



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 2nd APRIL 2024 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 890 0299 4545

Password 074711

You will be placed in a waiting area so please ensure arrival at least 5 minutes before the start of the meeting. Please see the [Streaming Council Meetings Policy](#).

Yours faithfully

Clare Churchill

Town Clerk

22nd March 2024

070/24 **Exclusion of the Press and Public.** 7.33pm
 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*.

071/24 **Mayor's report** 7.34pm
 To receive a brief report of events and engagements attended by the Mayor of Wilton.

072/24 **To receive the Minutes of the Policy and Resources Committee Meeting held on 19th March 2024.** 7.37pm

To agree the following recommendations.

Further details in the Minutes of the Meeting.

- (i) To adopt the revised Risk Management Policy
- (ii) To adopt the revised CCTV Policy
- (iii) To adopt the revised Mayor Making Procedure
- (iv) To adopt the new Trailer for Flood Equipment Policy
- (v) To vire funds totaling £2,000.00 from 400/4220 (repairs and maintenance) to 400/4485 (biodiversity)
- (vi) To make the following transfers from the current budget to Ear Marker Reserves.

Amount - £s	From (Nominal)	To EMR Ref
14,307	Repairs and Maintenance 120/4220	Council Offices 326
5,000	Capital Repairs 120/4235	Council Offices 326
1,428	Xmas Lights 150/4300	Xmas Lights 340
1,793	Civic Events 150/4300	Civic Events 331
1,200	IT Hardware and software 100/4100	IT equipment 336
9,000	Contribution to reserves 100/4130	Wilton Historical 344
2,414	Repairs and maintenance 200/4220	Cemetery 320
500	Tree surgery 200/4350	Tree Surgery 345
1,500	Tree surgery 250/4360	Tree Surgery 345
1,500	Car Park Maint & Repairs 300/4200	Car Parks 321
1,000	Repairs and maintenance 400/4220	Open Spaces 322
1,000	Playground equipment 400/4232	Open Spaces 322
1,000	Shelters 400/4455	Open Spaces 322
2,000	Street Furniture / Bins 400/4465	Street Furniture 341

- (vii) To accept the quote for work at St Andrew's Close and Wishford Road bus shelters.
- (viii) To agree to provide signage similar to the Market Square defibrillator at the Castle Meadow and Community Centre defibrillators.
- (ix) To purchase a smart phone on a contract for the Town Clerk.
- (x) To purchase a remote timer to operate the heating at Castle Meadow Pavilion.
- (xi) To hold the Annual Town Meeting at Wilton Community Centre on Monday 10th March 2025.

073/24 **To receive the Minutes of the Policy and Resources Committee Meeting held on 28th March 2024.** 7.47pm

To accept the quote for Wilton Town Council Insurance.

074/24 **Managing the Council's Money** 7.50pm

- (i) Noting of the Bank Reconciliation dated 29th February 2024 inc the detailed Balance Sheet and Income & Expenditure.

(ii) To confirm payments as per attached payment schedule.

(iii) To note the report from the Interim Internal Audit completed on 12th March 2024.

075/24	<u>Planning. To respond to the following planning application.</u> PL/2024/02831 . Wilton Place, 27 West Street. T1 - Ash - Reduce One Secondary Limb Towards Neighbouring Property By 2m, Back To Suitable Growth Points. Reduce Two Low Limbs Encroaching Into Neighbouring Garden By 2m, Back To Suitable Growth Points.	8.00pm
	(ii) To consider how to respond to any applications received after the publication of this agenda.	
076/24	<u>To receive verbal reports from the Town Council's representatives</u>	8.05pm
077/24	<u>Town Clerk's Report</u> – circulated to Cllrs	8.10pm
078/23	<u>Date of next meeting</u> To confirm the date of the next meeting of Wilton Town Council, which will be on Tuesday 7 th May 2024 at 7pm in the Council Chamber.	8.15pm
079/23	<u>To close the meeting.</u>	8.16pm