



# Wilton Town Council

## P&R Committee Meeting



The Council Offices  
Kingsbury Square  
Wilton SP2 0BA



01722 742093

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### Officer Report

14<sup>th</sup> September 2023 for meeting on 19<sup>th</sup> September

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**Apologies** - Please let the Clerk know if you are unable to attend before midday on Tuesday 19<sup>th</sup>. If after midday please email all members of the committee.

**Minutes** – previously circulated and presented to FC at August meeting.

**Community engagement** – a polite reminder that any issues, defects etc should be reported directly to the office, you can email or call and leave a message or pop a note through the door.

#### **Policy review**

##### **Procurement Policy**

The Working Group did not have time to review this so it will be considered when the WG next meet.

##### **Streaming of Meetings**

Recent requests for copies of recordings take up Officer time.

For each request the recording needs to be checked, a USB provided and then the USB collected as it is signed for to confirm the USB was provided.

Currently meetings are recorded and that recording is kept until the Minutes are approved.

Copies of the recording can be requested but the requestor must provide a new unopened USB stick.

##### **Data Protection Policy – due for review Sept 2023**

##### **CCTV Policy – review due October 2022**

Advise this is referred to the Working Group.

##### **Investment Strategy – review due July 2023**

Please consider 2.3 (iv)

##### **Mayor Making Procedure**

The Working Group did not have time to review this so it will be considered when the WG next meet.

#### **Planning**

The documents for this application are now online;

A reminder of the responses is attached to this report.

#### **Men's Shed Lease**

As stated on the agenda and please see the accompanying report. Due to the possibility this item may be considered after the public and press and press have been excluded the report remains confidential.

## **Money**

Pay schedule attached.

## **Budget Working Group**

In previous years Chairs of Committees, Mayor, Deputy Mayor and Clerk.

Please consider Assistant to the Town Clerk who is currently completing the finance. If inc then the meetings would need to be Tues, Wed or Thurs mornings.

Tuesday would be preferable as this does not clash with office open hours.

## **Items for the Budget**

Suggestions for the WG to consider.

## **Riperian Ditch**

CLLr Crossley to report.

This is an Environment and Amenities matter but due to time it is being discussed at this committee with the support of the Chair of E&A.

## **Website**

The Working Group has met and plans are ongoing.

## **Historic Assets**

Awaiting contact from the History Centre

The company quoting for the cabinet could not confirm the cabinet's resistance to fire.

## **CCTV**

The person has been on leave and due back before the meeting.

## **Action Update**

Scheme of Delegation has been approved.

Standing Orders amendments approved

Kick wall quote has been accepted and a site visit has taken place – waiting to hear back.

Telephone and Broadband contract – the switch is planned for Mon 18<sup>th</sup> so internet may be compromised.

EMR changes have been actioned.

Investment of £300,000 with CCLA is in progress following approval at Full Council.

Evacuation ski pad has been purchased and is in the Chamber along with a small first aid kit and a blanket.

## **Correspondence**

## **Responses for Planning Applications**

### **No Comment**

the Council neither objects to nor supports the application. If the Council does not respond to a consultation we would treat this as no comment.

### **Comment**

The Council wishes to make a comment.

### **No Objection**

The Council has no objection but does not support the application.

### **Support**

the Council supports the application unconditionally (that is, exactly as submitted).

It is suggested, if the Council wishes, to list reasons why it supports the application.

### **Mixed**

For responses that are neither of the alternative options.

### **Object for reasons set out**

the Council objects to the application with specified reasons.

### **No Objections subject to conditions**

the Council has no objections subject to conditions

### **Call in.**

The Council can request the Unitary Cllr “calls in” the application should the Council wish the application be determined by the Southern Planning Committee. It is the decision of the Unitary Cllr as to whether the call in is made and if it is a member of the Council should attend the Committee meeting held in Salisbury. This must be agreed at the meeting. The call in is only for when the Planning Officer disagrees with the Council’s response eg recommends approval when the Council made objections, or recommends refusal when the Council supported the application.

## **MATERIAL CONSIDERATIONS**

In commenting on Planning applications, it is important that the Council considers planning issues. These include:

- consistency with the development plan for the areas
- Traffic and highway safety issues
- overlooking, loss of privacy and loss of light
- scale of the development
- design, appearance, layout and material
- loss of important open space or physical features
- noise, disturbance or smells
- local knowledge of drainage or other possible problems with the surface
- impact on the surroundings

Issues that are not relevant include:

- Effect on the value of property
- Loss of view over other peoples land
- Possible future development not included in the application
- Private property rights such as boundary or access disputes
- Matters covered by other laws
- The morals or motives of the developer

Special rules apply for listed buildings conservation areas, trees (some are protected by Tree Preservation Orders). Planning permission is needed for advertisements above a special size.

If development appears to have taken place without permission or if the development is more extensive than given in the planning consent, the District Council’s enforcement officer to visit the site and take any necessary follow up action.