

MINUTES of a MEETING of WILTON TOWN COUNCIL held on: TUESDAY 5th April 2022 held in the Council Chamber

Present

Cllr Peter Edge – Deputy Mayor of Wilton
Cllr Bob Primmer
Cllr Alan Crossley
Cllr Andy Kinsey
Cllr Alexandra Boyd
Cllr Charlotte Blackman
Cllr Teresa Taylor

In Attendance Mr M Bastick, *Assistant Clerk and acting Minute Secretary*, Cllr Pauline Church *Wiltshire Councillor*.

Also Present John Cutland, Maria La Femina, Steve Taylor, Adrian Boyd, John Harris, Gary Nunn, Sue Robinson and Paula Johnston.

MEETING of WILTON TOWN COUNCIL

Cllr Edge in the Chair

Meeting started at 7:05pm

51/22

Apologies

Cllr Matthews apologised for his absence due to a PCC Meeting
Cllr Moore apologised for her absence due to work commitments
Cllr Tonkin apologised for her absence due to personal reasons

None were received from Cllr Lester

Resolved: To accept the apologies for the reasons given.

(Prop Cllr Cllr Edge, sec Cllr Primmer, all agreed except Cllr Boyd who abstained)

52/22

Minutes

- (i) To approve the minutes of the meeting held on 1st March 2022. (LGA 1972 sch 12 para 41)

Resolved: To Approve

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

53/22

**To suspend Standing Orders
Community engagement**

John Cutland – Re Salisbury Civic Awards – asked if the Salisbury Alms Housing Trust could be recommended for a Salisbury Civic Award due to the renovation of the Alms Houses on King Street (A36).

John Cutland – Re the re-painting of the Corner Stone on the Baptist Church along Silver Street – asked if this could be repainted as the previous yellow which alerts drivers to the proximity of the stone has faded.

John Cutland – Re items mentioned in the last meeting regarding the South West Wiltshire Community Area Transport Group – in the last mins of the meeting the South West Wiltshire Community Area Transport Group had 3 items - speed limit assessment on The Avenue, the white gates on The Avenue and a location for the post for the SID, which were ongoing - have there been any updates to any of these?

Cllr Taylor – Road closure signs at the hollows – signs have been left by highways after works to trees, these are being mis-used and placed in the road as a hinderance to drivers. Would it be possible for these to be collected now they are not required?

Paula Johnston – Re complaints made to Wiltshire Council - I am aware that the clerk has now received the final outcomes of both complaints and yet again they have not appeared as an agenda item. Can the Mayor tell me why this is the case as he sets the agenda in conjunction with the clerk?

The standards sub committee concluded that:

“It was therefore resolved to not refer the matter for investigation as it was not in the public interest but rather to refer the matter to the Monitoring Officer for alternative resolution with the recommendation that the Subject Member reflect on his actions and adapt his Chairing skills to prevent any reoccurrences in the future and the Subject Member also give consideration to providing a formal acknowledgement that by reverting to shouting his chairing skills may not have been conducive to good meeting procedures at the 7 September meeting.. “

Would Cllr Matthews now like to take this opportunity to offer a public apology to me for his behaviour at the Town Council Meeting on 7th September 2021?

I note that Cllr Matthews recently apologised to another resident after making a derisory comment about him and hope that he will now be able to extend the same courtesy to myself the other complainant.

Cllr Boyd – Re Dog mess on Sheep Fair Field – Asked would it be possible for the Town Council to provide dog bins and bag dispensers as she has had comments about the amount of dog mess currently in the area.

Mr Taylor – Re The Guild – Mr Taylor was concerned with the lack of activity and footfall in the area known as The Guild and that several units are boarded up – can the Council provide an update as to what it happening?

Julia Hawkins (question emailed) – Re Cllr Matthews Medals - Will the Mayor, Cllr Matthews, confirm that he will return the medals presented to him by Russia to the Russian Embassy in London to demonstrate his support for Ukraine and denounce the Russian invasion of Ukraine.

Community Engagement

Re Cllr Matthews returning his Medals – Cllr Edge read out a response from Cllr Matthews: “If I thought spending £7-90p on posting back would stop the war in Ukraine I would, I would like to point I am supporting Ukraine by supporting the Grovely Riding School who are taking supplies to the Ukrainian border and now preparing to take a second load!”

