

**MINUTES of COUNCIL MEETING of WILTON TOWN COUNCIL held in Room 2 at Wilton Community Centre
on TUESDAY 1st June 2021 at 7.00pm**

Present

Cllr Phil Matthews *Mayor of Wilton*
Cllr Peter Edge *Deputy Mayor of Wilton*
Cllr Charlotte Blackman
Cllr Andy Kinsey
Cllr Gail Moore
Cllr Teresa Taylor
Cllr Larissa Tonkin

In Attendance Mrs C Churchill, *Town Clerk*, Mr M Bastick, *Assistant Clerk*, Cllr Pauline Church (*Wiltshire Unitary Councillor*).

Also Present Mrs Kinsey, John Cutland, Jason Barnes, Anthony Brown-Hovelt, John Harris, Steve Taylor, Paula Johnston, Maria La Femina, Susan Robinson, David Parker.

Cllr Matthews in the chair

Community engagement

- *Paula Johnston* – In the minutes of the Mayor Making Cllr Edge stated that there had been a ‘clerical error’ in the minutes of the Full Council meeting of the 6th April 2021. Yet at the following Full Council on 27th April 2021 these minutes (of 6th April) were proposed, by Cllr Matthews, without amendment and were voted through as a true and accurate record by all in attendance (including Cllr Edge). Having agreed then why did Cllr Edge then query them at the Mayor Making? Question to Cllrs Edge and Matthews: Why did they change their minds about Cllr Kinsey continuing as Mayor?
They had both previously voted for Cllr Kinsey to do so (6th April 2021) and there had been no other nominations.
Wilton Help: It is of great concern that no detailed report has been received. Could Cllr Tonkin as a director of Wilton Help CIC tell the meeting tonight what the £3.5k grant from Wilton Town Council has been spent on?
- *John Cutland* – Asked if the Council could use its influence to have Shaftesbury Road resurfaced and potholes repaired. I recognise that this is a WC Highways problem but Wilton TC could, perhaps, lobby strongly on these matters?
Mr Cutland also commented that recently there has been a lot of on-line 'Chatter' about speeding traffic in Wilton. It was good to see a Police presence in this regard.
He was pleased to see that a Speed Indicator Device was installed at the Shaftesbury Road site a few weeks ago. Unfortunately it seemed non-functioning after about a week and now has disappeared. He asked if it been re-sited, he has already asked who would be responsible for moving the SID and where other sites may be located and asked the Council if there was any progress on this?
- *Jason Barnes* – Asked why a letter he sent to the Council following the July 2020 meeting was not acknowledged by the then Mayor or Town Clerk. Expressed his disappointment that the ‘Wilton Help!’ Candidates namely Cllr, Boyd, Cllr Tonkin, Cllr Lester and Cllr Primmer were part of a Wilton Help! WhatsApp group in which Mr Barnes was being discussed, but they did not challenge or call out the types of comments, he felt this was shameful. He also mentioned Cllr Edge who was also on the group and whose behaviour he questioned as inappropriate. Mr Barnes then read out some of the comments regarding him to the Council, including some from Cllr Edge and Cllr Boyd.
- *Anthony Brown-Hovelt* – Raised the lack of dropped kerbs on North street and the resulting difficulties people with disabilities have when trying to cross the road. Mr Brown-Hovelt is concerned that this is a safety issue and suggested a Pelican Crossing.

Mr Brown-Hovelt expressed he considers the recent treatment of Cllr Kinsey and his family by Councillors as disappointing and appalling.

He also expressed his lack of confidence and trust in the Mayor, Cllr Matthews, and stated that standing orders had been disregarded and that advice from the Clerk had not been taken during (Mayor-Making on the 18th May). He suggested Cllr Matthews resign as Mayor. He also expressed disappointment about the letter from Wilton Help! and requests a full accounting report of how they have spent the funds given by Wilton Town Council. He said Wilton Help! had not followed regulations Ch2 s7 of how a CIC should be run and behave and that he would report them to the regulatory authorities if Wilton Town Council didn't.

