



Wilton Town Council

Town Council Meeting

AGENDA



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093



[Email the clerk](#)



[Wilton TC Website](#)

To: All Members of Wilton Town Council

You are summoned to attend a **MEETING** of **WILTON TOWN COUNCIL** to be held in the

COUNCIL CHAMBER, COUNCIL OFFICES, KINGSBURY SQUARE, WILTON

on:

TUESDAY 3rd OCTOBER 2023 at 7.00pm

for the purpose of transacting the following business.

This meeting is open to the Public and Press. It is hoped to stream the meeting via ZOOM.

Any member of the public or press who wishes to ask a question or make a statement is invited to send this via email or in writing (posted through the letter box) to the Clerk before midday on the day of the meeting.

Please see the [Public Participation at Meetings Policy](#)

Wilton Town Council has signed the [Civility and Respect Pledge](#).

[Who has taken the Pledge](#)

Councillors are reminded of the Wilton Town Council [Code of Conduct](#)

**You should not attend if you feel unwell or show any COVID-19 symptoms.
You may be required to wear a mask during this meeting.
Please ensure you have a mask with you.**

It is planned to stream this meeting via the Zoom video conferencing platform.

Please [click here](#).

or use the following access details;

Meeting ID 899 9430 0485

Password 558340

You will be placed in a waiting area so please ensure arrival before the start of the meeting.

Yours faithfully

Clare Churchill

Town Clerk

27th September 2023

- 163/23 **Welcome and Apologies** 7.00pm
 (i) To receive apologies for absence and to approve the reason given. (LGA 1972 Sch 12 s85(1)). Please note that without a reason the apology can only be noted.
- 164/23 **Minutes** 7.01pm
 To approve the Minutes of the Meeting held on [5th September 2023](#). (LGA 1972 sch 12 para 41).
- 165/23 **To suspend Standing Orders** 7.02pm
- Community Engagement**
 15 minutes is set aside to allow local people to raise their issues and concerns. Questions and statements are restricted to 3 minutes. Questions not answered at the meeting will be answered in writing or may appear as an agenda item for the next appropriate committee meeting.
- Community Engagement**
 To respond to matters raised by the public. No decisions may be taken on such matters at the meeting unless due notice has been provided.
 No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.
 N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).
- Report from the Unitary Councillor for Wilton.** 7.20pm
 Cllr Pauline Church to give a brief report followed by questions to Cllr Church.
- 166/23 **To reinstate Standing Orders** 7.30pm
- 167/23 **Declarations of Interest** 7.31pm
 (a) To receive Declarations of Interest in matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of Officers and the Localism Act 2011(s33 b-e) in respect of Members.
 (b) To consider any Dispensation Requests received by the Town Clerk.
- 168/23 **Exclusion of the Press and Public.** 7.32pm
 To agree any items, if required, to be dealt with after the public, including the press, have been excluded under *Public Bodies (Admissions to Meetings) Act 1960*.
- 169/23 **Mayor's report** 7.33pm
 To receive a brief report of events and engagements attended by the Mayor of Wilton.
- 170/23 **To receive the Minutes of the Policy and Resources Committee Meeting held on 19th September 2023.** 7.37pm
 To agree to the following recommendations to Full Council, please note details are in the Minutes of the Meeting;
 (i) To amend the Investment Strategy section 2.3 (iv) to state;
 All investments will be made in UK Banks, Building Societies and High Quality Sterling Denominated Deposits and Instruments.
 (ii) That the Budget Working Group will consist of the:
 Mayor,
 Deputy Mayor / Chair of Policy & Resources Committee
 Chair of Environment & Amenities Committee

- Chair of Staffing Committee
Town Clerk
Assistant to the Town Clerk
- (iii) To withdraw the application to vary the consent ADA5710 relating to works on the Riparian Ditch in Water Ditchampton.

- 171/23 **Lease between Wilton Town Council and Wilton Men's Shed** 7.45pm
- (i) To confirm the length of the Lease to be Three Years less one day.
(ii) To confirm that the Lease will start on 1st February 2024.
(iii) To permit the Chairman of Wilton Men's Shed to contact the Town Council's Solicitor to discuss the advice given regarding the Term of the Lease and that this contact must be made within the next 4 months.
(iv) To confirm that if the Town Council Solicitor endorses the Town Council's position that the Wilton Men's Shed will pay all legal costs relating to their contact.
- 172/23 **Managing the Council's Money** 7.55pm
- (i) Noting of the Bank Reconciliation dated 31st August 2023 inc the detailed Balance Sheet and Income & Expenditure.
(ii) To confirm payments as per attached payment schedule.
(iii) To agree to upgrade the website to a secure version. The cost is £125 for the set up and year 1 with a subsequent annual cost of £50.00
- 173/23 **To receive verbal reports from the Town Council's representative to:** 8.10pm
- (i) Wiltshire Association of Local Councils – Cllr Kinsey to report
- 174/23 **Town Clerk's Report** – circulated to Cllrs 8.20pm
- Attended Bright HR Workplace Stress webinar
Letter regarding various matters in Wilton to be discussed at E&A Committee.
Local Plan consultations – Wilton is on Tuesday 17th October at Salisbury Library.
Attended Scribefest – annual free event
Attended SLCC Training Day at Trowbridge.
- 175/23 **Date of next meeting** 8.25pm
- To confirm the date of the next meeting of Wilton Town Council, which will be on Tuesday 7th November 2023 at 7pm in the Council Chamber.
- 176/23 **To close the meeting.** 8.26pm