Re Salisbury Civic Awards – the Chairman thanked Mr Cutland for the raising this and suggested it be added to the agenda for the next E&A meeting.

Re Cornerstone at the Baptist Church – Cllr Church offered to alert Highways via the MyWilts app.

Re White Gates on the Avenue – Cllr Church advised design work on the White Gate fencing at the 30mph transition on The Avenue is currently being done by the contractors.

Re SID post – Cllr Edge commented that the Town Council has submitted an application to Highways and idverde to have the NAL sockets for the posts installed and they are awaiting a response.

Re Speed assessment – Cllr Church advised this has been sent to Atkins and this this will be undertaken no earlier than the end of April due to availability. Cllr Church is keen to reduce the speed of traffic coming into Wilton on The Avenue and would like the speed to be reduced from 60mph to 50mph.

Re Signs at The Hollows – Cllr Church offered to alert Highways via the MyWilts app.

Re Cllr Matthews complaint – The Assistant Clerk and Chairman were unsure why the item was not on the agenda and would ask the Clerk to respond directly to clarify the situation. Paula Johnston voiced disappointment that Cllr Matthews was not present and commented that she did not think the Town Council were taking the matter seriously. Cllr Blackman commented that she was not aware of the complaint until recently and so didn’t think it was reasonable for Councillors to be pursuing this when they were not necessarily aware of the complaint. Cllr Edge commented that

he has asked Cllr Matthews about the matter, who replied that, as far as he was aware it is still with the Monitoring Officer and that he didn't think the matter had been concluded. Cllr Church advised that the situation has gone to the Standards Committee and she believes the matter has been concluded and that maybe Cllr Matthews has mis-understood and she is happy to speak to Cllr Matthews about this.

Re Sheep Fair Field – Cllr Edge read a complaint echoing the earlier comments from a member of the public about the field and the amount of dog poo. Cllr Church asked for the email to be forwarded to her so she can look into it, as it is Wiltshire Council's land.

Re The Guild – Cllr Edge commented that there are planning applications currently submitted for development of the site and development ongoing.

Paula Johnston asked re medals from Russian State - following Mrs Hawkins question re Cllr Matthews medals from the Russian State, would any Cllrs like to express an opinion on Cllr Matthews reply?

Cllr Edge replied "no"

Cllr Blackman commented that the medals were awarded due to Cllr Matthews service to a war memorial from a different war at a time when the Soviet Union was our ally and was awarded when the leadership was different and is unrelated to the current leadership and conflict.

Report from the Unitary Councillor for Wilton

Covid update: Free asymptomatic testing for public has now ended however there is limited free testing available for some vulnerable groups and health and social care workers. Wiltshire Council's 7 test sites have now closed. There have been 6,841 cases reported in the past 7 days bringing the total number of cases to 140,095 cases. The case rate per 100,000 in Wiltshire has increased from 1,175.8 last week to 1,375.2 which is above the current case rate in England which is 880.

NHS has signed a 6-month lease at the Salisbury City Hall which will allow the facility to be used as a mass vaccination hub until the end of September 2022 at least.

Parking: From the 1st April there have been several changes to parking charges and charging will commence on Sundays at all Council car parks. The free parking after 3pm on Culver St will be removed and there will be an increase in resident's visitor parking permits from 40p to 60p and a change of £20 for annual visitor permits. There will be an increase of the tradesman's waiver from £11 to £15. There will also be an increase of 10p per hour for every tariff and introducing parking charges for blue badge holders in car parks. Charges at Castle Coombe car park will be subject to public consultation. This is the first increase in 5 years and there are no plans to further increase them, increases have been necessary to help fund essential services such as safeguarding children and looking after an aging population.

Waste Collection: Following the recent strike action an agreement has been made by Hills and the union and collection services should soon be close to normal with a few delays.

Wilton Hill: Cllr Church attended a meeting last week with legal representatives of Wiltshire Council, Redrow and Our Enterprise to discuss the Section 106 variation to try and ensure the obligations are delivered as per the original agreement. Any variations will need to go through the standard planning and public consultation process.

Naish Felts: No change from the previous update and Cllr Church's call-in request at the Southern Area Planning Committee still stands.

A36 Toucan Crossing: The highway and pavement alterations are now complete. Lights will be installed by Siemens, there will be no road closure for this and Cllr Church is chasing confirmation of a completion date.