He also referenced Wilton Help!'s proposal to help in other parishes and questioned if this was appropriate spending of Wilton resident's money.

Asked Cllr Matthews how he can trust him to maintain and follow Standing Orders and also the Council how it would ensure Wilton Help! account for spending the Town Council's money and following regulations Ch2 point 7.

- *Steve Taylor* – made comments about Cllr Edge and the previous Clerk using the Wilton Help WhatsApp Group to encourage people to stand as Councillors.
- Asked for receipts and proof of where Wilton Help! had spent the money given by Wilton Town Council.

Remarked he thought the treatment of Cllr Kinsey was appalling over the procedure of Mayor Making, suggested Cllr Matthews stand down as Mayor and that Cllr Kinsey be re-instated.

- *Anthony Brown-Hovelt* – Stated he has screen shots of the previously mentioned WhatsApp messages and will provide them to the authorities including the police if necessary.
- Called on Cllr Matthews to hold an Extraordinary Town Meeting public meeting to have an investigation and discuss the Mayor Making issues.

Update from Wiltshire Councillor, Pauline Church reported on the following

- *COVID 19* – she presented the current figure for the county which showed 35 cases in Wiltshire in the last 7 days which equates to 7 cases per 100,000 and in the previous 7 days the rate was 6.8 cases per 100,000 (the national figure in England is 27.2 cases per 100,000). 14 of these cases have been identified as the 'Indian Variant'.

There have been 525,000 vaccinations in Wiltshire, 315,000 are first vaccinations and 210,000 second vaccinations.

Governments advice is still Hands/Face/Space and Wiltshire Council are working with the NHS and ambulance services as they experience an increasing demands. Wiltshire Wellbeing will continue to provide assistance and will be retained under the Adult Social Care Directorate. Wiltshire Council are following a roadmap focussed on local economies, businesses & staff, youth and social care plus mental health.

- *Naish Felts* – There have been lots of questions surrounding the development, particularly relating to highways drainage and pollution. Due to uncertainties surrounding access (via two narrow roads), pollution and drainage the reserved matters application has been recalled into the Southern Area Planning Committee. Cllr Church suggested Wilton Town Council be represented at the meeting to raise any concerns. Cllr Church has some concerns but is aware Cllr Edge spoke in favour of the development at the last Southern Area Planning Committee meeting so will be interested to see the Council's views. Cllr Church suggested she may be able to ask for Wiltshire Council to be represented at the meeting as well.
- *Parking at the top of the Hollows* – Wiltshire Council have now installed a no parking sign for residents access their garages.
- *Town Trail Maps* – Redrow have agreed to re-position the signs.
- *A303* – Cllr Church and other Wiltshire Councillors and MP's in the South have been invited to attend a Highways England briefing on the A303 next week. There will be some works in the Summer and Autumn impacting the A360 and Cllr Church will share an update once she has more information.

Questions for Cllr Church

Cllr Taylor (re Hollows) – Thanked Cllr Church for the sign but says cars are now parking further down the road and causing an issue.

Cllr Church – Recognised parking at The Hollows is a problem but that creation of new parking here spaces is very difficult. There has also been increased traffic due to the shop at the school however that is currently with Planning Enforcement. Hopefully as restrictions ease the parking issue will subside so Cllr Church suggested we wait and see how this develops.

Cllr Edge (re Naish Felts) – Cllr Edge was concerned about retaining the existing high fence between the site and Castle Meadow as it currently stops footballs going over to the site. Cllr Edge also asked how new residents at the site will be prevented from assuming they have right of access to Castle Meadow.

Cllr Church – Cllr Church suggested Cllr Edge made representations on the Planning Portal of his concerns and that as Castle Meadow is owned by the Town Council that Wilton Town Council make it's own representation in addition.

Cllr Blackman (Wiltshire PCC re-election) – Does Cllr Church know if the re-election will be paid for by the Conservative party as the previous candidate was representing the Conservatives?

Cllr Church – Replied that Elections, including Unitary Elections are funded by the Government and at a recent Wiltshire Cabinet Meeting and the Government will be giving Wiltshire Council £1.1 million for the PCC election.

