



Wilton Town Council

Full Council Meeting

Tuesday 6th August 2024



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093

Report for the Full Council meeting to be held on 6th August 2024

31st July 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 Outlook for availability.

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 June meeting have been amended and the amended version is on the website. The Minutes of the last meeting have been circulated and will be 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

Policy and Resources Committee Minutes from 16th July 2024

Minutes will be uploaded to the website.

Money

Bank rec, Income & Expenditure and Balance sheet emailed to Councillors and uploaded to the website. All documents were circulated to the Policy and Resources Committee (July meeting) and no issues were raised.

Please email any questions to the Office as soon as possible, no later than midday on the Monday before the meeting.

Pay schedule circulated to Cllrs

Planning

One tree application, details are online.

Reports

WALC – Executive Committee meeting 29th July – Cllr Kinsey to report
SWWAB – next meeting 11th September at East Knoyle. All welcome.
SWW Local Highways and Footpath Improvement Group – next meeting is in August 2024 – Cllr Crossley.
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 Outlook. All Cllrs are invited to enter information on their calendar. Please check this for availability.

Reminder - Working Groups Terms of Reference

The following Working Groups need to meet by the August Environment and Amenities Committee to agree their Terms of Reference:

- Events WG (this WG can also report to Policy and Resources Committee) (Councillors: Crossley, Forbes, Hilliard, Kinsey and Taylor).
- Toilet WG (Councillors: Blackman, Boyd, Forbes, Kinsey, Moore and Page).
- Heritage WG (Councillors: Boyd, Crossley, Hilliard and Whillock).
- Newsletter WG (Councillors: Boyd, Harrison and Moore).
- Castle Meadow Car Park WG (Councillors: Crossley, Harrison and Whillock).

The recommended Terms of Reference should be sent to the Town Clerk by Tuesday 13th August so they can be emailed out with the paperwork for the meeting.

Parish Steward Liaison

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

The scheduled dates are

August – no scheduled visit
12th and 16th September
14th and 15th October
14th and 18th November
11th December

Enquiries

Reports of vandalism in the public toilets, flush handles in both Ladies and Gents have been replaced.

Further enquiry but on checking there was no issue.

Enquiries for pavilion bookings.

Further enquiries re tennis courts (information is on the website).

Enquiry regarding land which is not believed to be under the control of Wilton Town Council, advised they contact Wilton Estate. The land was between the Guild car park and Wyllye Lodge.

Completed a Freedom of Information request (time taken 17 hours).

Cemetery enquiries including funerals, memorials and transfer of Exclusive Rights of Burial.

Drainage work alongside the A30 near the Cemetery – Contractor checked before starting whether there were any funerals that day.

Public Rights notice, this was displayed on the Town Council noticeboard outside the office) until the period ended, it was (and still is) also posted on the Town Council website under finance. During the period there were no enquiries.

CCTV request for data from Wiltshire Police.

Visit from Wiltshire Police re use of Mayor's Parlour.

Fair dates – these are not known yet and the closure is a Wiltshire Council responsibility, Wilton Town

Council will be notified. Email sent to WC asking for the dates.

Question whether the Edith Olivier portrait is included in the current Rex Whistler exhibition.

Completed or in progress

Pontoon / Dipping Platform repair – completed

Roof and gutter work completed, slightly more difficult than expected due to the access issues.

Migration of electronic files completed, there are some issues that are being addressed.

Street Signs order confirmed. Delivery for all is 8+ weeks.

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

Correspondence

Various Wiltshire Council updates, circulated by email

Shaftesbury Road road closure re resurfacing work.

Changes to bank charges and new names for two WTC accounts as of 15th October 2024.

- Business A/c will become Business Account (no change)
- Business Bank Instant will become Commercial Instant Access Account
- Fees will increase from £7 to £8.50 per month.
- Charges for payments – 100 payments per month remain free – this is all types of payments.
- Charges for cash deposits and also withdrawals (no cash withdrawals are made)
- Fee for paying in cheques

Clerk has made a diary entry to empty all of the Town Trail dispensers at the beginning of October so the money can be paid in before the charges apply.

Outstanding debt addressed to Wilton Bourgh Council [sic] ref a property in Reading, company contacted and confirmed the letter should not have been sent and there would be no further action (confirmed in writing).

Night closures of A36 and A303, circulated by email.

Road closure notice – Silver St with effect on 27th September from 7pm until 11pm.

Safer Salisbury newsletter circulated by email

Planned power cut on 12th August which will affect the Cemetery, it is not expected to affect the Council Offices.

Email re the new Public Spaces Protection Order (PSPO) regarding signage f/w to all Cllrs but no feedback.

WALC newsletter, circulated by email

NALC newsletter circulated by email

Wiltshire Council Gypsy and Travellers consultation – note there are several engagement events for more information.

Solar together email, circulated by email.

Police and Crime Commissioner update, circulated by email.

Wiltshire Civic Heads contact sheet, shared with the Mayor.

Wiltshire Council events and campaigns.

7th August at County Hall, Trowbridge. [Climate Environment Summer Showcase](#)

[Stop flytipping at Source.](#)

[Gypsy and Travellers - planning - Wiltshire Council](#)

Future Meetings

Date	Time	Meeting	Attendees
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
28 th August	2pm	LHFIG	Cllr Crossley / Town Clerk
3 rd September	7pm	Full Council	All Cllrs
11 th Sept	6.30pm	South West Wilts Area Board – East Knoyle	All Cllrs
17 th Sept	7pm	Policy and Resources Committee	Committee Cllrs
25 th Sept	TBC	WALC AGM – location tbc	Cllr Kinsey

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