





# Wilton Town Council

## Meeting of the Town Council

### AGENDA

 The Council Offices  
Kingsbury Square  
Wilton SP2 0BA

 01722 742093

 [Email the clerk](#)

 [Wilton TC Website](#)

To: All Members of Wilton Town Council

Cllr Blackman

Cllr Crossley

Cllr Forbes

Cllr Harrison

Cllr Hilliard

Cllr Kinsey

Cllr Moore

Cllr Page

Cllr Taylor

Cllr Whillock

You are summoned to attend a

### **MEETING of WILTON TOWN COUNCIL**

to be held in

### **Room 2 at Wilton Community Centre, West Street**

on:

**TUESDAY 7<sup>th</sup> JANUARY 2025 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.

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](#)

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

Please [click here](#) or use the following access details;

Meeting ID 862 6589 4228

Password 616 878

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

24<sup>th</sup> December 2024

	<a href="#"><u>The Mayor of Wilton, Councillor Alan Crossley, will open the meeting.</u></a>	7.00pm
001/25	<a href="#"><u>Apologies</u></a>	7.01pm
	To receive apologies for absence. (LGA 1972 Sch 12 s85(1)).	
002/25	<a href="#"><u>Minutes</u></a>	7.02pm

		To approve the Minutes of the meeting held on 3 <sup>rd</sup> December 2024.	
003/25		<b><u>To suspend Standing Orders</u></b>	7.03pm
		<b><u>Report from Wiltshire Police - Wilton Neighbourhood Policing.</u></b>	7.04pm
		To receive a written or verbal report from Wiltshire Police.	
		<b><u>Community Engagement</u></b>	7.08pm
		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.	
		<b><u>Report from the Unitary Councillor for Wilton.</u></b>	7.23pm
		Councillor Pauline Church to give a brief report followed by questions to Councillor Church.	
004/25		<b><u>To reinstate Standing Orders</u></b>	7.28pm
005/25		<b><u>Community Engagement</u></b>	7.29pm
		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).	
006/25		<b><u>Declarations of Interest</u></b>	7.34pm
	(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(s33 b-e) in respect of Members.	
	(ii)	To consider any Dispensation Requests received by the Town Clerk.	
007/25		<b><u>Exclusion of the Press and Public.</u></b>	7.35pm
		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> .	
008/25		<b><u>Mayor's report</u></b>	7.37pm
		To receive a brief report of events and engagements attended by the Mayor of Wilton.	
		To receive notice of upcoming events.	
009/25		<b><u>To receive the Minutes and agree the Recommendations of the Environment and Amenities Committee Meeting held on 17<sup>th</sup> December 2024;</u></b>	7.42pm
		<b><u>To recommend the following items.</u></b>	
	(i)	(EA/152/24.i) Agreed to proceed with the 20mph request withy the preferred start / finish as follows: Minster St between Wilton House entrance and Statue A30 Shaftesbury Rd – preferably at the current end of the 30mph near the cemetery. South Street – south of the entrance to the GP surgery and before the bridge over the River Nadder. North Street – entire length to the junction with the A36	

