

MINUTES of a MEETING of WILTON TOWN COUNCIL held on TUESDAY 4th January 2022 at 7.00pm in the Council Chamber

Present Cllr Phil Matthews (Mayor of Wilton)
Cllr Peter Edge (*Deputy Mayor of Wilton*)
Cllr Charlotte Blackman
Cllr Alexandra Boyd
Cllr Alan Crossley
Cllr Andy Kinsey
Cllr Gail Moore
Cllr Teresa Taylor
Cllr Larissa Tonkin

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

Also Present in person Jason Barnes, John Harris, Steve Taylor

Also Present on zoom Anthony Capon, John Cutland, Geoff Greenland, Julia Hawkins, Paula Johnston, Alexandra Kinsey, Maria La Femina, Susan Robinson, Jo Scott

MEETING of WILTON TOWN COUNCIL

Cllr Matthews in the Chair

01/22 Apologies

Cllr Primmer apologised for his absence owing to a prior commitment.

Resolved to accept the apology for the reason given.

02/22 Minutes

(i) To approve the minutes of the meeting held on 7th December 2021

The Clerk had received a comment from Julia Hawkins who was physically present at the meeting but has also been listed as being present on Zoom.

The Clerk has also received a notice from a member of the public that their comments and questions at the December meeting had not been recorded in full.

It was proposed by Cllr Blackman that the comments received could be recorded and attached to the minutes rather than included in the body of the record.

Resolved to approve these minutes with the attendance record corrected and with comments submitted to the Council being attached rather than in the body of the Minutes.

(prop Cllr Blackman, sec Cllr Taylor, nem con)

03/22 To suspend Standing Orders

The Chairman suspended Standing Orders

Public Engagement session

15 minutes is set aside to allow local people to raise their issues and concerns. Questions and statements are restricted to 3 minutes. Questions not answered at the meeting will be answered in writing or may appear as an agenda item for the next appropriate committee meeting.

Geoff Greenland – re SID – submitted written questions asking for details of the SID, its ownership and operational arrangements.

The Chairman confirmed that the SID on Shaftesbury Road was owned by the Town Council but maintained by the company that supplied it. The new SID has been supplied by a different company and is of the same make as the ones used by other local Parish Councils. It was expected that it would be deployed at various locations in the Town but approval was still awaited from Street lighting to attach the SID to lighting columns. The locations. Who will move the SID and the

locations were on the agenda for the next E&A Committee meeting. He also confirmed that Wilton Town Council was not exempt from FOI legislation

Julia Hawkins – re Wilton HELP! – She wrote that the Town Council receives reports from various organisations in the Town and suggests that Wilton HELP! could do the same and let the Town Council know what progress has been made in achieving its objectives. She also asked if Wilton HELP! could be on the agenda for the Town Council's February meeting.

Cllr Blackman – requested that Wilton HELP! be asked to present a report to the February meeting
Cllr Edge - Councillors could be invited to submit a report for example, as Cllr Boyd has recently taken on reporting on Wilton & Barford Primary School.

Cllr Blackman directly invited Cllr Tonkin to submit a monthly verbal report on Wilton HELP!. Cllr Tonkin declined, saying she doesn't speak for the whole of Wilton HELP! but thanks for the invitation.

Julia Hawkins – re Wilton Town Council's precept 2022/2023 – She asked why the Council's reserves were so high and asked if it were right to increase the precept particularly at a time when many residents are struggling financially to meet food, heating and housing costs. She also asked what expenditure allocated for 2020/2021 was not spent and why. Also, Councillors need to state what R2 funding amounts to, what it has been allocated for and the date by which it needs to be spent. She also asked if the precept could be expressed as a percentage.

Cllr Crossley, as Chair of the Finance Committee, responded that the reserves were big because the Council has some large projects ahead and the precept was tailored to be able to deal with them. The upgrade and refurbishment of the town's public toilets is the Council's plan for the coming year. This will have to be paid for as it doesn't meet the criteria for an R2 financed project. The biggest item in the reserves is £26,000 which is to support the next stage of the Wilton Junction scheme and there is a further £18,000 set aside to assist the Neighbourhood Plan in its progress. It was suggested that a grant from the A&B Board be requested for the toilet upgrade.

Maria La Femina – re Council minutes – she asked why the draft minutes of the December meeting had not been posted on line before this meeting.

The Town Clerk told the meeting that the delay in posting the draft minutes was due to public holidays over Christmas and New Year.

Geoff Greenland – re speeding in on the Avenue – he expressed his thanks to the Town Council. They are, he said, the only people to actually deliver anything. He was concerned about the way in which there seems to be a division of opinion between Wiltshire Council and Highways England about the re-introduction of traffic cameras. He opined that it was effectively an inter departmental turf war. The only body doing anything about it is the Town Council for which he was grateful.

