



Wilton Town Council

Full Council Meeting

Tuesday 20th May 2025



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093

Report for the Full Council meeting to be held on 20th May 2025

14th May 2025

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.

Exclusion of the Public and Press

Item 144/25 for the reason of staff in confidence.

Planning

The applications are on the Wiltshire Council website.

Please note

- (i) Requires a response
- (ii) Is for information, no response required
- (iii) Can be noted or a response can be sent

Money

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

An updated I&E will be circulated after adjustments are made and this will be uploaded to the website.

Please email any questions to the Office as soon as possible, no later than 10am on the day of the meeting.

[Finance reports](#)

Please note that the Internal Audit will be completed on 29th May, ready for Full Council on 3rd June. The deadline for approval of the accounts is 30th June.

Donation of Benches

Wilton Carnival have kindly donated us 6 picnic benches, that were used at the Carnival last year and a couple stayed in place for a while at Castle Meadow. These benches will be maintained by Wilton Mens Shed. We need to agree how many in Castle Meadow and placement for the remaining benches. Also security of them.

New Roundabout

[New Roundabout Minster Street.docx](#)

This matter was discussed at the following meetings:

31st March 2025

To appoint a Contractor to supply and install a new roundabout in Minster Street play area. The current roundabout is accessible, the proposed replacement would not be similar; Cllr Blackman said that the choice was affected by cost (accessible roundabouts cost more) vs demand (there would be little / no demand for accessible roundabouts).

Resolved: To accept supplier C.

Proposed: Councillor Blackman Seconded: Councillor Moore

Rejected by Majority

Resolved: To request 3 quotes for accessible roundabouts.

Proposed: Councillor Crossley Seconded: Councillor Hilliard

Passed by Majority

15th April 2025

To consider quotes for a new roundabout – flush and standard.

Resolved: Defer to next E&A committee.

Proposed: Councillor Blackman Seconded: Councillor Whillock

All in Favour.

The inclusion of this on this agenda was agreed by the Mayor.

Phone box

Communication has been received regarding the BT phone box in Randalls Croft Road

- The area has mobile coverage from EE, Three, O2, Vodafone
- Total calls made in the last 12 months 36
- Helpline calls in the last 12 months 0
- It is not in a high frequency accident location
- It is not in a high frequency suicide location
- There is no evidence of other reasonable need

Wiltshire Council has received notification from British Telecommunications (BT) regarding their proposal to remove several public payphones across Wiltshire – see below and attached. BT has conducted an assessment in line with the recent Ofcom guidelines and identified specific payphones for removal due to low usage and sufficient mobile network coverage.

We are now seeking representations from Town and Parish Councils.

Please review the attached list of affected locations.

In accordance with Ofcom's updated criteria, valid grounds for objections include:

- Insufficient mobile coverage (not covered by all four main providers).
- Regular use (over 52 calls per year).
- Located in an area with a high incidence of accidents or suicides.
- Other clear evidence demonstrating a reasonable community need.

[List of phone boxes for removal..xlsx](#)

Road closure application

Wilton Carnival Comm has made an application to close roads inc Market Sq, North St and Castle Lane on Saturday 6th July for the annual carnival procession.

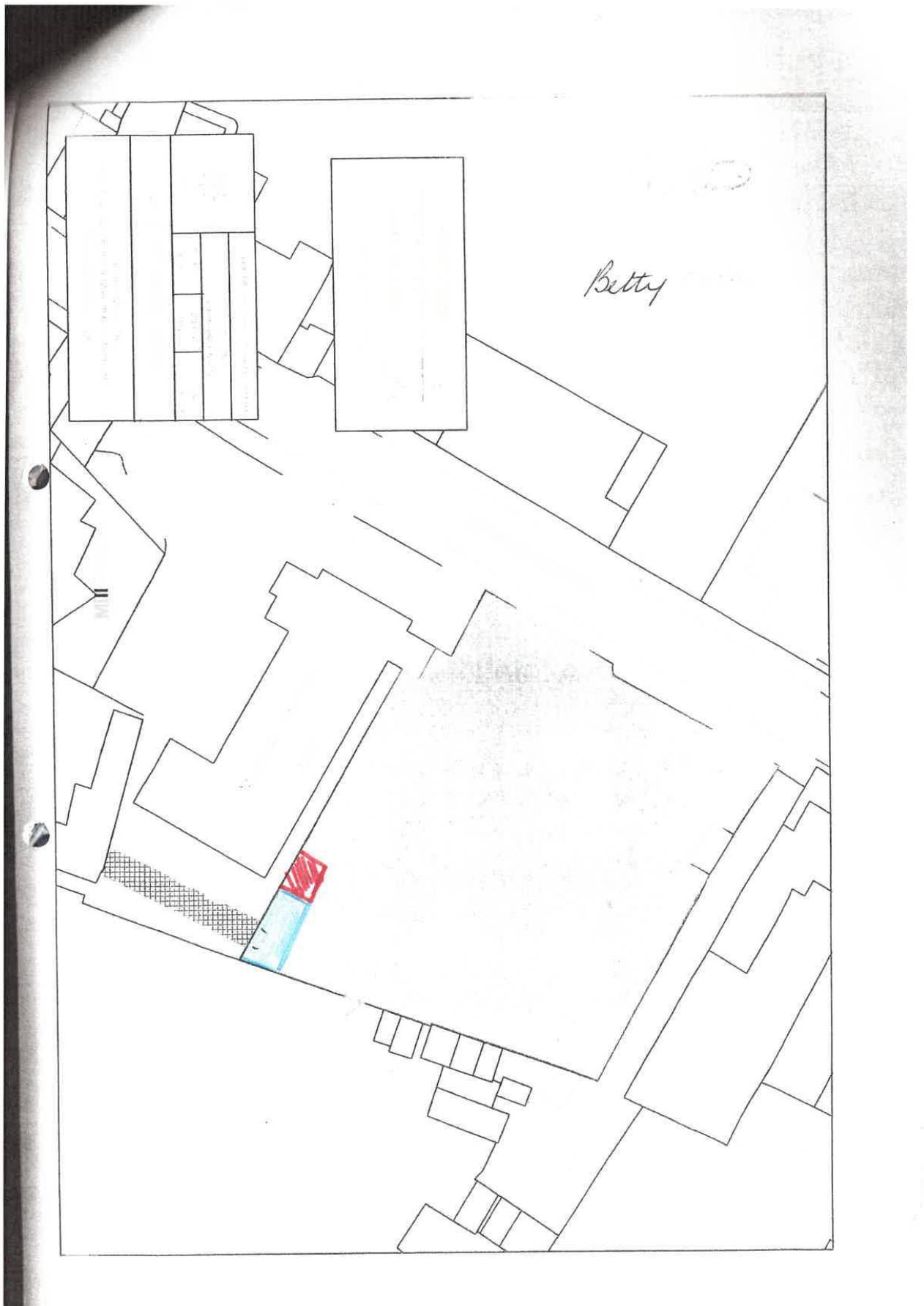
Wilton Town Council is asked to make any representations by 27th May 2025.

