



# 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 6<sup>th</sup> February 2024**

30<sup>th</sup> January 2024

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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 as soon as possible.

#### **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.

Should you wish to request a Dispensation then you need to complete the form and ensure it is handed to the Clerk prior to the start of the meeting.

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

#### **Policy and Resources Committee Minutes**

Circulated to members of the committee not yet uploaded to the website, hopefully uploaded before the meeting.

#### **Staffing Committee Minutes**

Circulated to members of the committee not yet uploaded to the website but will be before the meeting.

#### **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

### **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.

Wiltshire Council has been informed of the two co-options.  
Information has been sent to Cllrs Harrison and Hilliard.  
Photos need to be taken and the website updated.

Online meeting regarding the Wilton Neighbourhood Plan, taken to Policy and Resources Committee as the application deadline for funding was imminent.

Disability Awareness and Inclusion Training was held on 16<sup>th</sup> January. Evaluation forms need to be completed and the certificates have been received.

All the Minutes on the website marked as draft have been changed except for the Minutes not yet approved. Reports of vandalism at the Public Toilets in Greyhound Lane, this included damage to the toilet roll dispensers and hand drier.

Attended Society of Local Council Clerks branch meeting.

The Clerk attended a briefing regarding Martyn's Law and event planning regarding security for large events. The session was held at Chippenham and arranged by Wiltshire Association of Local Councils.

### **Correspondence**

South West Wiltshire Area Board will meet on Wednesday 28<sup>th</sup> February

Various Wiltshire Council updates, circulated by email

Police and Crime Commissioner emails, circulated by email.

Silent disco at Wilton Place – circulated.

### **Future Meetings**

<b>Date</b>	<b>Time</b>	<b>Meeting</b>	<b>Attendees</b>
6 <sup>th</sup> February	7pm	Full Council	All Councillors
7 <sup>th</sup> February	2pm	Local Highways and Footpath Improvement Group	Cllr Crossley
8 <sup>th</sup> February	9.15am	Staffing Committee	Committee Cllrs
20 <sup>th</sup> February	7pm	Environment and Amenities Committee	Committee Cllrs
28 <sup>th</sup> February	6.30pm	SWWAB	All Cllrs
5 <sup>th</sup> March	7pm	Full Council	All Cllrs
11 <sup>th</sup> March	7pm	Annual Town Meeting – Community Centre	Everyone

Meetings in Green are open to the public.

## **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.

# WILTON TOWN COUNCIL

## COUNCILLOR'S REQUEST FOR DISPENSATION

Councillors seeking dispensations under Section 33 of the Localism Act 2011 may do so using this Form.

The matter for which dispensation is sought (refer to agenda item number if appropriate)	
Details of your interest in that business	
Date of meeting or time period (up to 4 years) for which dispensation is sought	
Dispensation requested to: participate, or participate further, in any <b>discussion</b> of that business	Yes / No
Dispensation requested to: participate in any vote, or further <b>vote</b> , taken on that business	Yes / No
<b>REASON(S) FOR DISPENSATION</b>	
33(2)(a) without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business	Yes / No
33(2)(c) the dispensation is in the interests of persons living in the council's area	Yes / No
33(2)(e) that it is otherwise appropriate to grant a dispensation Reason :	Yes / No

Print Name: .....

Signature: .....

Date:

<b>DECISION :</b>	
Dispensation given: YES / NO	Length of Dispensation : .....
Date: .....	Minute Number: .....
Signed: .....	Clerk to Wilton Town Council
Signed: .....	Chairman of Wilton Town Council