



Wilton Town Council

Environment and Amenities Committee Meeting



The Council Offices
Kingsbury Square
Wilton SP2 0BA



01722 742093

Officer Report

For the Environment and Amenities Committee Meeting to be held on Tuesday 16th April 2024.

Background report for the main items on the Agenda.

This report should be used with the Agenda, it does not replace it.

Pages 1 – 8 relate to agenda items

Pages 8 contains updates

Pages 9 – 10 Appendix 1 – Parish Steward

Page 11 – Planning information (not required for this meeting)

Pages 12 – 14 Local Highways and Footpath Improvement Group (LHFIG) Terms of Reference - copied to help Cllrs understand what the group can / can't support.

EA/029/24 Highway issues

- (i) Issues for LHFIG need to be submitted as soon as possible – please see appendix 2 at the end of this report.

The next LHFIG meeting is in early May.

At the recent Annual Town Meeting a request was made re the timing of the traffic lights at Four Corners.

At the Wilton TC Full Council meeting on 2nd April, Wiltshire Councillor Pauline Church advised the following;

Traffic Light Improvement Funding

Wiltshire Council have been awarded £584,521.45 from the Department for Transport's (DfT) Traffic Signal Obsolescence Grant (TSOG) fund to improve traffic signals in the county.

The funding will be spent on improving infrastructure that has a set of traffic lights, including both signalled traffic junctions and pedestrian crossings. Rest assured I've already made a representation to Cllr Nick Holder, the Cabinet Member for Highways for Four Corners in Wilton.

EA/030/24 Dog Walkers Code of Conduct

Further to discussions in 2023 about signs asking for dogs to be kept under control it has been proposed that the three areas under Wilton Town Council control are covered by a Code of Conduct requesting that dogs are kept on a lead and under control at all times.

The three sites listed on the Agenda fall under the control of Wilton TC. Harewarren, Grovely Woods and the Flouse Hole are all Wilton Estate controlled areas.

The Dog Walkers Code of Conduct suggested is as follows;

WILTON TOWN COUNCIL

DOG WALKERS CODE OF CONDUCT

This code of conduct has been produced by Wilton Town Council to promote the benefits of responsible and considerate dog walking in areas controlled by Wilton Town Council that are popular dog walking spaces and it is important to consider the impact that your dog might have on other people and fellow dog walkers.

To keep the three areas as a safe and welcoming place for all, the following controls must be adhered to:

1. Dogs must be kept on a lead and under control at all times.
2. Dog owners must clean up after their dogs. (Bins are provided in the park.)
3. Dogs are not permitted in the children's play area.

Previous agenda and Minutes relating to the issue.

EA/013/23 (February 2023)

Issues concerning behaviour of some dogs, particularly when off the lead.

- (i) Behaviour of dogs off leads, especially at the top of The Hollows. This was raised by a member of the public at the January Full Council. No other reports have been sent to Wilton TC concerning this which does not mean there isn't an issue just that no one has contacted Wilton TC.

Decision - Issues concerning behaviour of some dogs, particularly when off the lead. It was agreed to purchase the Dog Safety Code stickers from the Dogs Trust. The launch would be promoted by publicity eg posts on web site and social media.

At the following Full Council meeting (March 2023) the recommendation was referred back to the Committee

Minute ref 042/23 (x)

To purchase / print notices displaying the Dog Safety Code / Dog information. To confirm the preferred option. Referred back to Environment and Amenities Committee to agree attention-grabbing wording and revised locations including Hare Warren, Flouse Hole.

This was on the next E&A Agenda in April 2023

EA/043/23 Behaviour of some dogs in public places when off the lead.

At the last meeting it was agreed to erect some signs or stickers, this went to Full Council for approval but was referred back to this Committee.

Resolved: To defer to next meeting.

Proposed: Cllr Boyd

Seconded: Cllr La Femina

All in favour

As yet no information has been submitted regarding this issue (despite requests).

EA/031/24 Future provision of dog bags and dog bag dispensers.

