

MINUTES of a MEETING of WILTON TOWN COUNCIL held on: TUESDAY 6th July 2021 at 7.00pm in Wilton Community Centre

Present

Cllr Phil Matthews – Mayor of Wilton
Cllr Peter Edge – Deputy Mayor of Wilton
Cllr Charlotte Blackman
Cllr Alex Boyd
Cllr Andy Kinsey
Cllr Jem Lester
Cllr Gail Moore
Cllr Bob Primmer
Cllr Teresa Taylor
Cllr Larrissa Tonkin

In Attendance Mrs Clare Churchill, *Town Clerk*, Mr Mark Bastick, *Assistant Clerk* and Mr Hugh Abel, *Minute Secretary*. Wiltshire Councillor Pauline Church.

Also Present 11 Members of the public.

Cllr Matthews in the Chair

Community Engagement session

Paula Johnston – re chairmanship of Environment & Amenities Committee – Could Cllr Edge please explain why he did not take the opportunity to support fairness and equality within the Town Council when he used his casting vote to vote for himself to be chair of the Amenities and Planning committee? The other candidate to be chair of the committee, Cllr Charlotte Blackman, has a wealth of experience both as a councillor and in the role of chair of the A and P committee.

The positions of mayor, deputy mayor and the chair of the policy and resources committee are all held by men. Please tell us why you voted for yourself and not Cllr Charlotte Blackman.

Jason Barnes – re accounts for Wilton Help – asked for clarification on the item ‘Shopping - £1248.53’ and the item ‘Gifts - £300’

Jason Barnes – re speakers wearing masks in a meeting – asked why Councillors had to wear masks when speaking because MPs in the House of Commons are permitted to remove their masks when addressing the house.

Trevor Batchelder – re Naish site – said that despite the passing of the deadline for responses on 28th June it had not been possible to add attachments to comments via Wiltshire Council’s planning portal. Several people had unsuccessfully tried to submit photographs because they believed it important for those that would be considering comments to get the full picture and be as fully informed as possible. He asked if there was an email address to which photographs and other attachments might still be sent.

Maria La Femina – re Wilton Wildlife fencing – she asked if the Town Council could provide new posts and four panels to protect the site. The cost would be about £1,000.

Cllr Boyd – re accounts for Wilton Help – Under the item ‘Shopping - £1248.57’ she appreciated that individuals could not be named because of data protection but wondered if this figure could be broken down to show how many clients still owe money and how much would be written off due to financial difficulties.

Steve Taylor – re items concerning election of Wilton Help volunteers – He quoted from several social media platforms expressing his disquiet at the way things had been handled.

Cllr Taylor – re hedge at Bulbridge Park – a resident had contacted her to ask if a hedge could now be trimmed since the bird nesting season is mostly over.

Cllr Taylor – re cemetery – she said that recent grass cutting had been done with a strimmer and the cuttings left on the ground. This makes it look very untidy.

Cllr Blackman – re Wilton Help – She quoted from notes issued by the Office of the Regulator of Community Interest Companies (CICs). These stated that CICs must not, inter alia, pursue activities intended or likely to influence voters in an election or referendum. A leaflet from Wilton Help CIC had four candidates pictured on it. She asked who had paid for this leaflet and she also asked why did Wilton Help CIC break those rules.

Cllr Tonkin – reported a hole in the playpark near the roundabout needed to be repaired.

Wiltshire Councillor Pauline Church gave her report to the Town Council

- *COVID Situation* – as of Monday 5th July infections were as follows:

In Wiltshire – 130 per 100,000

In Bristol – 329 per 100,000

In Swindon – 79 per 100,000

In the 20 to 24 age group – 638 per 100,000

In the 15 to 19 age group – 462 per 100,000

So far 81% of the adult population have had their 1st vaccine injection and 61% their second.