		Waterditchampton – from the junction with the A30 to west of the junction with The Hollows. All roads off these roads to be included including Kingsbury Sq, Russell St, Penny’s Lane, Crow Lane, Saddlers Mead and Victoria Road.	
	(ii)	(EA/153/24.ii) To hold an Extraordinary Full Council meeting on Tuesday 11 <sup>th</sup> February to consider the assessments undertaken in November.	
	(iii)	(EA/153/24.iii) To trial alternative venues within Wilton to hold meetings of Wilton Town Council.	
	(iv)	(EA/156/24.iii) Clerk to confirm the safety gates have been ordered.	
	(v)	(EA/157/24.iv). Clerk to laminate signs for Dipping Platform and also Deep Water warning signs – to be displayed.	
	(vi)	(EA/157/24.vii) The Castle Meadow Car Park Working Group will meet before early February to discuss a request for an additional container at the Compound in Castle Meadow. The WG will feed back to the February meeting of the Environment and Amenities Committee.	
	(vii)	(EA/159/24.i) To accept Quote 3 for the bench inside the shelter at the Tennis Courts.	
	(viii)	(EA/159/24.iv) To open the Tennis Courts so they can be used throughout the year. Clerk to display the previously agreed sign but made Court usage in poor weather conditions etc a separate point.	
	(ix)	(EA/160/24.iii) To seek quotes for work at Wishford Road play area.	
	(x)	EA/161/24.iii) To chase the removal of the unwanted stone.	
	(xi)	(EA/161/24.iv) To order a skip to remove the items at the cemetery store.	
	(xii)	(EA/124/162.ii) To keep the tree lights around the Market Sq car park on until 1 <sup>st</sup> March 2025.	
	(xiii)	(EA/162/24.iii) To accept Quote 2 for an Asbestos Management Survey for the following Council buildings: <ul style="list-style-type: none"> <li>• Council Offices</li> <li>• Public Toilets</li> <li>• Cemetery Buildings</li> </ul>	
	(xiv)	(EA/162/24.iv) To appoint an Architect to draft and submit the retrospective planning application for the windows at the Council Offices and the Advertising Consent for the new noticeboards.	
	(xv)	To support the application for a Premises Licence made by Wilton Carnival Committee for the Pavilion and Castle Meadow.	
	(xvi)	To consider whether the Town Clerk should hold a licence for the Pavilion at Castle Meadow. To be discussed at a future meeting.	
	(xvii)	Cllr Blackman stood down from the Toilet Working Group.	
010/25	<b>Planning</b>		7.56pm
	To consider how to respond to any planning applications registered after the publication of this agenda that require a response before the next Council meeting. Details of planning applications can be found on the Wiltshire Council website.		
011/25	<b>Managing the Council’s Money</b>		7.58pm
	(i)	To note the bank reconciliation dated 30 <sup>th</sup> November 2024.	
	(ii)	To note the income and expenditure dated 30 <sup>th</sup> November 2024.	
	(iii)	To note the Interim Internal Audit report.	
	(iv)	To confirm payments as per payment schedule.	
	(v)	To note expenditure, if any, authorized by the Town Clerk using delegated powers:	
		To note the following developer contributions:	

	(vi)	R2 £46,872.34 to be allocated <ul style="list-style-type: none"> <li>£1826.52 (exp 14/04/2025)</li> <li>£45045.82 (exp 10/06/2025)</li> </ul> An application for the swing upgrade has been submitted, this totals £ CIL £3,579.22 (received from WC for PL/2023/01740).	
012/25	<b><u>To receive verbal reports from the Town Council's representative to;</u></b>		8.15pm
	(i)	Wiltshire Association of Local Councils	
	(ii)	South West Wiltshire Area Board	
	(iii)	SWW Local Highways & Footway Improvement Groups (LHFIG)	
	(iv)	South Wiltshire Operational Flood Working Group	
	(v)	Wilton Church of England Primary School	
	(vi)	Trustees of the Michael Herbert Hall	
	(vii)	Wilton United Charities	
013/25	<b><u>Town Clerk's Report</u></b> – circulated		8.20pm
014/25	<b><u>Date of next meeting</u></b>		8.25pm
	<p>To note that there will be an Extraordinary Meeting of Wilton Town Council on Tuesday 21<sup>st</sup> January to fill the current Councillor vacancy by Co-Option. Note if there are no applicants this meeting will be cancelled. Venue to be confirmed.</p> <p>To confirm the date of the next meeting of Wilton Town Council which will be held on Tuesday 4<sup>th</sup> February 2025 at 7pm. Venue to be confirmed.</p> <p>To note that there will be an Extraordinary Meeting of Wilton Town Council on Tuesday 11<sup>th</sup> February to consider the Reports from the recent Audits and Assessments. Venue to be confirmed.</p>		
015/25	<b><u>Office Support</u></b>		8.27pm
	To agree temporary support in the office to help with backlog of tasks		
016/25	<b><u>Staffing Matters</u></b>		8.37pm
	Item requested by Cllr Harrison, no further information received.		
017/25	<b><u>To close the meeting.</u></b>		9.00pm

### **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 at least 48 hours before the meeting so that help may be provided.