

Joining the Meeting online

Cllr Andy Kinsey – Mayor of Wilton
Cllr Charlotte Blackman – Deputy Mayor of Wilton
Cllr Pauline Church
Cllr Alan Crossley
Cllr Peter Edge
Cllr Paula Johnston
Cllr Phil Matthews
Cllr Teresa Taylor

In Attendance Mrs C Churchill, *Town Clerk*, Mr M Bastick, *Assistant Clerk* and Hugh Abel, *Minute Secretary*.

Also Present (*names recorded as presented on each individual's screen*) Chromebook_9F, Claire Forbes, John Cutland, Maria La, Susan's iPad.

Cllr Kinsey in the chair

Community engagement

- *John Cutland – (re Covid vaccine delivery in Wilton)* He congratulated the volunteers who were assisting with this programme.
- *John Cutland – (re potholes and minor defects in road surfaces)* He asked if the Town Council could use its influence in getting minor defects repaired or redressed.

Councillor Pauline Church gave her report to the Town Council

- *Wilton Parkway* – this is also now also being referred to as Wilton Junction. The application for the bid has now been opened by the DFT which will allow the steering group to put the bid in. The deadline is the 5th March. There will be a stakeholder meeting on Wednesday 3rd February and a meeting on Friday 5th February with John Glen to discuss the strategy for going forward. The application will be made by Wiltshire Council but it needs the MP's support. There are two potential station re-openings in Wiltshire, Devizes and Wilton.
- *COVID 19 and Business Support* – A new Business Support grant is available for businesses that had to close as a result of the new lock down with one-off support grants. There is also a discretionary fund for those experiencing hardship.
- *Covid Update* – presently, there are 14,363 positive cases reported which equates to 182.4 per 100,000. This is down over the previous 2 to 3 weeks. Cases in the 20 to 24 year old age group has dropped from 1000 cases per 100,000 down to 321.4 cases per 100,000, running at 143 cases per 100,000.
- *Wilton Hill & Erskine Park Residents* – following a meeting with Redrow it's been agreed that another meeting with residents would be beneficial to keep them informed about the current situation.
- *Wiltshire Council Budget Proposals* – Cllr Church presented budget proposals for approval. A balanced budget was proposed for 2020/21 but there is a considerable amount of uncertainty so therefore £30 million has been set aside to support latent demand. There are some 24% more residents claiming council tax support being in receipt of universal credit which means that they only pay 20%. Additional support for Council tax payers in the form of a hardship fund to help families in most need of support. The Council meeting of 23rd February will be asked to approve an increase of 1.99% and implement a social care levy of 3% across 2 years.

Questions for Cllr Church

Cllr Matthews – (special needs schools) asked if Wiltshire Council would be offering any help to parents wanting to send their children to a special needs school in Dorset on the border with Wiltshire.

Cllr Church – told the meeting that she was aware of the school and that any applications from parents to send their children there would be sympathetically considered.

Cllr Johnston – (re Naish Site) She asked if she knew anything about work starting on the Naish site as she believed it had to start by the end of March 2021.

Cllr Church – said that there was an application to demolish the Coach works part of the site in that time frame.

Cllr Edge – (re Redrow Pelican Crossing) asked if she could put any pressure on Redrow to get the crossing completed as it has been waiting for five years now.

Cllr Church – said that delays were being caused by legal agreements between Redrow and Highways England which have yet to be sorted out.

AGENDA

19/21 Apologies

None were received

20/21 Minutes

To approve the minutes of the staffing committee meeting held on 8th December 2020.

Resolved to approve the minutes of the staffing committee meeting held on 8th December 2020 with the amended start at and finish times as 6-30pm and 6.41 respectively
(*prop Cllr Johnston sec Cllr Blackman – unanimous*)

To approve the minutes of the Extraordinary council meeting held on 15th December 2020.

Resolved to approve the minutes of the Extraordinary meeting held on 15th December 2020
(*prop Cllr Johnston sec Cllr Kinsey – unanimous*)

To approve the minutes of the Planning meeting held on 15th December 2020.

Resolved to approve the minutes of the Planning meeting held on 15th December 2020
(*prop Cllr Blackman sec Cllr Crossley – unanimous*)

To approve the minutes of the Full Council meeting held on 5th January 2021.

