



Wilton Town Council

Environment & Amenities Committee

AGENDA

To all members of the Environment & Amenities Committee.



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093



[Email the clerk](#)



[Wilton TC Website](#)

You are requested to attend a meeting of the **ENVIRONMENT & AMENITIES COMMITTEE** to be held in at the **Council Chamber, Council Offices, Kingsbury Sq, Wilton** on **TUESDAY 15th MARCH 2022 at 7.00pm** for the purpose of transacting the following business.

All Cllrs are reminded of the Wilton Town Council [Code of Conduct](#)

No one should attend if they feel unwell or show any Covid-19 symptoms.

YOU MAY BE REQUIRED TO WEAR A MASK , for the duration of the meeting, so please bring one with you.

The numbers attending will be limited, residents are welcome to contact the Council office to reserve a seat. Any members of the public that wish to ask a question or make a statement is invited to send this either via email or in writing (posted through the letter box) to the Clerk before midday on the day of the meeting.

It is hoped to stream this meeting via the Zoom video conferencing platform. Please [click here](#) or use the following access details;

Meeting ID 827 1883 2038

Password 727618

You will be placed in a waiting area so please ensure **arrival before** the start of the meeting.

This meeting will be recorded.

Yours faithfully

Clare Churchill
Town Clerk

9th March 2022

EA/21/22

Apologies

To receive any apologies and to note the reasons provided.

7.00pm

EA/22/22

Minutes

To approve the minutes of the meeting held on [18th January 2022](#).

7.01pm

EA/23/22

To suspend Standing Orders Community engagement

15 minutes is set aside to allow local people to raise their issues and concerns. Questions and statements are restricted to 3 minutes. Questions not answered at the meeting will be answered in writing or may appear as an agenda item for the next appropriate committee meeting.

7.02pm

Any resident who wishes to ask a question is advised to email the question to the Town Clerk (clerk@wiltontowncouncil.gov.uk) before midday on the day of the meeting so that it may be read out should access be limited.

Community Engagement

To respond to matters raised by the public. No decisions may be taken on such matters at the meeting unless due notice has been provided.

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|----------|---|--------|
| EA/24/22 | <u>To reinstate Standing Orders</u> | 7.22pm |
| EA/25/22 | <u>Declarations of Interest</u> (a) To receive Declarations of Interest in matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and the Localism Act 2011 in respect of members. (b) To consider any dispensation requests received by the Town Clerk. | 7.23pm |
| EA/26/22 | <u>Exclusion of the Public and Press.</u> To agree items, if any, to be dealt with after the public, including the press, have been excluded for the reason of Commercial in Confidence. <i>Public Bodies (Admissions to Meetings) Act 1960</i> | 7.24pm |
| EA/27/22 | <u>Planning. To respond to the following applications.</u> <u>(i) PL/2022/01682. Co-Op supermarket, 19-21 North St.</u> Replace existing top light window in shopfront with new ventilation extract. <u>(ii) PL/2022/00398. 19 Albany Terrace, Wilton.</u> Single storey rear extension. The following application has been withdrawn. To note <u>PL/2021/11925. Land off Buckeridge Rd, Wilton Hill.</u> The construction of two dwellings and a sales apartment to be used as a sales area for a temporary period of up to 3 year with associated access, temporary parking and landscaping at Land off Buckeridge Road, Wilton. | 7.25pm |
| EA/28/22 | <u>Projects to be funded using R2 funds.</u> To receive updates on the following projects; (i) To confirm the fencing of Wildflower area at Castle Meadow (ii) To confirm the sign for the Wildflower area at Castle Meadow (iii) Path to the jetty at Castle Meadow (iv) Upgrade of the jetty at Castle Meadow (v) To confirm the purchase of noticeboards (vi) Signage at Wilton TC play areas. (vii) Repair of cricket wicket. (viii) New benches | 7.30pm |
| EA/29/22 | <u>Resurface of the Car Park at Castle Meadow</u> (i) To confirm the area to be resurfaced. (ii) To confirm the lighting required for this project. (iii) To confirm the Tender specification for this project and dates for the advertising of this Tender. | 7.39pm |

