

MINUTES of a MEETING of WILTON TOWN COUNCIL held on: TUESDAY 1st March 2022 at 7.00pm in the Council Chamber

Present Cllr Peter Edge (*Deputy Mayor of Wilton*)
Cllr Charlotte Blackman
Cllr Alan Crossley
Cllr Andy Kinsey
Cllr Alexandra Boyd
Cllr Gail Moore

In Attendance Mrs C Churchill, *Town Clerk*, Mr M Bastick, Assistant Clerk (taking minutes)

Also Present in person Pauline Church, John Cutland, John Harris, Julia Hawkins, Alexandra Kinsey, Adrian Boyd, Gary Nunn, Susan Nunn, Paula Johnston

Also Present on zoom Maria La Femina, Audrey Capon, Chris Harrison, Lee Glyde, Susan Robinson,

MEETING of WILTON TOWN COUNCIL

Cllr Edge in the Chair

36/22 **Apologies** were received from;
Cllr Matthews - conflicting social engagement,
Cllr Taylor - work commitments,
Cllr Primmer - in Southampton,
Resolved Apologies noted.
Not present Cllr Tonkin and Cllr Lester

Cllr Edge took the opportunity to apologise to those using the Zoom facility for the sound levels this evening but the council is looking at sound options and hopes to resolve this soon.

37/22 **Minutes**
(i) To approve the minutes of the meeting held on 1st February 2022
Resolved to approve these minutes
(prop Cllr Kinsey, sec Cllr Moore, nem con)

38/22 **To suspend Standing Orders**
The Chairman suspended Standing Orders

Community engagement

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.

Lee Glyde – Re the Mayors support for Ukraine - Would the Mayor please formally inform the community what his allegiance is with the Russian Federation and former Soviet Union in light of the invasion of Ukraine by Russia, so that we as residents of Wilton have an understating, he is in support of our nation opposing the war.

Lee Glyde - Re Parking enforcement in Wilton - Would the Town Council please ensure contact is made to

the Wiltshire Council requesting more Civil Enforcement patrols are made in regards to parking offences in the Market Square and Russell Street.

It is with regret to inform you that the a few persistent offenders have been noticed exceeding the 2 hour limit and returning within 2 hours on a daily basis. Civil enforcement seems the only intervention to allow others the facility of free parking in order to use the Towns facilities. Would a payment system machine be an option to consider?

Paula Johnston – Re complaints against Cllr Matthews – Was the Council officially informed of the outcomes of 2 complaints made about Cllr Matthews following the Full Council meeting in September 2021. Quoting Standing Order 14 where the Proper Officer is to report to the Council any Code of Conduct complaints that are made, she also says this never appeared in any agenda which is unusual and why was this the case?

John Cutland – Re Wilton Health Centre – Are Councillors still trying to get some answers as to what the future of the building will be?

John Cutland - Re A36 Toucan Crossing – is there a plan for having hatchings by the entry and exit of the Garden Centre?

Cllr Peter Edge – Re Flying Ukraine flag – Is the Council prepared to fly the Ukrainian flag as a sign of respect and solidarity?

Julia Hawkins – Re Medals awarded by Soviet Union – Is the Mayor prepared to hand back his medals given by the Soviet Union to show his solidarity for the Ukraine and if not, why not?

Community Engagement

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.

Re the Mayors support for Ukraine

The Chairman confirmed that the Mayor has sent a response to this question via email and this is as follows:

“I am Chair of the Soviet War Memorial Trust in London which is supported by the Government and was unveiled by George Robertson Sec of State in 1999 and on May 9th the Remembrance Day of the former Soviet Union a service takes place with Ambassadors and a representative from the Government I have no other allegiance with the Russian Federation. At the unveiling the first wreath was laid by the Duke of Kent President of the War Graves Commission.”

Re Parking enforcement in Wilton

The Chairman replied that the Council keeps the parking free of charge however that we can request an increased level of enforcement from the Enforcement Officers at Wiltshire Council.

