

**MINUTES of a meeting of WILTON TOWN COUNCIL held in the COUNCIL CHAMBERS,  
KINGSBURY SQUARE, WILTON on TUESDAY 7th AUGUST 2018 at 7.00pm**

**Present** Cllr Trevor Batchelder  
Cllr Charlotte Blackman  
Cllr Pauline Church  
Cllr Paula Johnston  
Cllr Andrew Kinsey  
Cllr Phil Matthews  
Cllr Ivan Seviour  
Cllr Teresa Taylor

**In Attendance** Mrs Catherine Purves, Town Clerk. Mr Hugh Abel, Minute Secretary.

**Also Present** 4 members of the public

*Ben Diffe* – told the meeting that Wilton School proposed to apply for building permission to construct a new block to house new classrooms in order to deal with current capacity problems. He was appreciative of Town Council support in the past and wanted to advise the Council of this step in advance.

*Rachel Ashton-Brown* – thanked Catherine Purves for her help and support during her time in office as Wilton's Town Clerk.

*Cllr Johnston* – told the Council that a risk assessment ought to be carried out for the newly operational fountain in Mister Street gardens.

*Cllr Matthews* – reported that children had been playing with the fountain and had poked sticks into the water outlet so that it was now blocked. The gutter on the Bowls Club building had also been vandalised.

*Cllr Johnston* – asked what plans had been made for replacing the Town Council's Clerk when Catherine Purves leaves at the end of August.

*Cllr Taylor* – told the meeting that someone had had a BBQ in Castle Meadow and the hot embers had been dumped in the plastic bin causing it to melt

*Cllr Blackman* – reported on difficulties in getting the Hollows sign fitted.

**Wiltshire Councillor Pauline Church gave her report to the Town Council**

- *Street sign at the Hollows* – the Parish Steward been asked to erect this sign.
- *Hollows footpath* – Wiltshire Council's contractors have been working on clearing the path using heavy equipment to remove stumps. The path has also be sprayed with herbicide to help prevent re-growth..
- *Wilton Parkway* – The Local Enterprise Team (LET) has had a meeting with the Trans Wilts Group. The LET is now creating a rail strategy which will be published later this year. The GRIP stage 3 will be the next target to apply for.
- *Assault in North Street* – there was an assault at 2.30pm on 25th June. It has now been shown that this is unconnected to a previous incident.
- *CCTV* – it seems that this ceased working in June and has only just been repaired. This means that approximately two months coverage has been lost.
- *Riparian ditch* – work has been progressing, but slowly.

*Cllr Matthews* – reported that Highways England has deemed that it is too dangerous to carry out work on the A30/A36 roundabout.

*Cllr Church* – told the meeting that the funds allocated by Central Government to Salisbury to help its recovery from the Novichok murder attempt in March and the more recent poisoning, £2.4 million has gone to the police, £927,000 to local businesses and £500,000 to Wiltshire Council to

compensate it for allowing free parking in Salisbury. She told the meeting that Wiltshire Council had lost £1million from anticipated parking revenue by allowing free parking in Salisbury.

*Cllr Johnston* – thanked Cllr Church for her work in getting the Hollows footpath cleared. She also asked if a maintenance programme would be put in place.

*Cllr Church* – said that a maintenance programme would be set in place in two weeks' time.

*Cllr Matthews* – asked if Cllr Church had any influence in the provision of Post Office facilities in Salisbury. He told the meeting that since the central post office closed, certain services were no longer available in Salisbury and that one had to go to Frome, Andover or Romsey for driving licences etc.

## A G E N D A

*Cllr Seviour in the chair*

### **158.18 To receive apologies**

Cllr Lyons apologised for her absence owing to another engagement.

Cllr Edge apologised for his absence owing to another engagement

Cllr Glyde apologised for his absence owing to another engagement

**Resolved:** to note.

### **159.18 Minutes**

a. **Resolved:** that the Minutes of the Ordinary Town Council Meeting held on 3rd July 2018 be approved and signed by the Chairman as a correct record with one amendment.

