

**MINUTES OF THE FULL COUNCIL MEETING OF WILTON TOWN COUNCIL
HELD IN WILTON COUNCIL CHAMBER ON TUESDAY 6th AUGUST 2024 7.00PM**

Present Councillor Alan Crossley, *Mayor of Wilton*
Councillor Alexandra Boyd
Councillor Charlotte Blackman
Councillor Chris Harrison
Councillor Marti Hilliard
Councillor Andy Kinsey
Councillor Gail Moore
Councillor John Page
Councillor Mick Whillock

In Attendance Mrs Clare Churchill, *Town Clerk*
Mr P Cornish, *Minutes Secretary*

Also Present 9 members of the public, Unitary Councillor Pauline Church
via ZOOM 6 members of the public.

The Mayor of Wilton, Councillor Alan Crossley, opened the meeting.

143/24 Apologies

The Town Clerk had received apologies from Councillor Forbes due to conflicting engagement and Councillor Taylor due to illness.

Resolved: To accept the apologies with reasons offered.

Proposed: Councillor Kinsey **Seconded:** Councillor Hilliard **All in favour**

Apologies were also received from the Wiltshire Police representative who had provided a verbal report.

144/24 Minutes

(i) **Resolved:** To accept the amended Minutes of the meeting held on 4th June 2024.

Proposed: Councillor Crossley **Seconded:** Councillor Page **All in favour**

(ii) Councillor Harrison raised a point that as the Minutes had just been published on the web site, they did not meet Standing Order 12 (e) and so the Members of the Public had not had four days in which to review the draft minutes and comment on them and why were the minutes late? Councillor Crossley said that he had been late in providing his comments and that the Town Clerk had a lot of work. The Town Clerk reminded the Councillors that it's they who approve the Minutes. Councillor Harrison said that the public should have the right to scrutinise the minutes.

Resolved: To defer approval of the 2nd July 2024 Minutes in order to give time for members of the public to review the draft minutes.

Proposed: Councillor Crossley **Seconded:** Councillor Harrison **All in favour**

145/24 To suspend Standing Orders at 7:04pm

Report from Wiltshire Police - Wilton Neighbourhood Policing

Police Community Support Officer Simon Ward had sent his apologies and so Councillor Crossley provided an update from him on the Public Space Protection Order and the location of its signs. It was agreed that Wishford Road will be added to the list of locations for the PSPO signs. The PCSO will be in the Wilton Market Square on the 7th August as part of their rural roadshow.

Community Engagement

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. Members of the public raised the following points:

1. They sought the Town Council's assistance in stopping the development at Felt Mill.
2. They expressed concerns about an email from Councillor Whillock to Entrain Space and asked if its statements were the Town Council's opinion?

3. They asked that Unitary Councillor Pauline Church pass on their thanks to the re-surfacing teams for the excellent work on Shaftesbury Road. Also, requested that Speedwatch recommence their sessions on Shaftesbury Road targeting vehicles leaving Wilton on that road.
4. They asked why the noticeboards are not installed yet? Don't you think four months is quite a long time? Why wasn't the contractor lined up, they knew they [the noticeboards] were coming?
5. Noted that the electricity is scheduled to be turned off around the cemetery on the 12th August. This may trigger the alarm. They were willing to disable and then enable the alarm to stop this. Also, the lock had gone.
6. Who owns the toilets? The wash basin needed repairing
7. They had comments on Q4 and Q5 in the July minutes regarding the signs at Castle Meadow / Pavilion.
8. The proposed signs for Wishford Road / Water Ditchampton. Could they be placed side by side with arrows instead of back to back?