Wilton Flood Group: The Environment Agency will be undertaking a new assessment of flood risks in Wilton, as they have in Salisbury and recommendations of this will need to be taken seriously as more houses will be at flood risk. Next Flood Group meeting was due to be next week but will need to be postponed due to absences.

Ukraine: Thank you to Wilton Town Council for flying the Ukrainian flag and showing solidarity and support to those fleeing war. Wiltshire Council is already putting plans in place to match Ukrainian families with local hosts. There are 136 Wiltshire households offering via sponsorship and around 1500 have applied through the Government's website and the number is growing. Wiltshire Council are already starting some of the required safeguarding checks and liaising with schools and other services.

£150 Energy Rebate: This will be paid to households in the Council Tax band A-D and will help with the rise in energy costs, this is a Government initiative administered by local councils. Residents who pay Council Tax by DD will receive their rebate by the end of this month.

Wiltshire Police: Cllr Church expressed thanks to Wiltshire Police and the officer of the PCC for recent work in Wilton to stamp out drug supply as part of Operation Scorpion.

Questions for Cllr Church

Cllr Blackman: Does Wiltshire Council have a budget for the additional resources required for additional refugees.

Cllr Church replied that whilst there have been Syrian refugees in the last 5 years and there is occasional incidences which are budgeted for, however, funding for Ukrainian refugees will come from Central Government.

Cllr Boyd: Commented that the refugees will bring additional skills and, in her view, will work hard.

Cllr Edge: Commented that the vaccinations at the Michael Herbert Hall will no longer be taking place and all vaccinations will be at the City Hall.

Cllr Edge: with reference the parking charge increases, what would happen if a car park ticket machine was out of order to cash payments?

Cllr Church advised that meters can be replaced if they are broken and to notify Wiltshire Council if this is the case.

Cllr Edge also commented that bins have not been collected on North Street.

Cllr Church replied that advice is to leave the bins out and they should be collected the following day.

Cllr Crossley: Asked if the Buckeridge Road Planning Application has been called in.

Cllr Church confirmed it has been.

Cllr Edge Asked about the funding for the Thursday Club and why that has been cut and if anything can be done.

Cllr Church advised that there are various clubs which have been in establishment for many years but funding is not evenly distributed within Wiltshire so Wiltshire Council are looking at offering other options which means that more organisations can now apply for the funding to make it fairer. A procurement framework will be put in place, for the first year the funding is reduced to 50% and Cllr Church has asked the Area Board to fund the remaining 50%.

55/22

Declarations of Interest

- (a) To receive Declarations of Interest in matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and the Localism Act 2011 (s33 b-e) in respect of members. – None given
- (b) To consider any Dispensation Requests received by the Town Clerk – none had been submitted

Please note this does not preclude any later declarations.

56/22

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*

It was agreed this would not be necessary for any part of the meeting

57/22

Committee Reports

- (i) The Minutes of the E & A Committee held on 15th March 2022.
The following items are recommended to Wilton TC for approval.
 - EA/35/22(i) Castle Meadow – solution for the manholes by the pavilion. Cllr Crossley to confirm.
Cllr Crossley is still working on this
 - EA/35/22(iii) Permission was granted for the Carnival Committee to store items in one of the containers.
Cllr Taylor asked how much equipment will be stored by the Carnival Committee. Cllr Edge replied that a list was submitted to the E&A Committee and that the Clerk is writing to the Environment Agency to see what they recommend regarding the flood barrier storage.
Resolved: To Note
 - EA/36/22(ii) The Toilet WG will meet and discuss refurbishment, Cllr Moore joined the WG.
Resolved: to note
 - EA/38/22(i) A second quote has been received for the Chamber windows and will be considered by the P&R Comm at its April meeting.
Resolved: To note
 - EA/39/22(ii) See agenda item 59/22
 - EA/40/22 A quote for the tree work required was accepted.
Resolved: To note
Items above were voted en bloc
(prop Cllr Edge sec Cllr Primmer, nem con)
- (ii) The Minutes of the Staffing Committee held on 15th March 2022
Resolved: To confirm
(prop Cllr Blackman, sec Cllr Kinsey, nem con)

58/22

Wilton Jubilations TREE PLANTING CEREMONY with LORD PEMBROKE

Proposal from Cllr Crossley: Requesting that the Wilton Town Council grant permission for the planting of a ceremonial tree (a species suitable to the location) in alignment with three existing ornamental trees in the Wildflower Area of the Recreation Ground.