This issue has been raised at meetings and also on social media.

Wilton Town Council owns 7 dispensers which are filled with bags on a regular basis.

The dispensers were initially provided to reduce the amount of dog fouling left within the town.

The provision of bags is apparently abused with some members of the public taking handfuls at a time.



The seven dispensers are located at:

St Peter's Close, Bulbridge

Castle Meadow, Flousehole end

Castle Meadow, Castle Lane end

Minster St near Fountain

Minster St near play area

Top of the Hollows

St Andrew's Close, Bulbridge

The dispensers were being filled once a week, usually on a Friday and often empty the following Monday. Recently they are being filled when empty so could be three times a week.

The refill bags cost £28.20 per case of 800 bags.

One suggestion has been that Wilton Town Council stops supplying dog bags and that the dispensers are removed.

In addition, a local business has offered to work with Wilton TC in the supply of bags.

EA/032/24 Play Areas

(i) To note the recent play inspections and agree actions required.

Minster St

Gates – the Contractor has confirmed that work will start in Spring 2024.

Trampoline replacement or repair quotes requested. The company that originally provided the trampoline has gone out of business. Two quotes for replacement received, 1 quote for repair

Adventure trail – the provider visited and met with Cllr Blackman. Further to the air cracks there has been some criminal damage to one of the uprights which has been reported to the Police. Due to a lack of evidence the case has been closed.

Wishford Road

Goal Posts need attention to

Bulbridge

Tiles surrounding the trampoline raised as an issue to monitor. A request for a quote has been requested by the same company looking at the Minster St trampoline. Also the HipHop needs repair or replacement.

Annual Play Inspection quotes

Several companies have been asked for / provided quotes. Sample reports were also requested and will be circulated to Cllrs.

Updates from Cllrs who took on responsibility at February E&A Comm.

Quote for additional items to complete the repair for the Glasdon Shelter at Minster St.

Minster St safety surfacing – details will be available at the meeting.

Quotes for repair to tennis court shelter – currently chasing quotes

Use of Wilton Tennis Courts

Currently use is free. This decision was made in May 2022

EA/61/2

2

Tennis Courts, Minster Street

A system was set up to charge for use, but this has never been activated, currently the courts are free to use.

To consider whether to proceed with activating the charging system or to continue keeping them free of charge.

Resolved; to keep the facility free. Proposed Cllr Kinsey, Sec Cllr Taylor, nem con.

Clerk to arrange signage stating Tennis Only as recent reports of skateboards and bikes being used.

Clerk to display notice stating court will be closed on Friday 3rd June between 2.30 – 3.30 pm.

Following the decision the telephone has been stopped (mobile) and the electric supply de-energised and the lock removed.

Wishford Road

Officer Report

Email received regarding grass cutting which has been forwarded to Grounds Maintenance who has responded stating an attempt to cut the grass was abandoned due to the state of the ground (wet). This has been passed onto the Member of the Public who made the enquiry.

Bulbridge –

Repair of the HipHop – only 1 quote available. No suggestions for alternative items received. Advise repair quote is accepted and repair completed.

Neglected Play Area

This is the Randalls Croft Play Area, currently a Wiltshire Council Asset. WC did ask Wilton Town Council if they wished to take this asset on in May 2019 and the response was:

The transfer of Randalls Croft is now part of a larger package of asset transfers that we are negotiating with WC. This negotiation is scheduled to start in January 2020, so we would not wish to pursue the transfer of Randalls Croft ahead of that.

A request for the costs of maintaining this play area has been made to Grounds Maintenance (grass cutting, inspections etc)

Castle Meadow

Issues with pitch marking continue – a meeting will be arranged in August 2024 with Wilton FC, Wilton TC and Grounds Maintenance to ensure next season there are no pitch marking issues.

Castle Meadow Pedestrian Entrance

The overhanging branches have been cut back by Cllr Whillock.
The large stone identified in the Disability Audit has been removed.
The ground will be assessed once the weather improves.

Castle Meadow Car Park

There has been no progress.