Paula Johnston – sent a message saying she thought she heard that the SID was shared with Quidhampton and told the meeting that this was not so. It was explained that the new SID was 'similar' to the one at Quidhampton but not 'shared'.

Cllr Moore – re meeting venues – asked that the Town Council explore the possibility of alternative venues so that Councillors and visitors could all be in the same space. It was suggested that the Michael Herbert Hall and the Parish Church be considered.

Cllr Blackman replied that the Community Centre might be available on Tuesday evenings if a formal request is forthcoming from the Council

Cllr Taylor suggested that the E&A be given authority to make a decision about future meeting venues when it meets in two weeks.

Steve Taylor – re Wilton HELP! – he said that the Council needed to push for answers from Wilton HELP!

Cllr Edge – re vaccination programme – Asked that people attending Council meetings show their vaccination status.

Cllr Blackman requested that everyone attending Council meetings be asked to show their Covid passport to prove they are triple vaccinated and if unable to do so should not be allowed to enter the meeting room. This will be on the next agenda and in the meantime the Town Clerk will check if this suggestion is lawful.

Steve Taylor – re Covid – Told the meeting that experts have expressed the view that Covid will be with us for the foreseeable future and it is something we need to accept and understand.

04/22 To reinstate Standing Orders

The Chairman reinstated Standing Orders

05/22 Declarations of Interest

- a. Cllrs Kinsey declared a pecuniary interest in the payment to Wessex Timber Windows
- b. Dispensation requests – none had been requested.

Resolved: to note.

06/22 Mayors Report

Cllr Matthews reported attending the RDA Nativity play on 18th December and Carol Service on 20th December. He also stepped in to clean and maintain the toilets every day over the Christmas and New Year period because the firm was unavailable for 10 days. Now, the firm have sent a message saying they will be unable to come in for a further three days because one of their staff has Covid. Cllr Edge gave thanks to the Mayor for taking this task on. Thanks were echoed by the Council.

07/22 Exclusion of the Press and Public

It was agreed to exclude the press and public from the item relating to the cleaning contract for the public toilets for the reason of Commercial in Confidence. (*prop Cllr Edge, sec Cllr Backman – all in favour*)

08/22 Committee Reports

- (i) The Minutes of the Policy & Resources Committee held on 14th December 2021 were adopted together with the committee's recommendations:
 - PR/59/21 No changes to the current cemetery charges.
 - PR/60/21 To change the process for selecting a Mayor, that in future the Mayor and Deputy Mayor will be nominated and elected at the May Annual Council meeting every year. No discussion at either the March or April meetings.
 - PR/67/21 To establish a working party to make arrangements for the Platinum Jubilee.
 - PR/68/21 Wilton Town Council newsletter – all Cllrs to be asked for input.(*prop Cllr Kinsey, sec Cllr Moore – nem con*)
- (ii) The Minutes of the Staffing Committee held on 2nd December 2021.
 - Cllr Blackman proposed that the minutes and the committee's recommendation were accepted:
 - SC/39/21 To confirm that Wilton Town Council will not employ a Road Sweeper / Town Steward but use a local contractor.(*prop Cllr Blackman, sec Cllr Kinsey - nem con*)

09/22 Planning

- (i) **PL/2021/08160 Land off Buckeridge Road.**
Mixed use development comprising 52 dwellings, an innovation centre (use class f) with 16no. Veterans flats above, access off the avenue (already constructed), internal roads and footpaths, car parking, public open space, landscaping, drainage and other associated works and infrastructure
Please note this is a new application but consists of the same documents as the previous application. The reason for this is the wrong certificate was submitted, the correct certificate has now been submitted and a planning timeline restarted.
Resolved that the Council's originals comments be repeated in answer to this application
(*prop Cllr Edge sec Cllr Blackman – nem con*)
- (ii) **PL/2021/10766 Bulbridge Farm, 22 Bulbridge Barns, Burcombe Lane**
To erect along the north side (rear) of the property (styled as a converted barn) a Lean-To Shelter covering the existing patio area, with materials to match existing barn.
Resolved: to support (*prop Cllr Edge, sec Cllr Taylor – nem con*)
- (iii) **PL/2021/10998 3 Silver Street, Wilton.**
Beech 1 - Pruning of 2 - 3m
Beech 2 - Pruning of 2 - 3m
Unknown Tree 3 - Storm damaged with large branch fallen, tree surgeon to investigate, to 3 be pruned and height reduced by 2 - 3m
Resolved: to support (*prop Cllr Matthews – nem con*)
- (iv) **PL/2021/11791 Olivier Place, Hart Close, Wilton**
Norway Maple tree - crown reduce by one-quarter (25%), deadwood and reduce one leader stem
Resolved: to support (*prop Cllr Crossley, sec Cllr Taylor – nem con*)