Re complaints against Cllr Matthews

The Clerk replied that she was notified of one of the complaints when it was first made but she has never been notified of the outcome and while a complaint is being investigated by Wiltshire Council it should not be discussed by the Town Council meeting. *Paula Johnston* disputed the process and *The Clerk* said she will look into the procedure. *Cllr Edge* added that Cllr Matthews has told him that he has not had an answer from Wiltshire Council to date. He added that when the final outcome is announced it can be put on as an agenda item to be discussed. *Paula Johnston* says the outcome was announced in November, she was informed directly and thought Cllr Matthews would have been informed at the same time.

Re Wilton Health Centre

The Chairman said the Town Council are not aware of any new progress, the *Clerk* added that they have chased the owners but have not had a response.

Re A36 Toucan Crossing

The Chairman confirmed this is not in the Town Council's remit but that the Unitary Councillor could be asked as road markings would come under Wiltshire Council.

Re flying Ukraine flag

After discussion and asking for the views of the members of the public present it was agreed (confirmed by *The Chairman*) that the Council purchase a Ukrainian flag of the same size as the existing Union flag.

Cllr Kinsey added that the existing Union flag was recently damaged during the storms but that it has now been brought down. *Cllr Kinsey* wanted to give a vote of thanks to Lee from Signs in Motion who provided a cherry picker to help take down the damaged flag free of charge.

Re Medals awarded by Soviet Union to Cllr Matthews

The Chairman said he will ask the (Mayor) *Cllr Matthews* for comment on this.

Report from the Unitary Councillor for Wilton

Wiltshire Councillor Pauline Church gave her report to the Town Council

- *Cllr Church* thanked the Town Council for their show of leadership regarding showing support for Ukrainian people at this time.
- *Re parking enforcement in Wilton* – *Cllr Church* suggested that the Town Council writes to Wiltshire Council's Enforcement Team and requests more frequent visits, and she will also do the same. Regarding residential permits any permit system would have to go through a public consultation process, residents will need to pay for the scheme and 51% or more of the residents would need to be in favour, however there is parking in the town and the Guild parking is also currently free of charge.
- *COVID Situation* – She reported that there have been 3302 confirmed positive cases in Wiltshire in the last 7 days. Up to the 15th February the total number of cases since the start of the pandemic 118,295. The rate of cases per 100,000 has decreased from 827 to 655 but it is above the current average national rate in England.
- *Re Waste collections* – from Monday the black bin collections are changing and residents should have received notification, if not the information is available on the Wiltshire Council website. The changes are to increase efficiency, reduce the number of collection vehicles used and reduce carbon emissions and save more than £1.5 over the next 5 years.
- *Wilton Hill Section 106 Variations* – This is still with legal representatives and *Cllr Church* is pushing for a meeting with Redrow to resolve this.
- *Naish Felt site* – Planning Officer was ready to make a decision on this but the developers' agents have sent revised documents to help with the Planning Officers concerns and the application is therefore once again under public consultation. *Cllr Church's* call-in request for this application to go to the Southern Area Planning Committee still stands.
- *A36 Toucan Crossing* – the Erskine Park side of the carriageway has now been done and the contractors are now working on the other side of the road. Highways England have booked in overnight restrictions from yesterday to the 18th March from 8pm-5am to get the work done and *Cllr Church* is hopeful this will be completed by the end of this month.
- *Wilton Flood Group* – *Cllr Church* the first meeting is next week and hopefully they will be focusing on the de-mountables, the bund at Castle Meadow, Crow Lane, Waterditchampton, flood risks on the A36 and also will review the Wilton Flood Plan to make sure it is up to date and relevant. *Cllr Church* attended the South Wiltshire Flood Group meeting, along with Flood Warden Anthony Brown-Hovelt and the issue of detritus and flooding on the A36 was raised. *Cllr Church* has arranged for a site meeting with National Highways and Wiltshire Council to address any issues.

