



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 4th FEBRUARY, 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

30th January, 2020

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| 197/19 | <u>Apologies</u>
To receive any apologies and to note the reasons provided. | 7.15pm |
| 198/19 | <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 |
| 199/19 | <u>Minutes</u>
To approve the minutes of the meeting held on 7th January 2020 . | 7.17pm |
| 200/19 | <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 |
| 201/19 | <u>Mayor's Updates</u>
The Mayor will provide a brief summary of his recent engagements and activities. | 7.25pm |

- 202/19 **Wilton Neighbourhood Plan** 7.25pm
 To receive an update on progress and note the [NP survey results](#), [appendices](#) and the [NP issues paper](#) produced by the consultants, Lemon Gazelle. The Wilton NP Group will now begin to analyse the issues in more detail and generate options aimed at addressing the matters of most concern to residents.
- 203/19 **Town Council Vacancy** 7.30pm
 Following the resignation of Councillor Lyons, the notice of a casual vacancy was displayed on Friday 3rd January 2020. More than 10 local electors wrote to the Returning Officer and subsequently an election has been called for 12th March 2020. The formal Notice of Election will be displayed from 6th February and those interested in standing for election must submit their nomination papers to the Returning Officer by 14th February. This information has been posted on the Council's website, social media channels and on the noticeboards. It is encouraging to note the healthy interest this has generated in the democratic process.
- The Returning Officer has written to ask if, in the event of the election being contested, the Council wishes to pay for poll cards to be distributed. Promoting bye-elections is very difficult for town and parish council's and the poll cards ensure that everyone on the electoral roll is aware that the poll is taking place. For this reason, the Clerk recommends that poll cards are requested. The total cost to the Council of the election will be in the region of £5,000, being the reimbursement paid to Wiltshire Council.
- [The Notice of Election and the election timetable are available online.](#)
- 204/19 **Committee Report** 7.35pm
 To receive the [minutes of the Environment and Amenities Committee](#) meeting held on 21st January 2020. There are no recommendations arising.
- Pursuant to the matter raised in the public engagement session, the Clerk is investigating the possibility of replacing the faulty SID using reserves in the Council's CATG fund.
- 205/19 **Reports from local organisations** 7.40pm
 To receive reports and updates from the following organisations
- (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: next meeting 13th February at the Pavilion Castle Meadow
- 206/19 **Wilton Town Council Publication Scheme** 7.50pm
 The Clerk has updated [the Council's Publication Scheme](#) for adoption by the Council. The scheme sets out the information published by the Council..
- The Council prepares this scheme in the format specified by the Information Commissioner in accordance with its statutory duty imposed by the Freedom of Information Act 2000. Under the FOIA 2000, information that is not included in the council's publication scheme may still be requested and the council is under a duty to provide such information unless a statutory exemption applies.

- 207/19 **Managing the Council's Money** 7.55pm
- (a) To receive the current and deposit account bank statements and bank reconciliation report for November – to follow
 - (b) To note the budget monitoring report prepared by the Clerk – to follow
 - (c) To authorise the schedule of payments – to follow
- 208/19 **Planning applications received** 8.00pm
- To consider the following planning applications
- (a) [19/11554/TCA](#): Ash - Cutting back and plugging to roots in order to limit further growth and damage to outbuilding - 16 West Street, Wilton
 - (b) [20/00041/FUL](#): Engineering operation to construct replacement retaining walls to garden on north boundary together with associated landscaping (retrospective) - 56 Shaftesbury Road, Wilton
 - (c) [20/00129/FUL](#): Removal of existing conservatory. Replace with single storey rear extension & associated internal alterations - 25 The Avenue, Wilton
 - (e) [20/00597/TCA](#): T1 - Conifer tree – fell and T2 - Ceanothus tree - fell - 17 Crow Lane, Wilton
 - (f) [20/00679/TCA](#): 6 Inch Trim to Yew Tree - Wilton Shopping Centre, Wilton
- 209/19 **Correspondence received** 8.20pm
- The Clerk will report any correspondence received since the publication of the agenda.
- 210/19 **Date of next meeting** 8.25pm
- To confirm the [date of the next meeting](#) on Tuesday 3rd March at 7.00pm in the Council Chamber.
- 211/19 **To close the meeting.** 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](#)