10/22 Managing the Council's Money

- (i) To note the current bank reconciliation dated 30th November 2021. The Clerk apologised but these had not yet been completed.
Resolved; To note
Clerk to circulate once completed.
- (ii) To confirm payments as per payment schedule.
Resolved; To note
Grants agreed at the last meeting
Community Centre - £500 towards its staging.
Bowls Club - £500 towards its lawn mower.
The Clerk asked Members if they wanted to pay these amounts now or wait for confirmation that associated funding for these items had been secured.
Cllr Tonkin told the meeting that grants for the Community Centre and the Bowls Club had both been approved by the South Wiltshire Area Board.
Resolved; To approve payment
once all other funding is confirmed.
- (iii) To consider the final response from Wilton HELP! CIC if received.
This has not yet been received.
Resolved; To note
- (iv) Opening a new bank account with a debit card.
Cllr Edge told the meeting that matters had been progressing slowly but arrangements are not yet complete.
Resolved; To Note

11/22 Approval of the Budget for the year ending 31st March 2023

- Cllr Crossley told the meeting that the Budget working party recommended a budget of £257,676, the draft Budget had been circulated to all Cllrs with the agenda.
There were no questions.
Resolved; to approve the Budget for the year ending 31st March 2023.
(*prop Cllr Crossley, sec Cllr Kinsey – nem con*)

12/22 To request a Precept from Wiltshire Council for the municipal year 1st April 2022 – 31st March 2023

The Budget working party recommend a Precept of £248,051.00 (an increase of 2%) is requested from Wiltshire Council. This will result in a Band D rate will be £157.71 (current Band D £153.98) – an increase on the current level of £3.69

Resolved; to approve this recommendation (*prop Cllr C rossley, sec Cllr Taylor – unanimous*)

13/22 Councillor Training

To confirm that this will take place in the Council chamber at 6pm on Tuesday 25th January. All Cllrs are requested to attend.

Resolved: to confirm this date.

14/22 Reports to Wilton Town Council

- (a) Wiltshire Association of Local Councils
Cllr Kinsey reported that no meeting had been held.
- (b) South West Wiltshire Area Board
Cllr Tonkin said she had noting to add to the grant situation reported earlier.
- (c) South Wilts Area Transport Group
There had been no meeting since the December Full Council
- (d) South Wiltshire Operation Flood Working Group
There was a meeting on 15th December. The question of sand bags was raised and these are no longer used and gel sacs are now recommended
- (e) Wilton Community Centre
Cllr Blackman reported that the committee planned to raise hire charges by £1 per hour. This was the first that time charges had gone up since 2014.
- (f) Neighbourhood Plan – There will be a meeting in January 2022.
- (g) Wilton Community Carnival – The next meeting will be on Thursday 6th January. The hope is that the Carnival will take place on 4th July. It also hoped that there will be a procession but it is likely that this will be a walking parade.
- (h) Wilton Community Land Trust– The AGM will be held on January 29th 2022 at the Pavilion and all those attending will be given the opportunity to go round the Men's Shed.
- (i) Wilton and Barford Primary School – Cllr Boyd reported that the school has now started its winter term. The head and staff are waiting for any further government guidelines

15/22 Action Update from the Minutes dated 7th December

To note the following

250/21/a the council's preferred contractor has been informed of the Council's decision.

250/21/b the Council's preferred contractor has been informed of the Council's decision.

250/21/f A request has been made to CATg

251/21 The planning response has been made.

252/21 The grant applicants have been informed of the decision to award the grants.

253/21 The request to improve the signage has been made.

255/21 The Town Council support of the appointment of Mrs Kinsey has been confirmed.

16/22 Town Clerk's updates

This had been circulated with the agenda, there were no questions.

Resolved: to note. There were no questions.

8.14pm The following item was closed to Members of the Public and Press for the reason of Commercial in Confidence, the public present and those attending on Zoom left the meeting.

17/22 Exclusion of the Press and Public

Public Conveniences, Greyhound Lane.

To consider the cleaning contract for this facility. A confidential note had been circulated to Members.

After discussion it was agreed to accept the tender from ID Verde for the toilet cleaning contract on the condition the Town Clerk requests this is reduced.

Resolved: to authorise the Town Clerk to proceed with arranging the change in contractor.

(prop Cllr Blackman, sec Cllr Moore – all in favour)

18/22 Date of next meeting

To note that the next meeting will be held on Tuesday 1st February 2022 at 7.00pm. The venue will be confirmed nearer the time.

19/22 To close the meeting

There being no further business, the Chairman closed the meeting at 8.25pm

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.