Resolved to approve the minutes of the Council meeting held on 5th January 2021
(*prop Cllr Matthews sec Cllr Taylor – unanimous*)

21/20 Declarations of Interest

a. Cllr Johnston declared a personal interest in matters relating to windows at the Council premises because it was adjacent to her house.

b. Dispensation requests – none had been submitted

Resolved: to note

22/20 Community Engagement

• *Michael Herbert Hall Covid vaccinations* – Particular thanks to the volunteers who had been helping manage the vaccination programme at Michael Herbert Hall. It was agreed that a vote of thanks be made to Cllr Edge for organising the Rotary Club and Wilton HELP! CiC Group's volunteers.

- *Potholes* – Cllr Church told the meeting that reporting potholes through the Wiltshire app means that the reports go straight through to the contractor’s work stream. If people prefer they can also report using the telephone.

23/20 Mayor’s Updates

Cllr Kinsey – told the meeting that he had welcomed the new Clerk who took office on Monday. He said that he had obtained a new mobile phone for the Clerk which he will present to her on Wednesday 3rd January.

24/20 Highway Issues

(i) To receive an update on the removal of the Perspex from the bus shelter on Burcombe Lane. The Perspex has now been removed.

(ii) To receive an update on the request for Community Speed Watch at the Avenue. The Clerk told the meeting that she had not yet heard from Community Speed Watch. Cllr Church said she was prepared to assist if it would help.

(iii) To authorize the purchase of a Speed Indicator Device for Wilton, information had been circulated.

It was agreed to purchase the Evolis SID as was being used in Quidhampton. It was also agreed to purchase additional batteries as the Avenue would be shaded in summer and the solar panels would not operate to full efficiency.

Resolved to purchase this model of SID together with brackets and batteries
(*prop Cllr Edge, sec Cllr Crossley – all in favour*)

(iv) To agree to support a request made by Wilton Estate to place deer warning signs on Bishopstone Hill. It was agreed to support the request (*prop Cllr Taylor, sec Cllr Johnston – all in favour*)

(v) South Street Car Park. Currently this is being used as a car park as usual but also parking for the vaccination programme at the Michael Herbert Hall. To consider whether the car park should be for vaccination patients only during the current lockdown. Members said that the situation being managed by marshals and the system was working well, there is, as yet, no indication as to how long the vaccination programme will continue. It all depends on the availability of supply and scheduling of need. It was agreed that no additional measures were necessary.

(vi) Litter. Presently, a number of residents are kindly collecting litter whilst out and about.

a. To consider supporting these volunteers by loaning them hi-viz tops.

Thanks were expressed to the town’s resident wombles and how much it was appreciated. It was noted that there several grabbers kept at the Council Officers. Cllr Johnston raised the issue of the need to make sure that if litter picking volunteers are wearing WTC Hi-Viz then they are adequately covered by insurance. Cllr Kinsey agreed to find out the costs for Hi-Viz tops.

b. To considering monitoring the problem sites and displaying signs stating this. Members agreed that when the Town Council’s handy person was appointed then a campaign could be started.

(vii) Waste and Recycling bins being left in the street.

Several households have been leaving their bins out on the pavements after the contents have been collected. This can cause difficulty for wheelchair and children’s buggy users. It was acknowledged that only a few people did this and agreed that the properties concerned be noted and the residents asked to put their empty bins away. Cllr Edge suggested that it was a Wiltshire Council problem. Cllr Johnston offered to draft a letter which could be used or, a knock on the doors with a verbal request.

(viii) Members were reminded that any issues regarding Highway defects (eg potholes) should be reported using the MyWilts reporting system.