Steve Taylor – Commented about the fence at Naish Felts and suggested it be left up during the construction period for safety and access reasons by Bellway Homes.

Cllr Church - agreed that would probably be the case.

Cllr Matthews – Asked if someone from Wiltshire Planning could attend the meeting on the 8th June.

Cllr Church – Will see who is available.

Cllr Matthews – Thanked Cllr Church on behalf of Wilton Town Council for her support over the years and for what she has done for the Town Council and wished her well in her role as Cabinet Member at Wiltshire Council.

Cllr Church – Thanked Cllr Matthews and said she will continue to do her best for the people of Wilton.

137/21 Apologies

Received from Cllr Alex Boyd, Cllr Jem Lester, and Cllr Bob Primmer.

138/21 Declarations of Interest

- a. Cllr Tonkin declared an interest in Wilton Help.
- b. Cllr Edge ref 134/21.5
- c. Dispensation requests – none had been received.

139/21 Minutes

To approve the minutes of the meetings held on the 18th May 2021.

- a. **Mayor Making** – Cllr Blackman asked for confirmation of who nominated Cllr Edge for Deputy Mayor, it was confirmed Cllr Primmer nominated and this has already been updated to the minutes. (prop Cllr Edge sec Cllr Matthews – *Cllr Taylor, Cllr Blackman, Cllr Kinsey and Cllr Moore all abstained stating minutes are correct but they disagreed with how the election was carried out*).
- b. **Annual Council Meeting** (prop Cllr Blackman sec Cllr Edge - *unanimous*)

140/21 Mayors Report for 2020/2021

Cllr Matthews reported he represented the Town Council at the Michael Herbert Hall on the 25th May for a photo of all the helpers for the vaccinations.

141/21 Community Engagement

- *Re minutes of the Mayor Making and having agreed the minutes at a Full Council meeting why did Cllr Edge then query them at the Mayor Making?* – Cllr Edge replied that he was of the opinion the minutes were correct but he disagrees it was a unanimous decision and although the motion was carried he is not sure he agreed.
- *Why did Cllr Edge and Cllr Matthews change their mind about the Mayor?* – Cllr Edge said the position was initially as Mayor Elect and in April is when the nominations are put forward, during the Mayor making the mayor can be changed at any time and there were new Councillors who were of the opinion they wanted somebody else to be Mayor and that they asked Cllr Edge to propose Cllr Matthews on their behalf and that he didn't change his mind. Cllr Matthews stated he didn't change his mind and that he was nominated as Mayor. He also said that he didn't think it was unanimous in the first place, when it was pointed out that the minutes say it was unanimous Cllr Matthews said it wasn't as he didn't vote – it was then pointed out to Cllr Matthews that he himself proposed the minutes and that the minutes are the legal record. The Clerk then pointed out that the minutes have been approved and are a legally binding record. Cllr Taylor stated that there was no record of either Cllr Matthews or Cllr Edge disagreeing with the minutes.
- *RE Concern there is no detailed report Wilton Help re the grant given* – As a Director of Wilton Help! Cllr Tonkin confirmed information was provided on the 20th May she would be happy to provide more information. Asked if she could provide more information in the meeting Cllr Tonkin said she didn't have all the figures to hand but offered to provide them at a later date. Cllr Edge suggested the options were that a full report could be given at this meeting or in the future to the member of public who requested it. Cllr Moore added that there are quite a few people who actually want to know the information. Cllr Tonkin suggested future projections were as important as the past and is happy to provide the information requested publicly either online or in a presentation. Cllr Blackman addressed Cllr Tonkin to remind her that the Town Council's Grants Policy, which she would have familiarised herself with when applying for the grant, required a detailed account that within 6 months a detailed report would be presented to the Town Council to detail how in detail the grant was spent, in this case by Wilton Help! CIC. Whilst she appreciated the offer to provide the information, she was worried that this was a delaying tactic. Cllr Blackman also commented that one of the co-directors was the previous Clerk and would have been aware of the information required but that the report received fell far short of what is required. Cllr Blackman asked for figures to be presented now, however Cllr Tonkin confirmed she did not have actual figures with her. Cllr Blackman clarified the information the Town Council would require in a report would include copy receipts, copy bank statements and copy invoices or audited accounts. Cllr Tonkin stated Audited accounts would be no problem. Cllr Matthews asked Cllr Blackman if a public meeting would be useful, Cllr Blackman wasn't sure but as Cllr Tonkin has agreed to publish the information then that should be ok, she did suggest maybe a meeting of all the volunteers might also be useful.
- *RE Road Surface at Shaftesbury Road and SID* – Cllr Church had already addressed the road surface at Shaftesbury Road. Cllr Edge mentioned that the SID is shared between 3-4 parishes and the manufacturers decided to locate a replacement SID on Shaftesbury Road without this being requested. Cllr Edge had been in contact with the manufacturers who said the solar panel only works for 10 day at a time but that they would maintain it.
- *RE Letter sent to the Town Council after the meeting in July 2020* – The Clerk, Assistant Clerk and Councillors were unaware of the letter however the member public offered to provide the Council with a copy of the letter.
- *RE Was the Councillors behaviour on the WhatsApp group mentioned earlier in which a member of the public was discussed inappropriately acceptable?* – Cllr Blackman clarified the question and also

