




# Wilton Town Council

## Environment & Amenities Committee


### AGENDA

#### To all members of the Environment & Amenities Committee.

Cllr Ackroyd      Cllr Boyd      Cllr Crossley  
Cllr Kinsey      Cllr La Femina      Cllr Page      Cllr Whillock

 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 17<sup>th</sup> OCTOBER 2023 at 7.00pm** for the purpose of transacting the following business.

Wilton Town Council has signed the [Civility and Respect Pledge](#).  
[Who has taken the Pledge](#)

All Cllrs are reminded of the Wilton Town Council [Code of Conduct](#)

#### **This meeting is open to the Public and Press.**

Please see the [Public Participation at Meetings Policy](#)

**No one should attend if they feel unwell or show any Covid-19 symptoms. YOU MAY BE REQUIRED TO WEAR A MASK , for the duration of the meeting, so please bring one with you.**

It is hoped to stream this meeting via the Zoom video conferencing platform. Please

[Click Here.](#)

or use the following access details:

Meeting ID 876 9882 9427.

Passcode 746780.

#### **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

*Clare Churchill*  
Town Clerk

**11<sup>th</sup> October 2023**

EA/100/23	<b><u>Apologies</u></b> To receive any apologies and to note the reasons provided.	7.00pm
EA/101/23	<b><u>Minutes</u></b> To approve the minutes of the meeting held on <a href="#">15th August 2023</a> .	7.01pm
EA/102/23	<b><u>To suspend Standing Orders</u></b> <b><u>Community engagement</u></b> 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.  <b><u>Community Engagement</u></b> 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.	7.02pm
EA/103/23	<b><u>To reinstate Standing Orders</u></b>	7.22pm
EA/104/23	<b><u>Declarations of Interest</u></b> (i) 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. (ii) To consider any dispensation requests received by the Town Clerk.	7.23pm
EA/105/23	<b><u>Exclusion of the Public and Press.</u></b> To agree any items, if required, to be dealt with after the public, including the press, have been excluded under <i>Public Bodies (Admissions to Meetings) Act 1960</i> . <i>Note the resolution must include a reason for this exclusion.</i>	7.24pm
EA/106/23	<b><u>Highway issues</u></b> <b><u>To be or previously reported to South West Wiltshire Local Highways and Footpath Improvement Group (LHFIG).</u></b> (i) <b>A30 crossing point to Recreation Ground</b> South of main Wilton roundabout. The existence of this crossing point is very rarely noticed by car drivers so nobody stops. More obvious beacons or posts either side of road are required and re-painting of the road to make it obvious as a crossing point. This was reported on MyWilts on 26 <sup>th</sup> June. Reference 00116505. Response – already reported and under investigation. Further information received is that this needs to be submitted to LHFIG as it will not be funded from the general maintenance budget via MyWilts. A request to submit this to LHFIG has been made. Please see report. To agree to support this request.  (ii) <b>South Street crossing point.</b> At the recent LHFIG meeting it was agreed to proceed with an informal crossing. To confirm support of the informal crossing.  (iii) <b>Crow Lane / North St crossing.</b> Two options were suggested, one with and one without coloured tarmac, and discussed at the recent LHFIG meeting.	7.25pm

- It was agreed to proceed with using coloured surfacing at a cost of £218.75 to Wilton TC.  
To agree to the financial contribution of £218.75 with Wiltshire Council LHFIG contributing the remaining £656.25.
- (iv) **The camber of the A30** particularly in the vicinity of St Mary and St Nicholas Church.  
To respond to the correspondence.
  - (vi) **Correspondence regarding various highway matters within Wilton** including:  
Weeds and nettles growing along the roadsides and pavements.  
Mud along the North St pavement.  
Overgrown Bund opposite Wiley Terrace.  
Move the Co op to West Street so delivery lorries are not blocked or block the road.  
Street light in Wiley Terrace not working.  
To respond to the correspondence.
  - (vi) To note the following update on previous issues.
    - (i) North St crossing by Castle Lane, on Parish Steward list.
    - (ii) North St, crossing near One Stop, on Parish Steward list.
    - (iii) The 20mph speed limit request has been submitted.
    - (iv) Wishford Rd street sign, matter closed.
    - (v) Market Square parking bays. Work allocated to Traffic Signing Team.
    - (vi) Installation of a traffic bollard outside 2 West St, support confirmed to LHFIG.
    - (vii) Dropped kerb near the Baptist Church.

