



# Wilton Town Council


## Policy & Resources Committee


### AGENDA

To all members of the Policy and Resources Committee

Clr Blackman    Clr Crossley    Clr Forbes  
Clr Kinsey      Clr Moore        Clr Taylor

 The Council Offices  
Kingsbury Square  
Wilton SP2 0BA

 01722 742093

 [Email the clerk](#)

 [Wilton TC Website](#)

You are requested to attend a meeting of the **POLICY AND RESOURCES COMMITTEE** to be held in the **COUNCIL CHAMBER, COUNCIL OFFICES, KINGSBURY SQUARE, WILTON** on **TUESDAY 21<sup>st</sup> NOVEMBER 2023 at 7.00pm** for the purpose of transacting the following business.

All Cllrs are politely reminded of the Wilton Town Council [Code of Conduct](#)  
Wilton Town Council has taken the [Civility and Respect Pledge](#).

**Masks may be required to be worn, please ensure you have one with you.**

Members of the Press and Public are welcome to attend.

It is hoped to stream this meeting via the Zoom video conferencing platform. Please [click here](#)

or use the following access details;

Meeting ID 853 7538 9437

Password 707929

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

Yours faithfully  
Mrs C Churchill. Cert HE. CiLCA.

**Town Clerk**

15<sup>th</sup> November 2023

---

PR/96/23	<b><u>Apologies</u></b> To receive any apologies and to note the reasons provided.	7.00pm
PR/97/23	<b><u>Minutes</u></b> To approve the minutes of the meeting held on <a href="#">19th September 2023</a> .	7.01pm
PR/98/23	<b><u>To suspend Standing Orders</u></b>	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.

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.

PR/99/23	<b><u>To reinstate Standing Orders</u></b>	7.20pm
PR/100/23	<b><u>Declarations of Interest</u></b> (i) 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 in respect of members. (ii) To consider any dispensation requests received by the Town Clerk.	7.21pm
PR/101/23	<b><u>Exclusion of the Press and Public.</u></b> 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> . <i>Note the resolution must include a reason for this exclusion.</i>	7.22pm
PR/102/23	<b><u>Policy Review</u></b> (i) To review the current list of Policies adopted by Wilton Town Council and note the timetable for reviewing these Policies. (ii) To agree that all reviews should be undertaken by the Policy Working Group and then agreed at this Committee before being recommended to Wilton Town Council.	7.23pm
PR/103/23	<b><u>Planning</u></b> To respond to Wiltshire Council Planning on the following planning applications. (i) <b><u>PL/2023/09582. Pembroke Arms.</u></b> Re-pollard 1 Willow Tree. (ii) <b><u>PL/2023/09119. Lady Benson's Almshouses, King St.</u></b> Replacement of all windows and doors with traditionally detailed flush timber casements (to windows) and FLB doors. (iii) <b><u>PL/2023/09675. 6 Shaftesbury Road.</u></b> Front and rear dormer windows; two storey rear extension	7.28pm
PR/104/23	<b><u>Wiltshire Local Plan Consultation Pre-Submission Draft 2020-2038 (Regulation 19) Response from Wilton Town Council.</u></b> To agree the response prepared by Councillor Crossley. To note that this response will be sent to Wiltshire Council without going to Full Council as the deadline for responses is before the next Full Council meeting.	7.40pm
PR/105/23	<b><u>Managing the Council's money.</u></b> (i) To approve terms of expenditure as detailed in the payment schedule. (ii) To adopt the Local Government Services Pay Agreement 2023 with effect of 1 <sup>st</sup> April 2023. (iii) To review the current budget and agree virements required. (iv) To consider quotes for the Internal Audit and agree a preferred contractor. (v) To authorise the Town Clerk to attend the 2024 Practitioners Conference.	7.50pm
PR/106/23	<b><u>Budget Working Group for the 2024-2025 Budget</u></b> To consider the Draft Budget and receive a report following the meeting held on the 21 <sup>st</sup> November.	7.58pm

PR/107/23	<b><u>The Annual Town Meeting</u></b> To consider the date and arrangements for this meeting.	8.10pm
PR/108/23	<b><u>Wilton Town Council website</u></b> To receive a verbal report from the Website Working Group	8.20pm
PR/109/23	<b><u>Historic Assets of Wilton Town Council</u></b> To receive an update on the visit from the Conservator.	8.23pm
PR/110/23	<b><u>Vehicle Trailer for the moving of the Flood Barrier and other flood related equipment.</u></b> Wilton Town Council applied for a Grant to purchase a trailer. The application was successful and there now needs to be a Policy and Guidelines for the use of the trailer. To confirm that a Policy and Guidelines will be drafted.	8.30pm
PR/111/23	<b><u>Request from Wilton Carnival Committee</u></b> To have use of the Pavilion and Castle Meadow in kind rather than be invoiced for the hire and apply for a Grant.	8.35pm
PR/112/23	<b><u>Update of Actions from the last Meeting</u></b> To receive an update of any actions not listed on this Agenda.	8.40pm
PR/113/23	<b><u>Correspondence received</u></b> The Clerk will report any correspondence received since the publication of the Agenda.	8.45pm
PR/114/23	<b><u>Date of next meeting</u></b> To confirm the <a href="#">date of the next meeting</a> on Tuesday 16 <sup>th</sup> January 2024 at 7.00pm in the Council Chamber.	8.49pm
PR/115/23	<b><u>To close the meeting.</u></b>	8.50pm

**Wilton Town Council is committed to equality:**

In the exercise of their functions, Wilton Town Councillors and staff take full regard of the following:

- Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability)
- Data Protection
- Health & Safety
- Human Rights.

Anyone who may have difficulty with access to these papers or with access to the meeting is asked to contact the Clerk (01722 742093) or [clerk@wiltontowncouncil.gov.uk](mailto:clerk@wiltontowncouncil.gov.uk) at least 24 hours before the meeting so that help may be provided.