Report from the Unitary Councillor for Wilton

Unitary Councillor Pauline Church provided an update covering these points:

- Shaftesbury Road, Wilton - A30 Resurfacing
- A36 & A303 Road Closures During August
- A303 Stonehenge Tunnel
- New Campaign To Stop Fly Tipping At Source – highlighting householders 'duty of care' when they're getting rid of their waste
- Speed Enforcement - The Avenue & South St, Wilton - caught 17 vehicles speeding on 29 July 2024 in Wilton at two sites. The fastest vehicle was captured travelling at 48mph on The Avenue
- New House Building Target For Wiltshire – an 81% increase. The MP is lobbying the government.
- More Road Repairs - The Avenue
- Russell St, Wilton - Road Closure - Gas Repairs

Members of the Public raised questions (with responses) about:

- a) Pothole in Thornton Crescent – this is MoD's responsibility, along with the nearby water leak.
- b) Could Wiltshire Council on their website provide guidance as to what a member of public should look for on a genuine waste carriers licence. That will be sent to the waste team.
- c) Does Wiltshire Council have a record of empty properties? No.
- d) Dog poo bins are needed for the play park near Entrain Space. Wiltshire Council has a policy of not installing any more dog poo bins. This must be raised with Redrow. Consider lobbying Wilton Town Council.
- e) The play park near Entrain Space is not fenced. This must be raised with Redrow.
- f) Are there plans to re-surface Minster Street? Unitary Councillor Pauline Church said they would check.
- g) Will the roads be re-lined and the levels of the ironwork addressed after re-surfacing works. Yes.

146/24 To reinstate Standing Orders at 7:35pm

147/24 Community Engagement

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.

Councillor Crossley, supported by the Town Clerk and other councillors provided the following responses (note during this session Standing Orders were occasionally suspended to allow further comment from the members of the public):

1. The decision lies with Wiltshire Council. Members of Public are free to attend the Southern Planning committee meeting in Trowbridge to put their points. Currently it is not known when this meeting will be held.
2. This is a private matter to be discussed outside of the meeting.

3. Noted. Speedwatch team locations reflect trends in SID data. The Town Council will apply pressure for a Shaftesbury Road session.
4. The Town Clerk informed the meeting that the locations have been agreed for Castle Meadow and Minster Street. They are waiting for the contractor to schedule the works. The Town Clerk said that July had been very busy with the migration of all computer systems, they were short staffed, not allowed to accrue TOIL and time was spent resolving an issue with the VAT return before the HMRC deadline. Councillor Harrison queried the priorities of the work. The board in Old St Mary's is with the Diocese. Councillor Moore said they had discussed this with the Diocese on 17th July who had informed them that the Diocese was waiting for information from the Council. Councillor Boyd said that after the Environment and Amenities Committee meeting she had an offer of help from the Diocese with the filling in of their forms. It was agreed that Cllrs Moore and Boyd will inform the Town Clerk of their previous discussions with the Diocese and that the Town Clerk will meet with Councillor Moore, Chair of Environment and Amenities, to resolve the issues.
5. The Member of the Public will check the alarm. The lock had been forced open and had been removed.
6. The Toilets ownership title is with the Land Registry.
7. The deferral of the Minutes approval will give time to consider the comments made.
8. To be considered at a future Committee meeting.

148/24 Declarations of Interest

- (a) Cllrs Blackman and Crossley made a Declaration of Interest in item 152/24 (iii) due to personal association.
- (b) No Dispensation Requests had been received by the Town Clerk.

149/24 Exclusion of the Press and Public

No items were identified.

150/24 Mayor's report

The Mayor provided a brief report of events and engagements attended by the Mayor of Wilton:

In May: The Mayoress and I attended the Mayor Making ceremony and parade for Salisbury.

In June: We participated in the D-Day 80 service in Saint Mary and Saint Nicholas Church and also attended the service held at The Guild. Later in the month we attended the RNLI 200 year Anniversary, also in Saint Mary and Saint Nicholas church.

In July we: Participated in the successful Wilton Carnival day. Represented Wilton at the Fovant Drumhead service, close to the famous badges. We were also very pleased to be invited to open the new Independent Solomons Pharmacy in Wilton. We attended the Mayor Making ceremony for Amesbury, amongst the Stones at Stonehenge, a spectacular but very early morning ceremony. Finally we helped host a visit by 26 Volunteers from the Church Conservation Trust to Old Saint Mary's Church and gave them a short talk on the history of the site.

