

MINUTES of a MEETING of WILTON TOWN COUNCIL held in WILTON TOWN COUNCIL CHAMBER

on TUESDAY 7th FEBRUARY 2023 7.00pm

Present Cllr Alan Crossley *Deputy Mayor of Wilton*
Cllr John Page
Cllr Claire Forbes
Cllr Gail Moore
Cllr Maria le Femina
Cllr Alex Boyd
Cllr Charlotte Blackman

In Attendance Mrs C Churchill, *Town Clerk* and
Mr P Cornish, *Locum Minute Secretary*.

Also Present John Harris, John Cutland, Paula Johnston (co-opted), Susan Robinson, Phil Matthews,
Amanda Cooper, Adrian Boyd

via ZOOM; Sue Willmets, Rachael Ashton Brown, Chris Harrison, Sgasp, Jon Sloan

In the absence of Cllr Kinsey, Cllr Crossley, Deputy Mayor of Wilton, in the chair opened the meeting.

Prior to opening the meeting, Cllr Crossley wished to pay tribute to Robert Key who recently passed away. Robert was the MP for Salisbury from 1983 to 2010.

Wilton Town Council asked the Clerk to pass on its condolences to the family.

016/23 Apologies

- (i) Apologies with reasons were received from Cllrs Kinsey and Taylor.
- (ii) The resignation of Mr Richard Hayes was noted.

Resolved: Approve the apologies and note the resignation.

Proposed: Cllr Blackman

Seconded: Cllr Forbes

All in favour

017/23 Minutes

- (i) Cllr Crossley requested that in the Community Engagement section the phrase "Raised an issue with dogs off leads" should be amended to read "Raised an issue with some dogs off leads". With this change the minutes were approved.

Proposed: Cllr Page

Seconded: Cllr Forbes

All in favour

7.02pm

018/23 Standing Orders were suspended

Community Engagement

Paula Johnston – dangerous surfaces. She highlighted that both the tennis courts and the Minster Street safety surfaces were covered in moss making them slippery. She asked for the trees to be cut back and for the cleaning of the surfaces to be added to the maintenance task list.

Amanda Cooper – Wilton Carnival grant application. She spoke in support of the grant application highlighting that it would part fund a marquee that would provide cover from inclement weather.

Phil Matthews. He spoke about Robert Key and also suggested that a suitable flag be flown for Holocaust Memorial Day and highlighted the multi faith event that could be held next year in Salisbury.

Charlotte Blackman. She thanked Cllr Crossley for all his work during the recent flooding at Churchill Court.

Community Engagement Response

Paula Johnston – dangerous surfaces. The Clerk indicated that the tennis courts were closed due to the Wilton Town Council Risk Management Policy which states the courts will be closed.

The issue over the trees would be referred to the Environment and Amenities committee. The Clerk would discuss the cleaning of the surfaces with the grounds maintenance contractor and report back.

Amanda Cooper – Wilton Carnival grant application. This is covered under agenda item 026/23 (iv)

Phil Matthews. The matter of a flying a flag for Holocaust Memorial Day would be referred to the Policy & Resources Committee for them to consider as part of the Flag Flying Policy.

Charlotte Blackman. Cllr Crossley replied that many others also contributed, with further details under item 30/23 (ii)

Report from the Unitary Councillor for Wilton.

As Cllr Pauline Church had provided their apologies there was no report.

7.13pm

019/23 Standing Orders were reinstated

020/23 Declarations of Interest

- (a) Cllr Blackman declared an interest in 026/23 (iii).
Cllrs Crossley, Moore, Boyd and Page declared an interest in Planning Application PL/2022/05321. Cllr Crossley stated that thus he would not be able to Chair the meeting.
Resolved: Cllr Blackman proposed she would Chair the meeting for that item.
Proposed: Cllr Blackman **Seconded:** Cllr Forbes *All in favour*
- (b) The Town Clerk had received no Dispensation Requests.

021/23 Exclusion of the Press and Public.

No items were identified requiring the exclusion of the public, including the press.

022/23 Mayor's report

No report was provided in the absence of the Mayor.

023/23 To receive the Minutes of the Environment and Amenities Committee held 20th December 2022.

The recommendations were presented at the last meeting of Wilton Town Council.

Resolved: To ratify the Minutes.

Proposed: Cllr Boyd **Seconded:** Cllr La Femina *All in favour*

024/23 To receive the Minutes of the Policy and Resources Committee held 17th January 2023.

