




# Wilton Town Council

## Policy & Resources Committee

### OFFICER REPORT

 The Council Offices  
Kingsbury Square  
Wilton SP2 0BA

 01722 742093

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

13<sup>th</sup> November 2024

Please can you ensure that any questions relating to matters on the Agenda are sent to the Town Clerk by 8am on Tuesday 19<sup>th</sup> November.

#### **Background for items on the Agenda.**

##### **PR/115/24 Money**

The September accounts have previously been circulated.

The October accounts will be circulated as soon as possible.

Pay schedule will be circulated to Councillors.

The paperwork related to the pay award can be fold in the Councillor meeting folder.

##### **PR/116/24**

See budget report


##### **PR/117/24 Policy Working Group**

The group has not met since the last meeting.

The group will meet on 14<sup>th</sup> November so that the revised Policies and Procedures can be circulated to members of this Committee before the next meeting (19<sup>th</sup> November).

A list of Policies and Procedures requiring review are listed below:

- Standing Orders
- Financial Regulations
- Statement of Internal Control
- Data Protection
- Cemetery
- Flexible Working
- High Consequence Infectious Disease Policy

- 
- Health and Safety Policy
  - Tree Policy
  - Expenses Policy
  - General Reserves Policy
  - Investment Policy
  - Mayoral Allowance Policy
  - Council Debit Card Policy
  - Online Banking Payment Policy
  - Public Participation at Meetings Policy
  - Streaming of Meetings Policy
  - Email Policy
  - Social Media Policy
  - Biodiversity Policy

Any Policies to be recommended to Policy and Resources Committee will be circulated on Friday 15<sup>th</sup> November.

**PR/118/24 Planning**

The details of the tree application can be found on the Wiltshire Council website.

**PR/120/24 Town Clerk's Report .**

The Clerk had hoped to obtain quotes for the Internal Audit but due to other priorities this has not been completed. Requests for quotes will be sent out in time to receive quotes for the January meeting. The Interim Internal Audit for the current financial year is scheduled for 4<sup>th</sup> December 2024.

The Clerk has booked the Fire Risk Assessments, Legionella Assessments and Disability Access Assessments which take place at the end of November.

The Health and Safety Audits have been rescheduled and now will take place at the end of November.

## **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.