- EA/107/23 **To support the following proposals following the meeting with Kingsbury Square residents** 7.40pm
- (i) To request a solid white line is parked on the build out, outside the Council Offices to clearly mark the space required for pedestrians, preferably with a painted person on the railings side of the white line.
  - (ii) To request a Keep Clear marking on the north side of Kingsbury Square, 2.5m either side of the pinch point (opposite St Edith's) to prevent vehicles stopping or parking and causing a highway obstruction.

- EA/108/23 **Play Areas** 7.44pm
- (i) **Minster Street Play Area**
    - (a) New safety surfacing under the Basket Swing and Spinning Bowl.
    - (b) Repairs to the safety surfacing at items in the play park.
  - (ii) **Bulbridge Play Area**
    - (a) Replacement of Hip Hop  
To confirm whether to replace with similar or a different piece of equipment.

- EA/109/23 **Old St Mary's Churchyard** 7.48pm
- A meeting was held with Councillors and a representative from the Churches Conservation Trust on 3<sup>rd</sup> October. The Churches Conservation Trust confirmed that they are not responsible for the land just the building.  
It has since been confirmed that the Churchyard remains under Faculty and the list has been forwarded to the Diocesan Office who will respond once they have looked at the list.  
There are different levels of Faculty.
- (i) To note the information regarding the improvements to the Churchyard.

- (ii) The CCT did raise an issue with the installation of electrical wires completed several years ago.  
To note that this matter needs to be looked into.
- (iii) The CCT also discussed the current maintenance work being undertaken.
- (iv) To note that there needs to be a Inspection of the Memorials in the Churchyard and that this needs to be investigated as to who is responsible.

EA/110/23	<p><b><u>Notice Boards</u></b></p> <p>to agree to purchase a new noticeboard from Town Council funds and place it in a new location on the eastern side of Wishford Road. This pavement belongs to Wiltshire Council hence asking their permission (if the Town Council agree to replacing it) in one of the two locations in the photos in principle if Wiltshire Council would give permission for a new location</p>	7.55pm
EA/111/23	<p><b><u>Request for a Memorial Bench</u></b></p> <p>To consider the two locations proposed for the memorial bench. Please see attached report.</p>	7.58pm
EA/112/23	<p><b><u>The Pontoon at Castle Meadow.</u></b></p> <p>To consider the response received from Wiltshire Wildlife Trust on the Pontoon regarding questions raised at the last meeting. Unfortunately, I was not asked for drawings in the consultation phase and the quote does not cover the time for drawings. Their quotes to be adjusted to provide a handrail surrounding the structure. I do feel this will be a little overkill and take away some of the usability of the platform. If <u>new</u> structure is knocked into the riverbed or bankside, we will have to apply to the Environment Agency for a FRAP (Flood Risk Activity Permit). This can take up to 8 weeks for approval. If the contractor is attaching to an existing structure, we do not have to apply for one. It is seen as a renovation. The handrail supports will be attached under the deck through either the subframe or the decking legs. These will be coach bolted or coach screwed. This may have to be done under the water. To accept the quote for the work with the explanations provided above.</p>	8.00pm
EA/113/23	<p><b><u>Managing the Council's money</u></b></p> <p>To approve payments as specified in the schedule of payments.</p>	8.05pm
EA/114/23	<p><b><u>Wilton Bowls Club</u></b></p> <p>Following a recent incident at the Bowls Club, the Club has asked Wilton Town Council to consider installing lighting on the footpath.</p> <ul style="list-style-type: none"> <li>(i) To consider the request.</li> <li>(ii) If the request is agreed, to seek quotes for the installation of lighting.</li> </ul>	8.10pm
EA/115/23	<p><b><u>Heritage App.</u></b></p> <p>Wiltshire Council are creating Heritage Apps for various towns within Wiltshire. The one for Wilton is planned to be launched late 2023 or early 2024.</p> <ul style="list-style-type: none"> <li>(i) To establish a Working Group to assist with the content.</li> <li>(ii) To agree who should be approached to be involved with this.</li> <li>(iii) To agree a Launch event for this App.</li> </ul>	8.13pm
EA/116/23	<p><b><u>Castle Meadow Pavilion.</u></b></p>	8.15pm

Recent issues with the alarm has led the Office to seek a solution.  
The current alarm is no longer fit for purpose.

- (i) To consider quotes for a new intruder alarm.
- (ii) To consider quotes for a new fire alarm.

