

WILTON TOWN COUNCIL
Ancient Capital of Wessex

Steve Milton
Town Clerk
Tel 01722 742093
Mayor: Cllr Peter Edge
Deputy Mayor: Cllr Ivan Seviour



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21 March 2019

Dear Councillor,

Your attendance is requested at a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** to be held in the **COUNCIL CHAMBER, KINGSBURY SQUARE, WILTON** on **TUESDAY 26 MARCH at 7.00 pm**

Yours faithfully,

Town Clerk

There will be a public session to enable members of the public to ask questions of, and make comment to the Committee. 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 committee meeting. Members of the public are asked to restrict their comments and/or questions to three minutes. Please be aware the proceedings may be recorded.

AGENDA

27.19 To receive and apologies for absence

28.19 Chairman's Announcements

29.19 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.

30.19 Minutes

To confirm and sign the minutes of the Finance & General Purposes Committee meeting held on 26 February, 2019.

31.19 Matters referred from Full Council

32.19 Financial Management

- a. To confirm and authorise the schedule of accounts (to follow)
- b. To note the bank reconciliation report for 29 February, 2019 (attached)
- c. To note the Bank Statement for 29 February 2019 (attached)
- d. To note the budget monitoring report for 29 February, 2019 (attached)

33.19 Wilton Town Council Policy Review

The Clerk has reviewed the Council's key policies and core documents as requested in October. The updated drafts [are available online](#) and will be submitted to the Council on 3rd April for adoption. Report attached.

34.19 Forward work programme 2019/20

The Council approved the budget for 2019/20 at its meeting on 5th February. It also approved the delegation of budgets and powers to the Committee and to reduce the frequency of meetings.

The draft budget for the F&GP Committee for 2019/20 is attached and the Committee is asked to make any observations to Full Council. The new scheme of delegation will be agreed by Council in March. Members are asked to note that from 1st April the Committee will meet every two months.

Projects approved in 2019/20 included:

Project	Budget	Lead
• Wilton History Festival	£ 500	Cllr Lyons
• Eco-Town project	£ 1,500	Cllr Edge
• Wilton in Bloom	£ 750	Cllr Matthews
• Wishford Road Play Area	£ -	Cllr Taylor
• Tennis courts electricity	£ 2,500	Cllr Johnston
• Cycle parking	£ 1,000	Cllr Glyde
• Electric car charging points	£ 2,500	Cllr Church
• WTC branded high visibility wear	£ 1,000	Cllr Blackman

35.19 Commemorating the D Day Landings

Further to minute 18.19 (26/2/19), the Council has approved the proposal to organise an event to commemorate the 75th anniversary of the D Day Landings, recognising and celebrating the key role played by Wilton.

The Clerk and Assistant Clerk have come up with some ideas to make the evening both informative and entertaining. Initial ideas include:

- Personal invitations and flyers distributed through the Town
- Tickets available on a first come, first served basis.
- A drinks and buffet reception (possible war-time theme), with live music, hosted by the Mayor of Wilton - Councillor Seviour
- A talk about the role of Wilton in the D Day preparations and planning (speaker to be agreed)
- Slides, film and newsreel from the time.
- Extracts from Edith Olivier's war-time diaries - read by an actor in period costume.
- Contemporary recordings and songs of the time;
- Extracts of Churchill and Eisenhower's speeches of the time interspersed through the evening
- A reading of poetry from local poets - Siegfried Sassoon and Edward Slow

It is proposed that the 'show' might run to around 2 hours including the buffet.

The Town Council would need to book a venue, lighting and audio/visual equipment, order the buffet, print tickets and make other arrangements to ensure the success of the event.

The Committee is asked:

1. Does it wish to bring in professional event management support to assist with the organisation and delivery of the event?
2. Does the Committee wish to set aside a budget to help to fund the costs of the event, to be funded from in-year savings 2018/19 up to a maximum of £1,000.
3. Would the Committee wish this to be a free event, or make a small charge to help cover costs?

36.19 Wilton Neighbourhood Plan

To receive an update from Cllr Seviour.

37.19 To review and note other ongoing matters:

<i>Facility</i>	<i>Clerk's update</i>
a. Asset transfers	Expression of interest submitted
a. Public toilets	Expression of interest in cleaning role.
c. Market Place	Damage to wall – works scheduled
e. Town Trail	With Wiltshire Council and Idverde
d. Speed Indicator Device	SID now moved on to Stoford.
f. Bowls Club extension	Variation of lease with Solicitors
g. Harvey & Snowden Lease	Lease with Solicitors following H&S comments

38.19 Correspondence received

The Clerk will report any correspondence received since the publication of the agenda.

39.19 To confirm the date and venue of the next meeting – Tuesday 21st May 2019 at 7.00pm in the Council Chamber, Kingsbury Square.

40.19 To close the meeting

Councillors are advised 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. Any person who may have difficulty with access to the meeting through disability is asked to advise the Clerk (01722 742093) at least 24 hours before the meeting so that every effort may be made to provide access.