Please see documents [Carnival Road Closure](#)

Surrender of part of South St Car Park Lease

Brambles Nursery School have asked if it would be possible for the area outside their entrance to be included in their lease (shown on attached plan). Now that the fence has been erected around the oil tank, it leaves an area which is no use for car parking. They would intend to erect a fence

along the new boundary and use the area as part of the nursery school.
The area is included within the lease to the Council and would require surrendering.



Town Clerk's report

Councillors are reminded that the Town Clerk uses the calendar facility on the outlook 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 (assuming they are willing to continue as the contact) at least **nine** days before the scheduled visit.

The scheduled dates are

12th and 16th June

14th and 15th July

There is no scheduled visit in August

11th and 15th September

14th and 15th October

13th and 17th November

9th December

Please see appendix 10 for a list of tasks the Parish Steward can be asked to do.

Correspondence

Various Wiltshire Council updates, circulated by email

WALC newsletter, circulated by email

Cemetery enquiries – interments, assignments and general enquiry.

Future Meetings

Date	Time	Meeting	Attendees
20 th May	7pm	Full Council	All Cllrs
3 rd June	7pm	Full Council	All Cllrs
17 th June	7pm	Environment and Amenities Committee Or Full Council	Committee Cllrs All Cllrs
25 th June	2pm	Local Highways and Footpath Improvement Group	Town & Deputy Clerks
1 st July	7pm	Full Council	All Cllrs
9 th July	6.30pm	South West Wilts Area Board – East Knoyle (TBC)	All Cllrs

Meetings in Green are open to the public.

Parish Steward Scheme Tasks – 2024

- hand clearing and cutting of growth from drainage grips and drain gully covers.
- hand clearing of blocked gullies.
- rodding of drainage systems
- clearing of small culverts, pipes, and pits
- clearing storm debris
- trimming encroaching hedges and vegetation from around road signs and railings
- cleaning and straightening small road signs.
- hand cutting small visibility areas.
- reactive emergency repairs including pothole repairs (In accordance with Wiltshire Councils Highways Inspection Manual 2018)
- find, fix & record potholes (cold repairs only)
- responding to road closure requests from the emergency services
- removal of ragwort (hand pulling or strimming of defined areas)
- treatment/removal of weeds
- graffiti and fly posting removal.
- clearance of debris and materials from scenes of road traffic collisions including clinical waste.
- siding out of footways and carriageways
- clearance of storm damaged trees from the Highway including the use of a chainsaw

The following works cannot be undertaken by the Parish Steward without support as they require a two-person operation. These works can be undertaken on an ADHOC day, which is typically a Friday, but this is flexible.

- Minor Carriageway repairs including vehicle overruns.
- Works requiring traffic management (including Stop and Go or manual controlling of temporary traffic signals in accordance with Chapter 8)

Examples of types of emergency reactive local highway work which is to be undertaken by the Highway Stewards includes (but is not exclusive to). These issues can take the steward from their programme:

- resolving flooding issues – clearing drainage grips and drain gully covers, clearing of small culverts, pipes, and pits etc.
- placing emergency signage and traffic management
- fence and pedestrian barrier safe
- clearing structures and fixings and make safe.
- hand cutting vegetation in visibility areas.
- reactive pothole repair
- responding to road closure requests from the emergency services
- small masonry type works such as repairs to slabs and damaged kerbs.
- clearance of debris and materials from scenes of road traffic collisions including clinical waste
- clearance of storm damaged trees from the Highway including the use of a chainsaw – requires additional operative.

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