



# Wilton Town Council

## Policy & Resources Committee

### AGENDA

To all members of the Policy and Resources Committee

Cllr Blackman Cllr Crossley Cllr Forbes

Cllr Hayes Cllr Kinsey Cllr Moore



The Council Offices  
Kingsbury Square  
Wilton SP2 0BA



01722 742093



[Email the clerk](#)



[Wilton TC Website](#)

You are requested to attend a meeting of the **POLICY AND RESOURCES COMMITTEE** to be held in the **COUNCIL CHAMBER, COUNCIL OFFICES, KINGSBURY SQUARE, WILTON** on **TUESDAY 17<sup>th</sup> JANUARY 2023 at 7.00pm** for the purpose of transacting the following business.

All Cllrs are politely reminded of the Wilton Town Council [Code of Conduct](#)  
Wilton Town Council has taken the [Civility and Respect Pledge](#).

**Masks maybe required to be worn, please ensure you have one with you.**

Members of the Press and Public are welcome to attend.  
Members of the public and press are welcome to send written statements to the Parish Clerk by midday on the day of the meeting.

It is hoped to stream this meeting via the Zoom video conferencing platform. Please [click here](#) or use the following access details;

Meeting ID 849 0795 9927

Password 500258

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

Yours faithfully  
Mrs C Churchill. Cert HE. CiLCA.

**Town Clerk**

11<sup>th</sup> January 2023

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PR/01/23	<b><u>Apologies</u></b> To receive any apologies and to note the reasons provided.	7.00pm
PR/02/23	<b><u>Minutes</u></b> To approve the minutes of the meeting held on <a href="#">15th November 2022</a>	7.01pm
PR/03/23	<b><u>To suspend Standing Orders</u></b>	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.

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.

PR/04/23	<b><u>To reinstate Standing Orders</u></b>	7.20pm
PR/05/23	<b><u>Declarations of Interest</u></b> (i) 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 in respect of members. (ii) To consider any dispensation requests received by the Town Clerk.	7.21pm
PR/06/23	<b><u>Exclusion of the Press and Public.</u></b> 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> . <i>Note the resolution must include a reason for this exclusion.</i>	7.22pm
PR/07/23	<b><u>Planning</u></b> To respond to the following applications. (i) <a href="#">PL/2023/00157</a> . 42 West St Fell 1 x Pear Tree  (ii) <a href="#">PL/2022/05321</a> . Former Erskine Barracks, The Avenue. Amended plans / additional information	7.24pm
PR/08/23	<b><u>Policy Review</u></b> (i) <b><u>To review the following adopted policies.</u></b> a <a href="#">Risk Management Policy</a> b <a href="#">Complaints Policy</a> c <a href="#">Lone Workers Policy</a> d <a href="#">Flexible Working Policy</a> e <a href="#">Publication Scheme</a> f <a href="#">High Consequence Infectious Diseases Policy</a> g <a href="#">Volunteer Policy</a> h <a href="#">Community Grants Policy</a> g <a href="#">Community Grant Application Form</a>	7.33pm
PR/09/23	<b><u>Castle Meadow Pavilion</u></b> (i) To draft an agreement for accessing the Wilton TC containers. (ii) Utilities	7.58pm
PR/10/23	<b><u>Men's Shed Licence</u></b> A draft Lease has been prepared To agree that the Draft Lease should be recommended to Full Council for approval.	8.08pm
PR/11/23	<b><u>Matters raised at Full Council on 3<sup>rd</sup> January and referred to this committee.</u></b> (i) Lack of response from regarding the closure of Wilton Medical Centre. (ii) State of the road surface on Shaftesbury Road, Wilton.	8.10pm
PR/12/23	<b><u>R2 financed projects</u></b> To receive an update on the Castle Meadow car park, replacement posts and fencing for the wildflower area.	8.20pm

PR/13/23	<p><b><u>Managing the Council's money.</u></b></p> <p>(i) To approve terms of expenditure as detailed in the payment schedule.</p> <p>(ii) To consider and accept a quote for a full electrical survey at</p> <p style="margin-left: 20px;">a The Cemetery buildings</p> <p style="margin-left: 20px;">b Old St Mary's</p> <p style="margin-left: 20px;">c Public Toilets</p> <p>(iii) Access to the bank accounts using the Town Council address;</p> <p style="margin-left: 20px;">a Wilton Neighbourhood Planning Group</p> <p style="margin-left: 20px;">b The Mayor of Wilton Appeal Account</p> <p>(iv) To consider charges for utilities and current contracts</p>	8.25pm
PR/14/23	<p><b><u>Councillor Robes</u></b></p> <p>To consider maintenance of the Robes, including repair or replacement.</p>	8.35pm
PR/15/23	<p><b><u>Council office</u></b></p> <p>(i) Maintenance required.</p> <p>(ii) Decorating quotes for the Office building.</p> <p>(iii) Disabled access to the building and the Chamber.</p>	8.38pm
PR/16/23	<p><b><u>Coronation of King Charles III</u></b></p> <p>The Coronation takes place on Saturday 6<sup>th</sup> May, an additional Bank Holiday is on Monday 8<sup>th</sup> May.</p> <p>Details of the event are not yet available.</p> <p>The Christmas Lighting working group will reform to plan an event for the Coronation.</p>	8.48pm
PR/17/23	<p><b><u>Action Update of the Minutes held on 15<sup>th</sup> November 2022.</u></b></p> <p>(i) 101/22. Companies House has been informed of the current situation and the application has been suspended until June 2023.</p> <p>All other actions appear as agenda items.</p>	8.53pm
PR/18/23	<p><b><u>Correspondence received</u></b></p> <p>The Clerk will report any correspondence received since the publication of the agenda.</p>	8.54pm
PR/19/23	<p><b><u>Date of next meeting</u></b></p> <p>To confirm the <a href="#">date of the next meeting</a> on Tuesday 21<sup>st</sup> March 2023 at 7.00pm in the Council Chamber.</p>	8.58pm
PR/20/23	<p><b><u>To close the meeting.</u></b></p>	8.59pm

**Wilton Town Council is committed to equality:**

In the exercise of their functions, Wilton Town Councillors and staff take full regard of the following:

- Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability)
- Data Protection
- Health & Safety
- Human Rights.

Anyone who may have difficulty with access to these papers or with access to the meeting is asked to contact the Clerk (01722 742093 or [clerk@wiltontowncouncil.gov.uk](mailto:clerk@wiltontowncouncil.gov.uk) at least 24 hours before the meeting so that help may be provided.