



# Wilton Town Council

## Environment & Amenities Committee

### AGENDA

To all members of the Environment & Amenities Committee.

CLlr Boyd                      CLlr Crossley                      CLlr Kinsey  
CLlr La Femina                      CLlr Page                      CLlr Taylor



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 the **COUNCIL CHAMBER, COUNCIL OFFICES, KINGSBURY SQUARE, WILTON** on **TUESDAY 21<sup>st</sup> FEBRUARY 2023 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.**

It is hoped to stream this meeting via the Zoom video conferencing platform. Please [click here](#) or use the following access details:  
Meeting ID 860 9923 0085  
Passcode 743152

#### 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.

Yours faithfully

*Clare Churchill*  
Town Clerk

15<sup>th</sup> February 2023

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EA/001/23	<b><u>Apologies</u></b> To receive any apologies and to note the reasons provided.	7.00pm
EA/002/23	<b><u>Minutes</u></b> To approve the minutes of the meeting held on <a href="#">20th December 2022</a> .	7.01pm
EA/003/23	<b><u>To suspend Standing Orders</u></b> <b>Community engagement</b> 15 minutes is set aside to allow local people to raise their issues and concerns. Questions and	7.02pm

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.

Any resident who wishes to ask a question is advised to email the question to the Town Clerk ([clerk@wiltontowncouncil.gov.uk](mailto:clerk@wiltontowncouncil.gov.uk)) before midday on the day of the meeting.

### **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.

- EA/004/23 **To reinstate Standing Orders** 7.20pm
- EA/005/23 **Declarations of Interest** 7.21pm
- (i) 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.
  - (ii) To consider any dispensation requests received by the Town Clerk.
- EA/006/23 **Exclusion of the Public and Press.** 7.22pm
- 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. *Public Bodies (Admissions to Meetings) Act 1960*
- To agree to exclude the Public and Press for item EA/0?23 Cemetery Matter for the reason of sensitive information.
- EA/007/23 **Planning. To respond to the following application.** 7.23pm
- (i) PL/2023/00828. Wilton Garden Centre. Wilton.**  
Area 1 - Fell 4 Silver Birch , 2 Ash trees & Small Shrubs  
Area 2 - Mixture of Ash , Norway Spruce , Laurel & Rhododendron Fell
  - (ii) PL/2023/00827. 28A Water Ditchampton, Wilton.**  
Erection of rear / side single storey extension following demolition of conservatory.  
New porch and carport with associated external works.
- EA/008/23 **Cemetery** 7.30pm
- (i) To receive a general update.
  - (ii) Garden of Remembrance including a request to maintain the area by the local U3A gardening group.
  - (iii) Removal of the spoil heap
  - (iv) To review the current Interment charges
  - (v) To review the use of the Chapel and charges.
  - (vi) To confirm the current charges
- EA/009/23 **Castle Meadow, Pavilion and Compound** 7.40pm
- (i) To receive an update on the current use and any issues reported.
  - (ii) To note maintenance issues.
  - (iii) To review the booking form and charges.
  - (iv) Access to the Compound
  - (v) Request from Wilton Men's Shed to have access to the covered area between the two containers and to store items within the Compound.
  - (vi) Sign for the Wildflower area – this has arrived, to confirm installation.
  - (vii) To receive an update on the Sewage Treatment plant – Cllr Crossley to report,

