



# 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 17th MARCH 2020 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

12 March, 2020

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|--------|--|--------|
| 143/19 | <b><u>Apologies</u></b><br>To receive any apologies and to note the reasons provided.  | 7.00pm |
| 144/19 | <b><u>Declarations of Interest</u></b><br><br>(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.<br><br>(b) To consider any dispensation requests received by the Town Clerk. | 7.05pm |
| 145/19 | <b><u>Minutes</u></b><br>To approve <a href="#">the minutes of the meeting held on 21st January, 2020</a>  | 7.05pm |
| 146/19 | <b><u>Community Engagement</u></b><br>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 |
| 147/00 | <b><u>Christmas Lights</u></b><br>Further to consideration of this matter by the Council, the Committee was asked to look again at the question of marquees used at the switch-on event. The Committee previously asked the Council to set aside £1,500 to hire marquees for the event in future years. The Marquees used in                       | 7.15pm |

2019 were loaned by the Carnival Committee and took volunteers most of the afternoon to erect and they were blown over on a couple of occasions. In view of the risk this poses it is considered preferable to use a registered and insured contractor. There is no budget provision for this expenditure, therefore it will need to be met from reserves.

148/19

### **20 mph Speed Limits**

7.25pm

Wiltshire Council has written to the Council inviting submission of proposals for 20 mph zones. Wilton Neighbourhood Plan Group has also been looking at traffic management in the Town Centre and one of the proposals included in the options analysis is the implementation of a 20 mph zone in the Market Square and North Street. The group considered this may be coupled with works to increase pedestrian priority in these areas – wider pavements, pedestrian surface treatments, planters, etc. These proposals were identified in response to the findings of the recent NP survey - 88% of respondents had called for improvements to pedestrian safety. Although not specified by the NP Group, the likely area in question would cover Kingsbury Square, Russell Street, Penny Lane, Silver Street, Market Square and North Street from its junction with West Street to its junction at King Street.

If the Council wants to support this proposal it will be expected to contribute £1000 towards the initial £2500 cost of the feasibility study, and, should the 20mph progress to implementation the CATG would fund the legal costs but the Parish Council would be expected to fund the entire construction cost, which is typically around £5,000 - £10,000. There is adequate funding in the Council's 2020/21 CATG fund to cover the cost of the feasibility, but funds would need to be included in the 2021/22 budget for implementation, if the scheme goes ahead.

Members may wish to consider whether it is currently possible for vehicles to significantly exceed 20 mph in these streets because of their narrow and congested nature. It may be preferable or more effective to direct funds towards hard landscaping schemes to create a pedestrian priority zone in this area.

149/19

### **Volunteer Activities**

7.35pm

Many of the Council's activities involve working in partnership with community groups and volunteers. The Council wants to ensure that volunteers feel valued and supported and protected from harm and that activities are organised safely. To this end, the Committee is asked to endorse [the draft Volunteer Policy](#) and recommend its adoption by the Council. This document aims to protect and support volunteers, the leaders of volunteer activities and the Council.

This is important because several local groups are currently working alongside the Council on the delivery of activities promoted or supported by the Council. These include Wilton Wombles, Wilton Wildlife Group and Wilton PlantFEST. None of these groups are formally constituted or incorporated bodies – they are groups of likeminded, public spirited individuals doing positive voluntary work for the community.

Through discussions, it has become clear to the Clerk that these activities need to be regularised and the volunteers protected properly through risk assessments, health and safety training and insurance. The Council's insurance covers volunteers working on behalf of the Council. However, at present the groups mentioned operate in a grey area - to clarify matters, the Committee is asked to agree that the Council assumes formal responsibility for organising and insuring the activities of the three groups mentioned above and that the volunteering policy, once adopted, be applied to all volunteer activities sponsored, promoted and organised by the Council.

150/19

**Flooding**

To receive [the report of the Wilton Flood Group meeting held on Thursday 23<sup>rd</sup> January](#).

7.40pm

151/19

**Public Benches**

There are a number of public benches in the town that are in a poor state of repair. There is one near the A36 roundabout needs that needs to be refurbished or replaced. There are two further benches in South Street (eastern side) - both in a very poor state of repair. Nearby, there is also a recess where a bench or shelter once stood.

7.50pm

The benches mentioned are in the ownership of Wiltshire Council and are no longer repaired or maintained. Once they become broken they are removed. It is likely that this Council will assume responsibility for these benches shortly through the Service Delegation and Asset Transfer (SDAT) process with Wiltshire Council. Therefore the Committee may wish to authorise repairs, maintenance or replacement as appropriate provided this does not exceed the sum included in the budget.

152/19

**Wilton Police Station**

7.55pm

The Council has previously considered and supported (in principle) the development of a bid for the acquisition of the Police Station. The Council considered that the building may be a suitable location for a 'community hub' – a place that brings together a number of community uses and stakeholders – potential uses including :

- A larger, modernised library
- A museum or local studies room
- Town Council office
- Youth facility (possibly reconfiguring the garage block)
- Fully equipped meeting rooms
- Hotdesking for partners such the Police and Wiltshire Council.
- A hub for the Town Team and volunteer centre

The Council has received further correspondence from the Police and Crime Commissioner and a site meeting has been organised on 18<sup>th</sup> March at 11.00am (subject to confirmation).

153/19

**Updates**

8.00pm

- **Pavilion:** The baby-change station has been installed. Planning permission for the Men's Shed has been approved, work has recommended and the Licence to Occupy has been signed. The electricity supply issue has been resolved with the group.
- **Castle Meadow:** gravel and scalpings have been ordered for the repair of the entrance road and car park pot holes.
- **South Street Car Park:** Planning enforcement have required Nunton Farm to submit a retrospective planning application for the Milk vending machine.
- **Minster Street:** The contract for the supply of the door entry system at the tennis courts has been signed off. The electricity meter and connection to the mains has been booked. Wildflower turf has been booked for installation.
- **Public Toilets:** A blocked drain has been fixed and new bins ordered.
- **Christmas Lights:** The small lights around the Market Square will be left up until Easter
- **Wilton in Bloom Planters:** 6 sponsored planters have been delivered to Wilton Depot ready for installation. Approval has been sought for 3 planters to be located around the Market

Square. Three other planters will be located at Minster Street in accordance with previous decisions of the Committee.

154/19 **Budget Monitoring Report**  
**To note the budget monitoring report.**

8.10pm

155/19 **Planning applications received**

8.15pm

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

(a) [20/01229/FUL](#): Construction of a detached oak framed garage - The Chantry, South Street, Wilton.

(b) [20/00994/FUL](#): Single storey rear kitchen extension - 5 Castle Keep, Wilton

156/19 **Correspondence received**

8.30pm

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

157/19 **Date of next meeting**

8.35pm

To confirm the [date of the next meeting](#) on Tuesday 19<sup>th</sup> May at 7.00pm in the Council Chamber.

158/19 **To close the meeting.**

8.35pm

### **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](mailto: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](#)