Lord Pembroke has accepted an invitation to participate in this event on the afternoon of Friday the 3rd June as part of the Queen's 70th Jubilee Celebration weekend.

The tree will be provided by The Wilton Estate and the initial establishment of the tree will be supported by the WILTON and DISTRICT U3A Hands on Gardening Group until it becomes part of the ongoing Wilton Town Council Grounds Maintenance program.

Resolved: to confirm

(Prop Cllr Crossley, sec Cllr Boyd, nem con)

59/22

Wilton Jubilations – Celebrating HM The Queen’s Platinum Jubilee

- (i) To set up a sub committee of the E&A Committee to run the Wilton Jubilations. Please see information attached to this agenda relating to Sub Committees of a Council.
This will include the Terms of Reference for this sub committee.
- (ii) To confirm which WTC Cllrs will be on the sub committee and able to attend the event.
Cllr Edge confirmed the Councillors on the sub-committee had already been confirmed and there was no change. Cllr Boyd and Cllr Primmer both confirmed they would be present on site on the day.
- (iii) To confirm that the Wilton Jubilations event to take place on Sunday 5th June at Castle Meadow will be covered by the WTC insurance.
A full Risk Assessment is required, completed by the sub committee, covering all the points identified in the insurance advice and presented to WTC at the FC meeting on 3rd May for approval. The RA must include any stalls to be covered by WTC insurance (see detail below). The RA will need to be sent to the Insurance company by 15th May 2022.
- (iv) To confirm the date by which all third party organisations involved will send their evidence of PLI to the Town Council.
- (v) To resolve to allocate £2500 for costs of the Wilton Platinum Jubilee celebrations.
- (vi) To confirm, for transparency purposes, the process to pay invoices for the celebrations. The invoices will be made out to Wilton Town Council and paid directly by Wilton TC.

Resolved to agree all items en bloc.

(prop Cllr Edge sec Cllr Blackman, nem con)

60/22

Planning

(i) **PL/2021/08160 Land Off Buckeridge Road, Wilton Hill, Wilton, SP2 0AG**

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

Cllr Crossley stated “Still not compliant with Original Planning permission (13/04870/OUT) and Planning Statement.

We still have the loss of commercial and employment land.

There is no visitor parking shown for Veteran Flats and Innovation Centre

There is no **new** provision of Communal Facilities for example a play area

It is essential that the marked 3m footpath/cycle link to the Railway Bridge is protected for future options

There is no reference to the Trees immediately adjacent to Millennium Gateway

There is still over development of the Gateway Area - Flat Block A still too overbearing for the setting and relationship with adjacent properties.

The original Enterprise Hub (Oct 2018) with 954m² of Offices and

Workshop Spaces and 21 dwellings specifically for Veterans as a mixture of Flats, Live-Work houses and Affordable houses on the adjacent ground. This has been replaced by a

much smaller 480m² Innovation Centre of 13 Offices with ten 2Bed and five 1bed Flats above. The adjacent ground is all proposed to be 52 Open Market properties for Redrow.

This is a significant reduction in Veteran Support.

Resolved: to object due to the above reasons.

Standing orders suspended to allow Cllr Church to speak

Cllr Church expressed a concern about the lack of commercial space in Wiltshire and she would like developers to develop the Commercial space before the residential.

Standing orders re-instated

(prop Cllr Crossley, sec Cllr Boyd, nem con)

