

**MINUTES of an EXTRA ORDINARY MEETING of WILTON TOWN COUNCIL held in the Council Chamber on  
TUESDAY 29th June 2021 at 6.00pm**

**Present** Cllr Phil Matthews – Mayor of Wilton  
Cllr Peter Edge – Deputy Mayor of Wilton  
Cllr Alex Boyd  
Cllr Andy Kinsey  
Cllr Bob Primmer  
Cllr Teresa Taylor  
Cllr Larissa Tonkin

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

*Cllr Matthews in the chair*

**Community engagement**

No matters were raised under this heading.

**153/21 Apologies**

Cllr Blackman apologised for her absence owing to a prior engagement.

Cllr Lester apologised for her absence because she was indisposed.

Cllr Moore apologised for her absence owing to work commitments.

**Resolved:** to accept these apologies and the reasons for them

**154/21 Declarations of Interest**

a. None were declared

b. Dispensation requests – none had been submitted

**Resolved:** to note

**155/21 Accounts for the year ending 31st March 2021**

In accordance with the Local Audit and Accountability Act 2012 and the Accounts and Audit Regulations 2015 and the Practitioners Guide 2020, Wilton Town Council must approve the Annual Governance and Accountability Return for the year ending 31st March 2021, by 30th June 2021.

*(i) Year end accounts*

It was agreed to approve the year end accounts. *(prop Cllr Primmer, sec Cllr Taylor – unanimous)*

*(ii) Internal Audit report for 2020/21*

To note the report including all conclusions and recommendations. **Resolved:** to note.

It was agreed to engage DCK to visit once a quarter as suggested by the Internal Auditor.

*(iii) Summary of the Covid 19 community support income and expenditure*

To note the summary of Wilton Help when under the control of Wilton TC. **Resolved:** to note.

*(iv) Internal Auditor's Statement on the AGAR*

To note the Internal Audit Report statement on the AGAR. **Resolved:** to note.

*(v) Annual Governance Statement*

To complete each assertion on the Annual Governance Statement. Each assertion was completed and the Annual Governance Statement was signed.

*(vi) Accounting Statements*

To approve the Accounting Statement. **Resolved:** to approve. The Accounting Statement was signed.

*(vii) Explanation of Variances*

To agree the Explanation of Variances. **Resolved:** To agree the Explanation of Variances.

*(viii) Public notice of electors' rights*

To confirm the period for of electors' rights.

The dates are Thursday 1st July 2021 to Wednesday 11th August 2021 inc. By appointment only.

**Resolved:** To confirm period of electors' rights.

**156/21 Date of next meeting**

To confirm the date of the next meeting of the Full Council, which will be on Tuesday 6th July 2021 at 7.00pm at Wilton Community Centre.

**157/21 To close the meeting**

There being no further business the Chairman closed the meeting at 6.28pm.

**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.