In August we have: Attended the very busy Salisbury Fair, organized in the grounds of The Wilton House Estate, in support of the Salisbury Hospice Charity.

151/24 To receive the Minutes and agree the Recommendations of the Policy and Resources Committee Meeting held on 16th July 2024

Councillor Crossley, as Chair of the Policy and Resources committee made the following recommendations, (with clarifications in italics):

- (a) (PR/080/24ii) To request four audits / assessments (Fire Risk, Legionella, Accessibility and Health & Safety) at the Council Offices, Cemetery, Castle Meadow Pavilion and Public Toilets at a cost of £585 per property.
- (b) (PR/080/24iv) To publish a GDPR compliant version of the payment schedule.
- (c) (PR/080/24v) To accept Quote 1 for the purchase of three new gates for the Minster St play area at a cost of £6159.00. It has been confirmed the height will be the same as the fence, 1200mm and that the level issues will be resolved with the new gates.
- (d) (PR/082/24) To add Councillor Harrison to the Policy Working Group.
- (e) (PR/083/24) To adopt the Draft Procedure for Civic Events.

Cllr Harrison raised an issue with 151/24 (b) in that he now felt that GDPR was no longer relevant.

The electors of Wilton, for transparency, had to know who was being paid how much and for what. Councillor Harrison appreciated that Council staff salaries would not be published. Councillor Kinsey said that the salaries should be shown as a 'block' but that other payments would be shown individually. Councillor Blackman also now wanted to re-visit the decision as she had not prepared herself for it and she did not have the time to think about it at the meeting. The Town Clerk reminded the Councillors of the 6 month rule [for Previous Resolutions] in the Standing Orders and that details related to employees must be redacted.

Resolved: To accept all of the recommendations and to ask the next Policy and Resources Committee to re-examine PR/080/24iv.

Proposed: Councillor Blackman

Seconded: Councillor Moore

All in favour

152/24 Managing the Council's Money

(i) **Resolved:** To note the bank reconciliation dated 30th June 2024. Please note this was considered by the Policy and Resources Committee (PR/080/24i) and no questions were raised.

Proposed: Councillor Crossley

Seconded: Councillor Page

All in favour

(ii) **Resolved:** To note the income and expenditure dated 30th June 2024.

Proposed: Councillor Kinsey

Seconded: Councillor Hilliard

All in favour

(iii) To confirm payments as per payment schedule:

Date	Centre	Code	Payee	Description	Total
06/07/2024	100	4080	Amazon	Phone case	12.99
06/07/2024	100	4080	Amazon	USB charger	12.50
06/07/2024	350	4220	Amazon	Plug - pavilion changing room	9.88
06/07/2024	200	4075	Pear Technology	Support and software updates	300.00
06/07/2024	450	4220	RJ Electrical	Public toilets - repairs	408.36
06/07/2024	110	4085	A Crossley	Mayoral expenses	585.15
06/07/2024	500	4220	GW Shelter Solution	West St refurbishment	2,221.75
06/07/2024	400	4460	ID Verde	Grounds maintenance - July	4,324.75
06/07/2024	450	4600	ID Verde	Public Toilets - July	618.77
06/07/2024	400	4220	ID Verde	New cradle swing - Minster St	799.00
06/07/2024	350	4220	P E Blackman	Trap for hand basin - Pavilion	11.36
06/07/2024	110	4082	C J Blackman	Coffee - LCC meeting	10.40
06/07/2024	100	4075	Parish Online	Annual subscription	108.00
06/07/2024	100	4060	Abacus Repro Ltd	Printer paper	25.63
06/07/2024	100	4031	Sandra Silk	Payroll July	38.40
06/07/2024	400	4481	Wilton Bowls Club	Electric for Fountain	450.00
06/07/2024	110	4075	Cloudy IT	MS365 accounts x 7	72.10
06/07/2024	100	4075	Cloudy IT	Support and back up charges	141.61
06/07/2024	110	4041	Community Heartbe	Backboards for Defibs x 2	138.00
06/07/2024	400	4465	Glasdon UK Ltd	Materials for Minster St shelter	637.46
22/07/2024	110	4075	Microsoft	6 x MS365 accounts	74.16
01/08/2024	450	4215	Water 2 Business	Public Toilets	475.15
14/08/2024	100	4080	Mainstream	Office - Broadband	41.40
14/08/2024	100	4080	Mainstream	Office - phone	31.80
14/08/2024	350	4080	Mainstream	Pavilion - Broadband	41.40
12/08/2024	100	4063	Lloyds Bank	Account charges	7.00
				GRAND TOTAL	11,597.02

