

**MINUTES of a MEETING of WILTON TOWN COUNCIL held in Wilton Council Chamber
on TUESDAY 3rd October 2023 7.00pm**

Present Cllr Andy Kinsey, *Mayor of Wilton*
Cllr Charlotte Blackman
Cllr Alexandra Boyd
Cllr Alan Crossley
Cllr Maria La Femina
Cllr Claire Forbes
Cllr John Page
Cllr Mick Whillock

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

Also Present 4 members of the public.
via ZOOM 1 member of the public.

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

163/23 Apologies

Apologies were received from Cllr Ackroyd for personal reasons and from Cllr Moore due to work commitments.

Resolved: To approve the apologies with reasons.

Proposed: Cllr Taylor

Seconded: Cllr Whillock

All in favour

164/23 Minutes

To approve the Minutes of the meeting held on 5th September 2023.

Resolved: To approve the changes concerning Susan Robinson

To approve the minutes of the meeting held on 1st August after they were corrected following the request from Councillor Maria La Femina to record Susan Robinson in the attendees rather than the Zoom participants as emailed to the councillors by Cllr Crossley.

Proposed: Cllr La Femina

Seconded: Cllr Boyd

All in favour, Cllr Taylor abstained

Resolved: To approve the minutes with the changes approved above.

Proposed: Cllr Boyd

Seconded: Cllr Crossley

All in favour

165/23 To suspend Standing Orders at 7.06pm

Community Engagement

Members of the public raised the following points:

- A. Regarding the replacement of the noticeboards, three questions were asked:
 - 1. Were quotes sought, put before the Council and agreed?
 - 2. When will the notice boards be installed? ordered
 - 3. Have any permissions regarding installation been sought and agreed?
- B. Regarding the transfer of funds to the CCLA, two questions were asked:
 - 1. What due diligence was done?
 - 2. What independent financial advice was sought?
- C. The recent Historic display by Cllr Crossley and U3A in the Wilton Town Council chamber was absolutely brilliant but it did not have many visitors. Could it be re-run over a weekend?
- D. The condition of the Gents toilets in Market Square remains a concern.

Response to Community Engagement

Cllr Kinsey provided the following responses:

- A. Regarding the replacement of the noticeboards. Quotes have been obtained and the delay is R2 and also Officer time. The Chair of the Council or the Chair of the Staffing Committee will ascertain the details from the Town Clerk and email the member of the public. Cllr La Femina wanted to the quotes checked to confirm they were still valid.
Cllr Blackman requested the Member of the Public emails the questions asked at this meeting and it will be considered by the Staffing Committee as this is not the right place to discuss the issues raised.

- The member of the public stated that they were extremely unsatisfied with the response.
- B. Regarding the transfer of funds to the CCLA; The Internal auditor recommended moving the funds to a different bank account. WALC and NALC were consulted. Cllr La Femina wanted to know which meetings had approved the transfers. Cllr Kinsey said the Wilton Town Council would seek advice on whether it was worthwhile to seek independent financial advice.
 - C. The Crossleys and U3A were thanked for their hard work in putting on the display. Subject to U3A agreeing to resource another exhibition, it will be put on over a weekend.
 - D. The works have been held-up as no suitable available plumber has been found to do the work and the toilet roll holders have not been delivered.

Report from the Unitary Councillor for Wilton

Cllr Pauline Church had sent their apologies.

166/23 Reinstate Standing Orders at 7.26pm

167/23 Declarations of Interest

- (a) Cllr Crossley declared an interest in item 172/23 (ii)
- (b) There were no Dispensation Requests.

168/23 Exclusion of the Press and Public.

There were no items requiring the exclusion of the Press or Public.

169/23 Mayor's report

The Mayor of Wilton outlined the following events:

- a. Civic Service on 15th October, all Councillors to attend with robes, meeting at 10am at the Community Centre.
- b. There is a barn dance at the Michael Herbert Hall on the 28th October from 6pm to 10pm.
- c. The drop in hosted by the Environment Agency on Flood Awareness was very informative.
- d. There's a proposal for a tree festival to be held in Old St Mary's Church – would the Wilton Town Council like to do a tree? Are there any volunteers?

170/23 To receive the Minutes of the Policy and Resources Committee Meeting held on 19th Sept

Cllr Crossley briefed Wilton Town Council on the following recommendations:

- (i) To amend the Investment Strategy section 2.3 (iv) to state: "All investments will be made in UK Banks, Building Societies and High Quality Sterling Denominated Deposits and Instruments."
- (ii) That the Budget Working Group will consist of the: Mayor, Deputy Mayor / Chair of Policy & Resources Committee, Chair of Environment & Amenities Committee, Chair of Staffing Committee, Town Clerk and the Assistant to the Town Clerk.
- (iii) To withdraw the application to vary the consent ADA5710 relating to works on the Riparian Ditch in Water Ditchampton.

Resolved: To receive the minutes and the recommendations.

Proposed: Cllr Crossley

Seconded: Cllr Boyd

All in favour

171/23 Lease between Wilton Town Council and Wilton Men's Shed

Cllr Kinsey briefed Wilton Town Council on the following:

- (i) To confirm the length of the Lease to be Three Years less one day.
- (ii) To confirm that the Lease will start on 1st February 2024.
- (iii) To permit the Chairman of Wilton Men's Shed to contact the Wilton Town Council's Solicitor to discuss the advice given regarding the Term of the Lease and that this contact must be made within the next 4 months.
- (iv) To confirm that if the Wilton Town Council Solicitor endorses the Wilton Town Council's position that the Wilton Men's Shed will pay all legal costs relating to their contact.

Resolved: To agree to the above statements.

Proposed: Cllr Kinsey

Seconded: Cllr Page

All in favour

172/23 Managing the Council's Money

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

Resolved: To note to the reports.

- Proposed:** Cllr Kinsey **Seconded:** Cllr Forbes **All in favour**
- (ii) To confirm payments as per the payment schedule.
Resolved: To confirm payments.
- Proposed:** Cllr Kinsey **Seconded:** Cllr Page **All in favour, Cllr Crossley abstained**
- (iii) To agree to upgrade the Wilton Town Council website to a secure version. The cost is £125 for the set up and year 1 with a subsequent annual cost of £50.
Resolved: To make the Wilton Town Council's website secure and agree the upgrade.
Proposed: Cllr Forbes **Seconded:** Cllr Boyd **All in favour**

173/23 To receive verbal reports from the Town Council's representative to

- (i) Wiltshire Association of Local Councils – Cllr Kinsey reported that the AGM will be on the 25th October in Devizes.

174/23 Town Clerk's Report – circulated to Cllrs

Cllr Boyd thanked the Town Clerk for providing details of future meetings. The Town Clerk had attended Bright HR Workplace Stress webinar, received a letter regarding various matters in Wilton to be discussed at the Environment & Amenities Committee. They reminded the Councillors that the Local Plan consultations for Wilton are on Tuesday 17th October at Salisbury Library. They had attended Scribefest – annual free event. Cllr La Femina said they had also attended ScribeFest, it was online, it was excellent and that other Councillors should consider joining the next one or look at the online recording. The Town Clerk had also attended Society of Local Council Clerks Training Day at Trowbridge on the Town Clerk's Time Off In Lieu day i.e. not on Wilton Town Council time.

175/23 Date of next meeting

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

176/23 To close the meeting at 7.39pm

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.*