



Wilton Town Council

Policy & Resources Committee

AGENDA



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093



[Email the clerk](#)



[Wilton TC Website](#)

To all members of the Policy and Resources Committee ([membership 2019/20](#))

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 18 February 2020 at 7.00pm** for the purpose of transacting the following business.

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.

Yours faithfully

Town Clerk

13 February 2019

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| 100/19 | <u>Apologies</u>
To receive any apologies and to note the reasons provided. | 7.00pm |
| 101/19 | <u>Declarations of Interest</u>

(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 in respect of members.

(b) To consider any dispensation requests received by the Town Clerk. | 7.10pm |
| 102/19 | <u>Minutes</u>
To approve the minutes of the meeting held on 22 October 2019 . | 7.10pm |
| 103/19 | <u>Community Engagement</u>
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. | 7.15pm |
| 104/19 | <u>Wilton Neighbourhood Plan</u>
To receive an update on progress. The WNP Group met on Wednesday 5 th December to review the results of the survey and to generate options to address the priorities identified by residents. | 7.20pm |

The meeting ran in workshop format and covered the following themes:

- Leisure, Sports, Arts, Culture and Heritage.
- Shopping
- Public meeting spaces
- Facilities for young people
- Schools and education
- Health, wellbeing
- Drainage and flooding

[The options generated at the workshop are available for download](#). Members are invited to note the progress made. The next workshop is scheduled for Wednesday 26th February at the Pavilion. Topics to be covered:

- Development and Housing
- Town Centre and Employment
- Environment and Open Space
- Getting around (Transport)

105/19

Internal Audit Report

7.30pm

To receive [the interim internal audit report](#) prepared by Auditing Solutions Ltd and to consider the points it raises. The recommendations arising are set out below along with the Town Clerk's observations.

- *The Council should consider arranging for an offsite back-up of the Rialtas system – Cloudberry, cloud backup system has been installed.*
- *Officers should confirm whether invoices should be raised for the scattering of ashes in respect of the two people in our sample and whether they were resident in the Town – there is a charge of £65 for scattering of ashes and invoices will be created using the new Rialtas Omega system which now has the facility to create invoices.*
- *The Clerk should confirm the correct pension deductions have been made in connection with the Local Government Pension Scheme by contacting Wiltshire Council – pension payments have been adjusted to the correct rate.*

With these qualifications, the audit provides assurance that the Council's financial management is sound.

106/19

Policy Review

7.35pm

The following policies are submitted for consideration and recommendation to the Council:

- [Risk Management Plan 2020/21](#)
- [Training and Development Plan](#)

107/19

Christmas Lights Review

7.40pm

Councillors, local groups and organisers met with ICTHUS to review the Christmas Lights event. The Group recommends that the Council sets aside £1,500 to hire marquees for the event in future years. The Marquees used in 2019 were loaned by the Carnival Committee and took volunteers most of the afternoon to erect and they were blown over on a couple of occasions. In

view of the risk this poses it is considered preferable to use a registered and insured contractor. There is no budget provision for this expenditure, therefore it will need to be met from reserves.

The Group also recommended bringing forward the switch on event by a week to maximise the impact of the lights. They are proposing 27th November for the event in 2020.

108/19

Discretionary Funding for Football

7.50pm

a) Real Madrid FC

The Council has been invited by South West Wiltshire Area Board to support a football coaching programme endorsed by Spanish superstar club Real Madrid FC. Wilton Town Council has been asked to nominate a candidate for the course and to fund the place at £100.

b) 360 Degree Sports Coaching – Castle Meadow

360 Degree Sports is a local community interest company who will be coming to Wilton for the first time between 14-17th April. 360 Degree Sports provide football based fun activities for children aged between 5 and 14 during school holidays. Sessions run from 9.00am – 5.00pm and aim to attract 24 or more youngsters each day.

This is an experimental scheme for the CIC - gauging the level of demand for school holiday activities at Castle Meadow. The Committee may wish to support this scheme by waiving the hire fees as a one off contribution and gesture of support.

109/19

Fees and Charges 2020/21

8.00pm

Members are asked to consider the [schedule of fees and charges](#) and to recommend this to the Council for adoption.

With the exception of fees and charges for the tennis courts, there are no increases proposed this year. The fees and charges were last increased in 2019.

110/19

Managing the Council's Money

8.05pm

The schedule of payments and the monthly bank reconciliation reports were approved by the Council at its meeting on 3rd February. The Committee is asked to note [budget monitoring report for month 10](#) prepared by the Clerk.

111/19

Planning applications received

8.10pm

There are no planning applications to consider

112/19

Correspondence received

8.10pm

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

113/19

Date of next meeting

8.10pm

To confirm the [date of the next meeting](#) on Tuesday 21st April at 7.00pm in the Council Chamber.

114/19

To close the meeting.

8.10pm

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 at least 24 hours before the meeting so that help may be provided.

Reference documents:

- [Terms of reference and delegated powers of the Committee](#)
- [Rules \(Standing Orders\) to be followed by the Committee](#)