



# Wilton Town Council

## Full Council Meeting



The Council Offices  
Kingsbury Square  
Wilton SP2 0BA



01722 742093

### Officer Report

1<sup>st</sup> September 2021

The Clerk and Assistant Clerk are working in the office with some days being worked at home (majority of hours will be completed in the office). The phone system is now under office control and is diverted when required. The office is open to the public on Wednesday and Thursday from 10am to midday. Cllrs are reminded that they should make an appointment should they wish to visit the Council Offices. If Cllrs do enter the office when no one is there could they please leave a note for the staff and say what has been touched or ensure they wear gloves – we just want to avoid unnecessary risk.

#### **193/21 Councillor Vacancy**

Wiltshire Council has confirmed that there has not been a request for an election and so the vacancy may be filled by co-option, a notice has been displayed on the TC noticeboard and website. At the time of writing one person has contacted me showing an interest in being co-opted.

#### **194/21 Exclusion of the press and public.**

It is strongly advised to exclude the P&P for item 202/21 for the reason of commercial in confidence.

#### **196/21 Remembrance Sunday**

Clarification is required as to the arrangements for Remembrance Sunday including the following;

- Timings
- Road closure – is one required
- Wreath
- Robes to be worn

#### **197/21. The Jetty**

A site meeting took place on Tuesday 24<sup>th</sup> August and will be discussed at the next E&A committee.

#### **198/21 Finance**

Melodie from DCK came in to undertake the quarterly visit.

She also did some Rialtas training with me.

Rialtas can do training but have no sessions planned so it would be a one off costing £800 for two full days (or four half days)

#### **The Avenue.**

Please note that agreement to funding is dependent on the matter progressing but until the scheme is in the Top 5 priority it won't be completed.

#### **200/21 Town Clerk's report**

**Minster Street cycle path** - No further update.

### **Platinum Jubilee of HM The Queen.**

This event is being celebrated in June 2022 with an additional bank holiday to mark the occasion, the late May bank holiday is being moved to later in the week so both Thursday and Friday will be bank holidays. Details of National events will be publicised [here](#).

### **Training**

As previously mentioned I have ordered copies of the Good Cllr Guide and these have now arrived at WALC. As there should be a new Cllr co-opted at the meeting it seemed more sense to delay training until after that so the new Cllr can also partake of the training. In the meantime please continue to ask any questions and do refer to your induction guide.

### **Office**

The new windows have been installed, the fitters were very efficient and no access to the neighbouring properties was required although permission had been obtained. The three neighbours involved were very accommodating and there were no issues in getting permission. Currently getting quotes for the upstairs windows. Will purchase a small key safe to place in the lobby for the chairlift key. Still clearing the lobby as per the fire risk assessment. There is some rubbish which either needs to be taken to the HRC or put in a skip if one is arranged for the cemetery store.

### **Crow Lane development.**

Rumours about the developer withdrawing were confirmed. Valley News approached me for a statement before the confirmation was received, responded to say WTC would wait to hear official confirmation as the request from NVN was unsubstantiated. The agent has since confirmed that the landowner was a joint applicant with the developer and will be proceeding with the application on his own. As yet no official press release but as the application has not been withdrawn there isn't much to say.

### **CATG**

The two items regarding the Avenue are on the agenda. The matter concerning St John's Sq was discussed but more information was required. Initial discussions raised the difficulty that bollards would create for refuse vehicles and delivery vehicles. The damage currently on the grass area was considered minor.

### **Flood matters – Water Ditchampton**

Following the request put forward by WC Cllr Church, there is a slight issue with WTC proceeding with the ditch clearance and recouping the cost from householders. The Clerk has met with Ms Ashton-Brown (Flood Warden for the area). Before a meeting is arranged with residents we would like to ascertain what (if any) work has been undertaken on the farmland or if any is planned. We also wish to have costs for the work. Request for more salt as the previous ones were water damaged but need confirmation that storage is dry and under cover. Also the cover for the Crow Lane barrier.

### **Bus service**

Email received re the following;

*Option 24/7 - Wiltshire's county-wide bus user group - are working together with Wiltshire Council on a Bus Service Improvement Plan which could bring in millions of pounds worth of Government funding to help make these big improvements to local bus services a reality.*

*We have had two Bus Service Improvement Plan meetings with Wiltshire Council so far, and we have reached an agreement that would see Option 24/7 act as a "bridge" between Wiltshire Council, and current or potential bus users in the community areas that Wiltshire bus routes serve. With this in mind, we would like to set up a group of key contacts who are knowledgeable, well-*

*known and active in each such community area, that we can ask to advise us at regular intervals on what current or potential bus users in their community areas want to see from their bus services, and on how closely that matches the proposals coming out of Wiltshire Council as they evolve, so that we can ensure that the bus network that emerges is one that works best for everyone going forward.*

*If you were able to ask your councillors or members of staff whether one of them would be willing to make themselves available to advise us at regular intervals as described above, then that would be very much appreciated.*

The email was f/w to two Cllrs thought to be regular bus users.