- *Naish Site Development* – Comments were closed at the end of June and we are now waiting for the officer's decision on the application. The consultancy report from the Environment Agency is available online.
- *Redrow, Community Land Trust* – the meeting to be held later this month will also include Wiltshire's Director of Planning. Also, in regard to the legal complications regarding the section 106 agreement, she reported that she had already engaged the Legal Department in an effort get the situation sorted out.
- *Wilton Hill & Erskine Park Resident's Meeting* – The third meeting is planned for later this summer to receive any further updates.
- *Closing the A360* – It is planned to close this from September to December to prepare the A303 for the tunnel. There have been several public meetings and lots of briefings. She reported that she had been in contact with Highways England to express concerns about the low bridge on the A36. Highways England are aware that although the diversion route is via the A345, they did expect traffic to leave the A303 early and try to come via the A36. With more HGVs using the A36, that bridge is likely to cause a problem. She urged people to get involved with the briefings because the project will affect Wilton.
- *Shaftesbury Road re-surfacing* – there is a substantive scheme scheduled 2023/2024.
- *Speed reduction on the Avenue* – there needs to be a more gradual reduction of speed from the A360 roundabout to the boundary of Wilton. Rather than going from 60mph to 30mph it would be better to go from 60mph to 50mph and then from 50mph to 30mph. It is also proposed that white picket fence gates be erected at Wilton's boundary and the road markings be improved.
- *Closure of Wilton Health Centre* – she urged everyone to sign the petition against the closure of Wilton Health Centre. She has stressed that there are several reasons why it is a bad idea not least because there have been 2,800 new homes built in a ten-year span within 1 mile of Wilton. On top of that Wilton has a higher rate of admissions to A&E than the county average.

Questions for Cllr Church

Member of Public – asked what was behind the plan to close the Health Centre

Cllr Church – She told the meeting that it was Salisbury Medical Practice that had put this proposal forward and whilst the site is temporarily closed, there is no approval for permanent closure which is why this consultation is taking place. She again urged everyone to add their names to David Parker’s petition and also to make representations on the web site to the CCG.

Cllr Taylor – said that the traffic lights at Park Wall junction were partially obscured by overhanging trees and is it possible to get them cut back and also the sign was knocked down and needs to be put up again.

Cllr Church – said that this was a Highways England problem and that the Council needs to make representations to them. She would then be able to add her weight to the request.

David Parker – urged people to sign the Health Centre petition. He also expressed his disappointment that elected councillors should feel it necessary to ask questions in the public question time when they have the right to put their questions on the table.

AGENDA

158/21 Apologies

None had been received.

159/21 Declarations of Interest

- a. Cllr Tonkin declared an interest in matters relating to Wilton Help.
- b. Dispensation requests – none had been submitted

Resolved: to note

160/21 Minutes

- a. To approve the minutes of the Full Council meeting held on 1st June 2021
The minutes were approved as a true record (*prop Cllr Edge, sec Cllr Taylor – unanimous*)
- b. To approve the minutes of the Extraordinary Full Council meeting held on 8th June 2021
The minutes were approved as a true record (*prop Cllr Blackman, sec Cllr Moore – unanimous*)
- c. To approve the minutes of the Extraordinary Full Council meeting held on 29th June 2021
The minutes were approved as a true record (*prop Cllr Edge, sec Cllr Boyd – unanimous*)

161/21 Mayors Report

Cllr Matthews had nothing to report at this time.

162/21 Community Engagement

re chairmanship of A&P Committee – Cllr Edge said that he believed he had dealt with the matter fairly and added that it would have been silly to vote against himself.

re accounts for Wilton Help – clarification had been requested for the item ‘Shopping - £1248.53’ and the item ‘Gifts - £300’.

Cllr Lester explained that the process had been for volunteers to purchase items for clients out of money from the volunteers own pocket and then reclaim the expenditure from Wilton Help which, in turn, would invoice the person for whom the items had been purchased. The £300 for Gifts was spent on Christmas hampers and gifts for Wilton Help’s clients.

Why can’t Councillors remove masks? – It was explained that this was a condition of the Community Centre for meetings on its premises,

Standing orders were suspended

re Naish site development responses

Wiltshire Councillor Pauline Church told the meeting that she would share the email address of the planning officer responsible for this application so that it could be included in the minutes.

The Officer's email is adam.madge@wiltshire.gov.uk
Standing orders were reimposed

re Panels and posts for Wilton Wildlife – This item would be referred to the Policy & Resources committee.

re Hedge at Bulbridge Park – the Town Clerk would speak to the contractors.

re Statement by Steve Taylor – Cllr Edge told the meeting that this was essentially the same statement as had been made at the last Full Council meeting and that it had been answered at that meeting.

re Who had paid for the Wilton Help CIC leaflets – Cllr Tonkin told the meeting that costs for the leaflets had been paid for jointly by herself and Bob Primmer.

re 'Why did Wilton Help CIC break the CIC rules' – Cllr Tonkin said that the trustees had sought advice and been informed that they were acting in accordance the regulations.
Cllr Blackman gave Cllr Tonkin a copy of the notes from the Office of the Regulator of Community Interest Companies, that she had downloaded from the Government website and quoted from

163/21 Consultation on Wilton Health Centre

Salisbury Medical Practice is currently running a consultation on moving GP services from Wilton Health Centre to Fisherton House (Wilton Rd), Bemerton Heath and Bishopdown surgeries. The letter has been circulated

After discussion it was unanimously agreed that Wilton Town Council was opposed the closure of Wilton Health Centre.