confirmed her absence in the exchange of these messages. Cllr Edge commented that as far as he was concerned it was a private WhatsApp group and they were private conversations. Cllr Edge commented that there have also been conversations in public on Facebook which mentioned some Councillors including himself and he is not prepared to answer any other questions regarding this. Cllr Taylor mentioned that she had been on the WhatsApp group but as soon as she put herself forward to be Councillor in the Elections she was removed by Mr Milton. She put a new contact number on the form and questioned how her details were used. Cllr Taylor confirmed the messages were 'going on' as she had seen them, when asked if it was acceptable behaviour Cllr Taylor remarked 'no not really'.

- *RE Parking & Disabled Access* – Cllr Blackman agreed to meet the member of the public to understand better where he thinks a dropped kerb was needed. Cllr Tonkin also offered her help if needed. Cllr Taylor mentioned that there had been issues with 36 North Street where there had been a dropped kerb. The Clerk added that this could be added to the next Environment & Amenities Agenda.
- *RE 'Trashing of Standing Orders' and no confidence in the Town Council, full accounting required from Wilton Help! and when will Wilton Town Council report Wilton Help! for their behaviour?* – Cllr Blackman asked for an item to be put on the next P&R Agenda to go through the procedures for Mayor Making so it can be discussed and clarified if changes are required then they could happen. Cllr Edge commented that he disagreed with the comments from the member of the public and thought they were unfounded.
- *RE How can the Mayor be trusted?* – Cllr Matthews replied that he will do his best as Mayor as he has done when Mayor 3 times previously.
Cllr Moore stated that having listened to the last meeting and this meeting she is really concerned about the Mayor Making and what happened 2 weeks ago, she has had time to think about it. Cllr Moore then (addressing Cllr Edge in particular) mentioned a WhatsApp Group called "Wilton Help Councillor Group" which she was briefly part of and that half an hour prior to the Mayor Making meeting there was a lot of activity of the group suggesting that Cllr Matthews should become the new Mayor and discussing who was going to propose and who was going to second this. Cllr Moore said she was now really worried about this process and having seen the meetings, proposed that Cllr Kinsey becomes the Mayor instead of Cllr Matthews. Cllr Blackman stated that to change would be to breach Standing Orders which are that when the Council makes a decision it remains in place for at least 6 months and therefore to change would be guilty of the same offence. Cllr Moore stated that as she and the other 4 new councillors were unfamiliar with the 6-month rule and a decision had already been made they should stick with Cllr Kinsey as Mayor. Cllr Moore felt Cllr Edge had the Whatsapp Group in order to change the Mayor and she completely disagreed with it.
- *RE Wilton Help Group, Former Clerk and Councillors and inappropriate language on WhatsApp groups* – Cllr Matthews stated he is not on a group or on Facebook. Cllr Taylor stated she joined to help with deliveries.