### **Pavilion / Castle Meadow**

Booking enquiries are continuing to come in, one booking clashed with another so the Chamber will be used on the two sessions that clash, the Clerk will stay on to ensure there is someone in the office whilst the booking takes place.

Issue with storage as there is none, currently goal nets are stored in the changing room and cricket equipment stored in the referee's room. Another regular hirer also requires storage. It would also be useful to have an area to store the tables and possibly the chairs.

There was an issue with the electric in the kitchen (resolved as the trip had gone off).

One hirer left the building without setting the alarm or closing the shutters.

The next E&A meeting is in the pavilion and it is requested to meet slightly earlier to look at various minor issues requiring attention.

Reports regarding the gate / stile at the Flouse Hole have been forwarded to Wiltshire Council rights of way and Wilton Estate as the landowner. A suggestion to apply for SWWAB grant has been made but as the land is not WTC it should be the person responsible applying. The Landowner is responsible for gates and stiles.

### **Grounds maintenance**

The monthly meetings with the contractor and clerk are continuing.

A full tree survey has been requested.

The goalmouths of the football pitch have been treated and fenced off to ensure it is not walked on.

The potholes at Castle Meadow have been filled.

The bus shelter (Burcombe Lane) has been painted.

Japanese knotweed has been fenced off.

The tender was advertised and two tenders were received – see 202/21.

### **Cemetery**

Request to sell back a grave ERoB.

Request to purchase an ERoB for a grave – currently awaiting confirmation.

Cemetery records need to be entered onto a spreadsheet so the digitalization can be completed.

Current application form needs updating.

A register of all ERoBs issued is required.

No update regarding the tidy up day by E&A comm.

No update on sorting out the contents of the cemetery store.

### **Correspondence**

Signage for the public toilets is poor, the sign at Four Corners just directs people in the vicinity of the health centre and there is nothing near the actual toilets. Passed to the toilet committee so this can be addressed when the refurb is discussed or sooner.

A letter received regarding a vehicle without tax and MOT – passed to the Police (who can't do anything unless the vehicle is seen driving, reports of untaxed vehicles should be reported online as this is a DVLA matter).

More reports of overhanging vegetation along the A36 have been reported to Highways England, response received confirming that the area has been inspected and associated work completed.

The damaged traffic signal has been repaired.

Road closure notice for Wessex water work – circulated, displayed and on the website.  
Dates for the annual fair were checked (concern they may have clashed with the closure of Russell St). The dates have been circulated to all Cllrs and WC will be issuing a road closure notice shortly.

### **Climate Change**

WC will be holding a consultation commencing 1<sup>st</sup> Sept. This will be on the next E&A comm agenda. Individuals are invited to respond as well as groups and businesses.

Please see <https://www.wiltshire.gov.uk/news/consultation-on-wiltshire-councils-climate-strategy-begins-next-week>

A poster has also been received and will be uploaded to the WTC website and facebook page.

### **Love Your Local Market**

Our colleagues at the National Association of British Market Authorities (who are also among the speaker line-up for our sold-out event on 29 September) have announced details of this year's Love Your Local Market campaign ([https://nabma.com/love-your-local-market-2021/?utm\\_source=MEMBERS&utm\\_campaign=b100104961-EMAIL\\_CAMPAIGN\\_2018\\_06\\_08\\_03\\_15\\_COPY\\_01&utm\\_medium=email&utm\\_term=0\\_206970988f-b100104961-323862993&mc\\_cid=b100104961&mc\\_eid=UNIQID](https://nabma.com/love-your-local-market-2021/?utm_source=MEMBERS&utm_campaign=b100104961-EMAIL_CAMPAIGN_2018_06_08_03_15_COPY_01&utm_medium=email&utm_term=0_206970988f-b100104961-323862993&mc_cid=b100104961&mc_eid=UNIQID)). This will take place from 16-30 October, and I'm sure the growing number of local councils who now provide markets will want to get involved.

### **Planning**

Changes to planning guidance have been issued by the Government

Please see <https://www.gov.uk/government/collections/planning-practice-guidance>

**The wall at Old St Mary's churchyard has been repaired.**

### **Meetings**

WTC E&A comm 21<sup>st</sup> September

WTC full council 5<sup>th</sup> October

WTC P&R comm 19<sup>th</sup> October

South west wilts area board will meet on 15<sup>th</sup> Sept, 15<sup>th</sup> Dec and 16<sup>th</sup> March 2022.

Community area transport group met on 25<sup>th</sup> August

Operational flood working group met on 18<sup>th</sup> August

Mayor's Civic Sunday will be on 19<sup>th</sup> September, all Cllrs are invited to attend and wear robes. Please could the Mayor confirm the details regarding timings etc?

Community First AGM, circulated. Cllr Boyd hopes to attend and will kindly represent Wilton TC.

Numerous emails circulated regarding local events and news.

Useful links

<https://www.wiltshire.gov.uk/news?f=YearMonth20218s>

### **2021/21 Ground maintenance**

Whilst this should go to E&A time is short and a decision is required as soon as possible, hence it is on this agenda. I have drafted a comparison of the two tenders received which will be available at the meeting.