



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 3rd MARCH, 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

27th February, 2020

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| 212/19 | <u>Apologies</u>
To receive any apologies and to note the reasons provided. | 7.15pm |
| 213/19 | <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 |
| 214/19 | <u>Minutes</u>
To approve the minutes of the last meeting held on 4th February, 2020 . | 7.17pm |
| 215/19 | <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 |
| 216/19 | <u>Mayor's Updates</u>
The Mayor will provide a brief summary of his recent engagements and activities. | 7.25pm |

217/19	<u>To receive nominations only for Mayor Elect for 2020/2021</u>	7.25pm
218/19	<u>To receive nominations only for Deputy Mayor Elect for 2020/2021</u>	7.26pm
219/19	<u>Wilton Neighbourhood Plan</u> The Wilton Neighbourhood Plan Group has analysed the survey results and the issues paper produced by the consultants, Lemon Gazelle. The Group has convened two workshops held at the Pavilion in Castle Meadow to review the issues and to begin the process of developing draft policies and proposals aimed at addressing the matters of most concern to residents.	7.28pm
220/19	<u>Town Council Vacancy</u> Following the resignation of Councillor Lyons, the Notice of Election was displayed from 6th February. The election will take place on 12 th March 2020 and will be contested by three candidates: <ul style="list-style-type: none"> • CROSSLEY, Alan • FORBES, Claire • LATTIMORE, Michael Thomas <p>The Notice of Election and the election timetable are available online.</p>	7.30pm
221/19	<u>Report of the Policy and Resources Committee</u> To receive the minutes of the Policy and Resources Committee held on 18th February 2020 . The following matters were referred to the Council for approval <p>Minute 07/20: Council Policies The following policies were recommended for adoption by the Council:</p> <ul style="list-style-type: none"> • Risk Management Plan 2020/21 • Training and Development Plan <p>Minute 08/20 Christmas Lights Review The Committee has asked the Council to set 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.</p> <p>Minute 10/20 Fees and Charges 2020/21 The schedule of fees and charges was recommended for approval.</p>	7.35pm
222/19	<u>Reports from local organisations</u> To receive reports and updates from the following organisations <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 (minutes now online) (g) Wilton Flood Group – Minutes submitted for information. 	7.40pm

- 223/19 **Wilton Town Council Flood Plan** 7.50pm
To adopt the [Wilton Flood Plan](#) subject to the inclusion of a detailed schedule of critical gullies, drains and ditches to be prepared by the Flood wardens in accordance with advice from Wiltshire Council.
- 224/19 **Managing the Council's Money** 7.55pm
- (a) To receive the current and deposit account bank statements and bank reconciliation report for February – to follow
 - (b) To note the budget monitoring report prepared by the Clerk – to follow
 - (c) [To authorise the schedule of payments](#) – in accordance with contractual requirements increments have been applied to the Clerk and Assistant Clerk's salaries following completion of their qualifications.
- 225/19 **Planning applications received** 8.00pm
To consider the following planning applications
- (a) [20/00994/FUL](#) : Single storey rear kitchen extension, 5 Castle Keep, Wilton
 - (b) [20/01561/TCA](#) : Work to Trees in a Conservation Area, crown lift to give 1.5m clearance from building roof remove all deadwood & crown thin by up to 10% - Wilton Health Centre, Market Place, Wilton
 - (c) [19/09284/LBC](#) : Replacement of damaged clay roof with natural slate tiles, installation of bifold doors to kitchen extension, damp proofing to drawing room and hallway and installation of steel/wooden support beams - Corner Cottage, 1 Russell Street, Wilton.
- 226/19 **Correspondence received** 8.15pm
The Clerk will report any correspondence received since the publication of the agenda.
- 227/19 **Date of next meeting** 8.20pm
To confirm the [date of the next meeting](#) on Tuesday 7th April at 7.00pm in the Council Chamber.
- 228/19 **To close the meeting.** 8.20pm

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](#)