

MINUTES of a MEETING of WILTON TOWN COUNCIL held in Wilton Council Chamber

on TUESDAY 4th July 2023 7.00pm

Present Cllr Andy Kinsey, *Mayor of Wilton*
Cllr Sarah Ackroyd
Cllr Alex Boyd
Cllr Charlotte Blackman
Cllr Alan Crossley
Cllr Maria la Femina
Cllr Claire Forbes
Cllr John Page
Cllr Teresa Taylor

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

Also Present 3 members of the public.
via ZOOM Susan Robinson. Debbie Johnston.

Cllr Kinsey, Mayor of Wilton, in the chair opened the meeting.

108/23 Apologies

Apologies were received from Cllr Moore for personal reasons.

Resolved: To approve the apology.

Proposed: Cllr Kinsey **Seconded:** Cllr Boyd

All in favour

109/23 Minutes of the meeting held on 6th June 2023

Resolved: To approve the minutes with no changes.

Proposed: Cllr Crossley **Seconded:** Cllr Blackman

All in favour

110/23 Standing Orders were suspended at 7.02pm

Community Engagement

Members of the public raised the following points:

- A. Support for the 20mph Town Centre speed limit but note that the Community Speedwatch Scheme is currently suspended due to lack of volunteers.
- B. Following a road traffic accident involving a car exiting the School on The Hollows could the parking situation be looked at?
- C. A speeding car was seen mounting the pavement in The Hollows.
- D. Could the holly tree at North Street be pruned back?
- E. I was involved in the original volunteer session along with a lot of other people on the wildflower patch in Castle Meadow in August 2020. At the end of this session some temporary fencing was put up to keep people off the wildflower patch. This fencing now looks awful and tatty. As it is now 3 years since the fencing was erected, could you please answer the following:
 - 1) What is holding up the erection of a permanent rope fence?
 - 2) When is it likely to be fitted?
- F. Does the council award funds annually to help fund the town's community organisations? If so, which committee is responsible and which organisations are eligible to apply? What happened to the numbers marking the town trail sites, and the annual Wilton in Bloom project?
- G. When will the pontoon and wildflower fencing be started/finished on Castle Meadow? The pontoon seems to have been fenced off for years and I seem to remember there being talk of quotes being obtained a long time ago? And I know the council have the money set aside for the wildflower fencing but it never seems to have happened? Please can we know what the hold-up is for both of these projects? They are both an eye-sore currently and it would be great for the community if they could be finished please

- H. The state of the seating area opposite the bus stop in the Market place, which is unsightly, and dangerous due to trip hazards etc. The bin is constantly covered in bird droppings due to its positioning, as are the benches. The state of the notice board is dire.
- I. On behalf of Phil Matthews - "To thank Cllr Crossley and Peter Blackman for the work they have done in making the Cemetery Chapel now usable in case it is needed for a funeral service"

Response to Community Engagement

- A. Cllr Kinsey said that this item would be dealt with by the Environment and Amenities Committee.
- B. Cllr Kinsey said that this item would be dealt with by the Environment and Amenities Committee.
- C. Cllr Kinsey said that this item would be dealt with by the Environment and Amenities Committee.
- D. The Town Clerk will chase this and hope to have it addressed before the next Environment and Amenities Committee.
- E. The work has been re-specified and revised quotes have been requested. The work will be done once suitable quotes have been accepted by the Council.
- F. The Town Council has its grant application policy and form on the website - http://www.wiltontowncouncil.gov.uk/Grants_30312.aspx. Cllrs La Femina and Boyd have undertaken a survey for suitable locations for the Town Trail markers. However, it has been discovered that the associated booklet and map for the Town Trail use different numbering schemes! It appears that Wilton in Bloom has stalled. These items would be dealt with by the Environment and Amenities Committee.
- G. The topic of the fencing has been answered in E. above. Cllr La Femina said that she had a quote for the work on the pontoon and requested it is a matter for the next Full Council meeting.
- H. This item would be dealt with by the Environment and Amenities Committee.
- I. In the meantime the Town Clerk will contact the Churches Conservation Trust to understand their policy for works on their land. Cllr Boyd would also arrange a site meeting to understand the issues better.
- J. Noted.

Report from the Unitary Councillor for Wilton

The Unitary Cllr for Wilton was unavailable to attend the meeting and has sent their apologies.

111/23 Standing Orders were reinstated at 7.22pm

112/23 Declarations of Interest & Dispensation Requests

- a) There were the following Declarations of Interest:
Cllrs Kinsey and La Femina for 118/23 ii and Cllr La Femina for 115/23 I and 120/23 i.
- b) There were no Dispensation Requests received by the Town Clerk.

113/23 Exclusion of the Press and Public

There were no items to be requiring the exclusion of the Public and Press.

