

**MINUTES of a meeting of the AMENITIES & PLANNING COMMITTEE held in the
The Council Chamber, Kingsbury Square, WILTON on Tuesday 16th April 2019 at 7.30pm**

Present Cllr Blackman
Cllr Church
Cllr Edge
Cllr Glyde
Cllr Johnston
Cllr Lyons
Cllr Matthews

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

Also Present Daniel Kelly – chair, Wilton Men’s Shed

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

Community engagement

Daniel Kelly – had come to the Town Council to ask for support. The Armed Forces Covenant had provided a grant towards set up fees for the Men’s Shed and its first two years rent. There was also a further grant from SWAB for equipment and insurance. It now seems that Cambridge Innovation which will be running the business hub is now pressuring for more space to further its commercial interests.

Enquiries have been made to the Shopping Village for space to set up the Men’s Shed in the village but this would be too expensive with £42,000 pa business rates plus £20,000 pa rental.

Work is also progressing getting Wilton Men’s Shed registered as a charity. Meanwhile, the Men’s Shed has sourced a self-build 10m x 7,5m steel building. The problem is - where could such a structure be built?

A G E N D A

Cllr Johnston in the chair

58.19 Apologies for absence and to consider whether to approve reasons given

Cllr Taylor apologised for her absence owing to a prior engagement

Resolved: to note.

59.19 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

60.19 Approval of minutes –

Resolved: that the Minutes of the Amenities & Planning Committee meeting held on 19th March 2019 be approved and signed by the Chairman as a correct record without amendment. (prop Cllr Johnston, sec Cllr Blackman – unanimous)

61.19 Community engagement

Men’s Shed

Cllr Edge – told the meeting that he was Treasurer for the Men’s Shed project. The Armed Forces Covenant had made a grant of £15,000 towards first two years’ rent and the Area Board had granted £500 towards set up, equipment and insurance.

Cllr Church – asked if the Armed Forces Covenant grant meant that the Men’s Shed had to be situated on Wilton Hill.

It was agreed that standing orders be suspended

Daniel Kelly – said that he was a resident of Wilton Hill but it seemed that the Men's Shed, as the smallest user, was being muscled out of opening in the Wilton Hill Business Hub by overriding commercial interests. He asked if it were possible to site a Steel building which would house the Men's Shed on the Town Council's land adjacent to the pavilion.

Standing orders were re-imposed

Cllr Edge – said that the original plan had been to open the Men's Shed in September 2019 but the Business Hub would not be ready in time.

Cllr Johnston – asked if Wiltshire Council had sufficient leverage with the Business Hub to progress matters.

Cllr Church – said that the CLT had 49% ownership of the hub in line with the original agreement that is in place and it was important to try and get things moving in the way they were originally intended. She added that she would be attending a high level meeting on Thursday and would raise the matter there.

Cllr Johnston – asked that a report be prepared which could then be considered by Full Council.

Action: Town Clerk

Sheep Fair Field

Cllr Johnston – asked about the Sheep Fair Field and charges imposed on residents entering it.

Cllr Church – told the meeting that there had not been any formal complaint about the charge of £25 imposed by Wiltshire Council for access to the Sheep Fair Field.

Cllr Matthews – said that the Sheep Fair Field should be registered as an asset of community value.

Cllr Edge – said that in order to do this, Wiltshire Council would need a definitive plan of the field. A previous enquiry suggested that there isn't one.

Cllr Church – asked for the details.

62.19 To consider any matters referred from April Full Council Meeting

Millennium Gates

Cllr Church – told the meeting that after initially being informed that the developers were going to submit a new plan. They have subsequently decided not to do so and let the original planning application stand. She has therefore called in the application.

63.19 Forward work programme 2019/20

To note progress on the Committee's Annual work programme 2019/2020

Cemetery chapel Improvements (Cllr Matthews) – nothing further to report

Wilton History Festival (Cllr Lyons) – the festival is planned to run from Sunday 15th September to Saturday 21st. The shape of the week is still being modelled but on the Monday, Tuesday and Wednesday it is planned to hold one event a day with the possibility of more on the other days. It was noted that the £5,000 funding bid to Wiltshire Council had been withdrawn.

Wilton in Bloom (Cllr Matthews) – A flier inviting Wilton Businesses to purchase hanging baskets has been circulated. Wilton House Garden Centre will be happy to supply the baskets at a discounted rate and the Town Council's subsidy means that businesses can get two baskets for the price of one.

Land purchase (Cllr Edge) – nothing further to report

Wishford Road (Cllr Taylor) – it was reported that Wilton Estate has indicated it would be happy with a 25 year lease. Once this has been settled the plan can be taken forward.

Tennis Court Access system (Cllr Johnston) – the electricity supply will be installed to the hut on 13th May and quotes are being sought for further connection to the court entrance. No quotes have yet been received for the electronic entrance system. It was noted that the courts have been well used recently.

Cycle Parking (Cllr Glyde) – the Churches Conservation Trust has been contacted about the use of the additional land that would be needed at Old St Mary' Churchyard but, as yet no reply has been received.

