



# Wilton Town Council

## Full Council Meeting

Tuesday 2<sup>nd</sup> January 2024



The Council Offices  
Kingsbury Square  
Wilton SP2 0BA



01722 742093

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**Report for the Full Council meeting to be held on 2<sup>nd</sup> January 2024**

22<sup>nd</sup> December 2023

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**Please be aware that the Office will be closed from Friday 22<sup>nd</sup> December until Tuesday 2<sup>nd</sup> January.**

The office is open to the public on **Wednesday and Thursday between 10 and 12** but visits by appointment can be made. Please be aware that the Office may be closed should the Staff have to go out on site.

### Background for Agenda items

#### Minutes

The Minutes of the last meeting have been circulated and will be uploaded to the website on 2<sup>nd</sup> Jan 2024.

#### Declarations of Interest

A reminder it is good practice to declare an interest even if the interest is listed on your register (online). It is up to the Cllr whether they wish to declare an interest but Cllrs are reminded that failure to declare an interest is a breach of the Code of Conduct.

Another reminder that it is the individual Cllr's responsibility to keep their online register updated.

#### Exclusion of the Public and Press

Please remember the reason for the exclusion must be stated in the resolution to exclude.

Without the resolution it is not possible to lawfully ask the public to leave

It may be advisable to resolve to exclude the Public and Press partway through the co-option item, after the Candidates have spoken however the Public and press must be allowed in for the actual vote.

#### Environment and Amenities Committee Minutes

Circulated to members of the committee not yet uploaded to the website.

#### Co-Option

The two vacancies were advertised by Wiltshire Council – Notice of Vacancy (NoV).

No requests were made for an election, this was confirmed by Wiltshire Council.

The notice of co-option was displayed on the WTC Noticeboard, Website and Facebook with a deadline of 21<sup>st</sup> December 2023.

Three people applied for Co-option before the NoV expired.

A fourth application was received just before the deadline.

Another person expressed an interest and has been contacted via email but no reply (or read receipt received).

Of the four applicants, all four qualify and none are disqualified.

The four applications are circulated by email – they remain confidential and must not be shared with any person not a Member of Wilton Town Council.

Council is asked to refer to the Co-option process as stated in section 3 of the WTC co-option policy.

## **Money**

(i) Bank rec, Income & Expenditure and Balance sheet have been emailed to Councillors. Please email any questions to the Office as soon as possible, no later than midday on the day of the meeting.

(ii) Pay schedule circulated to Cllrs

## **Verbal reports**

The WALC Executive meeting took place on 11th December, Cllr Kinsey (as WALC representative) attended.

## **Town Clerk's report**

Councillors are reminded that the Town Clerk and the Assistant to the Town Clerk use the calendar facility on the Visionict email site. All Cllrs are invited to enter information on their calendar. Please check this for availability.

The Internal Audit has been booked and will take place on

Wednesday 13<sup>th</sup> March – in year visit

Wednesday 1<sup>st</sup> May – End of year visit

## **Correspondence**

Various Wiltshire Council updates, circulated by email

Neighbourhood Watch emails, circulated.

Police and Crime Commissioner emails, circulated by email.

Email regarding rail freight circulated by email.

Confirmation of the Council Tax Base – no changes were made so the CTB was confirmed as 1576.78 which made the Band D £156.01. This is a £1.70 reduction in Band D on the current year.

The Precept request and over £140k spreadsheet has been sent to Wiltshire Council.

## **Future Meetings**

<b>Date</b>	<b>Time</b>	<b>Meeting</b>	<b>Attendees</b>
2 <sup>nd</sup> January	7pm	Full Council	All Councillors
TBC	TBC	Site Visit Shaftesbury Rd Cemetery	
16 <sup>th</sup> January	6pm	Cllr Training	All Cllrs
18 <sup>th</sup> January	9am	Staffing Committee	Committee Cllrs
23 <sup>rd</sup> January	7pm	Policy and Resources Committee	Committee Cllrs
25 <sup>th</sup> January	10am	Neighbours Meeting	Mayor and Town Clerk
5 <sup>th</sup> February	7pm	Full Council	All Cllrs

Meetings in Green are open to the public.

The Office will be closed from Friday 22<sup>nd</sup> December until Tuesday 2<sup>nd</sup> January.

## **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.