

MINUTES of a MEETING of WILTON TOWN COUNCIL held on: TUESDAY 1st February 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 Alan Crossley
Cllr Andy Kinsey
Cllr Jem Lester
Cllr Gail Moore
Cllr Teresa Taylor

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

Also Present in person Jason Barnes, Anthony Brown Hovelt, Pauline Church, Keith Crockett, John Cutland, John Harris, Julia Hawkins, Alexandra Kinsey, Steve Taylor

Also Present on zoom Rachel Ashton-Brown, Alexandra Boyd, Audrey Capon, Yvonne Crossley, Chris Harrison, Paula Johnston, Susan Robinson, Andy Saxton

MEETING of WILTON TOWN COUNCIL

For reasons stated at the Meeting, the Mayor asked the Deputy Mayor to Chair this meeting.

Cllr Edge in the Chair

20/22 Apologies

Cllr Boyd apologised for her absence because she was unwell.
Cllr Tonkin apologised for her absence because she was unwell.

Resolved to accept these apologies for the reasons given.
(*prop Cllr Kinsey, sec Cllr Blackman – unanimous*)

21/22 Minutes

To approve the minutes of the meeting held on 4th January 2022

Resolved to approve these minutes
(*prop Cllr Crossley, sec Cllr Kinsey, unanimous*)

22/22 To suspend Standing Orders

The Chairman suspended Standing Orders

Community Engagement

Maria la Femina – re car park re-surfacing at Castle Meadow – she asked if there would be a porous surface to allow water to pass through or would it be impermeable material such as tarmac.

Maria la Femina – re grant application from Wilton Carnival – she spoke in support of the Carnival and hoped it would be granted. She suggested that it could be called a Free Festival.

Julia Hawkins – re Wilton HELP! CIC – She was concerned that Wilton HELP! CIC had not been able to produce an update so far. She asked if the Town Council could ask the directors to provide an update about the organisation's activities. She also asked if Wilton HELP! CIC was still viable.

Jason Barnes –re Wilton HELP! CIC – He was also concerned about the lack of an update from Wilton HELP! CIC as £1,248.50 of Wilton taxpayer's money is still unaccounted for and suggested that, this might now be a matter for the police.

Jason Barnes – re comment by the Mayor at January’s meeting – He asked the Mayor if he thought it was acceptable to say that he was ‘glad I had left the chamber?’

Jason Barnes – re technology to assist people attending council meetings – He asked for an update on plans to upgrade the Council’s capacity to make it easier for all residents to attend electronically if not in person.

John Cutland – re Wilton Health Centre – he asked for an update on what was happening with Wilton Health Centre.

Anthony Brown Hovelt – re Flood emergency facilities – he told the meeting that he had been a flood warden for 27 years. He was also a member of the Emergency Planning team that the Flood team had become part of. He asserted he and Rachel Ashton-Brown had been denied access to the emergency flood equipment stores at Castle Meadow. He asked the Town Council to please sort this matter out.

Anthony Brown Hovelt – re Insurance for volunteers – He asked if volunteers carrying out work for the Town Council were covered by the Town Council’s insurance.

Anthony Brown Hovelt – re Flood Warden’s status – He assured the Town Council that both he and Rachel Ashton-Brown would always be available in the event of an emergency.

Keith Crockett – re Naish site– He asked if there was any update on development of the site.

Keith Crockett – re former Coach works – He was very concerned about the state of the building and asked if the Town Council could do anything about it.

Keith Crockett – re Pedestrian Crossing on the A36 – He asked why there had been such a long delay in this work.

Keith Crockett – re Microphones for Council members – He asked if it were possible for Council members to be ‘miked up’ so that they could be heard more easily.

Steve Taylor – re roof between containers at Castle Meadow – He told the meeting that the roof work was, in his opinion, absolutely appalling.

Steve Taylor – re CCTV – He told the meeting that records only went back for two years and he asked why people couldn’t be told who had access to the CCTV recordings any earlier.

Responses to Community Engagement Issues

Cllr Edge – re car park at Castle Meadow –He said that the new surface was to be porous.

