





# Wilton Town Council

## Policy & Resources Committee

### OFFICER REPORT

 The Council Offices  
Kingsbury Square  
Wilton SP2 0BA

 01722 742093

 [Email the clerk](#)

 [Wilton TC Website](#)

Report for the Meeting scheduled for Tuesday 19<sup>th</sup> March 2024 at  
7pm in the Wilton Town Council Chamber.

12<sup>th</sup> March 2024

PR/026/24

#### **Policy Review**

To receive an update from the Policy Working Group on the following Policies:

- (i) [Risk Management Policy](#)
- (ii) [Data Protection Policy](#)
- (iii) [CCTV Policy](#)
- (iv) [Mayor Making Procedure](#)
- (v) [Co-option Policy](#)
- (vi) [Flexible Working Policy](#)
- (vii) Use of the Wilton Town Council Trailer for Flood Equipment

PR/027/24

#### **To consider the report received following the visit by the Conservator from Wiltshire and Swindon History Centre Conservation department.**

The Conservator from the Wiltshire and Swindon History Centre visited on Wednesday 21<sup>st</sup> February 2024.

The attached report has been received.

PR/028/24

#### **To consider quotes for the Annual Insurance for Wilton Town Council.**

Four companies have been asked to quote.

Three companies asked for more information which has been sent.

1 company visited.

PR/029/24

#### **Managing the Council's money.**

- (i) To approve terms of expenditure as detailed in the payment schedule.
- (ii) To review the current budget (Income and Expenditure) and agree any virements should they be required.

- (iii) Unspent budget. To look at the current unspent budget and agree funds to move into EMR.
- (iv) Grant awarded for a vehicle trailer.  
The deadline for acceptance is 31<sup>st</sup> March 2024 so a decision is required at this meeting.  
At the November meeting, the Town Clerk was asked to contact the Insurance Company regarding insurance.  
The response was that the trailer could be insured under the WTC Policy whilst it is not in use.  
When the trailer is in use the driver of the vehicle towing the trailer would be liable for the insurance.  
The driver would need to confirm that they are covered to tow a trailer and insured.
- (v) Two trees fell down in the January storm. Two quotes have been received and a third is expected.

PR/030/24

**Bus Shelters at St Andrew's Close and Wishford Road.**

Please see the attached report which includes photos.  
Also the attached quote.

PR/031/24

**Defibrillator Signage**

Please see attached photos and report.

PR/032/24

**Mobile Phone for office staff**

As stated on the agenda.

PR/033/24

**Remote timer for operating the Pavilion heating.**

As stated on the agenda.

PR/034/24

**Questions raised at Full Council**

These two questions were raised at the March meeting of Wilton Town Council.

PR/035/24

**The Annual Town Meeting**

To the recent Town Meeting and whether to repeat the event in this format next year.

PR/036/24

**Planning** as stated on the agenda, planning application is online. The Tree application is not online.

PR/014/24

**Update of Actions from the last Meeting**

PR/015/24

**Correspondence received**

The Clerk will report any correspondence received since the publication of the Agenda.

PR/016/24

**Date of next meeting**

To confirm the [date of the next meeting](#) on Tuesday 21<sup>st</sup> May 2024 at 7.00pm in the Council Chamber.

PR/017/24

**To close the meeting.**

## **Responses for Planning Applications**

### **No Comment**

the Council neither objects to nor supports the application. If the Council does not respond to a consultation we would treat this as no comment.

### **Comment**

The Council wishes to make a comment.

### **No Objection**

The Council has no objection but does not support the application.

### **Support**

the Council supports the application unconditionally (that is, exactly as submitted).

It is suggested, if the Council wishes, to list reasons why it supports the application.

### **Mixed**

For responses that are neither of the alternative options.

### **Object for reasons set out**

the Council objects to the application with specified reasons.

### **No Objections subject to conditions**

the Council has no objections subject to conditions

### **Call in.**

The Council can request the Unitary Cllr “calls in” the application should the Council wish the application be determined by the Southern Planning Committee. It is the decision of the Unitary Cllr as to whether the call in is made and if it is a member of the Council should attend the Committee meeting held in Salisbury. This must be agreed at the meeting. The call in is only for when the Planning Officer disagrees with the Council’s response eg recommends approval when the Council made objections, or recommends refusal when the Council supported the application.

## **MATERIAL CONSIDERATIONS**

In commenting on Planning applications, it is important that the Council considers planning issues. These include:

- consistency with the development plan for the areas
- Traffic and highway safety issues
- overlooking, loss of privacy and loss of light
- scale of the development
- design, appearance, layout and material
- loss of important open space or physical features
- noise, disturbance or smells
- local knowledge of drainage or other possible problems with the surface
- impact on the surroundings

Issues that are not relevant include:

- Effect on the value of property
- Loss of view over other peoples land
- Possible future development not included in the application
- Private property rights such as boundary or access disputes
- Matters covered by other laws
- The morals or motives of the developer

Special rules apply for listed buildings conservation areas, trees (some are protected by Tree Preservation Orders). Planning permission is needed for advertisements above a special size.

If development appears to have taken place without permission or if the development is more extensive than given in the planning consent, the District Council’s enforcement officer to visit the site and take any necessary follow up action.