

## Wilton Town Council Town Council Meeting

To: All Members of Wilton Town Council

## AGENDA

 The Council Offices Kingsbury Square Wilton SP2 OBA
 01722 742093



Wilton TC Website

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 2<sup>nd</sup> APRIL 2024 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 <u>Public Participation at Meetings Policy</u>

Wilton Town Council has signed the <u>Civility and Respect Pledge</u>. <u>Who has taken the Pledge</u> Councillors are reminded of the Wilton Town Council <u>Code of Conduct</u>

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 <u>click here</u> or use the following access details;
Meeting ID 890 0299 4545
Password 074711
You will be placed in a waiting area so please ensure arrival at least 5 minutes before the start of the meeting. Please see the <u>Streaming Council Meetings</u>
<u>Policy.</u>

Yours faithfully

Clare Churchill Town Clerk

22<sup>nd</sup> March 2024

063/24	Welcome and Apologies			
	(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.		
064/24	<u>Minutes</u>			
	То ар	prove the Minutes of the Meeting held on <u>5th March 2024</u> . (LGA 1972 sch 12 para 41).		
065/24	To suspend Standing Orders			
	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.			
		tions not answered at the meeting will be answered in writing or may appear as an agenda for the next appropriate committee meeting.		
	Repo	rt from the Unitary Councillor for Wilton.	7.17pm	
	-	auline Church to give a brief report followed by questions to Cllr Church.	·	
066/24	<u>To rei</u>	instate Standing Orders	7.23pm	
067/24	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.			
		ouncils cannot lawfully decide items of business that is not specified in the summons/agenda 1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).		
068/24	To note the following response to questions and statements made at the Wilton Town Council			
	Meeting held on 5 <sup>th</sup> March which were not answered at the Meeting.			
	The number related to the number listed on the Minutes of the Meeting when the statement was made.			
	5	Tree work was completed and paid for using an accrual as the work was authorized prior to the start of this financial year.		
	11	The Contractor has visited the site and advised work can not commence until the river		
		level has receded by 400mm for its current level which was 200mm above the platform.		
	13	Wiltshire Council Markets Officer has been contacted and confirmed that one stallholder		
		was unwell, another stall had joined with another stall and they are looking for a new		
		Butcher.		
		Another stall retired from Wilton as takings were insufficient to make it viable for them. If the public supported the traders more enthusiastically, there would be more traders!		
		The number of active traders has diminished as has footfall on the high streets and in		
		markets generally.		
069/24	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.		

(c) Wilton Town Councillors are reminded that it is their duty to ensure their Register of Interests is kept up to date.

070/24	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 Public Bodies (Admissions to Meetings) Act 1960.	7.33pm
071/24	Mayor's report To receive a brief report of events and engagements attended by the Mayor of Wilton.	7.34pm
072/24	To receive the Minutes of the Policy and Resources Committee Meeting held on 19 <sup>th</sup> March 2024. To agree the following recommendations. Further details in the Minutes of the Meeting.	7.37pm

- (i) To adopt the revised Risk Management Policy
- (ii) To adopt the revised CCTV Policy
- (iii) To adopt the revised Mayor Making Procedure
- (iv) To adopt the new Trailer for Flood Equipment Policy
- To vire funds totaling £2,000.00 from 400/4220 (repairs and maintenance) to 400/4485 (biodiversity)
- (vi) To make the following transfers from the current budget to Ear Marker Reserves.

Amount - £s	From (Nominal)	To EMR Ref
14,307	Repairs and Maintenance 120/4220	Council Offices 326
5,000	Capital Repairs 120/4235	Council Offices 326
1,428	Xmas Lights 150/4300	Xmas Lights 340
1,793	Civic Events 150/4300	Civic Events 331
1,200	IT Hardware and software 100/4100	IT equipment 336
9,000	Contribution to reserves 100/4130	Wilton Historical 344
2,414	Repairs and maintenance 200/4220	Cemetery 320
500	Tree surgery 200/4350	Tree Surgery 345
1,500	Tree surgery 250/4360	Tree Surgery 345
1,500	Car Park Maint & Repairs 300/4200	Car Parks 321
1,000	Repairs and maintenance 400/4220	Open Spaces 322
1,000	Playground equipment 400/4232	Open Spaces 322
1,000	Shelters 400/4455	Open Spaces 322
2,000	Street Furniture / Bins 400/4465	Street Furniture341

(vii) To accept the quote for work at St Andrew's Close and Wishford Road bus shelters.

- (viii) To agree to provide signage similar to the Market Square defibrillator at the Castle Meadow and Community Centre defibrillators.
- (ix) To purchase a smart phone on a contract for the Town Clerk.
- (x) To purchase a remote timer to operate the heating at Castle Meadow Pavilion.
- (xi) To hold the Annual Town Meeting at Wilton Community Centre on Monday 10<sup>th</sup> March 2025.

## 073/24 <u>To receive the Minutes of the Policy and Resources Committee Meeting held</u> on 28<sup>th</sup> March 2024.

To accept the quote for Wilton Town Council Insurance.

## 074/24 Managing the Council's Money

(i) Noting of the Bank Reconciliation dated 29<sup>th</sup> February 2024 inc the detailed Balance Sheet and Income & Expenditure.

7.47pm

7.50pm

- (ii) To confirm payments as per attached payment schedule.
- (iii) To note the report from the Interim Internal Audit completed on 12<sup>th</sup> March 2024.

075/24	<ul> <li>Planning. To respond to the following planning application.</li> <li>PL/2024/02831. Wilton Place, 27 West Street.</li> <li>T1 - Ash - Reduce One Secondary Limb Towards Neighbouring Property By 2m, Back To Suitable Growth Points. Reduce Two Low Limbs Encroaching Into Neighbouring Garden By 2m, Back To Suitable Growth Points.</li> </ul>		8.00pm	
	(ii)	To consider how to respond to any applications received after the publication of this agenda.		
076/24	<u>To rec</u>	eive verbal reports from the Town Council's representatives	8.05pm	
077/24	Town Clerk's Report – circulated to Cllrs		8.10pm	
078/23	<u>Date of next meeting</u> To confirm the date of the next meeting of Wilton Town Council, which will be on Tuesday 7 <sup>th</sup> May 2024 at 7pm in the Council Chamber.		8.15pm	

079/23 <u>To close the meeting.</u>

8.16pm