




# Wilton Town Council

## Environment & Amenities Committee


### AGENDA

**To all members of the Environment and Amenities Committee.**

CLlr Boyd                      Cllr Crossley    Cllr Harrison    Cllr Hilliard  
CLlr Kinsey                    Cllr Page            Cllr Whillock

 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 20<sup>th</sup> FEBRUARY 2024 at 7.00pm** for the purpose of transacting the following business.

Wilton Town Council has signed the [Civility and Respect Pledge](#).  
[Who has taken the Pledge](#)

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

**This meeting is open to the Public and Press.**

Please see the [Public Participation at Meetings Policy](#)

**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 889 5924 9346  
Passcode 618398

You will be placed in a waiting area so please ensure arrival at least 5 minutes before the start of the meeting.

Yours faithfully

*Clare Churchill*  
Town Clerk

**13<sup>th</sup> February 2024**

EA/01/24	<b><u>Apologies</u></b> To receive any apologies and to note the reasons provided.	7.00pm
EA/002/24	<b><u>Minutes</u></b> To approve the minutes of the meeting held on <a href="#">19th December 2024</a>	7.01pm
EA/003/24	<b><u>To suspend Standing Orders</u></b> <b><u>Community engagement</u></b> 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.  <b><u>Community Engagement</u></b> 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.	7.02pm
EA/004/24	<b><u>To reinstate Standing Orders</u></b>	7.22pm
EA/005/24	<b><u>Declarations of Interest</u></b> (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.	7.23pm
EA/006/24	<b><u>Exclusion of the Public and Press.</u></b> To agree any items, if required, to be dealt with after the public, including the press, have been excluded under <i>Public Bodies (Admissions to Meetings) Act 1960</i> . <i>Note the resolution must include a reason for this exclusion.</i>	7.24pm
EA/007/24	<b><u>Highway issues</u></b> <b><u>The following update on issues previously reported to South West Wiltshire Local Highways and Footpath Improvement Group (LHFIG).</u></b> (i) Installation of a traffic bollard outside 2 West St, agreed at LHFIG. To agree to the financial contribution of £145.00 with Wiltshire Council LHFIG contributing the remaining £435.00.  To note the following updates (ii) – (vi). (ii) <b>South Street crossing point.</b> At the recent LHFIG meeting it was agreed to proceed with an informal crossing. Design work to commence in March 2024  (iii) <b>Crow Lane / North St crossing.</b> Works order to be issued to Milestone in February 2024.  (iv) <b>Request for a 20mph Speed Limit</b> Location of traffic surveys agreed and ordered, to be undertaken in February 2024.  (vi) <b>Request for coloured surfacing on the A30 Minster Street crossing.</b> Works order to be issued to Milestone in February 2024.	7.25pm

