

WILTON TOWN COUNCIL
Ancient Capital of Wessex

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14 March 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 19th MARCH 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

35.19 To receive any apologies for absence

36.19 Chair's update

37.19 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.

38.19 Approval of minutes – to approve and sign as a correct record the minutes of the Amenities & Planning Committee meeting 19th February 2019.

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

40.19 To consider any matters referred from the February Full Council Meeting.

41.19 Forward work programme 2019/20

To note the following projects for implementation by the Amenities and Planning Committee from 1st April 2019:

Project	Budget	Notes	Lead councillor
Cemetery chapel improvements	£1,250	Minor repairs & internal decoration	Cllr Matthews
Wilton History Festival	£500	Funding bid to WC (£5,000)	Cllr Lyons
Wilton in Bloom	£750	Additional baskets	Cllr Matthews
Land purchase	R2	Allotments/community farm	Cllr Edge
Wishford Road Play Area	R2	Improvements/equipment	Cllr Taylor
Tennis courts access system	£2,500	Automated access system	Cllr Johnston
Cycle parking	£1,000	New parking frames	Cllr Glyde
Electric car charging points	£3,500	South Street	Cllr Church
WTC branded h-viz wear	£1,000	For volunteers, councillors & staff	Cllr Blackman

42.19 Wilton Youth Club

At the last meeting, the Committee noted that the Focus School had served notice upon the Council terminating the lease of the building used by the Youth Club. The Club will need to vacate the premises on 2nd April and the Council will need to remove its items of equipment – table tennis table, pool table and table football machine and find suitable storage facilities.

Discussions have since taken place with Seeds4Success (existing provider) about the possibility of finding a new home for the club. This is not straightforward because youth clubs require dedicated space for equipment. The club is considering hiring the Sports Pavilion on a short term basis until a more permanent home can be found. This is not an ideal solution because the pavilion is used extensively by community groups and cannot accommodate permanent items of equipment. There is also currently no secure storage available for use by regular hirers.

Seeds4Success have asked if the Council can assist with the cost of hiring the Pavilion. Under the Pavilion hire policy there is no provision for the waiving of charges and the Pavilion is already booked on some of the evenings required by the Club.

In view of the difficulties now faced by the Youth Club, it is suggested that the Committee recommends to the Council that it provides a grant of £250 to Seeds4Success to support the cost of hiring suitable alternative accommodation (either at the Pavilion or elsewhere) in the short term while a suitable and permanent home is sought.

43.19 Fly-tipping on the Kingsway

There has been persistent fly-tipping on an area of land adjoining the Kingsway. The area of land forms an informal layby but is not a highway passing point as the Kingsway is a 'one-way' road.

The Committee is asked to consider whether to request the South West Wiltshire Community Area Transport Group (CATG) to fund the installation of bollards to prevent vehicles parking on this area of land. Wilton Town Council is usually asked to make a contribution towards CATG projects but this is usually only around 25% of the cost. It is felt that the installation of bollards may mitigate the fly-tipping problem.

The Committee may also wish to request the South West Wiltshire Area Board whether this site is suitable for mobile CCTV enforcement.

44.19 Parking Problems at Churchill Court

Residents at Churchill Court have raised concerns about cars obstructing access from North Street. Cars have been obstructing the entrance, parking on pavements and parking on double yellow lines. Residents report that, on one occasion, an ambulance attending a resident could not access the car park and had to park in North Street and make their way on foot to attend the patient.

The residents have reported the issues to Wiltshire Council, who have requested that this issue is considered by the Town Council before it considers the matter further. It is likely that the Town Council would have to fund any costs associated with the implementation of any new parking restrictions approved by Wiltshire Council.

The Committee is asked to consider this matter further.

45.19 Solar Panels at the Pavilion

At its meeting on 12th March, the Council approved the installation of a 5Kw PV system on the Pavilion roof, subject to costs not exceeding £6,000 and the receipt of deliverable quotations from suppliers.

Nine local and regional providers were invited to quote for the works, based on installation and commissioning before 31st March. Due to the high volume of demand for installations before the end of the Government's feed-in tariff, only two of the Companies were able to provide achievable schemes.