“Cllr Seviour had apologised for his absence because he was away on holiday and not because of a previous engagement.”

### **160.18 Declarations of Interest**

a. **To receive any Declarations of Interest** in respect of matters contained in this agenda in accordance with the provisions of the Local Government Act 1972 in respect of officers, and in accordance with the provisions of the Localism Act 2011 in respect of members.

Cllr Batchelder declared a pecuniary interest in reclaiming money spent by him on the Town Council's behalf for four tables.

**Resolved:** to note

b. **To consider any Dispensation Requests** received by the Town Clerk and not previously considered. - None had been requested.

**Resolved:** to note

**161.18 Exclusion of the press and public.** To agree any items to be dealt with after the public, including the press, have been excluded under the Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100.

**Resolved:** That there was no agenda item for which this provision needed to be exercised.

### **162.18 To consider any urgent business raised by the public in public discussion, and any other urgent matters or items of information from councillors, for referral to the appropriate committee.**

*i Focus School Plans* – councillors thought that the proposals were acceptable, and that it was likely the Town Council would support this development subject to examining the formal plans.

*ii Risk Assessment of Fountain in Minster Street gardens* – it was agreed to refer this matter to the A&P Committee.

*iii Town Clerk's Post* – recruitment of a replacement Town Clerk was currently underway.

*Cllr Johnston* – expressed concern that there would not be a responsible Financial Officer after next week.

*The Town Clerk* – reminded the meeting that her contract did not finish until 31st August. Therefore she would be available until the end of the month.

*iv Castle Meadow* – it was agreed that the replacement bin be made of metal. In the meantime it was recommended that CCTV footage be examined to try and identify the culprit or culprits. This will be referred to the A&P committee.

**163.18 To receive reports from:**

**a. Wiltshire Association of Local Councils and Community First**

Cllr Seviour advised he had been unable to attend, and so had nothing to report.

**b. The South West Wiltshire Area Board**

Cllr Matthews reported that Cllr Edge had given a report on the Town Trail. The pavement markers would be discussed at the September CATG meeting.

**c. Wilton Community Centre**

Cllr Blackman reported that the Centre would be partially closed from 13th August to facilitate redecoration works. The car park would be closed to all traffic on 19th August to facilitate painting of white lines.

**d. Wilton and District Chamber of Commerce**

Cllr Matthews reported that the Gin Fest on 4th August in the Shopping Village had been very successful. There had been a lot of concern expressed about the future of local businesses after Brexit.

**e. The Town Council's Representative to the Trustees of the Michael Herbert Hall**

Cllr Kinsey reported that there was still trouble with the electrical system and the trustees are considering buying a new oven and a floor cleaner..

**f. To receive and note an update on Wilton Parkway project**

Nothing further to report.

**Resolved:** to note

**164.18 To resolve to receive and ratify the minutes of:**

**a. The Amenities & Planning Committee meeting held on Tuesday 17th July**

**Resolved:** that the Minutes of the Amenities and Planning Committee held on Tuesday 17th July 2018 be approved and signed by the Chairman as a correct record with two amendments

**b. The Staffing Committee meeting held on Monday 30th July 2018**

No minutes available

**c. The Finance & General Purposes Committee held on Tuesday 24th July 2018**

**Resolved:** that the Minutes of the Finance & General Purposes Committee held on Tuesday 24th July 2018 be approved and signed by the Chairman as a correct record without amendment.

**165.18 To resolve to receive the minutes of: The Town Team Working Group meeting - no meeting held**

**166.18 Finance**

**a. To resolve to confirm and authorise a schedule of accounts in the sum of £17,444.62**

Cllr Johnston raised the issue of the proposed payment to Cllr Edge for works to move and modify the Town Council's Office. It was stated that this sum would have been about three times more if it had been put out to an outside contractor. Cllr Johnston was concerned that the Town Council had disregarded its procedures simply in order to save money.

**Resolved:** to approve the schedule of accounts in the sum of £17,444.62

**b. Vote of thanks to the Mayor**

Cllr Matthews proposed a vote of thanks to the Mayor, Cllr Peter Edge for additional work he had undertaken recently.

