



Wilton Town Council

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 the **WILTON TOWN COUNCIL** to be held in the **COUNCIL CHAMBER, COUNCIL OFFICES, KINGSBURY SQUARE, WILTON** on **TUESDAY 7th JANUARY, 2020 at 7.00pm** for the purpose of transacting the business set out below.

Community engagement

15 minutes are set aside to allow local people to raise their issues and concerns. Questions and statements are restricted to 3 minutes.

Wiltshire Councillor, Pauline Church

Councillor Church will provide an update on Wiltshire Council matters.

Town Clerk

2nd January, 2020

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| 181/19 | <u>Apologies</u>
To receive any apologies and to note the reasons provided. | 7.15pm |
| 182/19 | <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. | 7.16pm |
| 183/19 | <u>Minutes</u>
To approve the minutes of the meeting held on 3rd December 2019 . | 7.17pm |
| 184/19 | <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. | 7.18pm |
| 185/19 | <u>Mayor's Updates</u>
The Mayor will provide a brief summary of his recent engagements and activities. | 7.25pm |

186/19	<p><u>Wilton Neighbourhood Plan</u></p> <p>To receive an update on progress with the survey that closed on Friday 13th December.</p>	7.25pm
187/19	<p><u>Town Council Vacancy</u></p> <p>Following the resignation of Councillor Lyons, the notice of vacancy was displayed on Friday 3rd January 2020. If by 23 January, a request for an election to fill the vacancy is made in writing to the Returning Officer by TEN electors from the Parish of Wilton, an election will be held, otherwise the vacancy will be filled by co-option. If an election is called, it will take place not later than 27 March, 2020. The Clerk has received a number of expressions of interest.</p>	7.30pm
188/19	<p><u>Internal Audit Report</u></p> <p>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.</p> <ul style="list-style-type: none"> <i>The Council should consider arranging for an offsite back-up of the Rialtas system – the Council's IT consultants Jhit have been asked to provide a cloud based solution.</i> <i>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.</i> <i>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.</i> <p>With these qualifications, the audit provides assurance that the Council's financial management is sound.</p>	7.35pm
189/19	<p><u>Wiltshire Council: Service Delegation and Asset Transfers (SDAT) Programme</u></p> <p>The Clerk and Assistant Clerk attended a briefing on 19th December at County Hall, Trowbridge. The presentation provided an overview of the process with examples of what is likely to be transferred. It also outlined the support available from Wiltshire Council during transition and provided an opportunity to ask any questions. The revised schedule now proposes that formal negotiations commence in February.</p>	7.40pm
190/19	<p><u>Budget and Town Precept 2020-2021</u></p> <p>To consider the Town Clerk's report and to approve the budget and Town precept 2020-2021.</p>	7.40pm
191/19	<p><u>Reports from local organisations</u></p> <p>To receive reports and updates from the following organisations</p> <ul style="list-style-type: none"> (a) Wiltshire Association of Local Councils: Cllr Seviour (b) South West Wiltshire Area Board: Cllr Church (c) South West Wiltshire Community Area Transport Group: Cllr Matthews (e) Wilton Community Centre: Cllr Blackman (f) Wilton Town Team: Cllr Matthews 	8.10pm

192/19	<u>Managing the Council's Money</u>	8.15pm
	(a) To receive the current and deposit account bank statements and bank reconciliation report for November; and	
	(b) To note the budget monitoring report prepared by the Clerk.	
	(c) To authorise the schedule of payments .	
193/19	<u>Planning applications received</u>	8.20pm
	There are no planning applications to consider	
194/19	<u>Correspondence received</u>	8.20pm
	The Clerk will report any correspondence received since the publication of the agenda.	
195/19	<u>Date of next meeting</u>	8.25pm
	To confirm the date of the next meeting on Tuesday 4 th February at 7.00pm in the Council Chamber.	
196/19	<u>To close the meeting.</u>	8.25pm

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](#)