



The Council Offices  
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Wilton SP2 0BA



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[Email the clerk](#)



[Wilton TC Website](#)

# Wilton Town Council

## Meeting of the Town Council

### AGENDA

To: All Members of Wilton Town Council

Cllr Alexander

Cllr Blackman

Cllr Boyd

Cllr Ditton

Cllr Edge

Cllr Flanagan

Cllr Forbes

Cllr Harrison

Cllr Lay

Cllr Matthews

Cllr Whillock

You are summoned to attend a

**MEETING** of **WILTON TOWN COUNCIL** to be held at the

**ROOM 2, WILTON COMMUNITY CENTRE, WEST ST, WILTON. SP2 0**

on:

**TUESDAY 1<sup>st</sup> JULY 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 live stream and record the meeting.

Any member of the public or press who wishes to ask a question or make a statement may attend in person or virtually or send it via email or in writing 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](#)

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 332 345 757 732 3

Passcode: og6ZF3L7

Yours faithfully

*Steve Willis*

Deputy **Town Clerk**

25<sup>th</sup> June 2025

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**The Mayor of Wilton will open the meeting.**

#### **1. Apologies**

To receive apologies for absence



## **2. Minutes**

To approve the Minutes of the meeting held on 3<sup>rd</sup> June 2025

[2025-06-03 FC-Minutes - draft.pdf](#)

To approve the Minutes of the meeting held on 17<sup>th</sup> June 2025

[2025-06-17-FC-Minutes - draft.docx](#)

## ***Suspend Standing Orders***

### **3. To receive a report from the Wilton Neighbourhood Police Team**

### **4. To receive a report from Cllr Pauline Church, Unitary Councillor for Wilton.**

## **5. Community Engagement**

15 minutes is set aside to allow local people to ask questions or make comments. Speakers are asked to limit themselves to three minutes each.

## ***Reinstate Standing Orders***

### **6. To respond to matters raised in Community Engagement**

## **7. Declarations of Interest**

(a) To receive Declarations of Interest in matters contained in this Agenda.

(b) To consider any Dispensation Requests received by the Town Clerk.

## **8. Exclusion of the Press and Public.**

To agree any items to be discussed in the absence of members of the press and public.

## **9. Mayor's Report**

To receive a brief report from the Mayor of Wilton.

**Diary date:** Mayor's Sunday: 14<sup>th</sup> September 2025

## **10. Managing the Council's Money**

(i) To note the Bank Reconciliation dated 30<sup>th</sup> April 2025.

[2025-04. Bank Reconciliation.pdf](#)

(ii) To note the Income and Expenditure dated 30<sup>th</sup> April 2025.

[2025-04. Detailed Income & Expenditure by Budget Heading.pdf](#)

(iii) To note the Balance Sheet dated 30<sup>th</sup> April 2025

[2025-04. Detailed Balance Sheet - Excluding Stock Movement.pdf](#)

(iv) To note the CCLA Bank Reconciliation dated 30<sup>th</sup> April 2025

[2025-04. CCLA Bank Reconciliation](#)

(v) To confirm payments as per the payment schedule.

[2025. Pay schedules.xlsx](#)

(vi) To resolve any matters relating to R2 / S106 /CIL funds

### **11 Health and Safety**

To receive a report on the [Asbestos Management Surveys](#)

### **12 Policy approval**

To approve the CCTV Policy, which has been reviewed by the Officer of the Council  
[CCTV-Policy UPDATED JUNE 2025 DRAFT\[3\].docx](#)

### **13 To resolve to replace Rialtas Omega with Scribe accounting and booking software**

[Accounting Software Paper for FC.docx](#)

[Business Case for Scribe - Wilton Town Council.pdf](#)

[Slides & Quote - Wilton Town Council.pdf](#)

### **14. To accept a quote for the replacement window of the Mayor's Parlour in the Town Council building.**

[20250623-Council Buildings Windows.docx](#)

### **15 To resolve to replace the goal posts at Wishford Road recreation ground**

[20250611-Wishford Rd Goal Posts.docx](#)

### **16 To receive verbal reports (if any) from the Town Council's representative to:**

- (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

### **17 Officers' Report**

#### **Date of next meeting**

To confirm the date of the next meeting of Wilton Town Council on Tuesday 15<sup>th</sup> July 2025.

#### **To close the meeting.**