164/21 Committee Reports

(a) To receive the Minutes of the Policy and Resources Committee held on 25th May 2021

Resolved to approve

(b) To receive the Minutes of the Environment and Amenities Committee held on 15th June 2021.

Resolved to approve

Recommendations to Full Council;

(i) To reduce / stop the use of glyphosate (and other herbicides) on council land in the new grounds maintenance contract

Resolved to support

(ii) To confirm the tender for the grounds maintenance is advertised to include (i) above.

Resolved to confirm

(iii). To note the monthly meetings with ID Verde and the Clerk have now been reinstated

Resolved to note

165/21 Planning

(i) **PL/2021/06406**. Land at Wilton Park, Minster St. Lime tree – 20% crown reduction.

Resolved to support

(ii) **PL/2021/04854**. Wilton Fire Station, Minster St. Site a portacabin 14.5m (L) x 4.2m (W) x 3m (H) in corner of site where there is currently a shipping container, relocate the shipping container on the same site.

Resolved no objection

166/21 Managing the Council's Money

(i) To note the current bank reconciliation.

Resolved; To note

(ii) To note the payments authorised at the E&A Committee

Resolved; To note

(iii) To confirm payments as per attached payment schedule

Resolved; To confirm

(iv) Update on the use of BACS payments. The Clerk reported difficulty in adopting this system. Cllr Edge agreed to assist with the process

- (v) Opening of a new bank account with a debit card. Cllr Edge told the meeting that this was work in progress.
- (vi) Bank signatories. Current signatories are Cllrs Edge, Kinsey and Moore. To confirm additional signatories for the council bank accounts. It was agreed that Cllrs Lester and Taylor become additional signatories. (*prop Cllr Kinsey, sec Cllr Edge – nem con*)
- (vii) Councillor training. It was agreed that training sessions with the Clerk be arranged for councillors.

167/21 Report from Wilton Help! Re grant awarded in November 2020

The Mayor expressed thanks and appreciation for Wilton Help! And the work that has been carried out by the group's volunteers over the past fifteen months since March 2020.

The report from Wilton Help! has been circulated and the mayor invited questions from councillors. Cllr Blackman asked about a highlighted problem of getting a payment from the Office of the Public Guardian. Cllr Tonkin replied that delays had appeared in the Public Guardian's system during the pandemic but believed it would be resolved given time.

Cllr Blackman also asked about procedures for recouping money from clients. Cllr Tonkin replied that invoices were being sent out to clients and re-sent when necessary. The figure quoted in the Income & Expenditure report is changing all the time to record up to date transactions.

Cllr Moore said that whilst she appreciated the work of Wilton Help! she was not satisfied with the explanations given so far and would like to see a further breakdown of income and expenditure. Cllr Tonkin assured the meeting that an independent bookkeeper had been furnished with all Wilton Help's ledgers and had produced the accounts from this information.

Cllr Boyd said that she, Steve Milton and [a call handler volunteer] had recommended to Larissa Tomkin that the phone lines should be closed on 12th April but Larissa Tomkin decided to keep them open as there was still work to be done with vulnerable people in the town.

Cllr Blackman asked that the Town Council review its section of the grants policy that deals with the financial information expected from Grant recipients and that this item be put on the agenda for the next Policy & Resources Committee.

168/21 Reports to Wilton Town Council

- (a) Wiltshire Association of Local Councils
Cllr Kinsey reported that there had not been a meeting of WALC since the last council meeting
- (b) South West Wiltshire Area Board
Cllr Tonkin hadn't been able to attend

Standing orders were suspended

Wiltshire Councillor Pauline Church told the meeting that there was an update from Highways England and from Wiltshire Council about the A360 closure and improvements at Park Wall junction. There had been a planning application for Wilton's Picnic in the Park which was awarded. Cllr Church reminded Council of the importance of attending the SWWAB meetings.