Improvement works were done in Salisbury and Cllr Church will find out if any were undertaken in Wilton.

- *Re Hatchings by the Toucan Crossing* – Cllr Church is not sure and will try and find out.

Questions for Cllr Church

None given.

39/22 **Cllr Edge reinstated Standing Orders**

40/22 **Declarations of Interest**

- (a) Cllr Edge declared an interest in matters relating to the Men's Shed
- (b) Dispensation requests – none had been submitted

Resolved: to note

41/22 **Mayor's Report**

The Mayor had given apologies and so no report was given.

42/22 **Exclusion of the Press and Public**

To agree any items, if required, to be dealt with after the public, including the press, have been excluded under. *Public Bodies (Admissions to Meetings) Act 1960*. Not required.

43/22 **Committee Reports**

(i) **The Minutes of the P & R Committee held on 15th February 2022.**

The following items are recommended to Wilton TC for approval.

PR/07/22 (i) Revised application forms for the Cemetery.

Resolved: to approve

PR/07/22 (ii) New Policy for the Cemetery.

Resolved: to approve

PR/08/22 (i) Revised Standing Orders

Resolved: to approve

PR/08/22 (ii) Revised Mayor Making Procedure

Referred to be discussed at the next P&R Committee

PR/12/22 Revised application for inclusion on WTC Approved Contractor list.

Resolved: to approve

PR/19/22 Authorise the purchase of a fire-resistant filing cabinet.

Resolved: to approve

Items above were voted en bloc

(Prop Cllr Kinsey, Sec Cllr Boyd – nem con)

(ii) **The Minutes of the Staffing Committee held on 25th January 2022**

Resolved: to approve

(Prop Cllr Blackman, Sec Cllr Kinsey – nem con)

(iii) **The Minutes of the Staffing Committee held on 10th February 2022**

Resolved: to approve

(Prop Cllr Blackman, Sec Cllr Moore – nem con)

44/22 **Planning**

(i) **PL/2022/00268. Land to the rear of 62 Shaftesbury Rd.**

Erect detached three bedroomed house with study over three floors.

Resolved: to Object – overdevelopment and negative impact on neighbours *(Prop Cllr Crossley, Sec Cllr Blackman – nem con)*

(ii) **PL/2021/03251 Crow Lane, land and buildings at EV Naish.**

Revised plans. *Note Wilton TC considered the original application on 8th June 2021*

Resolved: to Object – for the same reasons already provided in minutes of the Full Council meeting on 8th June 2021. (*Prop Cllr Crossley, Sec Cllr Boyd – nem con*)

45/22

Managing the Council's Money

- (i) To note the report from the External Auditor – PKF Littlejohn.
Resolved: To note
- (ii) To note the current bank reconciliation.
Resolved: To note
- (iii) To confirm payments as per attached payment schedule
Resolved: to approve
(*Prop Cllr Blackman, Sec Cllr Kinsey – nem con*)
- (iv) To note the update regarding Wilton HELP! CIC, following the P&R Committee and to note the financial update, if received. The offer to meet and discuss the issues regarding the finance has been accepted and a date is to be agreed.
Resolved: To note
- (v) Opening of a new bank account with a debit card, the application forms have been sent to the bank.
The Clerk informed the Council she is still waiting for a response from the bank. Cllr Edge will follow this up with the bank.
Resolved: To note
- (vi) To approve the purchase of a camera and microphone for the streaming of meetings via zoom. Cllr Kinsey commented that from the P&R meeting there had been favourable reports of the sound, however, Cllr Moore confirmed that there may be a better model of microphone and this was being looked into. Cllr Edge confirmed with Councillors that they approve in principle but the decision will be referred back to the next E&A Committee.
Resolved: To defer to the next Environment & Amenities Meeting.
- (vii) To approve the cost of installing NAL sockets and the purchase of a pole for the Speed Indicator Device.
The Clerk thanked Cllr Crossley and Cllr Edge for the detailed locations they sent. She informed that Wiltshire Council have come back and advised they do not agree with the suggested location of Burcombe Lane but they suggest their preferred location be by the bus shelter on Burcombe Lane due to access – Wiltshire Council will confirm once their searches are completed. Clerk to follow up but also confirmed idverde can put the NAL sockets in but cost to be confirmed.
Resolved: to note
- (viii) To consider the insurance cover for 2022 – 2023.
Resolved: to approve
(*Prop Cllr Edge, Sec Cllr Kinsey – nem con*)
- (ix) To confirm the Asset Register for Wilton Town Council and agree any items to be added / removed.
Resolved: to approve
(*Prop Cllr Edge, Sec Cllr Kinsey – nem con*)
Cllr Edge asked the Council about budgeting for Wilton Jubilations, The Clerk pointed out that a decision cannot be made as this was not an Agenda item. It was suggested by Cllr Edge an amount of £2500 be potentially allocated and recommended. Cllr Kinsey commented that it would be good to know beforehand what the funds would be needed for. Decision to be confirmed at the next Environment and Amenities Committee meeting.

