

**MINUTES of a meeting of the AMENITIES & PLANNING COMMITTEE held in the  
The Council Chamber, Kingsbury Square, WILTON on Tuesday 19th February 2019 at 7.00pm**

**Present** Cllr C Blackman  
Cllr P Church  
Cllr P Edge  
Cllr L Glyde  
Cllr P Johnston  
Cllr R Lyons  
Cllr P Matthews  
Cllr T Taylor

**In Attendance** Mr S Milton, Town Clerk and Mr H Abel, Minute Secretary;

**Composition of the Amenities and Planning Committee for the Mayoral year 2018-2019**

Cllr Peter Edge, Mayor of Wilton	Cllr Charlotte Blackman
Cllr Pauline Church	Cllr Lee Glyde
Cllr Paula Johnston	Cllr Rebecca Lyons
Cllr Phil Matthews	Cllr Teresa Taylor

**A G E N D A**

*Cllr Johnston in the chair*

**17.19 Apologies for absence and to consider whether to approve reasons given**

None were received.

**Resolved:** to note.

**18.19 Chair's Update** – Cllr Johnston reported on the following:-

- *Pavilion Usage* – she gave thanks to the Assistant Town Clerk for producing a table showing group and individual lets of the pavilion.
- *Grounds Maintenance Contract* – this will be due for renewal in 2020 and the Town Council will need to consider how to get best value from the new contract

**19.19 Declarations of Interest**

- a. Members to declare any interest in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members. *(NB This does not preclude any later declarations).*

None were declared

**Resolved:** To note.

- b. To consider any **Dispensation Requests** received by the Town Clerk and not previously considered.

**Resolved:** To note none received.

**20.19 Amenities & Planning Committee –**

**Resolved:** that the Minutes of the Amenities & Planning Committee meeting held on 15th January 2019 be approved and signed by the Chairman as a correct record without amendment. (prop Cllr Matthews, sec Cllr Blackman – unanimous)

**21.19 To note any matters raised in the public session**

Cllr Church raised the matter of the Wilton Wombles and the proposed litter pick in Wilton. She told the meeting that Public Health England, following the Salisbury Novachok incident in March 2018, had advised that nobody, unless specifically trained, should go litter picking. PHE's advice still stands and therefore, however much she applauds litter picking, she cannot go against PHE's advice.

The Town Council noted PHE's advice and was therefore unable to support or sponsor any litter picking at this time. .

**22.19 To consider any matters referred from February Full Council Meeting**

None were identified.

### 23.19 To consider a response to any planning applications received

No planning applications have been received or determined since the Full Council meeting on 5th February 2019.

**Resolved:** To note

### 24.19 Forward work programme 2019/20

The Council approved the budget for 2019/20 at its meeting on 5th February. It also approved the delegation of budgets and powers to the Committee and to reduce the frequency of meetings.

The following items were included in the budget for implementation by the Amenities and Planning Committee.

<b>Project</b>	<b>Budget</b>	<b>Notes</b>	<b>Lead councillor</b>
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	TBC
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

**Resolved:** to proceed with the implementation of these projects.

### 25.19 Service delegations and asset transfers

The Localism Act 2011 introduced the concept of local communities taking more control of assets in their area.

Wiltshire Council is promoting the devolution of appropriate services and transfer of associated assets (by way of freehold or leasehold) to town and parish councils and it has requested that the Council considers whether it wishes to enter into negotiations. Wiltshire Council's service delegation and asset transfer (SDAT) policy is attached to this agenda. In effect this would see services currently delivered by Wiltshire Council being delivered and funded by this council in the future. It would also see assets and facilities owned by Wiltshire Council transferred to this council. While there are advantages of assets and services being managed at the most local level there are also significant financial and legal implications.

Following correspondence with the Clerk, the following information has been supplied by Wiltshire Council setting out what may be, and what may not be, within the scope of negotiations (this is set out more fully in the appendices attached to Wiltshire Council's SDAT policy).

<b>Asset or service</b>	<b>WC position</b>
<b>Library</b>	This is currently not in scope for the programme
<b>Market Place Car Park</b> (already under lease)	As a general rule, WC is not transferring car parks except in cases where the Town Council has a long lease
<b>Public conveniences</b> (already under lease)	This would be included as part of negotiations.
<b>Sheep Field</b>	This would be included as part of negotiations and has been supported by South West Wiltshire Area Board..
<b>Randalls Croft</b>	This would be included as part of negotiations.
<b>Disused allotment site</b>	This would be included as part of negotiations. (Ownership of this site to be clarified)
<b>Street cleaning</b>	All Streetscene services currently delivered by IdVerde may be transferred.