Standing orders were reimposed

- (c) South Wilts Area Transport Group
Cllr Primmer reported that variable speed limits were discussed, also the removal of yellow lines in Russell Street was approved provided the householder met the cost (about £3,000).
- (d) South Wiltshire Operation Flood Working Group
Cllr Primmer reported that there been a meeting on 15th June. Budgets have been reduced from £1.2 million to £800,000. There is a discretionary gully tanker in Wiltshire should the need arise. The drainage pipe in Wishford Road play area was discussed. The new flood area update map shows increased 'at risk' areas in Wilton which could bring 80 to 100 houses into the high-risk flood area which would impact on the owner's insurance. Also gullies in Philip Road not operating properly.
- (e) Wilton Community Centre
Cllr Blackman reported that the trustees will meet next Monday and the Seeds for Success youth group will help to look after the garden once a month.

(f) Neighbourhood Plan

Cllr Edge has passed on the last email list of those involved to the Town Clerk.

(g) Wilton Carnival

Cllr Edge reported that the Carnival had received a grant of £500 from the Area Board and £400 from the Town Council. It is planned to hold Picnic in the Park on August 7th and there will also be an associated car boot sale.

(h) Wilton Community Land Trust

Cllr Edge reported that there had not been a meeting since the last Council Meeting.

169/21 Town Clerk's updates

The Clerk and Assistant Clerk are still working from home when possible.

Cllrs are reminded that they must make an appointment should they wish to visit the Council Offices.

Planning Application PL/2021/03251

Crow Lane, Land and buildings at E V Naish Ltd, Crow Lane, and 51/53 North Street, Wilton. , Wilton, Salisbury, SP2 0HD

Proposal

Reserved matters application seeking consent for layout, scale, appearance and landscaping pursuant to planning application S/2003/1016 (Demolition of existing buildings and the erection of 62 dwellings two commercial (B1) units and one retail unit)

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z0000154iqXAAQ/pl202103251>

The planning response has been submitted.

The Minutes of the meeting are online and a copy sent to the developer and agent.

Wilton Help CIC grant.

The report has now been received and circulated to all Councillors. it is linked to the agenda so members of the public can also see it.

The covering letter did include the following statement

"It is unfortunate that the previous submissions were rejected, this has led to avoidable criticism of Wilton HELP! It would be helpful if the council's grant policy specified the format of the grant evaluations required. We did submit our previous evaluations in good time and in the very best of faith; it is just a shame that the Council was not clearer from the outset."

Council should be aware that a reminder letter was delivered to two of the directors on 18th May as no report had been received and it was overdue. A report was sent but questioned as previously reported. It was then asked about how the report should be submitted. The current policy was last reviewed in July 2020.

Council office

Clerk has started to clear the lobby but the chairs and bollards need moving to the container.

The bollards that were borrowed by Wilton Rotary – Cllr Edge confirmed these have been moved to the container.

Remedial work has / is been carried out to the alarm systems.

Pavilion / Castle Meadow

The hire agreement has been updated and includes the parts that were noted as required previously.

The WET check has been completed.

The remedial work to the alarm / CCTV has been started.

Sports teams are using the facility most weekends, also an enquiry for a youth team.

Some enquires for group use.

Reports of golf being played at Castle Meadow – new signage required which will be discussed at E&A committee.

Fence and rope to cordon off the wild flower area is being priced up.
Permission for signage to advertise the Picnic in the Park given.
Sign for the wildflower meadow at Minster St is currently being made by a local gentleman.

Grounds maintenance

The issues with grass cutting and outstanding issues have been addressed. The monthly meetings with the contractor and clerk have been restarted (they had stopped due to covid).

The winter hedge cutting at Bulbridge was not completed and a credit has been applied to the monthly invoice.

Castle Meadow potholes – the material available from a local company is not the correct type, the material has been ordered and the work will be done once this has been delivered / collected.

Tree report – apparently a full tree report is outstanding (not part of the contract). We have asked for quotes and ask Council to agree to this being progressed. The full report would identify all trees under WTC ownership / responsibility and make future tree reports accurate.

Correspondence

Telephone calls and emails asking about council procedure and rules. All were directed to the website as all policies are available there.

One email asking specific questions was f/w to The Mayor to answer as requested in the email.

Planning

The planning response made to 28 West St was queried by the Officer. Explained that the new system no longer allows for support subject to condition which was the Council's decision (see E&A Minutes). Clerk confirmed that WTC support subject to the studio not being let or sold as a separate entity.

170/21 Date of next meeting

To note that the next meeting will be held on Tuesday 3rd August at 7.00pm
– meeting format to be confirmed.

171/21 To close the meeting

There being no further business, the Chairman closed the meeting at 8.33pm

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.