



Wilton Town Council

Environment & Amenities Committee

AGENDA

To all members of the Environment & Amenities Committee ([membership 2019/20](#))



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 JANUARY 2019 at 7.00pm** for the purpose of transacting the following business.

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

Town Clerk

16 January 2019

-
- | | | |
|--------|--|--------|
| 129/19 | <u>Apologies</u>
To receive any apologies and to note the reasons provided. | 7.00pm |
| 130/19 | <u>Declarations of Interest</u>

(a) 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.

(b) To consider any dispensation requests received by the Town Clerk. | 7.05pm |
| 131/19 | <u>Minutes</u>
To approve the minutes of the meeting held on 19th November, 2019 . | 7.10pm |
| 132/19 | <u>Community Engagement</u>
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. | 7.10pm |
| 133/00 | <u>Wilton Tennis Courts</u>
The Council has approved the introduction of a new tennis court access system. The Clerk has subsequently agreed a revised specification for the system to provide online bookings; keypad entry with automatically generated passcodes and a facility for online payments. Hardware and | 7.15pm |

one-off costs have been revised down to £1,450 with annual costs reduced to £835. The Committee is asked to accept this revised quotation and to authorise implementation so that the system can be commissioned in the current financial year (budget provision is available). The Council will seek quotes for the installation of the gate access system as this is not undertaken by the system supplier - Clubnet.

Charges will not be applied initially, but proposals will be included in the fees and charges report to be considered by the Council for implementation from 1st April.

The final matter for the Committee to consider is the provision of coaching. The Council received a presentation from Chris Matthews, a local Lawn Tennis Association (LTA) coach, outlining proposals to provide coaching at the courts. The Council was minded to support the idea in principle, subject to further discussion about how this might work.

Once the booking system is installed, courts can be reserved for coaching sessions and regular sessions can be provided. It would be necessary to enter into an agreement with any coach wishing to secure block bookings. Such an agreement is likely to include an 'exclusivity' clause; enhanced DBS checks, references and evidence of public liability insurance.

If members are content with the principle, an agreement will be drawn up – initially for a period of one year from 1/4/20 – granting exclusive coaching rights to Chris Matthews, subject to renewal for a further two years should the scheme prove successful and provided the Council is satisfied with the services delivered. Members are asked to consider this matter further.

134/19

Pavilion Access

7.30pm

Members will be aware that the access to the Pavilion is very heavily rutted and large puddles have formed. The Clerk is seeking quotes for the repair of the access and parking area. The potholes will be filled with hardcore, compacted and dressed with pea gravel. This will be funded from the parks and open spaces repairs and maintenance budget. Members observations are invited.

135/19

Wildflower Planting

7.35pm

At its last meeting the Council approved the provision of new wildflower areas at Minster Street and Castle Meadow.

- **Minster Street:**

The Clerk is seeking quotes for the installation of wildflower turf at Minster Street – this will extend the existing trial area to the parcel of land extending from Minster Street to the Bowls Club - an area of 500m². The scheme will include paths, new seats, picnic bench and an interpretation board. An initial application for R2 funding has been submitted for the scheme. Once the Council has received confirmation that this is acceptable in principle a design will be commissioned for the paths and seating area – it is not considered wise to commit to these costs before the Council knows this can be funded from R2. Members are asked to give the go ahead for this scheme, subject to consultation over the final design.

- **Castle Meadow:**

Wiltshire Wildlife Group have offered to provide a wildflower embankment around the car park area at Castle Meadow. The Committee is asked to support this project and allocate £750 from the 2020/21 budget to fund the costs involved.

136/19

Flooding

Members are asked to consider and adopt [the draft Flood Plan](#).

In connection with this matter, the Committee will note that the flood barrier was deployed successfully on 15th January following a request from the Environment Agency. The barrier will remain in position until groundwater levels are back to normal.

A meeting of the Wilton Flood Group is to be held on Thursday 23rd January at 10.30am in the Council Chamber.

7.40pm

137/19

Updates

7.50pm

- **Cemetery** : The memorial cherry trees have been planted at the Cemetery._
- **Pavilion**: The guttering has been repaired and changing room lights have been replaced.
- **South Street Car Park**: The curbstones have been removed and the surface made good – providing one additional parking space.
- **Minster Street**: The Minster Street shelter is scheduled for repair (glass has been delivered) and a new bench has been delivered for installation near the Fountain. A broken gate is also scheduled for repair.
- **Public Toilets**: A faulty door closure has been fixed and quotes sought to repair a blockage in the ladies WC.
- **Christmas Lights**: The small lights around the Market Square will be left up until Easter

138/19

Budget Monitoring Report

7.55pm

To note [the budget monitoring report](#).

139/19

Planning applications received

8.00pm

To consider the following planning application and to make representations to Wiltshire Council as appropriate:

- (a) [19/11383/FUL](#): Retrospective application for erection of men's shed (community facility) - Land to the rear of the Pavilion, Castle Lane, North Street, Wilton

140/19

Correspondence received

8.05pm

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

141/19

Date of next meeting

8.10pm

To confirm the [date of the next meeting](#) on Tuesday 17th March at 7.00pm in the Council Chamber.

142/19

To close the meeting.

8.10pm

Wilton Town Council is committed to equality:

In the exercise of their functions, Wilton Town Councillors and staff take full regard of the following:

- Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability)
- Data Protection
- Health & Safety
- Human Rights.



Anyone who may have difficulty with access to these papers or with access to the meeting is asked to contact the Clerk (01722 742093 or clerk@wiltontowncouncil.gov.uk at least 24 hours before the meeting so that help may be provided.

Reference documents:

- [Terms of reference and delegated powers of the Committee](#)
- [Rules \(Standing Orders\) to be followed by the Committee](#)