<b>Parking enforcement</b>	This will not be transferred
<b>Refuse collection and recycling</b>	No household waste and recycling will be transferred. Litter bin emptying within the parish and any litter picking would be transferred
<b>Street lighting</b>	Street lighting would not be transferred but amenity lighting would

Cllr Edge proposed that the Town Council resolves to consider all aspects of transfer that may come up and rule nothing out. Seconded by Cllr Matthews and put to the vote. (7 in favour, Cllr Church abstained).

#### 26.19 Youth services in Wilton

The Focus School has served notice upon the Council terminating the lease of the building used by the youth club. This will mean that the club will have to vacate the premises by the end of the first week in April and the Council will need to remove its items of equipment – table tennis table, pool table and table football machine which all belong to the Town Council. The Council's budget for 2019/20 includes provision of £1,500 for the costs associated with the youth club building – lease and utility costs.

Cllr Edge told the meeting that the Town Council was contracted to provide premises for three years from the time that the Focus School took ownership of the premises. This is currently the third of those three years and therefore the TC has an obligation to be supportive in finding alternative accommodation.

Cllr Johnston asked for details of the numbers of youth club age children in the area and also how many young people attend the club.

**Action:** Cllr Church (demographics)

**Action:** Town Clerk (youth club usage)

#### 27.19 Play Area Wishford Road

The land belongs to Wilton Estate and it was agreed that one of the first steps would be to find out if Wilton Estate was prepared to grant a longer lease on the property. Secondly to see if anything can be done about the flooding that the area is prone to. **Action:** Town Clerk (lease arrangements)

#### 28.19 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 was agreed that the priorities were to:

1. Get the electricity supply connected. – A new quote is being sought.
2. Get some sort of coded entry to the courts.

After discussion it was agreed to explore the possibilities of establishing a system that was accessible via the TC's website. In the meantime, a similar arrangement to that which was in force last year would have to continue. **Action:** Town Clerk

#### 29.19 To review other ongoing matters:

- a. *Sports Pavilion/Castle Meadow* – lighting of the outdoor gym is in hand. The matter of hirers using the pavilion or Castle Meadow commercially was raised and it was agreed that the next A&P meeting consider licensing for commercial users. Cllr Edge reported that he had fitted time clocks to the pavilion's heaters. He had also fixed the television onto the wall.
- b. *Bulbridge Play Area* – The insurance inspection has recommended works. It was noted that the bearings on the swings needed attention
- c. *Cemetery* Cllr Matthews noted that there were four bags of gravel left after the path had been resurfaced. There is also a need for drainage on the central path and the matter of the cherry trees

- d. needs to be followed up. **Action:** Town Clerk
- e. *Minster Street Play Area* – several jobs that require the attention of the yet to be appointed handy person
- f. *Old St Mary's Churchyard* – tenders are being sought for repair of the wall and for repairs to the market cross. Installation of a dog waste bag dispenser being progressed. It was thought that if more space was needed to put in cycle racks, the Church's Conservation Trust would need to be contacted **Action:** Town Clerk
- g. *Car parks* – Cllr Church has agreed to follow up electric car charging point(s) for South Street.
- h. *Flouse Hole* – Cllr Taylor reported that it was seasonably boggy at one end.
- i. *Old Wishford Road* – nothing further to report.
- j. *Youth Centre at The Hollows* – nothing further to report.
- k. *Public toilets at the Market Place* – electric closure device has been agreed and an ad for a toilet cleaner is now on line.
- l. *Replacement Road Signs* – the Hollows sign has been replaced. Cllr Taylor requested that a new sign for 'Burcombe Lane' be ordered and erected at the Bulbridge Road end.
- m. *Wilton in Bloom* – the budget for additional baskets has been agreed but, as yet, no lead person has been identified. It was agreed to remove this item from future agendas.

#### **30.19 Correspondence**

The Clerk reported that Nadder Community Energy was doing a survey of the pavilion to establish the viability of installing solar panels. He stressed that this is a 'not for profit' organisation.

#### **31.19 To receive any report received from Grounds Maintenance Contractor**

The swings at Bulbridge and Minster Street Play areas need attention – replacement bearings.

#### **32.19 To advise of any tasks/jobs for the Parish Steward to undertake**

Cllr Glyde reported that he was still trying to refine the system.

#### **33.19 To confirm the date and venue of the next meeting**

Tuesday 19th March 2019 at 7.00pm in the Council Chamber, Kingsbury Square..

#### **34.19 To close the meeting**

There being no further business, the Chair closed the meeting at 8.19pm

Members of the Council considered the foregoing matters in consideration of their duties:

Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime and Disorder; Health and Safety, and Human Rights.