



Wilton Town Council

Full Council Meeting

Tuesday 5th March 2024



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093

Report for the Full Council meeting to be held on 2nd July 2024

25th June 2024

The office is open to the public on **Wednesday and Thursday between 9am and 2pm** 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.

Please check the Town Clerk's calendar on Vision ICT for availability.

Please note that email and access documents may be limited on 10th – 12th July inc due to migration work.

Background for Agenda items

Apologies

Councillors are reminded that Apologies (including the reason) should be sent to the Clerk before midday on the day of the meeting, if after midday please ensure Apologies are sent to all Councillors.

Minutes

The Minutes of the last meeting have been circulated and uploaded to the website.

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. The form is at the end of this report.

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

Environment and Amenities Committee Minutes from 18th June 2024

Minutes are online.

Staffing Committee from 25th June 2024

The Minutes will be circulated and uploaded as soon as possible.

Money

Bank rec, Income & Expenditure and Balance sheet emailed to Councillors and uploaded to the website.

Please email any questions to the Office as soon as possible, no later than 9am on the day of the meeting.

Pay schedule circulated to Cllrs

Street signs – there is an EMR of £11,000

Planning

To note the certificate of lawfulness. This work does not require a planning application.

To respond to the planning application.

To note the revised documents and if an extension (requested) is permitted to respond to the amended plans.

Reports

WALC – next Executive Committee meeting 29th July

SWWAB – next meeting 11th September at East Knoyle. All welcome.

SWW Local Highways and Footpath Improvement Group – next meeting is in August 2024

South Wiltshire OFWG – Cllr Crossley

Wilton Church of England Primary School – Cllr Boyd

Trustees of Michael Herbert Hall – Cllrs Blackman, Crossley and Page

Wilton United Charities – Cllrs Blackman and Crossley.

Town Clerk's report

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

Parish Steward Liaison

All tasks for the list should be emailed to Cllr Blackman the week before the scheduled visit.

The scheduled dates are

11th and 15th July

August – no scheduled visit

12th and 16th September

14th and 15th October

14th and 18th November

11th December

Enquiries

Enquiries for pavilion bookings.

Several enquiries re tennis court access.

Completed or in progress

Wildflower Fence completed

Temporary pothole repairs at Castle Meadow car park – completed

Swing seat in Minster Street – installed.

Trampoline repair – Minster Street completed

Trampoline repair – Bulbridge – completed.

Sewage Treatment Plant service, completed.

Pontoon / Dipping Platform repair – in progress (work started 24th June)

Street Signs order confirmed, now paused, there is further information on the fixings and backing boards / posts to send. Delivery for all is 8+ weeks.

New backboards on order for Defibrillators at Wilton Community Centre and Castle Meadow Pavilion.

Correspondence

Various Wiltshire Council updates, circulated by email

Election info, circulated by email

Safer Salisbury newsletter circulated by email

WALC newsletter, circulated by email

NALC newsletter circulated by email

Briefing note re housing supply, circulated by email

SWWAB email re footpath groups, circulated by email

Future Meetings

Date	Time	Meeting	Attendees
6 th July		Wilton Carnival	Cllrs Blackman, Boyd, Crossley, Hilliard and Kinsey
16 th June	7pm	Policy and Resources Committee	Committee Cllrs
6 th August	7pm	Full Council	All Cllrs
13 th August	6pm	Staffing Committee	Committee Cllrs
20 th August	7pm	Environment and Amenities Committee	Committee Cllrs
3 rd September	7pm	Full Council	All Cllrs
11 th Sept	6.30pm	South West Wilts Area Board – East Knoyle	All Cllrs

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 discussion of that business	Yes / No
Dispensation requested to: participate in any vote, or further vote , taken on that business	Yes / No
REASON(S) FOR DISPENSATION	
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:

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