

WILTON TOWN COUNCIL
Ancient Capital of Wessex

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9 January 2019

ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS

To: All Members of the Amenities & Planning Committee

Dear Councillor,

Your attendance is requested at a meeting of the **AMENITIES & PLANNING COMMITTEE** to be held in the **COUNCIL CHAMBER at KINGSBURY SQUARE** to transact the following business on **TUESDAY 15th JANUARY 2019 at 7.00pm**

Yours faithfully,

Town Clerk

There will be a short public session to enable members of the public to ask questions of, and make comment to, the Committee. Questions not answered at this meeting will be answered in writing to the person asking the question, or the issue may appear as an agenda item for the next committee meeting. Members of the public are asked to restrict their comments and/or questions to 3 minutes. Please note that the meeting may be recorded.

AGENDA

01.19 To receive any apologies for absence

02.19 Chair's update

03.19 Declarations of Interest

- a) To receive **Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 and the Localism Act 2011.
- b) To consider any **Dispensation Requests** received by the Town Clerk and not previously considered.

04.19 Approval of minutes – to approve and sign as a correct record the minutes of the Amenities & Planning Committee meeting 11th December, 2018.

05.19 To consider any matter raised in the public session (for discussion only)

06.19 To consider any matters referred from the January Full Council Meeting.

07.19 To consider a response to the following planning application received:

Application 19/00033/FUL: Renovation including render finish to walls. Replacement roof tiles, new fenestration, replacement extension and replacement porch - 3 Crow Lane, Wilton, SP2 0HB – [further details](#)

08.19 Wilton Town Council Precept 2019/20

To note that the draft precept resolution and budget for 2019/20 will be considered by the Finance and General Purposes Committee on 22nd January, 2019. The following projects submitted by this Committee have been included in the 2019/20 base budget proposals:

- £2,000 Xmas lights – additional lights
- £1,250 Cemetery Chapel improvements
- £7,500 Toilet cleaning and general maintenance contract

The following projects remain subject to approval by the Full Council:

- Wilton History Festival £500
- Britain in Bloom £750
- Land purchase (R2) -
- Wilton in Bloom £750
- Wishford Road Play Area (R2) -
- Tennis courts access system £2,500
- Cycle parking £1,000
- Electric car charging points £3,500
- Additional dog bag dispensers £200
- WTC branded h-viz wear £1,000
- Street lights Castle Lane £7,000

The Committee may wish to reconsider this list and prioritise its budget proposals.

09.19 Tennis Courts

The tennis courts in Minster Street were refurbished in 2017 at a cost of £70,000. Since they were reopened, the Council has been considering options to improve access and increase use. The Council is in the process of installing an electricity supply and access ramp..

It has been suggested that an electronic access system should be introduced to facilitate the improved management of the courts. Currently, the Council has a manual pin entry system with the code freely available to anyone wishing to use them. Electronic systems operate with a PIN, card or key fob system – allowing members to book sessions online.

Generally, electronic systems are used to facilitate paid access. Cards can be prepaid annual member, monthly debit membership, or pay-as-you-go and are widely used within the leisure industry. Software – installed on the organisation’s own computers with a web interface - is used to manage bookings, allocate court time for specific activities and monitor use – usually on a ‘self-service’ basis. Cards can be activated or cancelled at any time using the software.

At present, the Council does not charge for use of the courts. However, the introduction of a booking fee or subscription could help to cover the cost of maintenance, utilities, operational costs as well as contribute to a rolling 10 year refurbishment fund. Membership cards could form part of a ‘community club’ approach with a variety of memberships available as outlined above. It may also facilitate the introduction of coaching, supervised junior activities and wheelchair tennis and open access ‘rock up and play’ sessions.

£2,500 has been identified as a 2019-20 budget proposal to cover the costs should the Committee wish to proceed (see item 08.19 above).

There are a range of management options open to the Council should it not wish to run the courts in-house. It could consider leasing the courts to a club or private operator or it could contract out the management of the courts to a company who would take a percentage of any booking fees received – the [Parks Tennis](#) model.

Under the Parks Tennis model the Council would pay for the installation of the gate control unit and the Company would manage bookings online, retaining a proportion of the fees generated.

10.19 Lease of Randalls Croft Play Area

Wiltshire Council has drafted a lease to facilitate the transfer of this small play area to the Town Council. The draft lease has been circulated to members of the Committee.

Members have expressed some concern that this will also transfer full liability for the insurance, maintenance and upkeep to the town precept. If the Council does not agree to the lease, it is likely that Wiltshire Council will discontinue maintenance of the equipment that was funded by the Town Council through R2 contributions.

Randalls Croft Play area has a limited range of basic play equipment. However, it lies only yards away from the Bulbridge Playing Field, where a good range of well-maintained equipment is provided by the Town Council.

If the Committee decides not to proceed with the lease then it is possible to either leave the equipment as it is or relocate it to other Town Council play areas.

The Committee is asked to consider this matter and recommend whether the Council proceeds with the lease.

11.19 To review and note other ongoing matters:

Facility	Clerk's update
a. Sports Pavilion/Castle Meadow	lighting of the outdoor gym is in hand
b. Bulbridge Play Area	Hip hop has been removed for repair
c. Cemetery	GIS mapping underway
d. Minster Street Play Area	See item 9.19 above
e. Old St Mary's Churchyard	Significant damage to the wall
f. Car parks	No update
g. Flouse Hole	No update
h. Old Wishford Road	No update
i. Youth Centre at The Hollows	Radiator leak repaired
j. Public toilets at the Market Place	Gutters have been cleaned
k. Replacement Road Signs	The Hollows sign is in hand
l. Wilton in Bloom	Budget proposal – see above

12.19 Correspondence

The Town Clerk will report on any correspondence received.

13.19 To receive any report received from Grounds Maintenance Contractor

14.19 To advise of any tasks/jobs for the Parish Steward to undertake

15.19 To confirm the date and venue of the next meeting – Tuesday 19th February 2019 at 7.00pm in the Council Chamber, Kingsbury Square.

16.19 To close the meeting.