Electric car charging points (Cllr Church) – government money for electric car charging points is only being passed down to Unitary Authorities. Enquiries have been made as to whether this funding can be transferred down to Town and Parish councils.

WTC branded Hi Viz wear (Cllr Blackman) – nothing further to report

Resolved: to note.

64.19 Car Parks

Wilton Town Council manages the South Street and Market Place Car Parks. There are no charges, but there are restrictions in place in the Market Square.

a. Parking enforcement in the Market Place.

The Market Square is a short-term car park limited to 2 hours with no return. Concern has been raised about the frequency of enforcement by Wiltshire Council. It is apparent that vehicles are often exceeding the stated time.

It was asked how more regular, more often and targeted Wiltshire CEO time could be arranged and whether there would be any cost implications to additional monitoring. Cllr Church would also ask local police if they could enforce double yellow line infringements at Churchill Court.

b. Market Place – White Lines

The white lines indicating the parking bays are very worn and require refreshing - this has been an issue for some time. The Clerk is not aware of any action taken to have the lines repainted and no quotes or estimates can be found on file.

It was agreed to instruct the Clerk to get quotes for white lining.

Action: Town Clerk

c. Siting of recycling facilities at South Street Car Park

The Council has received a request from the Salvation Army for permission to site a textile bank in the Town. It is considered that South Street Car Park may be a suitable site.

It was agreed that the Town Council grants permission subject to appropriate licences being sought by the Salvation Army. The Committee would also be happy to consider other re-cycling initiatives.

65.19 Noticeboard: Wilton Hill

To consider the need for a Town noticeboard for residents of the new estate at Wilton Hill. The Mayor has written to all residents of the estate welcoming them to Wilton and introducing the Council. It was noted that a large noticeboard with the Town's crest would cost in the region of £1,500

After discussion it was resolved that a programme of installing notice boards in different parts of the Town be explored. Costings of installation and maintenance would need to be considered. (5 in favour – 1 against)

66.19 Welcome to Wilton Signs

The 'welcome' signs are now all installed and planters have been procured. There has been a delay in installing the planters because siting must comply with Wiltshire Council's highway regulations. The sign in Burcombe Lane has been installed in slightly the wrong position. The Committee wanted it to re-sited and precise directions were required. **Action:** Town Clerk

67.19 Wildflower Planting - Bee Friendly Wilton

Following consideration of this matter at the last meeting, 16m² of native enriched wildflower turf has been planted at Minster Street. This is an experimental scheme, to test the viability of using wildflower turf in other parts of the Town.

Cllr Blackman and the Assistant Clerk also met with Becky Twigg of Kingdom of Sticks who created the Secret Garden project in Salisbury to discuss how the Town Council can do more to promote biodiversity. Several sites in the Town were visited and a report of the meeting has been circulated. One suggestion was to consider Pound Meadow but this already has well established flora and is mowed annually by the Environment Agency.

68.19 Planning Applications Received

To consider the following planning applications received by Wiltshire Council

- a. 19/03443/TCA:** Flat 1, 22 Crow Lane – Removal of evergreen tree at north edge of flats car park within garden area. **Resolved:** to support

b. 19/01033/LBC: 3 Silver Street - External wall removal and height reduction. **Resolved:** to support

69.19 Services and Facilities

a. Sports Pavilion/Castle Meadow – PV System has been installed and commissioned.

b. Bulbridge Play Area – Hip Hop repairs commissioned.

c. Cemetery – Cherry trees are to be planted.

d. Minster Street Play Area – Repairs to the swings are in hand.

e. Tennis Courts – Courts are now open and electricity supply to be connected by SSE.

f. Old St Mary's Churchyard – the wall has been repaired. The memorial cross is still to be done.

g. Car parks – no further news.

h. Flouse Hole – Cllr Taylor reported that it was still seasonably boggy at one end.

i. Old Wishford Road – 'in principle' approval of 25 year lease.

j. Youth Centre at The Hollows – this is now closed.

k. Public toilets at the Market Place – the cleaning contract has been awarded to Thomas & Co of Alderbury. Arrangements will now be put in place for the changeover.

l. Replacement Road Signs – the Burcombe Lane sign has been ordered.

l. Wilton in Bloom – see 63.19 above..

70.19 Budget Monitoring Report

The A&P budget monitoring report had been circulated to Members.

Resolved: to note

71.19 To receive any report received from Grounds Maintenance Contractor

Already covered in other items above.

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

Cllr Glyde reported that he plans to advertise when the Steward is going to be in the Town.

Cllr Edge asked about re-siting the bin from beside the former Youth Club premises and re-locating it on Wilton Hill. There is already another one at the Hollows.

73.19 To confirm the date and venue of the next meeting

Tuesday 18th June 2019 at 7.00pm in the Council Chamber, Kingsbury Square..

74.19 To close the meeting

There being no further business, the Chair closed the meeting at 9.17pm.

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.