

**WILTON TOWN COUNCIL**

*Ancient Capital of Wessex*

Mrs A. C. Purves FSLCC  
Town Clerk  
Tel: 01722 742093  
Mayor: Cllr Peter Edge  
Deputy Mayor: Cllr Ivan Seviour



Council Offices  
Kingsbury Square  
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Salisbury  
Wilts SP2 0BA

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30th May 2018

**ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS**  
**To: All Members of Wilton Town Council**

You are summoned to attend an ordinary meeting of the **WILTON TOWN COUNCIL** to be held in the **COUNCIL CHAMBER, COUNCIL OFFICES, KINGSBURY SQUARE, WILTON** on: **TUESDAY 5th JUNE at 7.00pm** for the purpose of transacting the following business.

Yours faithfully,

*Catherine Purves*

Mrs AC Purves FSLCC  
Town Clerk

Prior to the start of the meeting, there will be a public session to enable members of the public to ask questions of, and make comment to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next appropriate committee meeting. Members of the public should to restrict their comments and/or questions to three minutes, and should be aware that the meeting may be recorded.

- **Wiltshire Councillor Pauline Church will give her report**

**AGENDA**

- 108.18 To receive apologies**
- 109.18 Minutes** - To approve as a correct record the minutes of the Annual Town Council meeting held on 1st May 2018 - see enclosed
- 110.18 Declarations of Interest**
- a) To receive **Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers, and in accordance with the provisions of the Localism Act 2011 in respect of members.
- b) To consider any **Dispensation Requests** received by the Town Clerk and not previously considered.
- 111.18** To consider any candidates present for co-option to fill the casual vacancy created by Cllr Becky Perry's resignation
- 112.1**  
**8** To consider any candidates present for co-option to fill the casual vacancy created by Cllr Sue Van Leest's resignation
- 113.18 Exclusion of the press and public.** To agree any items to be dealt with after the public, including the press, have been excluded under the Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100
- 114.18 To consider any urgent business raised by the public in public discussion, and any other urgent matters or items of information from councillors, for referral to the appropriate committee.**

- 115.18 To receive reports from:** (for noting or information only, or for referral onto the appropriate committee)
- a. **The Town Council's representative to the Wiltshire Association of Local Councils and Community First** – Cllr Ivan Seviour will give a verbal report
  - b. **The Town Council's representative to the South West Wiltshire Area Board** – Cllr Matthews will give a short verbal report.
  - c. **The Town Council's representative to the Wilton Community Centre** – Cllr Blackman will give a short verbal report.
  - d. **The Town Council's representative to the Wilton & District Chamber of Commerce** – Cllr Matthews will give a short verbal report.
  - e. **To receive and note an update about the Wilton Parkway Station project** - Cllr Edge will give a short verbal report.
  - f. **To receive and note an update from the Flood Warden for Water Ditchampton** - see enclosed
  - g. **To receive and note an update about the Our Wilton project** - see enclosed
- 116.18 To resolve to receive and ratify the minutes of:**
- a. The Amenities & Planning Committee meeting held on Tuesday 15th May 2018 - see enclosed
  - b. The Staffing Committee meeting - no meeting held.
  - c. The Finance & General Purposes Committee held on Tuesday 22nd May 2018 - see enclosed
- 117.18 To resolve to receive the minutes of:** The Town Team Working Group meeting - no meeting held
- 118.18 Finance**
- a. **To resolve to confirm and authorise a schedule of accounts in the sum of £10841.48** - see enclosed schedule
- 119.18 To resolve to sign the novation agreements in respect of the independent CCTV now operational in Wilton** - see enclosed
- 120.18 To consider quotations from the existing contractor for the necessary fire alarm works and to take over and upgrade the intruder alarm system in connection with the office move downstairs** - see enclosed
- 121.18 To resolve to adopt the following draft policies and privacy notice in connection with GDPR requirements, to supersede any existing policies in place:**
- a. The Management of Transferable Data
  - bi. Retention and Disposal
  - bii. Appendix A List of document for retention or disposal
  - c. Social Media & Electronic Communication
  - d. Information & Data Protection
  - e. Privacy Notice
- 122.18 To consider a response to Planning Applications received from Wiltshire Council:**
- a. **18/04720/TCA** - prune 1 x yew tree by upto 20% at Wilton Shopping Village, King

St, Wilton

<https://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA,888221>

- b. **18/04737/TPO** - canopy reduction 1 x yew by upto 40% at 5 Kings Gate, Wilton  
<https://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA,888238>
- c. **18/04852/TCA** - raise canopy by 30% and reshape 1 x yew at The Michael Herbert Hall, South St, Wilton  
<https://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA,888344>

**123.18 Chairman's Report**

**124.18 Town Clerk's Report**

**125.18 To confirm the date of the next meeting of the Full Council Tuesday 3rd July 2018 at 7.00pm in the Council Chamber**

**126.18 To close the meeting.**

Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety, and Human Rights. Anyone who may have difficulty with access to the meeting because of disability is asked to advise the Clerk (01722 742093 or [wiltontc@waitrose.com](mailto:wiltontc@waitrose.com)) at least 24 hours before the meeting so that every effort may be made to provide access.