



Wilton Town Council

Full Council Meeting

Tuesday 7th March 2023



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093

Officer Report

29th March 2023

The office is open to the public on **Wednesday and Thursday between 10 and 12** but visits by appointment can be made.

Cllrs are reminded that they should make an appointment (this can be a phone call from outside the doorway) should they wish to visit the Council Offices, this is to avoid clashing with other meetings and to avoid visiting when staff are WFH. Please do not attend if you are feeling unwell or potential risk of passing something on (not just Covid).

Minutes

These will soon be on the website and have been circulated, all comments have been actioned.

Exclusion of the Public and Press

Probably not required but should it be please remember the reason for the exclusion must be stated in the resolution to exclude.

Policy and Resources Committee Minutes

To be circulated

Coronation.

The WG met on Tuesday 28th and agreed that a Big Lunch at Castle Meadow with attendees bring their own lunch would be the best option.

Starting at midday and running until 3pm

Castle Meadow has facilities inc toilets and kitchen for teas and coffees.

This will be a community event not a fundraising event.

Medals (similar to the ones for the Jubilee) to be given to all children aged 18 and under. These will be presented by The Mayor (elected on Tuesday 2nd May).

The newly elected Mayor is expected to attend as they will be giving out the medals and also helping judge competitions.

Childrens games

Fancy dress competition for Children – theme to be Kings and Queens

Coronation Cake Off – entries by 12.15 on the day

Bunting is being purchased to hang in the Market Sq, Castle Meadow and Minster Street

Money

The payment schedule has been circulated.

Planning

Plans are online.

Options for responding are;

Object	Support	No Comment
Mixed	No Objection	Comment
	No objection subject to conditions	

Verbal Reports

WALC executive – at the meeting in March it was stated that Wilton is a very historical town and a representative is welcome to have a seat on the executive committee.

WALC element of annual subs remains unchanged, the NALC element will be increasing.

The latest newsletter has been circulated.

Town Clerk's report

Councillor Vacancy

There is currently one vacancy that may be filled by co-option at the May meeting. This is being advertised and applications must be sent to the Town Clerk by Monday 24th April. If any Cllrs know of any interested persons, please could you ask them to contact the Office. The Co-option policy and form is on the website.

Highways The latest schedule for the Parish Steward has been received;

24th and 25th April

No scheduled visit in May

22nd and 26th June

19th and 24th July

Any items for the April list need to be sent to the Assistant Clerk **before** Monday 17th April

Below is a list of what he can be asked to do, they need to be prioritized.

Hand clearing and cutting of growth from drainage grips and drain gully covers
Hand clearing of blocked drainage gullies, grips, culverts, pipes and pits (unable to jet system)
Clearing storm debris from the roads and footways
Pedestrian barriers preparation and painting
Cleaning and straightening of small road signs, street nameplates and bollards
Securing of existing small road signs, verge marker posts and supplied street name plates
Removal of limited graffiti from road signs, bollards and street nameplates
Hand cutting of grass and vegetation in visibility areas
Hand treatment of weeds
Hand clearance of encroaching growth and soils from footways
Repair of small potholes in roads and on footways

Grounds maintenance The monthly meetings with the contractor and clerk are continuing. The benches at Minster St have been installed. The edging at the Cemetery will be started soon as well as weedkilling of the paths and new gravel. Grass cutting starts officially next week although some has already been done.

Cemetery Interments and burials continue with Mr Matthews representing the Council. Report received of tap not working, it seems the stopcock had been turned off – it is not known by who as this is inside the building (which is alarmed).

Speed Indicator Device. This is now in use, currently displayed at The Avenue.

Public Toilets. The timer has been replaced.

Minster Street cycle path - No further update.

Tennis Courts – these will be unlocked on 31st March, the issue with the ramp access remains an issue and we are trying to get it resolved.

Meetings

South West Wilts area board met on 15th March at 6.30pm

Correspondence

Several press releases and briefing notes circulated.

Office hours The office will be closed on Friday 7th April and Monday 9th April for the Easter bank holidays. Staff have annual leave and TOIL days within the next month.

Future Meetings

Date	Time	Meeting	Attendees
18 th April	7pm	Environment and Amenities Committee	Committee Cllrs
2 nd May	7pm	Annual Meeting of Wilton Town Council inc election of Mayor	All Cllrs
9 th May	7pm	Mayor Making*	All Cllrs – Robes to be worn
16 th May	7pm	Policy and Resources Committee	Committee Cllrs

In addition there is the Coronation event on Sunday 7th May which the Mayor will be expected to attend.

* This is a short ceremonial meeting, the Mayor is Elected at the Annual Meeting of Wilton Town Council the previous week. It is followed by refreshments that are provided by the newly elected Mayor.

Cllrs are reminded of the Policies that are in place for Wilton Town Council.