Councillor Harrison queried the Mayoral expenses. It was agreed that the Policy Working Group would look at the issue and the Mayoral Allowance Policy. Councillor Harrison also suggested that the Policy and Resources Committee should look at whether s106 and R2 balances should also be published.

Resolved: To confirm payments as per payment schedule

Proposed: Councillor Kinsey

Seconded: Councillor Hilliard

Councillors Crossley and Blackman abstained, Rest in favour

153/24 Planning

PL/2024/06560. 1 Albany Terrace. To fell 1 x Mock Cherry and 1 x Ash tree. Councillor Crossley briefed the Council that the two trees are in a confined back garden that is in a Conservation Area. It is quite evident that the Ash tree is outgrowing its location. He questioned the statements that the Ash tree has early signs of Ash dieback and is damaging property, such as the garden wall, as these are not backed up by Arboricultural and Technical reports, as required in the Application. It would be nice to see an offer of a replacement tree that is more appropriate for the location, to help maintain the green spaces in the Wilton Conservation area.

Resolved: To respond with No Objection subject to the Applicants planting a replacement tree to help maintain the green spaces in the Wilton Conservation area

Proposed: Councillor Crossley

Seconded: Councillor Whillock

All in Favour

154/24 To receive verbal reports from the Town Council's representatives

- (i) Wiltshire Association of Local Councils. Councillor Kinsey reported that the attendees had discussed the feasibility of achieving of meeting the new housing targets given the labour shortage and the developers' preference to limit supply in order to maintain prices. Some members of WALC had received letters from their banks informing that they were no longer covered by the Financial Services Compensation Scheme. The WALC AGM is on 25th September 2024.
- (ii) South West Wiltshire Area Board. Councillor Crossley said that the next meeting of this Board will be on the 11th September 2024.
- (iii) South West Wiltshire Local Highways & Footway Improvement Groups (LHFIG). Councillor Crossley said that the next meeting of this Group will be on the 28th August 2024. Councillor Blackman will raise an issue of the Wilton Market Square Noticeboard with the Environment and Amenities Committee.
- (iv) South Wiltshire Operational Flood Working Group. Councillor Crossley said that the next meeting of this Working Group will be next Wednesday the 14th August 2024.
- (v) Wilton Church of England Primary School. Councillor Boyd said that the school was on its summer break.
Councillor Boyd provided an update on the Community Centre. They are holding a charity bingo event on the 27th September at 7PM to raise funds for the Salisbury Hospice.
- (vi) Trustees of the Michael Herbert Hall. Councillor Blackman said that no meeting had been held.
- (vii) Wilton United Charities. Councillor Blackman said that no meeting had been held

155/24 Town Clerk's Report – circulated to Cllrs

Councillor Blackman reminded Councillors that she needed any Parish Steward work requests at least 9 days before the next Parish Steward's visit as she had to collate the requests and send the list to Wiltshire Council at least 7 days before the visit.

Councillor Harrison asked that the Town Clerk to report on the number of enquiries they had received for tennis courts, cemetery, pavilion bookings, etc.

156/24 Date of next meeting

- (i) To confirm that the date of the next meeting of Wilton Town Council will be held on Tuesday 3rd September at 7pm in the Council Chamber.

157/24 To close the meeting at 8:21pm