

**MINUTES of a meeting of the FINANCE & GENERAL PURPOSES COMMITTEE
held in the COUNCIL CHAMBER, WILTON on TUESDAY 27th NOVEMBER 2018 at 7.00pm**

Present

Cllr T Batchelder
Cllr C Blackman
Cllr P Church

Cllr P Edge
Cllr A Kinsey
Cllr I Seviour

In Attendance Mr S Milton, Town Clerk; Mr H Abel, Minute Secretary

Also Present Rachel Ashton Brown & Cllr Phil Matthews

Composition of the Finance & General Purposes Committee for the Mayoral year 2018-2019

Cllr Trevor Batchelder
Cllr Pauline Church
Cllr Paula Johnston

Cllr Charlotte Blackman
Cllr Peter Edge
Cllr Andrew Kinsey
Cllr Ivan Seviour

Public Session

Rachel Ashton Brown – asked if the Town Council had made provision for Wiltshire Council's top-up gully service.

Cllr Batchelder – said that a sum would be included in the new budget.

Rachel Ashton Brown – asked that Hi Vis jackets (with 'Wilton Town Council' printed on the back) be obtained to be used by those on flood or bad weather work.

Cllr Edge – told the meeting that there was a collection of Hi Vis clothing in the Council's attic.

A G E N D A

Cllr Batchelder in the chair

140.18 Apologies for absence and to consider whether to approve reasons give

Cllr Johnston apologised for her absence owing to a prior engagement

Resolved: to note.

141.18 Chairman's report

Cllr Batchelder told Members that he had changed his email address and the old one would be deleted.

142.18 Town Clerk's report

The Town Clerk reported on the following:

- i he gave notice that an emergency grant application had been received.
- ii he ran through the details of the flood exercise scheduled for 6th December.

143.18 Declarations of Interest

- a) Members were asked to declare their interests 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. Councillors Edge declared a pecuniary interest in an matter relating to the Mayor's allowance.

Resolved: to note.

- b) To consider any **Dispensation Requests** received by the Town Clerk and not previously considered.

Resolved: To note none received for consideration.

144.18 Approval of the Finance & General Purposes Committee Minutes

It was noted that the minutes of the Finance & General Purposes Committee meeting held on Tuesday 23rd October 2018 were approved as a correct record without amendment

145.18 To consider any matters referred from Full Council

a. Edith Olivier MBE – To consider a proposal to erect a blue plaque to commemorate Wilton's first Lady Mayor and local benefactor. Quotes have been sought and a cast polyurethane from Sign of the Times Ltd would cost £379.

Resolved: to purchase the sign.

Action: Town Clerk

b. Notice of Motion – Cllr Matthews “*That Wilton Town Council registers the Sheep Fair Field under the Commons Act 2006 recognising that this field has been used for sheep fairs and other public events since 1750*”

It was noted that Wiltshire Council's South Western Area Board had agreed that ownership of the Sheep Fair field be transferred back to Wilton Town Council. Since then (about four years ago) no further action had been taken by Wiltshire Council. Cllr Church told the meeting that she would be meeting with Wiltshire Council's lawyers and its Strategic Assets Team on Monday 3rd December to discuss the matter further. She agreed that it was important to keep the field as an open space but the Town also needs to keep its options open if Wilton Parkway station goes ahead. She would refer back to the Town Council after her meeting on Monday. In the meantime, it was agreed to await further developments before proceeding.

146.18 Finance

a. To confirm and authorise the payment of a schedule of accounts in the sum of £14,053.59

Resolved: to confirm and authorise said schedule of payments.

b. To note the bank balances and reconciliation figures as at the end of September 2018
Current account £14,817, deposit account £154,133

Resolved : to note

147.18 Wilton Town Council Precept 2019/2020

It was noted that the tax base for the year is not yet known. In the meantime the meeting went through the Council's anticipated needs for the forthcoming year. It was agreed that, subject to reviewing actual expenditure in year, any increase in Wilton's precept should be limited to between 4% and 6%. However, it was noted that the Town Council's reserves stood at some £88,000. This is slightly below the recommended level and provision may need to be made to increase over the coming years.

148.18 Audit Report

Both internal and external audit reports have given the Town Council a clean bill of health about the procedures employed in dealing with the Town's finances.

The external auditor's report has been posted on the board and is available for public scrutiny.

149.18 To note progress in achieving the aims outlined in the Strategic Review 2017

a. Local Council Award Scheme – It was suggested that a session of 'Come and Meet you Councillors' be set up in the new year.

b. Neighbourhood Plan – Cllr Seviour reported that a series of community meetings had been arranged. There are currently eight people on the group which is currently working on the terms of reference for Wilton's NP. The group's next meeting will be on 5th December. The schedule of meetings for the new year will then be worked out.

150.18 To consider reviewing all Council policies

It was agreed that a list of all the Town Council's policies be circulated to Members and then one would be selected to be reviewed each month. The Town Clerk would present the policies when they are revised and formulated. **Action:** Town Clerk

151.18 To review and note other ongoing matters:

- a. *Streetscene/Highways*
streamlining system is in progress.
- b. *Car park management agreements* – documents with solicitors
- c. *Flooding matters* – Cllr Batchelder reported on details of the civil response exercise scheduled for 6th December.
- d. *Asset transfers*
Randalls Croft play area – had been refurbished with some of Wilton's R2 money. The next step is to formally register the title.
- e. *Asset valuation* – no further news.
- f. *Toilets* - spec and quote for upgrade. This will need to be subject to the budget.
- g. *White lining in Market Place* – work in progress..
- h. *Town trail markers* – waiting for consent from Wiltshire Council
- i. *Speed Indicator Device* – the SID has been modified by the suppliers with an additional solar panel. It now needs further work to reduce the power drain when in operation..
- j. *Proposed bund* – no further news.
- k. *Bowls Club extension* – the Town Council has agreed to the Bowls Club extension. A map and codicil to the agreement need to be formally created. **Action:** Town Clerk
- l. *Mayor Making* – Cllr Edge proposed that Mayor Making in Wilton be re-arranged to become more of a formal ceremony. He suggested that on the first Tuesday in May, at the Full Council meeting, the new Mayor be elected. Then on the second Tuesday, there be a formal investiture at Old St Mary's Church.

Resolved: to agree this proposal in principle.

- m. *Harvey & Snowden lease* – this is presently in the hands of the valuers.

152.18 Grant Application for Christmas Lunch

A grant of £200 has been requested to help with the Christmas Day lunch which will be held in the Baptist Church.

Resolved: to make a grant of £200 to Wilton Christian Fellowship for the Christmas Day Lunch.

153.18 To confirm the date and venue of the next meeting – Tuesday 18th December 2018 at 7.00pm in the Council Chamber.

154.18 To close the meeting

There being no further business, the Chairman closed the meeting at 8.43pm.

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.