EA/117/23	<b><u>Hire rates for Castle Meadow Pavilion for Football.</u></b> To consider comparative quotes for other football club hire of facilities.	8.20pm
EA/118/23	<b><u>To establish a Working Group for the Wiltshire Action for Market Towns</u></b>	8.25pm
EA/119/23	<b><u>Request to purchase a second Speed Indicator Device.</u></b> To receive a report on the deployment of the Speed Indicator Device. To consider a request to purchase a second device. The current SID is being deployed at 4 locations in the Town, in rotation. The data indicates that speeding is evident at all three locations that have been activated so far, The Avenue, South Street (Oak Ash Green) and Burcombe Lane. The Avenue is by far the worst location, both in terms of number of vehicles and percentage that are speeding. The collected data are being submitted to and have been approved by Wiltshire Police. This data is used to inform Police Force Deployment for speed enforcement activities. The current SID unit is powered by two Lead Acid batteries which only last about one week on The Avenue, just over two weeks at South Street (Oak Ash Green) and about three weeks at Burcombe Lane. The SID Volunteer Group would like to see a SID deployed on The Avenue for much longer periods than currently scheduled and this could be achieved by the purchase of a second SID unit. To agree to the purchase of a second Speed Indicator Device.	8.28pm
EA/120/23	<b><u>Planning</u></b> To respond to Wiltshire Council on the following planning applications. (i) <b><u>PL/2023/08367. Playground to west of 4 Maple Crescent.</u></b> Installation of new playpark equipment and outdoor gym equipment.  (ii) <b><u>PL/2023/08392. 74 Victoria Road.</u></b> Proposed single storey rear extension and garden home office.  (iii) <b><u>PL/2023/08433. 4 Loder Lane.</u></b> Erect lean to conservatory to rear elevation.  (iv) <b><u>PL/2023/08503. 45 Russell Street.</u></b> Change of Use of former police station and residential accommodation to 2 dwelling houses.  (v) <b><u>PL/2023/08598. 56 North Street.</u></b> Plum Tree - Remove T3 /T4 - Willows - Pollard T5 laburnum - Remove T6 Silver Birch - Reduce height by up to one third  (vi) <b><u>PL/2023/05780. 47 Bulbridge Road.</u></b> Proposed loft conversion including construction of 3 dormers, and internal	8.30pm

reconfiguration. Amended plans.

EA/121/23	<b><u>Consultations</u></b>	8.40pm
	(i) <b>Public Open Spaces Order</b> <a href="#">Salisbury PSPO</a> To respond to the consultation.	
	(ii) <b>Local Plan Consultation.</b> When the Plan is examined by the Planning Inspector, they decide whether it complies with any legal requirements and whether it meets the 'tests of soundness'. To have the greatest impact, comments should focus on: <ul style="list-style-type: none"><li>• whether the Plan been positively prepared; the Plan should be based on a strategy that looks to meet Wiltshire's development need and whether sufficient infrastructure is being provided</li><li>• whether the Plan is justified; the Plan should be the most appropriate strategy for Wiltshire, when considered against the reasonable alternatives</li><li>• whether the Plan is effective; the Plan should be deliverable during the Plan period, up until 2038</li><li>• whether the Plan is consistent with national planning policy; do you think there are parts of the plan that don't accord with government policy?</li></ul> To respond to the consultation.	
	(iii) <b>Polling Districts and Polling Places</b> <a href="#">Polling District and Polling Places review 2023.</a> To respond to the review.	
	(iv) <b>Public Transport Policy</b> Wiltshire Council is asking public transport users, residents, businesses, and visitors in the county to have their say on the future of bus services and other public transport options. <a href="#">Local Transport Policy.</a> To respond to the consultation.	
EA/122/23	<b><u>Budget Setting</u></b>	8.50pm
	(i) To confirm additional items to be included in the 2024/25 Budget	
	(ii) To confirm that Cllr Boyd as Chair of this Committee will sit on the Budget Working Group.	
EA/123/23	<b><u>Officer report</u></b> Councillors are requested to note the updates in the Officer report for information only.	8.52pm
EA/124/23	<b><u>Date of next meeting</u></b> To confirm the date of the next meeting on Tuesday 19 <sup>th</sup> December at 7.00pm in the Council Chamber.	8.54pm
EA/125/23	<b><u>Shaftesbury Road Cemetery.</u></b>	8.55pm
	(i) General report regarding maintenance.	
	(ii) Representation of Wilton Town Council at Interments.	
EA/126/23	<b><u>To close the meeting.</u></b>	9.00pm