| | | |
|----------|---|--------|
| EA/30/22 | <p><u>Shaftesbury Road Cemetery</u></p> <ul style="list-style-type: none"> (i) Repair of wall along A30 has been completed. (ii) Maintenance of the paths in the Cemetery is ongoing. (iii) Garden of Remembrance (iv) General tidy up – removal of large stones and screen for the spoil area. (vi) Tidy the storage area and remove all waste. | 7.50pm |
| EA/31/22 | <p><u>Street Signage</u></p> <p>To consider quotes for replacement street signs within Wilton.</p> <ul style="list-style-type: none"> (i) Philip Road, Ditchampton (replace worn sign) (ii) St Peter's Close, Bulbridge (replace missing sign) | 8.00pm |
| EA/32/22 | <p><u>Highway matters</u></p> <ul style="list-style-type: none"> (i) To note the current status on ongoing matters. (ii) Litter bins around the Town – to receive an update from Cllr Blackman. (iii) Survey of pavements within Wilton – to include disabled access and dropped kerbs. | 8.03pm |
| EA/33/22 | <p><u>Speed Indicator Device</u></p> <ul style="list-style-type: none"> (i) To confirm the lead Cllr for the SID (ii) To confirm the locations for the deployment of the SID. (iii) To adopt the risk assessment for volunteers using the device. (iv) To confirm the purchase of safety equipment for the volunteers. (v) To confirm the access and storage of data from the SID and whether this will be published on the website. | 8.10pm |
| EA/34/22 | <p><u>South Street Car Park</u></p> <p>To consider parking restrictions in the form of permits, deferred from the last meeting.</p> | 8.17pm |
| EA/35/22 | <p><u>Pavilion and Castle Meadow</u></p> <ul style="list-style-type: none"> (i) To note work required to the outside of the Pavilion. Treatment of the wooden pillars by the entrance Fence around the manholes to the west of the pavilion. (ii) To note work required to the inside of the building Storage for the tables and chairs in the pavilion. Cupboards and worktop on the end of the main room. Redecorating The sink in the disabled loo has been fixed – it hadn't been attached to the wall properly. (iii) Storage Storage in the containers – shelves and storage of larger items. Storage for groups using the facility on a regular basis in the containers. A request from Wilton Carnival Committee to store the items currently stored in the container has been received. The group have also requested permission to store 6 x 6ft trestle tables. | 8.20pm |
| EA/36/22 | <p><u>Public Toilets at Greyhound Lane.</u></p> <ul style="list-style-type: none"> <u>(i)</u> Provision of bins in the toilets. <u>(ii)</u> Toilet working group to meet and discuss refurbishment / redesign of the facility. | 8.28pm |
| EA/37/22 | <p><u>Flood Matters</u></p> <ul style="list-style-type: none"> (i) To confirm the appointment of two new Flood Wardens. | 8.30pm |

- (ii) To receive a report of the recent Flood Group meeting held on 8th March
- (iii) To confirm the updating of the Wilton Flood Plan

EA/38/22

Council Office

- (i) Upstairs windows a second quote is awaited.
The painting has been taken down and needs to be hung in the Mayor's Parlour.
- (ii) Clearing of items at the bottom of the stairs - wooden cupboard that should be moved. The gazebo was also taken to the container for storage.
- (iii) To consider a quote for repair of the table under the Mayor's bench.
- (iv) The CCTV camera in the lobby has been installed.

8.35pm

EA/39/22

Managing the Council's money

- (i) To approve payments as specified in the schedule of payments
- (ii) To confirm a budget for Wilton Jubilee celebrations.
A proposal of £2500 was made at the March Full Council meeting.

8.40pm

EA/40/22

Trees under the responsibility of Wilton TC

- (i) To consider quotes for tree work required following the tree survey.
- (ii) To agree a contractor for the tree work

8.45pm

EA/41/22

Date of next meeting

To confirm the date of the next meeting on Tuesday 17th May at 7.00pm in the Council Chamber.

8.50pm

EA/42/22

To close the meeting.

8.51pm

Wilton Town Council is committed to equality:

In the exercise of their functions, Wilton Town Councillors and staff take full regard of the following:

- Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability)
- Data Protection
- Health & Safety
- Human Rights.



Anyone who may have difficulty with access to these papers or with access to the meeting is asked to contact the Clerk (01722 742093 or clerk@wiltontowncouncil.gov.uk at least 24 hours before the meeting so that help may be provided.

Reference documents:

- [Code of Conduct](#)
- [Terms of reference and delegated powers of the Committee](#)
- [Rules \(Standing Orders\) to be followed by the Committee](#)