25/20 Planning and Tree Applications

(i) **20/10734/FUL. 87-89 Shaftesbury Road.** Two storey rear and side extensions. **Resolved:** to support

(ii) **20/11514/TCA 56 North Street.** Remove 2 x Willow, Crown reduce by 30% 2 x Willow. Remove 1 x Laburnum if required. **Resolved:** to support

(iii) **20/11185/FUL 50 Shaftesbury Road.** Erection of a detached single storey timber building and the provision of a thatched porch over existing side / rear access door, replacement of 2 x UPVC windows on Grade 2 listed cottage. Provision of dropped kerbs to highway access / crossover and the erection of timber picket to road side boundary. Please note this application is duplicated in the following Listed Building application 21/00447/LBC – **Application withdrawn**

(iv) **20/11339/FUL Wilton Shopping Village, King Street.** Signage and illumination at Wilton Shopping Village. Please note this application is duplicated in the following Advertisement application

Resolved: to support

(v) **21/00445/ADV 21/00446/LBC Wilton Shopping Village, King Street.** Signage **Resolved:** to support

(vi) **20/11668/FUL. The Wheatsheaf Public House, 1 King Street.** Change of use from sui generis (public house) to Class C1 (hotel) with associated alterations. **Resolved:** to support

Please note the following relating to this property.
Listed Building application 21/00757/LBC

(vii) **21/0144/FUL. 24 The Hollows.** Single storey rear extension and associated internal alterations. Bay window on front elevation **Resolved:** to support

26/21 Maintenance of the Council Building

(i) To replace the existing gas boiler

Three quotes have been received for this work, full details had been circulated.

- Quote 1 £8595.00
- Quote 2 £6080.00
- Quote 3 £5675.00

Cllr Johnston proposed that the Town Council accept quote No 1. Because it included a ten-year warranty and also include removal of the night storage heaters.

(prop Cllr Johnston, sec Cllr Church – 2 in favour)

Cllr Edge proposed that the Town Council accept quote No 2 because it included removal of the existing night storage heaters and replacing them with new radiators.

(prop Cllr Edge, sec Cllr Matthews – 6 in favour)

The Chairman declared option 2 had been selected

(ii) To remove the night storage heaters and replace with gas central heating radiator. This was included in the quotes above.

(iii) To replace the two large windows in the council office. Quotes still awaited

(iv) To replace the smaller window in the council office. Quotes still awaited

(v) To investigate the gutters and downpipes.

It was suggested that an investigation could use a drone to inspect the guttering because of the access difficulties involved.

27/21 Managing the Council's Money

(i) To note the bank reconciliation dated 31st December 2020 **Resolved:** to note

(ii) To note the budget monitoring report. **Resolved:** to note

(iii) To note the outstanding invoices. **Resolved:** to note

It was agreed that the outstanding amounts be charged to Wilton Help as the Council set aside funds of up to £7,000 towards supporting the COVID-19 response.

(iv) To confirm the repayments for the donations for Planters and Signs received in 2017.

The invoice sent by Wilton TC stated that the total sum was £1,800 and this covered the cost of the installation and the associated post mounted planter with the sponsor's details. Due to the location of some of the signs it was not possible to have post mounted planters so in early 2020 planters were ordered with a view to placing them elsewhere in the town.

At a meeting held on 3rd November 2020, WTC agreed to re-imburse a local charity the full amount donated. It was also agreed to reimburse all the other businesses that donated to the scheme. The payments were listed on the payment schedule for 5th January but this was queried and a suggestion made that only the planter cost should be reimbursed - £400. The charity has confirmed it wishes to receive a full refund of £1800.

Council is asked to clarify the position on how much should be reimbursed.

The Clerk has checked and one payment is recorded in the Minutes (the bank statement for that month is missing), four other payments are on the bank statements but as yet one payment has not been confirmed as:

Wilton Rotary (South Street)	£1800 recorded in the Minutes
Jas Hair (Shaftesbury Road)	£1800 paid and reimbursed in 2020
Reeve the Baker (A36 South)	£1800 received
J Rhind Tutt (Wishford Road)	£1800 received
Wilton Estate (A36 North)	£1800 received
Redrow (The Avenue)	no record found

It was agreed that the Clerk contact each of these contributors asking what, if anything, they wanted to be returned.

(v) To confirm the annual payment for the Wilton Town website.

There is an annual fee of £450 plus VAT for this website which was set up by the Town Team and Wilton Chamber of Commerce and managed by Gary Nunn.

It was agreed that Gary Nunn be approached by the Clerk to see if he wants to keep the website running for his own benefit and, if not, to keep the domain name for use in the future.