46/22

Reports to Wilton Town Council

- (a) Wiltshire Association of Local Councils: Cllr Kinsey
No meeting has been held since the last FC meeting.
- (b) South West Wiltshire Area Board: Cllr Tonkin
No meeting has been held since the last FC meeting.

- (c) SWW Community Area Transport Group: Cllr Primmer
 - 1: The Avenue: Speed Limit Assessment. Atkins have been instructed to carry out the speed assessment but they have no capacity to do this before April 2022!! - Watch this space!
 - 2: The Avenue: New White Gates - Designs are being finalised and a draft design is promised by the end of February for consideration by the Town Council _ 5 days to go so watch this space as well!!
 - 3: Posts for SIDS - Various locations for posts are under consideration - Watch this space!
- (d) South Wiltshire Operation Flood Working Group: Cllr Primmer

At the meeting it has been agreed to convene an onsite meeting with WC and NH – iron out R&R’s and a maintenance schedule for clearing drains and detritus. Plus assess the engineering problem with the (side) drains on the A36 and their efficacy post road resurfacing.
- (e) Wilton Community Centre: Cllr Blackman

Nothing of note to report, finances in good shape.
- (f) Neighbourhood Plan; Cllr Edge

No meeting has been held since the last FC meeting.
- (g) Wilton Community Carnival; Cllr Edge

Cllr Edge stated they are meeting tomorrow evening
- (h) Wilton Community Land Trust; Cllr Edge

Cllr Edge stated they are meeting tomorrow evening and they are also looking forward to meeting with Entrain next week.
- (i) Wilton C of E Primary School; Cllr Boyd

No report available

47/22 **Action Update from the Minutes dated 1st February**

To note the following;

- | | |
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| Comm
engage | Mr Brown-Hovelt now has the access codes.
Resolved: to note
A deployment exercise is scheduled for 9 th March at Castle Meadow.
Wiltshire Cllr Pauline Church re-established the Flood Plan working group.
Resolved: to note |
| 28/22 | The planning responses have been submitted to Wiltshire Council.
Cllr Crossley commented that these haven’t appeared on Wiltshire Planning Portal.
Resolved: to note |
| 29/22 (iv) | The completed forms for the new debit card account have been sent to Lloyds.
Resolved: to note |
| 29/22 (vi) | Mandate forms for Cllrs Blackman and Crossley have been completed.
Resolved: to note |
| 29/22 (vii) | The sites for the NAL sockets (SID locations) have been sent to WC.
Resolved: to note |

48/22 **Town Clerk's Report** – circulated with the agenda to Cllrs
Resolved: to note, there were no questions.

49/22 **Date of next meeting**
To confirm the date of the next meeting of the Full Council, which will be on Tuesday 5th April 2022 following the Annual Town Meeting at 7.00pm.

50/22 **To close the meeting.**
Cllr Edge closed the meeting at 20:07

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.