Cllr Edge – re Carnival grant –He said Cllrs would bear Maria le Femina’s remarks in mind.

Cllr Edge – re Wilton HELP! CIC –He told the meeting that the Clerk has asked the organisation to provide a monthly report but it’s not possible to force it to respond.

Julia Hawkins – the Council needs a factual report about what they are doing. It is a legitimate Public Interest Group. Do they still have a larder? Are they still collecting money and donations? If so, where is it?

The Clerk – told the meeting that she had twice asked Wilton HELP! CIC for a report or update but there had been no response.

Cllr Edge – Said that so far, they have declined to give a report. He recommended that it be referred to the next Policy & Resources committee meeting for discussion. This was agreed.

Cllr Matthews – re comment by the Mayor at January's meeting – he said that he did not recall making this comment but if he did, he apologised unreservedly.

Cllr Edge – re technology to assist people attending council meetings – He told the meeting that it was planned to try out new equipment in the near future.

Cllr Edge – re Wilton Health Centre – he asked if Cllr Church could include this in her update.

Cllr Edge – re Flood emergency facilities – He refuted Anthony Brown Hovelt's assertions that some flood wardens had been sidelined. Access to the flood emergency equipment storage has not been denied and you can just ask for the access codes. All the flood wardens and Councillors would be welcome to take part in the Environment Agency's deployment exercise.

Anthony Brown Hovelt – Told the meeting that he would like to see the emergency Flood Plan Working Group re-established.

Cllr Edge – Reported that the Working Group had been re-formed with Cllr Primmer as the co-ordinator so hopefully things can move forward in a positive light. The flood barrier deployment exercise will be very useful as it will make people aware of what is involved

Cllr Taylor – told the meeting that Rachel Ashton-Brown and Anthony Brown-Hovelt do need to know the access codes.

Cllr Edge – told the meeting that the Town Clerk and Assistant Town Clerk have access to the codes and the best way would be to ask them.

The Town Clerk – re Insurance for volunteers – told the meeting that all volunteers working on behalf of the Town Council would be covered by the Council's insurance providing that the Town Council is aware of it and that they have received appropriate training.

Cllr Edge – re Naish site – He told the meeting that it was possible that another developer was being sought.

Cllr Edge – re former coach works – The Town Council have no power to influence what goes here and this is a matter that needs to be referred to Wiltshire Council.

Cllr Edge – re Pedestrian Crossing on the A36 – He said that this was another item for our Wiltshire Councillor.

Cllr Edge – re Microphones for Council members – He told the meeting that this was something the Town Council was considering.

Cllr Edge – re storage containers behind the Pavilion in Castle Meadow – these belong to the Town Council and the work on a roof between the two containers was carried out by the Men's Shed. All items belonging to the Men's Shed have been removed.

Cllr Moore – asked if items belonging to the Carnival had been removed.

Cllr Edge – replied that this was the responsibility of the Carnival Committee.

Cllr Edge – re CCTV – He told the meeting that the current records only date back to the time that the new system was installed which is two or three years ago. Earlier records could be accessed if needed.

Town Clerk – it would take many hours for herself or the Assistant Clerk to trawl back through these historic records. The matter is on the next P&R agenda for confirmation. The only access to the system is via the Council's computer system or the contractor.

Cllr Edge – told the meeting that those accessing the system could only be identified by their IP address but if anyone wants to pay for this work to be done then let us know.

Report from the Unitary Councillor for Wilton

Cllr Church reported on the following items:

Wilton HELP! CIC – she asked if Wilton HELP! CIC was still operating as she had not been able to contact the group. She said that there was a problem here and we should all work together to try and find an answer.

Covid update for Wiltshire – there were 4,234 cases reported in Wiltshire up to 25th January. This brings the total number of cases in Wiltshire up to 97,302. The cases in Wiltshire that week increased from 834 per 100 thousand up to 840 per 100 thousand. This compares with the national figure of 985 per 100 thousand.

Wilton Surgery – Presently, remedial work is being carried out at the Wilton premises. The practice was refused permission for the extension that was planned for Bemerton Heath. She will chase up Primary Care to try and find an answer.

