

**MINUTES of a meeting of WILTON TOWN COUNCIL held in the COUNCIL CHAMBERS, KINGSBURY SQUARE, WILTON on TUESDAY 4th February 2020 at 7.00pm**

**Present** Cllr Ivan Seviour – Mayor of Wilton  
Cllr Andy Kinsey – Deputy Mayor of Wilton  
Cllr Trevor Batchelder  
Cllr Pauline Church  
Cllr Peter Edge  
Cllr Lee Glyde  
Cllr Phil Matthews  
Cllr Teresa Taylor

**In Attendance** Mr Steve Milton, *Town Clerk* and Mr Hugh Abel, *Minute Secretary*.

**Also Present** Rachael Ashton-Brown, John Harris and Maria La Femina.

**Community Engagement session**

*Maria La Femina* – with reference to the proposed wild flower areas and the bank Minster Street gardens, she asked when the excavation would take place. She also spoke about plans for later in the year involving the Beavers troop.

*Rachael Ashton-Brown* – Requested amendments to the record of her flood warden update to Full Council in the minutes of 7 January 2020.

She told the meeting that the Butcher Stream (River Wylfe) by the Warminster - Salisbury railway line was the one that had overflowed due to an eroded riverbank, from 20 December 2019 to around 5 January 2020. The problem with it overflowing onto the neighbouring land is that it will then enter the surface water drainage channel. This is not designed to take river water & flows through a residential area, which could, in turn, impact on highway drainage.

Flouse Hole – the drainage situation needs to be reviewed at least annually as part of a regular cycle.

The Wilton Flood Plan review needs to be brought together, incorporating more detail.

Flood Group meeting still needs to be organised and she felt it was especially important that it be held on a date when Cllr Pauline Church could attend.

Additionally, she was especially keen for the dates & location of the river overflow to be recorded!

*Cllr Matthews* – said he had had a complaint from a lady at Bulbridge about several trees which were sending up a lot of shoots from the base of their trunks. She had asked if these could be trimmed back.

*Cllr Edge* – told the meeting that he had also received complaints about this sort of tree growth but added that Wiltshire Council's policy seemed to be not to carry out this work unless it constituted a danger.

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

- *Wilton Parkway* – She gave thanks to the Town Council for pledging £25,000 towards the £100,000 target for the next stage of the process.
- *A36 Crossing* – Wiltshire Council has instructed its solicitors to start proceedings against Red Row.
- *A360 Roundabout* – May 2020 is the target date for completion of this work. Cllr Church has requested that better lighting be used at this junction.
- *Yellow Lines at Downside* – She reported that this request was being bounced from one department to another however, she will persevere

- *Alms Houses* – She has called this application in to try and ensure that it is acted upon without too much delay. The application solely wants to widen the stairs and, once this is done the Houses can be got back into use.
- *Naish Felt Works* – Plans are to re-locate the Felt Mill to High Post within 12 to 18 months.

## **AGENDA**

*Cllr Seviour in the chair*

### **16/20 Apologies**

Cllr Charlotte Blackman apologised for her absence because she was indisposed

Cllr Paula Johnston apologised for her absence owing to a prior commitment

**Resolved:** to accept these apologies and the reasons for them

### **17/20 Declarations of Interest**

a. None were declared

b. Dispensation requests – none had been submitted

**Resolved:** to note

### **18/20 Minutes of the last Full Council Meeting**

The minutes of the Full Council Meeting held on December 3rd 2019 were approved as a correct record with one amendment: - That retrospective permission for payment for the Christmas lunch be recorded.

**Proposed** Cllr Matthews, sec Cllr Batchelder – all in favour

### **19/20 Community Engagement**

*Minster Street Gardens* – the Clerk told the meeting that no date had yet been agreed

*Flood plan* – The date for the next meeting is set for 21st February at 10 30am.

*Flood barriers in Crow Lane* – in response to a question about why these were still in place, the Clerk told the meeting that the Environment Agency had requested their deployment and they would remain in place until the groundwater levels had receded.

*Trees at Bulbridge* – Cllr Church will make some enquiries about the situation.

### **20/20 Mayor's Updates**

Cllr Seviour reported on recent occasions when he had represented the people of Wilton. He also told the meeting about how he and Yvonne Cawsley were in the process of cataloguing the books in the Edith Olivier bookcase. The Quiz night had raised £200 for the Mayor's fund.

He reported that the Leader of Salisbury City Council, Cllr Jeremy Nettles, has requested a meeting with Wilton and Laverstock Councillors.