**Resolved:** that the Mayor be thanked for the additional work undertaken.

**c. To consider the Upgrade of existing website.**

- Vision ICT has hosted the Town Council's website since June 2010, and also provides the councillor .gov.uk emails.
- The annual hosting fee is £320.00. The website has remained in its initial version (V4), which is now considered outdated in presentation, clunky to use, and is not compatible with viewing on mobile devices.
- Vision ICT will upgrade the site to V6, and will transfer over all the content, archiving all the agendas & minutes except for the current and previous calendar years for £875.00 plus VAT.
- There is £1300 available in the budget for this. The hosting fee will remain the same.
- This will give the Council a more modern looking website which is compatible with mobile devices, thus improving the means of communicating with its residents and the wider community.
- This would be an extension to the existing contract the Council has with this supplier, and so as Vision ICT is well thought of in the parish/town council sector - the sites are easy to use and maintain, the technical support is prompt, professional and friendly, and its prices are very competitive.

**Resolved:** to upgrade the Council's existing website at a cost of £875 + VAT

**168.18 To consider a response to the following planning applications received from Wiltshire Council**

**a. 18/06244/VAR** – variation to condition 1 of 17/10338/REM concerning amendments to parking, landscaping and external stairs around plots 1-4 at the former Erskine Barracks, The Avenue, Wilton

**Resolved:** to raise no objections

**b. 18/07305/TCA** – yew hedge – reduce by 2.4m at The Manor House, 27 South Street, Wilton

**Resolved:** to support

**169.18 Chairman's Report.**

Nothing to report.

**Resolved:** to note

**170.18 Town Clerk's Report**

The Town Clerk reported on the following:-

- *Annual Leave* – the Clerk will be on leave from Monday 13th August to Friday 31st August
- *Flood Ops* – will meet at Bulford Village Hall on 15th August
- *Business Chamber* – the Chamber's next meeting will be on Tuesday 19th September.
- *Area Board meeting* – the next meeting will be held on Wednesday 19th September at the Nadder Centre, Tisbury
- *Market Towns meeting* – the next meeting will be held on Thursday 4th October at Bradford-on-Avon, when the theme will be "Food & Drink".

**171.18 To consider using the services of a Planning Consultant to assist with the preparation of the Neighbourhood Plan**

*Cllr Johnston* – stated that she thought it would be a good idea to help drive the creation of the Neighbourhood Plan (NP) forward.

*Cllr Seviour* – said that the first meeting of the NP forum would be on September 12th at the Sports Pavilion. Meetings thereafter would be twice a month.

It emerged that fees for a planning consultant were still being assessed but Councillors agreed to the appointment in principle subject to further details being satisfactory

**Resolved:** to secure the services of a planning consultant subject to fees being clear and acceptable.

**172.18 To consider a request for support in ascertaining the marketing by Wiltshire Council of the redundant buildings at the junction of Bell Lane and Silver Street**

Following a complaint from a Mr Haine asserting that he had not been able to make an offer for the property because of lack of information and he now wanted to know why this was.

Cllr Church told the meeting that Wiltshire Council declared these assets as surplus in July 2015.

Since Wilton Town Council withdrew from the asset transfer process in relation to these properties, Humberts Estate Agents were appointed to market the property and attest that it was sold at the best price. There is no record of any representation from Mr Haine.

Cllr Matthews said that there had been an expression of interest from the property's neighbours but the neighbours were not identified.

Cllr Church agreed to speak to Mr Haine.

**173.18 To confirm the date of the next meeting of the Full Council as Tuesday 4th September 2018 at 7.00pm in the Council Chamber**

**Resolved:** to confirm this date.

**174.18 To close the meeting**

There being no further business, the Chairman closed the meeting at 8.25 pm.

Following the meeting a presentation was made to Catherine Purves who had served the Town Council as Town Clerk for 15 years from September 2003. She thanked the Councillors for their help and support during the ups and downs over the years, and wished the Council well for the future.

Members of the Council considered the foregoing matters in consideration of their duties: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime and Disorder; health and Safety, and Human Rights.