



# 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 5<sup>th</sup> SEPTEMBER 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 834 3402 6810

Password 037838

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

Yours faithfully

*Clare Churchill*

**Town Clerk**

30<sup>TH</sup> August 2023

147/23	<p><b><u>Welcome and Apologies</u></b></p> <p>(i) To note the result of the recent election for a Wilton Town Councillor and to welcome the newly elected Councillor.</p> <p>(ii) 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
148/23	<p><b><u>Minutes</u></b></p> <p>(i) To approve the Minutes of the Meeting held on <a href="#">1st August 2023</a> (LGA 1972 sch 12 para 41).</p>	7.01pm
149/23	<p><b><u>To suspend Standing Orders</u></b></p> <p><b><u>Community Engagement</u></b></p> <p>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></p> <p>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.</p> <p>No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.</p> <p>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><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>	7.20pm
150/23	<p><b><u>To reinstate Standing Orders</u></b></p>	7.30pm
151/23	<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>	7.31pm
152/23	<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>	7.32pm
153/23	<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> <p>To confirm the date and time of the Civic Service.</p>	7.33pm
154/23	<p><b><u>To receive the Minutes of the Environment and Amenities Committee Meeting held on <a href="#">15th August 2023</a>.</u></b></p> <p>To agree to the following recommendations to Full Council, please note details are in the Minutes of the Meeting;</p> <p>(i) A Working Group is to be set up for the Town Trail markers.</p> <p>(ii) Various issues reported to Wiltshire Council are to be followed up.</p> <p>(iii) A request for a 20mph within Wilton, is to be submitted to the Local Highway and</p>	7.37pm

	Footpath Improvement Group.	
	(iv) A request for Residents Parking in North St was not supported.	
	(v) A meeting will be arranged with Unitary Cllr Church, Wiltshire Highways and Local residents re parking in the Kingsbury Sq area.	
	(vi) A request to install a traffic bollard outside 2 West St was supported.	
	(vii) A request to look into traffic flow in South St was not supported.	
	(viii) Various issues at the Churchyard of Old St Mary's will be discussed at a meeting with a representative from the Churches Conservation Trust.	
	(ix) An additional set of Cemetery keys will be made available to a local resident for emergencies.	
	(x) The Wilton Town Council Chamber will be open on Thursday 14 <sup>th</sup> September as part of the Heritage Open Day event. This will be manned by volunteers from Wilton U3A Local History Group.	
	(xi) A quote for the fence at the Wildflower area in Castle Meadow was accepted.	
	(xii) A quote for the Dipping Platform / Pontoon was accepted.	
	(xiii) It was agreed to create a new right for the cemetery – the Right to Renovate and Existing Memorial subject to conditions inc a fee of £50.	
155/23	<b><u>To receive the Minutes of the Staffing Committee Meeting held.</u></b>	7.47pm
	(i) <a href="#">24th July 2023</a>	
	(ii) <a href="#">7th August 2023</a>	
156/23	<b><u>Managing the Council's Money</u></b>	7.50pm
	(i) Noting of the Bank Reconciliation dated 31 <sup>st</sup> July 2023 inc the detailed Balance Sheet and Income & Expenditure.	
	(ii) To confirm payments as per attached payment schedule.	
	(iii) LHFIC contributions. To consider the suggestion and agree whether Wilton TC supports the increase in contributions from Towns and Parishes. Please see Officer report.	
157/23	<b><u>Planning</u></b>	8.00pm
	(i) <a href="#">PL/2023/07003.</a> Wilton Park, near Home Farmhouse. Beech – weight reduction in the crown, particularly of limbs over the road.	
	(ii) <a href="#">PL/2023/05780.</a> 47 Bulbridge Road. Proposed loft conversion including construction of 3 dormers, and internal reconfiguration	
	(iii) <a href="#">PL/2023/06098.</a> 81B North Street. Amended documents. Galvanised metal staircase at front of building to access first floor flat.	
	(iv) <a href="#">PL/2023/06937.</a> Fairfield House, King Street. Install first floor bedroom window in side (east) elevation.	
158/23	<b><u>To receive verbal reports from the Town Council's representative to;</u></b>	8.15pm
	(i) Wiltshire Association of Local Councils – Cllr Kinsey to report	
159/23	<b><u>Action Update from the Minutes dated 1<sup>st</sup> August 2023.</u></b>	8.20pm
160/23	<b><u>Town Clerk's Report</u></b> – circulated to Cllrs	8.25pm
	Request for Erasure – request sent to all Cllrs.	
	Email from Bowls Club – to be discussed at the next E&A Committee meeting.	

Local Plan consultations – Wilton is on Tuesday 17<sup>th</sup> October at Salisbury Library.

161/23

**Date of next meeting**

*8.29pm*

To confirm the date of the next meeting of Wilton Town Council, which will be on Tuesday 3<sup>rd</sup> October 2023 at 7pm in the Council Chamber.

162/23

**To close the meeting.**

*8.30pm*