142/21

Committee Report

To receive the Minutes of the Policy and Resources Committee held on 25th May 2021.

The Clerk advised that these haven't been circulated yet but that she would do so tomorrow.

Recommendations to Full Council;

Crow Lane planning application. The plans to be made available to the public by appointment, in the Council Chamber.

Cllrs are requested to help manage this, to confirm Cllrs that are able to help.

Cllr Moore, Cllr Blackman, Cllr Edge, Cllr Tonkin (evening) and Cllr Taylor (from 5pm) offered to help when available. Cllr Moore suggested the meeting be on Zoom as well, Cllr Tonkin agreed and was happy to help set this up if needed. It was agreed the Clerk produce an Agenda with a link to a Zoom meeting with a proviso this is experimental.

Agreed (prop Cllr Blackman, sec Cllr Taylor – all in favour)

To reduce the maximum amount currently delegated to the Town Clerk in an emergency from £20,000 to £5,000. The Clerk **must** notify the Council by email when this power is to be used.

Agreed (Prop Cllr Blackman, sec Cllr – all in favour)

Clerk to rectify issues raised in the Fire Risk Assessments.

Agreed (Prop Cllr Tonkin, sec Cllr Taylor – all in favour)

143/21

Managing the Council's Money

- (i) To confirm payments as per attached payment schedule.
The Clerk confirmed there were no additional payments required this morning and so none have been circulated.
- (ii) Update on the use of BACS payments
Cllr Edge and Cllr Kinsey are authorizing the payments.
- (iii) Closure of Paypal account.
The Clerk stated this is on hold at the moment until a new bank account has been opened.
- (iv) Opening of a new bank account with a debit card, Cllr Edge to update the Council.
Cllr Edge says there is an issue with 2 current accounts being needed and he is in conversation with Lloyds to resolve this.
- (v) To consider a grant application from Wilton Carnival Committee for £400
Cllr Blackman thought this a modest application applauded the Carnival Committee for trying to get something set up for this year. *(prop Cllr Blackman, sec Cllr Tonkin – Cllr Edge Abstained)*

144/21

Reports to Wilton Town Council

- (a) Wiltshire Association of Local Councils: Cllr Kinsey reported that no meeting has been held
- (b) South West Wiltshire Area Board: it was reported that had not been a meeting but that one was scheduled on the 30th June.
- (c) SWW Community Area Transport Group: Cllr Matthews reported that no meeting had been held.
- (d) Wilton Community Centre: Cllr Blackman had nothing to report, Cllr Matthews thanked Cllr Blackman for the hire of the Community Centre room for the meeting. Cllr Blackman suggested the Council record its appreciation for Dawn Humphries who is the booking secretary for the Community Centre for all the work she has done for the Community Centre and in Wilton.
- (e) Neighbourhood Plan; Cllr Edge reported no meeting had been held but that he would be contacting those who were involved previously to see if the group can be resurrected.
- (f) Wilton Community Carnival; Cllr Edge thanked the Town Council for the grant awarded.
- (g) Wilton Community Land Trust; Cllr Edge said they were in discussion with Redrow who would be handing over their major share of the CLT, also that there had been lots of issues with the levy situation and they were hoping for a new 106 agreement as part of the money was for the CLT and they were hoping that would be resolved in the near future.

145/21

Town Clerk's Report

The Clerk stated that with the Wilton Help! report, she had heard back from one of the Directors who asked for a form to complete, however the director was aware that Wilton Town Council doesn't have a form as he was the Clerk when he put the application to the Town Council.

The Clerk asked if the Council was happy for quotes to replace three windows upstairs in the Council

Office building. Cllr Blackman asked if all the windows have been surveyed - all agreed with the quotes – both wooden and UPVC. Cllr Edge suggested the windows all be the same type for consistency.

146/21

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. The venue will be confirmed nearer the time.

An extraordinary meeting will be held on Tuesday 8th June at 6pm.

An extraordinary meeting will be held on 29th June to approve the Annual Governance and Return

147/21

To close the meeting.

There being no further business the Chairman closed the meeting at 8:31pm

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