EA/008/24	<p><b><u>Parish Steward</u></b></p> <p>To note the dates for scheduled Parish Steward Visits for 2024.          To note the tasks which may be undertaken by the Parish Steward.          To agree to a current Wilton Town Councillor taking on a liaising role between Wilton Town Council and the Wiltshire Council Parish Steward.</p>	7.30pm
EA/009/24	<p><b><u>Play Areas</u></b></p> <p>To note issues in the following Play and Recreation areas and to agree to a current Wilton Town Councillor taking on a monitoring role for each area, to report matters to Wilton Town Council Office and this Committee</p> <ul style="list-style-type: none"> <li>(i) <b>To note the recent play inspections and agree actions required.</b></li> <li>(ii) <b>Update on the Minster Street Play Area</b></li> <li>(iii) <b>Update on the Wishford Rd Play area</b></li> <li>(iv) <b>Update on the Bulbridge Play Area</b></li> <li>(v) <b>Update on the Castle Meadow Outdoor Gym</b></li> </ul>	7.35pm
EA/010/24	<p><b><u>Shaftesbury Road Cemetery.</u></b></p> <ul style="list-style-type: none"> <li>(i) To note issues regarding general maintenance.</li> <li>(ii) To note concerns raised.</li> <li>(iii) To agree to set up a Friends of Shaftesbury Road Cemetery group.</li> <li>(iv) To agree to a current Wilton Town Councillor taking on a monitoring role to report matters to Wilton Town Council Office and this Committee.</li> <li>(v) To receive a report from the Town Clerk on Burials and Interments.</li> </ul>	7.50pm
EA/011/24	<p><b><u>Report regarding the Christmas Lights 2023</u></b></p> <ul style="list-style-type: none"> <li>(i) To note the report.</li> <li>(ii) To agree that the issues regarding the failure of the lights was not the responsibility of the current Contractor.</li> <li>(iii) To note that there will be a meeting with Members of this Committee, Members of the Event Working Group and the Contractor to discuss the issues raised.</li> </ul>	8.00pm
EA/012/24	<p><b><u>Managing the Council's money</u></b></p> <ul style="list-style-type: none"> <li>(i) To consider an invoice from Playforce following repair to the trampoline at Bulbridge Play Park.</li> <li>(ii) To approve payments as specified in the schedule of payments.</li> </ul>	8.07pm
EA/013/24	<p><b><u>Bus Shelters</u></b></p> <ul style="list-style-type: none"> <li>(i) To note the report on the five Bus Shelters maintained by Wilton Town Council.</li> <li>(ii) To note the recent work undertaken to repair the shelter on Wishford Road.</li> <li>(iii) To consider repairing or replacing the shelter on West Street (outside the WMSET Centre)</li> <li>(iv) To note the issues regarding the Bus Shelter on King Street.</li> <li>(v) To consider adopting the King Street shelter</li> </ul>	8.15pm
EA/014/24	<p><b><u>Public Toilets at Greyhound Lane</u></b></p> <ul style="list-style-type: none"> <li>(i) To note that the Transfer has been signed and delivered to the Solicitor, it now needs to be signed by Wiltshire Council.</li> <li>(ii) To note there has been a spate of vandalism in both the Ladies and the Gents Toilets which has required new toilet roll holders, an Electrician to check and reattach the hand dryer and some Plumber visits.</li> <li>(iii) To consider the costs for waste bins and the emptying of.</li> </ul>	8.25pm

- (iv) To agree that the Toilet Working Group should meet and look at options for the refurbishment of the facility.  
To confirm membership of the Toilet Working Group.

EA/015/24 **Planning**

To respond to Wiltshire Council on the following planning applications.

- (i) **PL/2024/00932. 1 Olivier Road, Wilton.**

2 x 3 bed semi detached houses.

- (ii) **PL/2024/0124. 69 Shaftesbury Road, Wilton.**

Minor alterations to the ground floor layout including the addition of a new bay window to the north-east bedroom, new main entrance canopy, and an oriel window to the rear elevation.

New roof over the rear portion of the building to introduce a second bedroom at first floor level. New timber gate and fencing to the main entrance side of the house.

- (iii) **PL/2024/11221. 25 West Street, Wilton.**

Replacement of 2 crittal kitchen windows with timber effect framed windows

EA/016/24	<b><u>To note the report from the Speed Indicator Device (SID) Working Group</u></b>	8.40pm
EA/017/24	<b><u>To receive a Report from the Wilton Flood Group.</u></b>	8.43pm
EA/018/24	<b><u>To receive a Report from the Newsletter Working Group.</u></b>	8.46pm
EA/019/24	<b><u>Wilton Town Council Hanging Baskets and Planters</u></b>	8.49pm
EA/020/24	<b><u>Grounds Maintenance Contract</u></b>	8.52pm
EA/021/24	<b><u>Officer report</u></b> Councillors are requested to note the updates in the Officer report for information only.	8.55pm
EA/022/24	<b><u>Date of next meeting</u></b> To confirm the date of the next meeting on Tuesday 16 <sup>th</sup> April at 7.00pm in the Council Chamber.	8.59pm
EA/023/24	<b><u>To close the meeting.</u></b>	9.00pm

8.35pm