

**MINUTES of a MEETING of WILTON TOWN COUNCIL held in Wilton Council Chamber
on TUESDAY 5th September 2023 7.00pm**

Present Cllr Andy Kinsey, *Mayor of Wilton*
Cllr Sarah Ackroyd
Cllr Charlotte Blackman
Cllr Alex Boyd
Cllr Alan Crossley
Cllr Maria La Femina
Cllr Claire Forbes
Cllr Gail Moore
Cllr John Page
Cllr Mick Whillock

In Attendance Mrs C Churchill, *Town Clerk* and
Mr P Cornish, *Minute Secretary*.

Also Present Unitary Cllr Pauline Church and 8 members of the public.
via ZOOM 1 member of the public.

Cllr Kinsey, Mayor of Wilton, in the chair opened the meeting.

147/23 Welcome & Apologies

- (i) The Council noted the recent election for a Wilton Town Councillor and welcomed the newly elected Councillor – Cllr Mick Whillock.
- (ii) Apologies were received from Cllr Taylor for personal reasons.

Resolved: To approve the apologies with reasons.

Proposed: Cllr Moore **Seconded:** Cllr Boyd

All in favour

148/23 Minutes of the meeting held on 1st August 2023

Resolved: To approve the minutes after they were corrected following the request from Councillor Maria La Femina to record Susan Robinson in the attendees rather than the Zoom participants.

Proposed: Cllr Crossley **Seconded:** Cllr Page

All in favour

149/23 Standing Orders were suspended at 7.01pm

Community Engagement

Members of the public raised the following points:

- A. The Gents toilets in Market Square need some maintenance work for example toilet roll holders are missing.
- B. After the recent election could the polling station be re-opened in the Bulbridge School?
- C. It was disappointing that one of the recent candidates demanded an election which meant that the Town Council incurred a cost of about £9000.
- D. On Wilton Hill a company had placed A-frame signs for 'Barchester Homes', they block the cycle path.
- E. The Chair of the Community Centre informed the council that the centre had been re-decorated, the usage was high and they were planning to replace the corridor carpet.
- F. It was noted from the E&A minutes that the council was proposing to spend funds on the St Marys churchyard, who owns it?
- G. Is it possible to recoup the election costs?
- H. The Wilton Cricket team are looking to replace the artificial pitch, add two cricket nets and requested that the grass was cut on the Friday so that it was still short for the weekend match. Issues concerning grass cutting were reported.
- I. The Wilton Town Football club raised concerns over the cutting of the pitch and its subsequent incorrect marking out, the dog poo bags are not being replaced, when will the car park be fixed, could the shower heads be replaced and a raised threshold needs to be added between the shower area and the changing rooms.
- J. Cllr Whillock highlighted a number of points that were raised with him whilst he was canvassing.
- K. What's the progress on the new noticeboards

Response to Community Engagement

Cllr Kinsey provided the following responses:

- A. The toilet roll holders have been ordered.
- B. After the recent election could the polling station be re-opened in the Bulbridge School? Unitary Cllr Church said that increased use of postal voting may reduce demand for a second polling station.
- C. It is a resident's democratic right to ask for an election.
- D. If the A-frame signs for 'Barchester Homes' are blocking the cycle path then it must be reported to Wiltshire Council for them to action. This is best done via the MyWilts smartphone App or website.
- E. Noted.
- F. Old St Marys churchyard is owned by the Diocese of Salisbury with Wilton Town Council responsible for the upkeep of the grounds and The Churches Conservation Trust responsible for the upkeep of the building.
- G. This is not possible.
- H. The requests from the Wilton Cricket team will be considered by the E&A Committee with a target date of early spring 2024. Wilton Cricket Team was reminded that it is better to inform the Clerk of issues immediately they occur so that the contractor can be tasked to address them. Reporting issues after the end of the cricket season is too late.
- I. The Wilton Town Football club were thanked for informing the Town Clerk of issues immediately they occur so that the contractor can be tasked to address them, the pitch marking issue is being addressed. The E&A Committee will look at the timing of the pitch mowing, the out-of-hours issue reporting and the addition of a threshold. It was agreed to keep a stock of dog poo bags in the pavilion to enable re-stocking by the football club. The contract for the car park pothole repair has been let – they need to provide their public liability insurance before the work can start. The descaling of the showerheads has been requested.
- J. Cllr Whillock was asked to discuss his points with the Town Clerk, some of them he could raise via the MyWilts system.
- K. The new noticeboards are being progressed by the Town Clerk.

Report from the Unitary Councillor for Wilton

Cllr Pauline Church reported on the following topics: Wiltshire Local Plan Consultation, Ask the Leader Event (attended by Richard Clewer), Wilton Library repairs, Bus Fare promotion, Wilton C of E Primary School dyslexia award, Wilton businesses, events held in Wilton, Wiltshire police speed enforcement events, yellow lining in Wilton, LHFIC meeting and the Mayor's Soiree.

More information is on her Facebook profile - <https://www.facebook.com/cllrpaulinechurch>.

Cllr Blackman expressed concern over the amount of dust that was dislodged before the yellow lining. Can the roads be swept more often? Cllr La Femina asked whether Wiltshire Council would be assigning Traffic Wardens to enforce the new yellow lines. Unitary Cllr Church replied saying that the enforcement of 'No Parking' was a Police matter.

150/23 Standing Orders were reinstated at 7.42pm.

151/23 Declarations of Interest

- (a) None declared.
- (b) None received.

152/23 Exclusion of the Press and Public.

No items.