Former Coach works -She suggested that Wilton Town Council needs to write to Wiltshire Council to see if it can put any pressure on the owners.

Redrow – She reported that Wiltshire Council's legal officers have found discrepancies concerning the Section 106 agreement and she will be meeting with Redrow this week. She also said that she had reported the fact that there was site work and concrete pouring at Wilton Hill where no planning permission had been granted. The County's planning officers instructed Redrow to cease work immediately.

Crossing over the A36 – she will bring this up when she meets with Redrow.

Churchfields – Salisbury Neighbourhood Planning Group are holding two online consultations about possible developments on Wednesday 2nd February

Wilton Flood Group – She intends to re-vitalise this group so that it can focus on Wilton's flooding issues – the Crow Lane wall, the barrier, the Bund, Water Ditchampton.

Bin Collections – Bin collections are changing. The plan is to save £2 million over four years. It will start later this month with new collection dates. She urged people to check up on the new dates.

Wiltshire Budget –Council tax budget will be put to the Council on 15th February. There will be an increase by 1.99%, plus an additional 1% for the Social Care levy because the cost of Adult Social care is significant. This represents an increase of £47.56 per annum. She then gave a breakdown of the Wiltshire Council budget for 2022/2023 showing the proportions allocated to different areas. There will however still be a deficit of £24 million. So, of the 250 services supported by the Council, each one will be examined to see that they provide value for money.

Questions to Cllr Church

Cllr Taylor asked about the bus stops on the A36

Cllr Church told the meeting that the existing laybys were to be configured to make the road safe for all users.

Jason Barnes asked about rubbish collected by Litter Pickers and their equipment.

Cllr Church said that Wiltshire Council could help if she were told what was required.

Anthony Brown-Hovelt asked about routes through and to the new developments on Wilton Hill.
Cllr Church outlined the Active travel plans for the area.

23/22 To reinstate Standing Orders

The Chairman reinstated Standing Orders (*prop Cllr Edge, sec Cllr Taylor – unanimous*)

24/22 Declarations of Interest

- a. Cllrs Edge & Moore declared a personal interest in matters relating to Wilton Carnival
- b. Dispensation requests – none had been requested.
Resolved: to note.

25/22 Mayors Report

Cllr Matthews had nothing to report.

26/22 Exclusion of the Press and Public

It was agreed to exclude the press and public from the item relating to the appointment of cleaner.
(*prop Cllr Blackman, sec Cllr Moore – all in favour*)

27/22 Committee Reports

- (i) The Minutes of the Environment and Amenities Committee held on 18th January 2022 were adopted together with the committee's recommendations:
 - EA/07/22(i) Fencing of the wildflower area.
 - EA/07/22(ii) Sign for the wildflower area.
 - EA/07/22(v) 5 new noticeboards
 - EA/07/22(vii) Repair of the cricket wicket
 - EA/07/22(ix) Resurfacing the car park
 - EA/09/22 Repair to the cemetery wall, Shaftesbury Road
 - EA/10/22 Venue for Council meetings
 - EA/14/22(iii) Exercise in deployment of demountables with all WTC Cllrs attending.
- (ii) The Minutes of the Staffing Committee held on 18th January 2022 were adopted.
- (iii) The Minutes of the Staffing Committee held on 25th January 2022 were not yet available.

28/22 Planning

(i) PL/2021/10587 Land to the north of Wilwyn, the Avenue.

Demolition of an existing commercial building, and the erection of 5 x residential dwelling houses (Use Class C3) and associated works. Revised plans.

Resolved to object on the grounds of over development of the site, and confirmation regarding the trees shown on the site plan but not mentioned in the application (*prop Cllr Crossley sec Cllr Taylor – nem con*)

(ii) 20/09902/FUL Wilton Hill, The Avenue

Relocation of existing gates and pier. Revised plan received

Resolved: to object, as before, because of no change since the previous application (*prop Cllr Crossley, sec Cllr Primmer – nem con*)

Cllr Moore apologised and left the meeting (8.17pm)

29/22 Managing the Council's Money

- (i) To note the current bank reconciliation dated 31st December 2021. The Clerk apologised but these had not yet been completed.