### **21/20 Neighbourhood Plan**

The survey has now been completed and Lemon Gazelle had provided an analysis of the results and guidance on the next steps. There were 524 responses in total. There will be a Neighbourhood Plan steering group meeting on 5th February to review responses to the survey and to begin the process of generating the policies.

### **22/20 Town Council Vacancy**

Following the resignation of Councillor Lyons, the notice of a casual vacancy was displayed on Friday 3rd January 2020. More than 10 local electors wrote to the Returning Officer and subsequently an election has been called for 12th March 2020. The formal Notice of Election will be displayed from 6th February and those interested in standing for election must submit their

nomination papers to the Returning Officer by 14th February. This information has been posted on the Council's website, social media channels and on the noticeboards. It is encouraging to note the healthy interest this has generated in the democratic process.

The Returning Officer has written to ask if, in the event of the election being contested, the Council wishes to pay for poll cards to be distributed. Promoting bye-elections is very difficult for town and parish council's and the poll cards ensure that everyone on the electoral roll is aware that the poll is taking place. For this reason, the Clerk recommends that poll cards are requested. The total cost to the Council of the election will be in the region of £5,000, being the reimbursement paid to Wiltshire Council.

On a proposal of Cllr Kinsey, seconded by Cllr Taylor it was unanimously agreed to pay for the distribution of poll cards in the event that more than one candidate is nominated.

### **23/20 Committee Report**

To receive the minutes of the Environment and Amenities Committee meeting held on 21st January 2020. There are no recommendations arising.

Pursuant to the matter raised in the public engagement session, the Council noted that the Clerk would be replacing the faulty Speed Indicator Device (SID) using reserves in the Council's CATG fund.

### **24/20 Reports from local organisations**

To receive reports and updates from the following organisations

(a) *Wiltshire Association of Local Councils*: Cllr Seviour said there had been no recent meeting.

(b) *South West Wiltshire Area Board*: Cllr Church reported that focus had been put on Mental Health and that this element had been very well received.

(c) *South West Wiltshire Community Area Transport Groups*: Cllr Matthews reported that there would be a meeting next week.

(d) *Wilton Community Centre*: the next meeting will be next week.

(e) *Wilton Town Team*: Cllr Matthews told the meeting that the next meeting would be held on Thursday 13th February

### **25/20 Wilton Town Council Publication Scheme**

The Clerk has updated the Council's Publication Scheme for adoption by the Council. The scheme sets out the information published by the Council.

The Council prepares this scheme in the format specified by the Information Commissioner in accordance with its statutory duty imposed by the Freedom of Information Act 2000. Under the FOIA 2000, information that is not included in the council's publication scheme may still be requested and the council is under a duty to provide such information unless a statutory exemption applies

**Resolved:** to adopt the updated Town Council Publication Scheme.

## **26/20 Managing the Council's Money**

- (a) To receive the current and deposit account bank statements and bank reconciliation report for November.

A payment of £1,800 to Jaz Hair was questioned. The Clerk explained that Jaz Hair wanted a refund of the amount originally pledged for a planter. **Resolved:** to note

- (b) To note the budget monitoring report prepared by the Clerk. **Resolved:** to note

- (c) To authorise the schedule of payments.

It was noted that there was an invoice for the Summer edition of the Wilton Newsletter from Valley News. In view of the closure of Valley News and the launch of New Valley News, it was asked who it should be paid to. The Clerk undertook to make enquiries.

**Resolved:** to authorise

## **27/20 Planning Application**

To consider the following planning applications

- (a) **19/11554/TCA:** Ash - Cutting back and plugging to roots in order to limit further growth and damage to outbuilding - 16 West Street, Wilton. (already determined)

- (b) **20/00041/FUL:** Engineering operation to construct replacement retaining walls to garden on north boundary together with associated landscaping (retrospective)-56 Shaftesbury Road, Wilton. **Resolved :** to support

- (c) **20/00129/FUL:** Removal of existing conservatory. Replace with single storey rear extension & associated internal alterations-25 The Avenue, Wilton **Resolved :** to support

- (d) **20/00597/TCA:** T1 -Conifer tree –fell and T2 - Ceanothus tree – fell -17 Crow Lane, Wilton **Resolved :** to support

- (e) **20/00679/TCA:** 6 Inch Trim to Yew Tree-Wilton Shopping Centre, Wilton **Resolved :** to support

## **28/20 Correspondence received**

No correspondence received since the publication of the agenda.

## **29/20 Date of Next Meeting**

To confirm the date of the next Full Council Meeting as Tuesday 3rd March 2020 at 7.00pm in the Council Chamber.

## **30/20 To close the meeting**

There being no further business, the Chairman closed the meeting at 7.50pm

## **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.