153/23 Mayor's report

The Mayor expressed thanks to those who attended the soiree which had raised £700. The Civic Service will be held on the 15th October in St Mary and St Nicholas Church.

154/23 To receive the Minutes of the Environment and Amenities Committee Meeting held on 15th August 2023.

As Chair of the Environment and Amenities Committee Cllr Boyd briefed the Town Council on its recommendations:

- (i) A Working Group is to be set up for the Town Trail markers.
- (ii) Various issues reported to Wiltshire Council are to be followed up.

- (iii) A request for a 20mph within Wilton, is to be submitted to the Local Highway and Footpath Improvement Group.
- (iv) A request for Residents Parking in North Street was not supported.
- (v) A meeting will be arranged with Unitary Cllr Church, Wiltshire Highways and Local residents re parking in the Kingsbury Square area.
- (vi) A request to install a traffic bollard outside 2 West St was supported.
- (vii) A request to look into traffic flow in South St was not supported.
- (viii) Various issues at the Churchyard of Old St Mary's will be discussed at a meeting with a representative from the Churches Conservation Trust.
- (ix) An additional set of Cemetery keys will be made available to a local resident for emergencies.
- (x) The Wilton Town Council Chamber will be open on Thursday 14th September as part of the Heritage Open Day event. This will be manned by volunteers from Wilton and District U3A Local History Group.
- (xi) A quote for the fence at the Wildflower area in Castle Meadow was accepted.
- (xii) A quote for the Dipping Platform / Pontoon was accepted.
- (xiii) It was agreed to create a new right for the Cemetery – the Right to Renovate an Existing Memorial subject to conditions, including a fee of £50.

Cllr Blackman requested that the bike hoops in Greyhound Lane be kept.

Cllr La Femina asked the Town Clerk to confirm that the contracts for Castle Meadow removed all the waste arising from the works.

Resolved: To receive the minutes.

Proposed: Cllr Boyd

Seconded: Cllr Ackroyd

All in favour

155/23 To receive the Minutes of the Staffing Committee Meetings held on:

- (i) 24th July 2023
- (ii) 7th August 2023

Resolved: To receive the minutes.

Proposed: Cllr Boyd **Seconded:** Cllr Crossley

All in favour

156/23 Managing the Council's Money

- (i) Noting of the Bank Reconciliation dated 31st July 2023 including the detailed Balance Sheet and Income & Expenditure.

Resolved: To note the Bank Reconciliation.

Proposed: Cllr Kinsey **Seconded:** Cllr Boyd

All in favour

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

The Town Clerk requested the following additions – payroll to increase to £37 + VAT ie £44.40 and to also include Cemetery path materials at £382.45 (including VAT).

Resolved: To confirm the payment schedule with the updates.

Proposed: Cllr Kinsey **Seconded:** Cllr Crossley

All in favour

- (iii) LHFIG contributions. To consider the suggestion and agree whether Wilton TC supports the increase in contributions from Towns and Parishes.

Resolved: To adopt the position of keeping to the universal rate of 25% with the proviso that, as now, Councils may directly fund their own works.

Proposed: Cllr Kinsey **Seconded:** Cllr Boyd

All in favour

157/23 Planning

- (i) PL/2023/07003. Wilton Park, near Home Farmhouse. Beech – weight reduction in the crown, particularly of limbs over the road.

Resolved: To support the application.

Proposed: Cllr Crossley **Seconded:** Cllr La Femina

All in favour

- (ii) PL/2023/05780. 47 Bulbridge Road. Proposed loft conversion including construction of 3 dormers, and internal reconfiguration.

Resolved: No Objection subject to the Wiltshire Council Planning Officer viewing that the scale of the new dormers are in keeping the neighbouring properties and that the necessary increase in parking spaces can be provided within the curtilage of the property.

Proposed: Cllr Crossley **Seconded:** Cllr Boyd

All in favour

- (iii) PL/2023/06098. 81B North Street. Amended documents. Galvanised metal staircase at front of building to access first floor flat.
Resolved: No Objection subject to the 4 parking spaces being provided within the curtilage of the property
Proposed: Cllr Crossley Seconded: Cllr Blackman All in favour
- (iv) PL/2023/06937. Fairfield House, King Street. Install first floor bedroom window in side (east) elevation.
No documents have been uploaded to the Planning website. The Town Clerk is to contact Wiltshire Council Planning and to request the documents are uploaded.

158/23 To receive verbal reports from the Town Council's representative to

- (i) **Wiltshire Association of Local Councils** – Cllr Kinsey reported that the next meeting is on the 6th September 2023.

159/23 Action Update from the Minutes dated 1st August 2023

It was decided that the Working Group for the fountain and riverbank at Minster Street Recreation Ground will consist of Councillors Kinsey, La Femina and Whillock.

160/23 Town Clerk's Report

- (i) Request for Erasure – request has been sent by the Town Clerk to all Councillors. The Town Clerk stressed that Councillors must contact the Town Clerk to confirm they have deleted the information as requested, as the request is covered by legislation.
- (ii) Email from Bowls Club – to be discussed at the next E&A Committee meeting.
- (iii) Local Plan consultations – Wilton is on Tuesday 17th October at Salisbury Library.

161/23 Date of next meeting

The date of the next meeting of Wilton Town Council, will be on Tuesday 3rd October 2023 at 7pm in the Council Chamber.

162/23 To close the meeting at 8.18pm

Equality Statement

In the exercise of their responsibilities, Wilton Town Councillors have committed to uphold the Code of Conduct and to have full regard of the following in decision making:

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