61/22

Managing the Council's Money

- (i) To note the actions from the External Auditor – PKF Littlejohn.
Resolved: to note
- (ii) To note the report and recommended actions following the Internal Audit.
Resolved: to note
- (iii) To confirm the arrangements for the Internal Audit for the year 2021-2022
Resolved: to confirm
- (iv) To confirm the dates for the External Audit for the year 2021-2022
Councillors have not received and Cllr Edge will ask the Clerk to circulate.
Resolved: to note
- (v) To note the current bank reconciliation.
Councillors have not received and Cllr Edge will ask the Clerk to circulate.
Resolved: to note
- (vi) To confirm payments as per attached payment schedule
Resolved: to confirm
(prop Cllr Kinsey, sec Cllr Blackman, nem con)
- (vii) To note the update regarding Wilton HELP! CIC, following the P&R Committee and to note the financial update, if received. As yet no date has been agreed to meet with the Directors.
Councillors confirmed they were happy with an online meeting if this is the only option that is offered.
Resolved: to confirm
- (viii) Opening of a new bank account with a debit card, one card has still not been received. Councillors are not happy with the misplacement of one of the application forms by Lloyds Bank and will ask the Clerk to make a complaint.
Resolved: to note
- (ix) To approve the purchase of a camera and microphone for the streaming of meetings via Zoom.
Councillors confirmed to agree a budget of £1000 maximum.
Resolved: to confirm
(Prop Cllr Kinsey sec Cllr Crossley, nem con)
- (x) To approve the cost of installing NAL sockets and the purchase of a pole for the Speed Indicator Device.
Assistant Clerk confirmed the Clerk is still awaiting confirmation of the costs
Resolved: to note
- (xi) To confirm the Asset Register for Wilton Town Council and agree any items to be added / removed.
Cllr Crossley requested the second container be added to the Asset Register.
Cllr Blackman recommended that the asset register could be added to Parish Online
Resolved: to note

62/22

Tender documents for Castle Meadow Car Park

- (i) To confirm the Tender specification as circulated with the agenda.
Cllr Edge commented that a provision to raise any services such as the water meter be raised and that care and attention should be made to any existing services.
Resolved: to confirm
- (ii) To confirm the dates the Tender will be advertised including the submission deadline.
Councillors confirmed submission deadline would be Friday the 13th May
Resolved: to confirm
- (iii) To confirm the opening of the Tenders and which Cllrs will be in attendance
Councillors agreed the Mayor and Chair of the E&A (or outgoing chair if required).

- Resolved:** to confirm
- (iv) To confirm the date the Tenders will be reviewed.
Councillors confirmed the 17th May
Resolved: to confirm
Items above were voted en bloc
(*prop Cllr Edge, sec Cllr Boyd, nem con*)

63/22

Reports to Wilton Town Council

- (a) Wiltshire Association of Local Councils: Cllr Kinsey reported that there has not been a meeting however there is now a new Clerk – Deborah Bourne
- (b) South West Wiltshire Area Board: Cllr Tonkin – nothing to report
- (c) SWW Community Area Transport Group: Cllr Primmer reported there was a meeting on the 23rd March and the items – speed assessments and gates on The Avenue have already been discussed in this meeting.
- (d) South Wiltshire Operation Flood Working Group: Cllr Primmer reported there have been no meetings.
- (e) Wilton Community Centre: Cllr Blackman reported that the Community Centre have recently connected with the Community Payback Scheme who have already started clearing the car park and painting the wall.
- (f) Neighbourhood Plan; Cllr Edge reported there has been no developments.
- (g) Wilton Community Carnival; Cllr Edge reported that they are progressing well with fundraising and £2000 of sponsorship so far and that there will be a quiz at the Bear on the 21st April to raise funds and there is a grand draw.
- (h) Wilton Community Land Trust; Cllr Edge reported there had been no meeting.
- (i) Wilton CofE Primary School; Cllr Boyd reported the school had a blue and yellow day and raised £402 in support of Ukraine which is fantastic.

64/22

Action Update from the Minutes dated 1st March

To note the following;

- 38/22 A request was made for additional Parking Ambassadors visit the town.
WC has emailed the outcome of the two complaints made against a Cllr.
There is no update on the future of Wilton Health Centre.
A Ukraine flag was purchased and is being flown on the flag pole.
The Mayor responded to the question regarding medals given to him by the Soviet Union.
Resolved: to note
- 43/22 (i) The revised cemetery forms and cemetery policy are all online.
Revised Standing Orders are online.
The fire-resistant filing cabinet will be ordered shortly – to be confirmed by the Clerk
Resolved: to note
- 44/22 Planning responses have been submitted to WC.
Resolved: to note

65/22

Town Clerk's Report –there was nothing of note to report and anything of note was included in the agenda appendices.

66/22

Date of next meeting

To confirm the date of the next meeting of the Full Council, which will be on Tuesday 3rd May 2022 this will be the Annual Meeting of Wilton Town Council at 7.00pm.
Councillors confirmed robes will not be required.

50/22

To close the meeting.

Cllr Edge closed the meeting at 20:26.

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.