- (viii) Car park resurfacing including lighting and the wildflower fence.
    - (a) To receive a verbal report regarding the resurfacing of the car park.
    - (b) To confirm the specification for the car park.
    - (c) To confirm the specification for the compound area.
    - (d) To confirm the lighting requirements for the car park
    - (e) To confirm the specification for the Wildflower fence.
    - (f) To confirm the next steps regarding the Tender for the work.
- EA/010/23 **Flooding and Emergency Planning** 7.55pm
- (i) To receive a report of the recent flooding and from the Wilton Flood WG.
  - (ii) To receive an update regarding the updating of the current Flood Plan.
  - (iii) To receive an update regarding updating the Emergency Plan
  - (iv) To receive an update on the purchase of equipment using the Scottish and Southern Electricity Network grant award.
- EA/011/23 **Old St Mary's Churchyard** 8.00pm
- (i) Electrical survey of the current electrics
  - (ii) Engage a contractor to survey and repoint (fill in and level up) the diagonal path across old St Mary's Churchyard.
  - (iii) To refurbish the bench nearest North Street.
- EA/012/23 **Highway matters** 8.05pm
- To receive updates (where available) on the following;
- (i) Speed Indicator Device (SID).
  - (ii) Litter bins – replacement bin for Market Square.
  - (iii) South Street – request for a crossing
  - (iv) Realignment of the Wishford Road sign.
  - (v) North Street – missing street sign
  - (vi) Speed limit review The Avenue, north of the 30mph limit.
  - (vii) Survey of pavements and dropped kerbs within Wilton.
  - (viii) Location for planters
  - (ix) Town Trail Markers
  - (x) Minster Street cycle path
  - (xi) Salt bins within the Town boundary
  - (xii) Parish Steward / Sparkle Team
- EA/013/23 **Dogs** 8.15pm
- (i) Dog mess not being cleared up. Spray paint has been purchased.
  - (ii) Issues concerning behaviour of some dogs, particularly when off the lead.
- EA/014/23 **The Coronation of His Majesty King Charles III** 8.20pm
- The Christmas Lights working group has reformed to organize this event.  
The group will report to Full Council after the next meeting.
- EA/015/23 **Trees under the control of Wilton Town Council** 8.22pm
- (i) Update on the tree work previously authorized
  - (ii) Trees at Minster Street by the tennis courts, with a request to cut back the overhanging branches.
- EA/016/23 **Managing the Council's money** 8.25pm
- To approve payments as specified in the schedule of payments

EA/017/23	<b><u>Play Areas</u></b>	8.28pm
	To receive updates on the following Play Areas and note work required (if any).	
	(i) Minster Street (ii) Castle Meadow Outdoor Gym (iii) Wishford Road (iv) Bulbridge	
EA/018/23	<b><u>Market Square Car Park</u></b>	8.35pm
	(i) The changes to parking alongside Brede Street has been submitted to the Local Highways and Footpath Improvement Group (ii) Abuse of the 2 hour parking limit has been reported to Wiltshire Council with a request for more visits by Parking Ambassadors.	
EA/019/23	<b><u>Christmas Lights</u></b>	8.36pm
	(i) To confirm date for 2023 switch on as Friday 1 <sup>st</sup> December 2023. (ii) To confirm the purchase of new lights.	
EA/020/23	<b><u>Review of Notice Boards within the Town of Wilton</u></b>	8.37pm
	(i) Bulbridge notice board (ii) Wishford Road notice board (iii) Council Notice Board, Kingsbury Square – to agree the wording (iv) Market Square notice board, Old St Mary’s Churchyard, to agree the wording (v) Castle Meadow notice board – to agree the wording (vi) Pavilion notice board – this needs replacing (vii) Minster Street notice board – to agree the wording	
EA/021/23	<b><u>The Council Offices</u></b>	8.43pm
	(i) Update following the electrical work completed in February 2023 (ii) Repairs to the roof and guttering. (iii) Repairs to the Town Clerk’s office (iv) Redecoration of the Chamber, Stairway, Office and exterior.	
EA/022/23	<b><u>Correspondence received</u></b>	8.50pm
	The Clerk will report any correspondence received since the publication of the agenda.	
EA/023/23	<b><u>Date of next meeting</u></b>	8.53pm
	To confirm the date of the next meeting on Tuesday 21 <sup>st</sup> February at 7.00pm in the Council Chamber.	
	Subject to agreement under EA/006/23 the following item should be considered after the Exclusion of the Public and Press attending.	
EA/024/23	<b><u>Cemetery Matter</u></b>	8.55pm
	To update Councillors on a recent issue at the Shaftesbury Road cemetery.	
EA/025/22	<b><u>To close the meeting.</u></b>	9.00pm