferred option.
- (xi) To photograph all existing Memorials at the Cemetery and attach to the electronic records.
- (xii) To add a line to the interment application form asking for confirmation of existing memorials.

- 043/23 **The Coronation of His Majesty King Charles III and Her Majesty The Queen Consort.** 7.43pm
 The actual Coronation will be on Saturday 6th May 2023.
 There will be an event at Castle Meadow on Sunday 7th May from 12 – 3pm This will be a Bring Your Own Lunch community event with competitions and games including fancy dress (Royal theme) and a Coronation Cake Bake Off.
 Wilton Town Council will provide Medals to all children under the age of 18 (registration required).
 A Coronation Flag will be purchased and flown at the Market Square.
 The town will be decorated with bunting including plans for all residents to contribute and all businesses will be asked to decorate windows for the occasion.
- 044/23 **Managing the Council's Money** 7.48pm
 (i) To note the bank reconciliation dated 31st January 2023.
 (ii) To note the current income and expenditure.
 (iii) To confirm payments as per attached payment schedule.
 (iv) To consider a grant application from the Wiltshire Citizens Advice.
- 045/23 **Request to use the grounds at Old St Mary's for a Flower Festival in May 2023.** 7.52pm
 A request has been received to permit the use of the Churchyard for an event on Saturday 20th May.
 To respond to the request.
- 046/23 **To receive verbal reports from the Town Council's representative to:** 7.55pm
 (i) Wiltshire Association of Local Councils
 (ii) Wilton Town Flood Group
- 047/23 **Action Update from the Minutes dated.** 8.00pm
 To note the following;
 018/23 The matters raised were discussed at Environment and Amenities Committee or will be on the Policy and Resources agenda.
 027/23 Cllr Johnston has a Councillor email, Wiltshire Council has been informed and her photo has been taken for the website.

028/23 Planning responses have been submitted.
032/23 The report following the speed limit assessment for The Avenue has been circulated. The criteria used was the latest Department of Transport Setting Local Speed Limits 2013.

048/23 **Town Clerk's Report** – circulated to Cllrs *8.05pm*

049/23 **Date of next meeting** *8.10pm*

To confirm the date of the next meeting of Wilton Town Council, which will be on Tuesday 4th April 2023 at 7pm in the Council Chamber.

This will be a meeting that follows the Annual Town Meeting for Wilton.

050/23 **To close the meeting.** *8.12pm*