The Committee made the following recommendations to the Town Council:

- (i) Re-adopt the Flexible Working Policy (no changes were made)
- (ii) Re-adopt the High Consequence Infectious Diseases Policy (minor changes were made)
- (iii) Re-adopt the Community Grants Policy (no changes were made)
- (iv) Re-adopt the Grant Application form (one minor change). The meeting recommended that this be further considered by the Policy & Resources committee to cater for two signatures being required.
- (v) Re-adopt the Publication Scheme (minor changes were made)
- (vi) To purchase a new key safe and padlock for the containers so that each container has a different lock.
- (vii) To review the telephone contract with a view to changing the current provision. The Town Clerk highlighted that this was to have been discussed with Cllr Hayes. Following his resignation, a new volunteer Councillor was required. Cllr Forbes volunteered to assist the Town Clerk.

Resolved: With the above changes to agree the recommendations.

Proposed: Cllr Forbes **Seconded:** Cllr Moore *All in favour*

025/23 Lease between Wilton Town Council and Wilton Men's Shed

The draft lease has been drawn up and agreed by the Policy and Resources Committee. Cllr La Femina asked how the prioritisation of car parking had been addressed in the lease. Cllr Blackman replied saying that it was on a first come first served basis and that the Men's Shed did not have priority.

Resolved: To send the updated Men's Shed lease to the Men's Shed and a solicitor.

Proposed: Cllr Blackman **Seconded:** Cllr Forbes *All in favour*

026/23 Managing the Council's Money

- (i) The bank reconciliation dated 31st December 2022 was noted.
- (ii) The current income and expenditure was noted.
- (iii) To confirm payments as per the payment schedule. The Town Clerk highlighted that additional payments would need approval and also confirmed who had signed for something on account.

Resolved: To note the statements and to confirm the payments due.

- (iv) To consider a grant application from the Wilton Carnival Committee.
The Town Clerk has requested a copy of the carnival's updated constitution. Cllr Blackman wanted assurances that when the carnival hire the Pavilion they would follow the hiring agreement e.g. post event cleaning and repairs of any damage. Cllr Blackman highlighted that whilst the electrical supply tripped in 2022 Fair for the 2023 fair stalls would have their own generators. Cllr Moore was agreeable to support the Carnival this year but would like it to be self-supporting from 2024. The Carnival will have paid First Aiders at the event.

Resolved: To approve the grant application for £500.

Proposed: Cllr Page

Seconded: Cllr Moore

All in favour

027/23 Co-option of Councillors

One vacancy had been advertised with no requests made for an election, therefore the vacancy may be filled by co-option. One application had been received before the deadline.

Resolved: To approve the co-option of Paula Johnston to Wilton Town Council.

Proposed: Cllr Crossley

Seconded: Cllr Boyd

All in favour

Cllr Johnston signed the Declaration of Acceptance of Office and took a seat at the table.

The Clerk will arrange for an email to be set up and inform Wiltshire Council.

028/23 Planning

PL/2023/00373. 1 Randalls Croft Rd, Wilton. Replacement windows to the front and rear elevation of ground floor flat.

Resolved: To support the application for like-for-like replacement windows.

Proposed: Cllr Crossley

Seconded: Cllr Forbes

All in favour

PL/2023/00597. 4 North Street, Wilton, Notification of Prior Approval under Class MA for a proposed change of use of Class E premises to one dwelling (Class C3) – despite the planning application saying so there is unlikely to be parking available in nearby town centre car parks. Most of whom have time restrictions.

Resolved: To object to the application on the basis of limited parking.

Proposed: Cllr Page

Seconded: Cllr Boyd

All in favour

PL/2023/00646. 6 Nadder Terrace, Wilton. Porch / WC addition to front of property.

Resolved: To support the application.

Proposed: Cllr Crossley

Seconded: Cllr Blackman

All in favour

PL/2023/00694. St Edith's Methodist Church, Kingsbury Square. Fell two Lawson Cypress trees – it was noted that no reason was given for the felling. Concern was expressed that this was the second application to remove trees.

Resolved: To support the application.

Proposed: Cllr Crossley

Seconded: Cllr La Femina

All in favour

7.51pm Cllr Blackman in the Chair

PL/2022/05321. Former Erskine Barracks, The Avenue. Modification of Section 106 agreement dated 24th October 2014 pursuant to planning application 13/. It was noted that this is a legal matter between residents and management, it is very complicated and not a matter for Wilton Town Council, who felt unable to comment. It was stated that according to Wiltshire Councillor

Pauline Church this application involves a considerable number of qualified people doing a lot of work on it at Wiltshire Council.

Resolved: To make no comment.

Proposed: Cllr Blackman

Seconded: Cllr La Femina

All in favour

Cllrs Boyd, Crossley, Moore and Page abstained on this item.

7.53pm Cllr Crossley in the Chair.

029/23 The Coronation of His Majesty King Charles III and Her Majesty The Queen Consort.

As agreed at a previous meeting the Christmas Lighting Working Group has re-formed for the Coronation Celebrations. They met at the end of January and have another meeting scheduled for the end of February. They are waiting for details from Buckingham Palace. The actual Coronation will be on Saturday 6th May 2023. It is hoped to organize a Big Lunch on Sunday 7th May at Castle Meadow.