Of the quotes provided, Dorset Energy Solutions Ltd from Gillingham provided the lowest cost and the only one that fully met the requirements set down by the Council. Following consultation with the Chair and Vice Chair of the Council, the quotation was accepted and works have been programmed.

Acceptance of the quotation was subject to the installation and commissioning of the system prior to 31st March to ensure that the Council can take advantage of the Government's feed in tariff before it is discontinued.

The Council can expect to see a return on its investment in 10 years, with £5,250 profit over the lifespan of the PV system.

46.19 Christmas Lights Survey Results

At the request of the Committee a survey of residents was undertaken using SurveyMonkey. The survey was distributed online via the Council's website, Facebook and Twitter. The Council received 102 responses to the survey within a week of publication (the free version of SurveyMonkey only allows access to 100 responses). The Assistant Clerk's analysis of the results is attached.

The number of people who left comments does show how much the event means to residents and how much they care – which is a real positive and there are also lots of constructive comments which will hopefully help with planning for next year's event.

Key findings:

- 75% of respondents favoured leaving the fairy lights in the trees around the Square up all year round.
- 31% of respondents felt the event should be held on a Monday (as present), while 63% favoured moving to Friday or Saturday evening.

The Committee is asked to consider the results of the survey and the comments received.

47.19 Wildflower Planting - Bee Friendly Wilton

The Committee is asked to consider the possibility of identifying sites for wildflower meadow planting within the Town to encourage bees and biodiversity. Similar schemes have been introduced in other places – [see the Salisbury scheme here.](#)

Typically, schemes include volunteer-led planting schemes, awareness campaigns and incentives to encourage residents to participate at home.

48.19 Wilton Town Risk Management Policy (Draft)

The Committee is asked to consider the draft Risk Management Policy and Risk Assessment Schedule (to follow). Members are particularly asked to comment on the risks associated with the services and facilities managed by the Committee and to make any observations before the matter is considered by the Council.

49.19 Planning applications received

- a. **19/01715/TCA:** Bulbridge House, 46 South Street, Wilton, SP2 0JU – fell one Beech tree and remove overhanging limb from one Beech tree. [Further details.](#)
- b. **19/01186/FUL:** Wilton Hill, The Avenue, Wilton , SP2 0BP - relocation of existing gates and pier. [Further details.](#)
- c. **19/01694/FUL:** 46 Shaftesbury Road, Wilton, SP2 0DR - second floor extension to create home office. [Further details.](#)
- d. **19/02240/106:** Former Erskine Barracks, Wilton, SP2 0AG - to vary terms of the existing Section 106 Agreement relating to application 17/05181/REM. [Further details.](#)

50.19 Planning applications determined

- a. **19/00442/TCA:** April Cottage, 7 Russell Street, Wilton, SP2 0BG - reduce Spruce Tree by 50%. [Further details.](#)
- b. **19/00603/TCA:** Island Lodge, Minster Street, Wilton SP2 0BH - reduce Beech canopy by 40%. [Further details.](#)

51.19 To review and note other ongoing matters:

Facility	Clerk's update
a. Sports Pavilion/Castle Meadow	See item 45 above.
b. Bulbridge play area	Hip hop repairs commissioned
c. Cemetery	Path resurfacing complete
d. Minster Street play area	Repairs to swings in hand
e. Tennis courts	Quotation for access system requested Electricity supply contract let with SSE.
f. Old St Mary's Churchyard	Wall repairs scheduled
g. Car parks	Electric charging points in South St agreed
h. Flouse Hole	No update
i. Old Wishford Road	Correspondence regarding extended lease
j. Youth centre at The Hollows	See item 42 above
k. Public toilets in the Market Place	Electronic closures agreed Cleaning contract – update to be provided
l. Replacement road signs	Burcombe Lane sign ordered.
m. Wilton in Bloom	Additional budget approved.

52.19 Budget Monitoring Report

The Amenities and Planning Budget monitoring report for February is attached.

53.19 Correspondence

The Town Clerk will report any correspondence received

54.19 To receive any report received from Grounds Maintenance Contractor

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

56.19 To confirm the date and venue of the next meeting – Tuesday 16th April 2019 at 7.00pm in the Council Chamber, Kingsbury Square. (In accordance with the revised schedule of meetings circulated by the Clerk).

57.19 To close the meeting.