(vi) To confirm payments as per attached pay schedule. **Resolved:** To Approve after checking that the annual payment for the website needs to be paid. (*prop Cllr Edge, sec Cllr Blackman – all in favour*)

(vii) To receive an update on the Town Clerk's access to the TC bank account. The Clerk has a form which needs to be signed by the authorised signatories to allow her online access to the TC bank account. This will be signed when the cheques are signed.

(viii) To confirm the current signatories for the bank account as Cllrs Church, Crossley, Edge and Kinsey. The Clerk and Assistant Clerk have limited access. **Resolved:** To confirm

(vi) To authorise internet access to the bank accounts for the Town Clerk. **Resolved:** To Authorise

28/21 Amenity Matters

To consider the following quotes:

- (i) Installation of a slide at the Bulbridge play area.
- (ii) Replacement benches for the Avenue and South Street.

The quotes would be presented to the March meeting,

It was agreed that a local survey be carried out to determine local opinion on Wishford Play area.

29/21 Budget for the financial year commencing 1st April 2021

To Consider and approve the Budget totalling £256,257.00

Resolved to approve the Budget of £256,257.00 (prop Cllr Edge, sec Cllr Crossley - all in favour)

30/21 To request a Precept from Wiltshire Council for the financial year commencing 1st April 2021

(i) To request a Precept of £243,187.00 from Wiltshire Council. This Precept will equate to a Band D of £153.98 on the figures provided by Wiltshire Council. This is an increase of £3.45 per annum from the current financial year. *(prop Cllr Edge, sec Cllr Kinsey – all in favour)*

(ii) To confirm the breakdown submitted to WC as the precept exceeds £140,000.

Administration £115,589 (£125,032 in 20/21)

Finance / Loans £12,382 (£12,384 in 20/21)

Community Service £125,212 (£127,875 in 20/21)

Resolved: To confirm

31/21 Elections

These are scheduled to take place on May 6th 2021. The May meetings were agreed as follows

Tuesday 11th – Full Council meeting to welcome new Councillors

Tuesday 18th – Full Council meeting and Mayor Making

Cllr Kinsey undertook to meet with the Clerk and prepare a press release inviting people to come forward and stand as Wilton Town Councillors.

32/21 Historic Assets of Wilton Town Council

Details of the costs of restoration (inc. work required) and the latest valuation had been circulated.

The items in particular need of attention are the Robert Penruddocke portrait of 1519 and John Swayne paintings plus the Borough Arms of Wilton. After discussion it was agreed to have all three works restored. *(prop Cllr Johnston, sec Cllr Blackman – all in favour)*

33/21 Reports from local organisations

To receive reports and updates from the following organisations, if available.

(a) *Wiltshire Association of Local Councils:*

Cllr Kinsey reported that there had not been a meeting since the one reported to the December Full Council.

(b) *South West Wiltshire Area Board:*

Cllr Church reported that at the last meeting held on 13th January. There were reports from the police, discussion about Speed cameras in South Newton but nothing of particular relevance to Wilton.

(c) South West Wiltshire Community Area Transport Group:

There was nothing of relevance to Wilton at the last meeting
The next meeting will be on 17th February.

(d) Wilton Community Centre:

Cllr Blackman reported that the Centre remains closed but the parking area remains open and is available whilst the Michael Herbert Hall is being used as a vaccination centre.

(e) Wilton Neighbourhood Plan.

No meeting had been held.

34/21 Correspondence received and Officer's report

Cllr Matthews commended the Clerk on her comprehensive report.

Cllr Edge queried the fact that Wiltshire Council would now be charging Parish Councils for the costs associated with parish elections. This was a change from the existing system of Wiltshire Council meeting the costs if a parish election took place at the same time as a WC election.

35/21 Date of next meeting

To note that the next meeting will be held on Tuesday 2nd March 2021 at 7.00pm – meeting format to be confirmed.

36/21 To close the meeting

There being no further business the Chairman closed the meeting at 8.51 pm.

Equality Statement

In the exercise of their responsibilities, Wilton Town Councillors have committed to uphold the Code of Conduct and to have full regard of the following in decision making:

- Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability)
- Data Protection(GDPR)
- Health & Safety
- Human Rights.