Resolved; To note

(ii) To confirm payments as per payment schedule.

Three additional payments were added –	
Jubilee fliers -	£23.00
Toilet cleaning (November/ December) -	£430.56
Tennis court electricity -	£24.34

Resolved; To approve payment

(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 the account was now open and he has transferred a small amount of money into the new account to avoid any charges. There is a monthly fee for the account and this would be levied if there were no funds in the account plus any interest that accrued. Debit cards for the Clerk and Assistant Clerk will be provided soon.

(v) to approve a grant application from Wilton Community Carnival.

Cllr Blackman told the meeting that grants were usually limited to £500 and the Carnival has some £3,000 in its account and this should be balanced with the benefits of the Carnival to the community. She proposed that the Town Council donate £500 to the Carnival (*prop Cllr Blackman, sec Cllr Primmer – nem con (Cllr Edge abstained)*)

(vi) To confirm the addition of Cllrs Blackman and Crossley as signatories for the Town Council bank account.

Resolved to confirm.

(vii) To approve the cost of installing NAL retention sockets and the purchase of a pole for the Speed Indicator Device.

Cllr Edge told the meeting that the reason this has come about is that the Town Council applied to Wiltshire Highways for permission to site the SID on lamp posts. The Wiltshire Highways department is no longer responsible for street lighting. Atkins are now the contactors that take care of this but Atkins have refused permission for attaching. After discussion it was agreed to proceed with this purchase provided the Council gets Wiltshire Highways' approval. (*prop Cllr Crossley, sec Cllr Edge – all in favour*).

Cllr Lester apologised and left the meeting (8.30pm)

30/22 Reports to Wilton Town Council

(a) Wiltshire Association of Local Councils

Cllr Kinsey reported that no meeting had been since the last Full Council meeting.
Recruitment of a new Officer for WALC was underway with temporary cover in place.

(b) South West Wiltshire Area Board

The next meeting will be on 16th March.

(c) South Wilts Community Area Transport Group

There had been no meeting since the January Full Council. Next meeting on 23rd February.

(d) South Wiltshire Operation Flood Working Group

There had been no meeting since the January Full Council. Next meeting on 23rd February

(e) Wilton Community Centre

Cllr Blackman reported that the signs saying you must wear a facemask have been replaced with signs saying we would like you to wear a facemask.

- (f) Neighbourhood Plan– there has been no progress since the last meeting.
- (g) Wilton Community Carnival– Cllr Edge told the meeting that the Carnival will take place on Saturday 2nd July. The route will start in the Market Square and proceed to Castle Meadow. It will be called Wilton Carnival 2022 with the theme of Heroes and Rainbows.
- (h) Wilton Community Land Trust– The AGM was held on Saturday January 29th 2022 at the Pavilion. Unfortunately, there were insufficient members attending for the meeting to be quorate. Everyone attending was given the opportunity to go round the Men’s Shed. The Community Land Trust’s interest will be divided between itself (49%) Our Enterprise (51%). This will give a lot more flexibility in the future helping to develop affordable housing.
- (i) Wilton and Barford Primary School – No report available.

31/22 Action Update from the Minutes dated 4th January

To note the following

Community Engagement – the Clerk has enquired about the proposed motion of only allowing people who can prove their vaccination status access to the meeting room but has not yet had confirmation that this would be a lawful demand.

09/22 Planning responses were submitted to Wiltshire Council.

10/22(ii) All grants have now been paid.

12/22 The precept has been requested and the breakdown submitted as required for all precepts exceeding £140,000.

13/22 Cllr training took place with nine councillors attending. A further session on Planning will be arranged.

17/22 The new contractor has started cleaning the public toilets. The improvement has been noted by councillors and the public.

32/22 Town Clerk’s Report

Resolved: to note. There were no questions.

33/22 Exclusion of the Press and Public

Appointment of Cleaner

To confirm the appointment of Sarah Kurslake as recommended by the Staffing Committee

Resolved: to confirm this appointment (unanimous)

34/22 Date of next meeting

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

35/22 To close the meeting

There being no further business, the Chairman closed the meeting at 8.39pm

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.