



# 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 4<sup>th</sup> APRIL 2023 after the Annual Town Meeting at 7.00pm** but to start no earlier than 7.15pm

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 886 1466 4621

Password 034459

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

Yours faithfully

*Clare Churchill*

**Town Clerk**

29<sup>th</sup> March 2023

051/23	<p><b><u>Apologies</u></b></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>	7.15pm
052/23	<p><b><u>Minutes</u></b></p> <p>(i) To approve the Minutes of the Meeting held on <a href="#">7th March 2023</a> (LGA 1972 sch 12 para 41).</p>	7.16pm
053/23	<p><b><u>To suspend Standing Orders</u></b></p> <p><b><u>Community Engagement</u></b> 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><b><u>Community Engagement</u></b> 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> <p><b><u>Report from the Unitary Councillor for Wilton.</u></b></p> <p>Cllr Pauline Church to give a brief report followed by questions to Cllr Church.</p>	7.17pm
054/23	<p><b><u>To reinstate Standing Orders</u></b></p>	7.30pm
055/23	<p><b><u>Declarations of Interest</u></b></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>	7.35pm
056/23	<p><b><u>Exclusion of the Press and Public.</u></b></p> <p>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>	7.36pm
057/23	<p><b><u>Mayor's report</u></b></p> <p>To receive a brief report of events and engagements attended by the Mayor of Wilton.</p>	7.37pm
058/23	<p><b><u>To receive the Minutes of the Policy and Resources Committee held on 21<sup>st</sup> March 2023.</u></b></p> <p>To recommend the following;</p> <p>(i) Adoption of the revised Risk Management Policy</p> <p>(ii) Adoption of the new Complaints Policy</p> <p>(iii) Adoption of the revised Volunteer Policy</p> <p>(iv) Adoption of the revised Community Grant Application form</p> <p>(v) Re adoption of current Standing Orders</p> <p>(vi) Confirmation of the Asset Register</p> <p>(vii) Noting of the Bank Reconciliation dated 31<sup>st</sup> January inc the detailed Balance Sheet and Income &amp; Expenditure.</p>	7.38pm
		7.42pm

- (viii) Noting of the Interim Internal Audit dated 8<sup>th</sup> March 2023.
- (ix) To proceed with cleaning and minor repairs of 12 Councillor Robes.
- (x) Adoption of the Agenda Request form
- (xi) To take no further action on Wilton HELP! CIC other than a statement on the website.

059/23	<p><b><u>The Coronation of His Majesty King Charles III and Her Majesty The Queen Consort.</u></b></p> <p>The actual Coronation will be on Saturday 6<sup>th</sup> May 2023.</p> <p>There will be a Coronation Big Lunch at Castle Meadow on Sunday 7<sup>th</sup> 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 Off. There will be music and a performance from Wilton Voices.</p> <p>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.</p> <p>The town will be decorated with bunting and all businesses will be asked to decorate windows for the occasion.</p>	7.50pm
060/23	<p><b><u>Managing the Council's Money</u></b></p> <ul style="list-style-type: none"> <li>(i) Noting of the Bank Reconciliation dated 28<sup>th</sup> February inc the detailed Balance Sheet and Income &amp; Expenditure.</li> <li>(ii) To confirm payments as per attached payment schedule.</li> </ul>	7.52pm
061/23	<p><b><u>Planning</u></b></p> <p><a href="#">PL/2023/01740</a>. 25 Victoria Road, Wilton.</p> <p>Demolition of a garage and construction of 2 houses.</p>	7.53pm
062/23	<p><b><u>To receive verbal reports from the Town Council's representative to:</u></b></p> <ul style="list-style-type: none"> <li>(i) Wiltshire Association of Local Councils</li> <li>(ii) Wilton Town Flood Group</li> </ul>	7.58pm
063/23	<p><b><u>Action Update from the Minutes dated 7<sup>th</sup> March 2023.</u></b></p> <p>To note the following;</p> <p>037/23.2 The second response has been sent to Ms Willmets.</p> <p>037/23.7 Awaiting information from CSW before anything is advertised online.</p> <p>044/23 The bank reconciliation and latest Income and Expenditure has been completed and circulated (Policy and Resources Committee – 21<sup>st</sup> March 2023).</p>	8.00pm
064/23	<p><b><u>Town Clerk's Report</u></b> – circulated to Cllrs</p>	8.02pm
065/23	<p><b><u>Date of next meeting</u></b></p> <p>To confirm the date of the next meeting of Wilton Town Council, which will be on Tuesday 2<sup>nd</sup> May 2023 at 7pm in the Council Chamber.</p> <p>This will be the Annual Meeting of Wilton Town Council</p>	8.05pm
066/23	<p><b><u>To close the meeting.</u></b></p>	8.06pm