030/23 To receive verbal reports from the Town Council's representative to:

- (i) Wiltshire Association of Local Councils. Unfortunately Cllr Kinsey was unable to attend. The Town Clerk had circulated the constitution and the minutes. The Wilton Town Council's seat on the Executive committee is being clarified.
- (ii) Wilton Town Flood Group – Cllr Crossley provided an overview of his Flood Report. The complete version is attached at the end of these minutes.
- (iii) Christmas Lighting Working Group – Cllr Forbes informed the meeting that there had been a wash-up meeting. They would review the plans for the 2023 event with light switch-on scheduled for Friday 1st December. Cllr Blackman suggested that they develop a Wilton Town Council inventory of the lights which could then be added to the asset register. It was recognised that neither of the cross street banner or angel were used in 2022.

031/23 Action Update from the Minutes dated 3rd January 2022.

To note the following:

003/23 Wilton Health Centre was discussed at the Policy and Resources Committee meeting. The Clerk has resent the letter responding to the pre-consultation. Cllr Johnston asked the Town Clerk to find out who owns the building, who works there and what are the hours of operation. The Town Clerk is to contact John Glen and Wilton's Unitary Councillor.

003/23 Shaftesbury Road road surface was also discussed at the Policy and Resources Committee meeting, some of the potholes had been filled in and the road is listed for resurfacing.

003/23 The matter concerning dogs will be discussed at the Environment and Amenities Committee meeting on 21st February.

009/23 A new co-option notice has been displayed. Although with the resignation of Cllr Hayes another one will be needed.

011/23 The Wiltshire Association of Local Councils meeting took place and further meetings are planned.

032/23 Town Clerk's Report – circulated to Cllrs

Contact from Wiltshire Council Highways regarding the speed limit assessment for The Avenue, awaiting the full report from Wiltshire Councillor Church. The recommendation is no change.

Email re crime prevention has been circulated.

Resignation from Cllr Hayes

Enquiry from another Town Council as to what flags are flown by Wilton Town Council has been responded to.

Query regarding the Town Council office's opening hours on Google, this has now been rectified and Google shows the correct opening hours.

Thank you to the Mayor and Cllrs who attended a recent funeral.

Meeting with Peninsular about HR and H&S support will be discussed at the next Policy and Resources committee.

A request to fly a flag to mark Holocaust Memorial Day will be discussed at the next Policy and Resources Committee meeting.

It was noted that two volunteers had been trained and PPE has been provided so the Speed Indicator Device could be installed.

That the ongoing issue with Wilton HELP! should be discussed at the Policy & Resources committee

Proposed: Cllr Johnston

Seconded: Cllr Blackman

All in favour

033/23 Date of next meeting

The date of the next meeting of Wilton Town Council, will be on Tuesday 7th March 2023 at 7pm in the Council Chamber.

034/23 The meeting was closed at 8:16pm.

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.*

FLOOD REPORT January 2023 – Provided by Cllr Crossley

On the 05th January, at the request of the Environment Agency, the Wilton Flood Group with excellent transport help from idverde, deployed the Crow Lane Flood barrier, in response to rising river gauge levels exceeding 0.65 at South Newton.

River levels continued to rise and, with the additional heavy rainfall at the weekend of the 14th January, surface water, groundwater and fluvial flooding started in Water Ditchampton, Crow Lane, North Street, Wiley Terrace, Riverside and Churchill Court.

The roadway at Water Ditchampton was badly affected with a combination of surface water, groundwater and silt. Flood Wardens gave emergency assistance to vulnerable properties at risk but vehicle bow waves were a big problem.

Crow Lane was protected from the overflowing river channel by the Flood Barrier.

North Street saw garden flooding between the two main Wylde Rivers

Many Riverside gardens were inundated due to the adjacent river channel overtopping its bank. Emergency sandbags and gelbags were deployed to protect thresholds and reduce ingress into properties via under floor vents.

The Churchill Court area was also affected by the same river channel with the accesses to two blocks of flats being under water. Over four days the floodwater was pumped out to a safer level by Wilton Community Volunteers and access walkways to one block were installed by Wiltshire Council.

A sharp drop in temperature compounded the problems by forming ice in water affected areas. Salt was spread by Wiltshire Council vehicles and by Flood Wardens or Wilton Community Volunteers, using the emergency stores and spreaders from the Pavilion.

The gauge reading at South Newton peaked at 1.04 on the 17th Jan.

A significant additional problem was overflowing Foul Water manholes evident in and adjacent to flooded areas of the town.

I have not heard of any serious internal property damage and we have been very fortunate to have such a long dry period after the flooding.

Multiple agencies are now engaged in assessing the problems and the potential solutions needed to increase the flood protection for Wilton.

I would like to record my thanks the Flood Wardens and Community Volunteers for all their support over the past month.