114/23 Mayor's report

The Mayor of Wilton had attended the Malmsbury Evensong and the Drumhead service. There was also a request that the Cllrs support the Wilton Carnival.

115/23 To receive the Minutes of the Environment and Amenities Committee Meeting held on 20th June 2023.

- Cllr Boyd (Chair of E&A Ctee) presented the Committee's recommendations to the Full Council:
- i. To create a Coronation Meadow at Wilton Park and Ride through Wilton Wildlife volunteers covered by Wilton Town Council insurance with a budget of £200.
 - ii. To purchase 20 or 21 road signs. Item EA/58/23(xiii) depends on whether the sign can be realigned so a sign can be placed on the reverse.
 - iii. To report safety concerns raised during the recent Disability Audit.

- iv. To request a dropped kerb on the corner of Brede St and Old St Mary's (EA/060/23e).
- v. To look at resolving the lack of dropped kerb by The Greyhound with the issue of a dropped kerb by the Baptist Church.
- vi. To look into options for a crossing at Kingsbury Sq near the pinch point.
- vii. To request that Wilton Town centre becomes a 20mph zone.
- viii. To look into the obstruction at the pedestrian entrance to Castle Meadow from Castle Lane.
- ix. To purchase a new car park regulation sign for the vehicle entrance at Castle Meadow, 2 signs to be purchased.
- x. To accept a quote to fill in the potholes at the Castle Meadow vehicle entrance on a temporary basis whilst the larger project specification is drawn up and advertised.
- xi. To reject the request to support a waiting restriction outside numbers 6 and 7 Kingsbury Square.
- xii. To arrange a meeting between Highways, Wilton Town Council and residents regarding problems at Kingsbury Square.
- xiii. To agree to a request for a memorial bench, location and cost tbc.
- xiv. To respond to an enquiry regarding responsibilities of the Environment and Amenities Committee and what projects were budgeted for in 2023/24.
- xv. To authorise Cllr Blackman to complete and return the Passenger Transport survey to Wiltshire Council.

Resolved: To note the recommendations.

Proposed: Cllr Boyd **Seconded:** Cllr Kinsey

*In favour,
Cllr La Femina abstaining*

116/23 To receive the Minutes of the Staffing Committee Meeting held on 18th May 2023.

Resolved: To note the Minutes.

Proposed: Cllr Blackman

Seconded: Cllr Crossley

All in favour

117/23 To receive the Minutes of the Staffing Committee Meeting held on 6th June 2023

- i. The job description and person specification were agreed.
- ii. The appraisal for the Town Clerk had been completed.
- iii. Agreed to pay the outstanding Management Allowance.
- iv. Agreed to amend the Town Clerk's contract to include the Management Allowance.
- v. To source locum support to assist whilst the Assistant post remains vacant.

Resolved: To note the recommendations.

Proposed: Cllr Blackman

Seconded: Cllr Crossley

All in favour

118/23 Managing the Council's Money

- i. Noting of the Bank Reconciliation dated 31st May 2023 inc the detailed Balance Sheet and Income & Expenditure.
- ii. To confirm payments as per attached payment schedule.

Resolved: To note the reconciliation and to confirm the payment schedule with an addition for Cllr La Femina's expenses of £15.75 for her attendance at the WALC conference.

Proposed: Cllr Crossley

Seconded: Cllr Blackman

*In favour,
Cllrs La Femina and Kinsey abstaining*

119/23 Men's Shed Lease

There are ongoing discussions between the Town Council, the Men's Shed and the Council's solicitor. The next Men's Shed Trustees meeting is in August and so the earliest this can be considered by the Town Council is at the September meeting.

120/23 Planning

- i. PL/2023/04621. Ugford Farm, Wilton. Creation of an ecological pond.

Resolved: To support the application.

Proposed: Cllr Crossley

Seconded: Cllr Blackman

*In favour,
Cllr La Femina abstaining*

121/23 To receive verbal reports from the Town Council's representative to;

- i. Wiltshire Association of Local Councils – Cllr Kinsey reported that there had been no meeting.

- ii. The Trustees of the Michael Herbert Hall met;
An increase in hiring charges
The current Caretaker is retiring
Looking for a replacement Caretaker.

122/23 Action Update from the Minutes dated 6th June 2023.

The Council noted the following:

The Town Clerk is currently looking into evacuation options of the Chamber.

The draft Lease for the Men's Shed has been emailed to the Chair of Wilton Men's Shed.

Planning responses have been submitted.

No update regarding the Crow Lane application, it was not included on the agenda for the 29th June meeting the Southern Area Planning Committee.

Wiltshire Council has been informed of the co-option.

123/23 Town Clerk's Report – circulated to Cllrs

124/23 Date of next meeting

The date of the next meeting of Wilton Town Council, will be on Tuesday 1st August 2023 at 7pm in the Council Chamber.

125/23 The meeting closed at 7.39pm.

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.*