



# 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 18<sup>th</sup> APRIL 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 81718108327

Passcode 280527

#### 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

12<sup>th</sup> April 2023

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EA/026/23	<b><u>Apologies</u></b> To receive any apologies and to note the reasons provided.	7.00pm
EA/027/23	<b><u>Minutes</u></b> To approve the minutes of the meeting held on <a href="#">21st February 2023</a>	7.01pm
EA/028/23	<b><u>To suspend Standing Orders</u></b> <b>Community engagement</b>	7.02pm

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.

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/029/23 | <b><u>To reinstate Standing Orders</u></b>  | 7.20pm |
| EA/030/23 | <b><u>Declarations of Interest</u></b><br>(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.<br>(ii) To consider any dispensation requests received by the Town Clerk.   | 7.21pm |
| EA/031/23 | <b><u>Exclusion of the Public and Press.</u></b><br>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><br>To agree to exclude the Public and Press for item EA/0?23 Cemetery Matter for the reason of sensitive information.   | 7.22pm |
| EA/032/23 | <b><u>Consultation. To respond to the consultation regarding upgrade to existing base station.</u></b><br>Proposed base station installation upgrade at cornerstone 12863721, Salisbury Wilton, Wilton Estate Land, The Hollows, Wilton.<br>NGR: E: 408660 N: 132027<br>A request for the views of Wilton Town Council on the proposal to upgrade to a 25m high Swann Lattice Tower, replacing existing 3 Antennas with 3 new Antennas, 1 GPS module and 1 cabinet to be installed with ancillary works.<br>Please see documentation circulated with this agenda. | 7.23pm |
| EA/033/23 | <b><u>Managing the Council's money</u></b><br>To approve payments as specified in the schedule of payments  | 7.30pm |
| EA/034/23 | <b><u>Cemetery</u></b><br>(i) To note that unauthorized items will be removed from 2 graves following a request to remove items being unanswered.<br>(ii) To note the new Cemetery Regulation sign has been ordered.<br>(iii) To note the progress regarding the improvements to the Garden of Remembrance and reducing the existing Spoil heap.<br>(iv) To note the update regarding general matters.  | 7.35pm |
| EA/035/23 | <b><u>Castle Meadow, Pavilion and Compound</u></b><br>(i) To receive an update on the current use and any issues reported.<br>(ii) To note maintenance issues.<br>(iii) Request from Wilton Men's Shed to have access to the covered area between the two containers and to store items within the Compound.<br>(iv) Request from the Wilton Men's Shed to store two items within the compound adjacent   | 7.40pm |

- to the boundary fence.
- (v) Addition of a Regulations sign at Castle Meadow car park.
- (vi) To receive an update on the Sewage Treatment plant – Cllr Crossley to report,
- (vii) Car park resurfacing including lighting and the wildflower fence.
  - (a) To receive a verbal report regarding the resurfacing of the car park.
  - (b) To agree the next steps regarding the specification for the car park.
  - (c) To agree the next steps regarding the specification for the compound area.
  - (d) To agree the next steps regarding 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/036/23 **Flooding and Emergency Planning** 7.55pm

- (i) To receive a brief report 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.
- (v) To consider further grant applications for additional equipment.

EA/037/23 **Old St Mary's Churchyard** 8.05pm

- (i) Electrical survey of the current electrics
- (ii) Update on the survey and repoint (fill in and level up) the diagonal path across old St Mary's Churchyard.
- (iii) Update on refurbishing the bench nearest North Street.

**Highway matters**

EA/038/23 **Junction of Crow Lane and North Street.** 8.10pm

Visibility and pedestrian safety at this junction as raised at the Full Council meeting on 7<sup>th</sup> March  
Please see attached report.

EA/039/23 **Pavement outside 23 – 25 South Street.** 8.15pm

To support a request for drainage improvements at this location as the pavement slopes towards the property causing issues with excess water.  
Please see Highway Improvement request form

EA/040/23 **Crossing of A36.** 8.20pm

To consider the request to look at traffic speed on the A36 (King Street) by the crossing at The Guild

EA/041/23 **Waiting Restriction request at Kingsbury Square.** 8.25pm

To support a request for double yellow lines outside numbers 6 and 7 Kingsbury Square  
Please see attached completed form.

