



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 7TH NOVEMBER 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 882 6642 6765

Password 724587

You will be placed in a waiting area so please ensure arrival at least 5 minutes before the start of the meeting.

Yours faithfully

Clare Churchill

Town Clerk

1st November 2023

177/23	<p><u>Welcome and Apologies</u></p> <p>(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.</p> <p>(ii) To note the resignation of Maria La Femina from Wilton Town Council and that Wiltshire Council has been informed of the vacancy and the vacancy will be advertised in the usual way.</p>	7.00pm
178/23	<p><u>Minutes</u></p> <p>To approve the Minutes of the Meeting held on 3rd October 2023. (LGA 1972 sch 12 para 41).</p>	7.01pm
179/23	<p><u>To suspend Standing Orders</u></p> <p><u>Community Engagement</u></p> <p>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.</p> <p><u>Community Engagement</u></p> <p>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.</p> <p>No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.</p> <p>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).</p> <p><u>Report from the Unitary Councillor for Wilton.</u></p> <p>Cllr Pauline Church to give a brief report followed by questions to Cllr Church.</p>	7.02pm
		7.20pm
180/23	<p><u>To reinstate Standing Orders</u></p>	7.30pm
181/23	<p><u>Declarations of Interest</u></p> <p>(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.</p> <p>(b) To consider any Dispensation Requests received by the Town Clerk.</p> <p>(c) Wilton Town Councillors are reminded that it is their duty to ensure their Register of Interests is kept up to date.</p>	7.31pm
182/23	<p><u>Exclusion of the Press and Public.</u></p> <p>To agree any items, if required, to be dealt with after the public, including the press, have been excluded under <i>Public Bodies (Admissions to Meetings) Act 1960</i>.</p>	7.32pm
183/23	<p><u>Mayor's report</u></p> <p>To receive a brief report of events and engagements attended by the Mayor of Wilton.</p>	7.33pm
184/23	<p><u>To receive the Minutes of the Environment and Amenities Committee Meeting held on</u></p> <p>To agree to the following recommendations to Full Council, please note details are in the Minutes of the Meeting;</p> <p>(i) To support the request for improvements to the Minster Street crossing of the A30 to the Local Highways and Footpath Improvement Group (LHFIG).</p>	7.36pm

- (ii) To support an informal crossing in South Street – please note this will return the Environment and Amenities Committee once costings are known.
- (iii) To support coloured tarmac on Crow Lane at the North Street junction at a cost of £218.75. To request Wiltshire Council Streetscene and Highways organise road sweeping and drain emptying in North Street.
- (iv) To request a solid white line is painted on the build out, outside the Council Office to clearly mark the space required for pedestrians.
- (v) To request a Keep Clear marking on the northern side of Kingsbury Square 2.5m either side of the pinch point.
- (vi) To proceed with the repair of The Pontoon at Castle Meadow with a double handrail adjacent to the steps leading down to the structure and a double safety rail around the structure. Please note there has been a small increase in costs to cover the additional safety rail.
- (vii) To reject the request from Wilton Bowls Club to install lighting along the path between the River and Wilton Bowls Club.
- (viii) To establish a Working Group for the Wilton Heritage App.
- (ix) To proceed with the installation of a new intruder and a new fire alarm for the Pavilion.
- (x) To increase the hire rate for Football hire to £36 plus VAT from 1st January 2024 (same as cricket).
- (xi) To establish a Working Group Wilton for Wiltshire Action for Market Towns scheme.
- (xii) To purchase a second Speed Indicator Device.
- (xiii) To support that the Community Centre remains as the sole Polling Place.
- (xiv) To support the merging of Polling Districts DP and DQ.
- (xv) To confirm that all communications and paperwork for any Interments must come through the Wilton Town Council Office and the person representing Wilton Town Council at an Interment does not require prior contact with the Undertaker or Gravedigger.

185/23

To receive the External Auditor's report for the financial year 2022-2023.

7.50pm

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

- (i) To note the completion of the External Audit for 2022 – 2023.
- (ii) To note that the notice confirming the completion of Audit has been displayed on the Wilton Town Council noticeboard.
- (iii) To note that the notice confirming the completion of Audit is currently displayed on the Wilton Town Council website.

186/23

Managing the Council's Money

7.57pm

- (i) Noting of the Bank Reconciliation dated 30th September 2023 inc the detailed Balance Sheet and Income & Expenditure.
- (ii) To confirm payments as per attached payment schedule.
- (iii) To confirm the following virement from Reserves into current budget:
£6,461.67 from Ear Marked Reserve 324 (Elections) to 110/4135 (Elections)
- (iv) To confirm the investment of funds with the CCLA (Churches, Charities and Local Authorities) Investment Management Limited.

To include noting the advice received, the Government Guidance and that the Wilton Town Council Investment Strategy has been updated.

- (v) To note the grant application made by Wilton Town Council to Scottish & Southern Electricity Network Resilience was successful.
- (vi) Grant application.
To consider a grant application for £100 for Christmas Lunch
- (vii) To consider a grant application from the Wilton and District Thursday Club for £500

187/23	<p><u>To respond to Wiltshire Council regarding the current consultation on the Local Plan.</u></p> <p>When the Plan is examined by the Planning Inspector, they decide whether it complies with any legal requirements and whether it meets the 'tests of soundness'. To have the greatest impact, comments should focus on:</p> <ul style="list-style-type: none">• whether the Plan been positively prepared; the Plan should be based on a strategy that looks to meet Wiltshire's development need and whether sufficient infrastructure is being provided• whether the Plan is justified; the Plan should be the most appropriate strategy for Wiltshire, when considered against the reasonable alternatives• whether the Plan is effective; the Plan should be deliverable during the Plan period, up until 2038 <p>whether the Plan is consistent with national planning policy; do you think there are parts of the plan that don't accord with government policy?</p> <p>Current Consultation</p> <p>To respond to the Local Plan.</p>	8.15pm
188/23	<p><u>Planning</u></p> <p>To respond to the following planning application. PL/2023/05119. 38 Water Ditchampton, Variation of condition 3 of previously approved planning for an annexe 18/03919.</p>	8.25pm
189/23	<p><u>To receive verbal reports from the Town Council's representative to;</u></p> <p>(i) Wiltshire Association of Local Councils – Cllr Kinsey to report</p>	8.28pm
190/23	<p><u>Town Clerk's Report</u> – circulated to Cllrs</p>	8.30pm
191/23	<p><u>Date of next meeting</u></p> <p>To confirm the date of the next meeting of Wilton Town Council, which will be on Tuesday 5th December 2023 at 7pm in the Council Chamber.</p>	8.32pm
192/23	<p><u>To confirm the Assistant to the Town Clerk's position as permanent.</u></p>	8.33pm
193/23	<p><u>To close the meeting.</u></p>	8.35pm