EA/042/23 **To receive updates (where available) on the following:** 8.30pm

- (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  
To confirm whether this should be a normal Street sign with just North Street or also a No Entry sign as discussed previously at this committee.

- (vi) Survey of pavements and dropped kerbs within Wilton.
- (vii) Location for planters
- (viii) Town Trail Markers
- (ix) Minster Street cycle path

EA/043/23	<p><b><u>Behaviour of some dogs in public places when off the lead.</u></b></p> <p>Issues concerning behaviour of some dogs, particularly when off the lead. At the last meeting it was agreed to erect some signs or stickers, this went to Full Council for approval but was referred back to this Committee.</p>	8.40pm
EA/045/23	<p><b><u>Trees under the control of Wilton Town Council</u></b></p> <ul style="list-style-type: none"> <li>(i) Update on the tree work previously authorized</li> <li>(ii) Issue reported regarding tree roots from Bulbridge Park causing problems to private property.</li> </ul>	8.45pm
EA/046/23	<p><b><u>The Council Offices</u></b></p> <ul style="list-style-type: none"> <li>(i) Repairs to the roof and guttering.</li> <li>(ii) Repairs to the Town Clerk’s office</li> </ul>	8.47pm
EA/047/23	<p><b><u>Play Areas</u></b></p> <ul style="list-style-type: none"> <li>(i) To receive updates on the following Play Areas and note work required (if any). <ul style="list-style-type: none"> <li>(a) Minster Street</li> <li>(b) Castle Meadow and Outdoor Gym</li> <li>(c) Wishford Road</li> <li>(d) Bulbridge</li> </ul> </li> <li>(ii) Maple Crescent –to revert this play area back to open space.</li> </ul>	8.48pm
EA/048/23	<p><b><u>Market Square Car Park</u></b></p> <ul style="list-style-type: none"> <li>(i) The changes to parking alongside Brede Street has been submitted to the Local Highways and Footpath Improvement Group</li> <li>(ii) Abuse of the 2 hour parking limit has been reported to Wiltshire Council with a request for more visits by Parking Ambassadors.</li> </ul>	8.52pm
EA/049/23	<p><b><u>Review of Notice Boards within the Town of Wilton</u></b></p> <ul style="list-style-type: none"> <li>(i) Bulbridge notice board</li> <li>(ii) Wishford Road notice board</li> <li>(iii) Pavilion notice board – this needs replacing</li> </ul>	8.53pm
EA/050/23	<p><b><u>Creation of a Coronation Meadow at Wilton Park and Ride</u></b></p> <p>For Wilton Town Council to agree to work in Partnership with Wilton Wildlife Group volunteers to make and maintain a Coronation Meadow on ‘The Island’ at Wilton Park and Ride</p>	8.55pm
EA/051/23	<p><b><u>Street signage</u></b></p> <p>A request has been made to replace the current signs (see below) with new signs including the Wilton Town Council logo.</p> <ul style="list-style-type: none"> <li>(i) Bulbridge Road x 3</li> <li>(ii) Chantry Road x 2</li> <li>(iii) Groveley View x 1</li> <li>(iv) St Nicholas Close x 1</li> <li>(v) St Michael’s Close x 1</li> <li>(vi) Swayne Road x 1</li> </ul>	9.00pm

- (vii) Seagrim Road x 3
- (viii) Randall's Croft Road x 1
- (ix) Crow Lane x 2
- (x) North Street x 1
- (xi) Russell Street x 2

EA/052/23 **Responsibilities of the Environment and Amenities Committee**

9.10pm

Some of the responsibilities of the Environment and Amenities Committee include;

- (i) To promote the health and well-being of the residents of the town
- (ii) To promote sports and leisure facilities
- (iii) To promote walking and cycling

The question asked was What projects has the Town Council budgeted for the 2023/24 financial year to fulfil these responsibilities.

To respond to the question.

EA/053/23 **Correspondence received**

9.15pm

The Clerk will report any correspondence received since the publication of the agenda.

EA/054/23 **Date of next meeting**

9.16pm

To confirm the date of the next meeting on Tuesday 20<sup>th</sup> June at 7.00pm in the Council Chamber.

EA/055/23 **To close the meeting.**

9.17pm