A meeting took place in September 2023 and the report from the external contractor has not been received despite several chasing requests.

Advise that a Working Group is set up to look at the issues raised and new Contractors approached for advice.

EA/010/24 Shaftesbury Rd Cemetery

Town Clerk attended an online course on exhumations – this has raised some questions but has clarified the procedure and requirements of Wilton Town Council.

The Town Clerk attended the Memorial Safety course on Wednesday 20th March. The course was admin based in the morning dealing with the health and safety elements, law and the need for a Policy. The afternoon was practical, looking at various memorials and deciding whether they needed to be actioned, monitored or left.

One quote for removal of the excess concrete received, another requested.

A quote for the paths including options for the work has been promised but not yet received.

A structural survey was previously undertaken, Clerk to circulate the findings.

EA/033/24 Planters

These planters were part of an original Town Team project along with the Welcome to Wilton signs. The original plan was for a planter to be attached to each Welcome sign but for various reasons this did not happen.

In early 2020 six planters were purchased but no location agreed for the placing of the planters.

Each planter is 1500 x 500 x 750mm

The Welcome to Wilton signs were sponsored by local businesses and organisations but due to the planters never being fixed most of the sponsorship money was returned to the business or organisation.

In August 2023 there was an agenda item for the proposed location of these planters but at the meeting the Cllr putting the item forward withdrew the proposal.

EA/082/23 Location of Planters within Wilton

To confirm the six locations for the planters.

- (i) 1 at Kingsbury Square – provided it does not impede access to the mains cover.
 - (ii) 1 at Far island in Bulbridge School cul de sac.
 - (iii) 1 at Burcombe Lane directly opposite the bus stop.
 - (iv) 1 at Greyhound Lane removing the bike stands and helmet boxes.
 - (v) 2 at Wilton Hill – no decision until other works are completed at The Avenue.
 - (vi) To agree that the planters will only be filled with peat free compost or other environmentally friendly substrate.
 - (vii) To agree to the ongoing maintenance of watering and plant maintenance of these planters.
 - (viii) To consider giving any leftover planters to a school or charity.
- Cllr La Femina raised a concern over locating planter on grass. As a consequence it was agreed to defer this to the next meeting.

No information was sent for the next meeting and then the Cllr resigned.

The planters are still in storage.

The watering of these planters needs to be considered.

EA/035/24 Hanging Baskets at Wilton Market Sq

Currently there are three posts for the hanging baskets, 2 on North St and one on Silver St by the entrance to the Market Sq.

Each post holds two baskets.

The two posts on the North St side are between the trees and so the hanging baskets are slightly obscured by the tree foliage.

To consider requesting the stands are moved so the hanging baskets would be more visible.

EA/036/24 The Town Trail

The Town Council trail is the Cityscape map that can be found in various locations around the town and maps can be purchased.

The Booklet is available from some businesses within Wilton inc New Valley News and Wilton Library Both cost £1

Both trails have 1 location with the same number, the rest differ.

The Trail can be followed without the marker being in position.

The marker does not identify the location just a number.

Several of the locations are listed and therefore permission is required from Wiltshire Council as well as the householder / landowner.

The recently launch Heritage App does not require markers.

The following list shows the difference in numbering and also whether the location is a listed building.

Map No	Name	Location	Listed Building	Link	Booklet No
1	Wilton Royal Carpet Factory	On steps	Grade II listed (115 and 116)	link	1
2	Wilton Shopping village*	In the main square			19
3	Former UKLF	Buckeridge Rd entrance			
4	St Peter's, Fugglestone	at Church entrance not on highway	Grade II* (77)	link	2
5	Herbert Statue	at Statue	? Within grounds of Grade 1 listed (149)	link	3
6	Triumphial Arch, Wilton Hse	at arch	Grade 1 listed (149)	link	4
7	The Pembroke Arms Hotel	at the front of the hotel	Grade II (140)	link	5
8	St Edith's	at front of building	Grade II (117)	link	6
9	The Council Chamber	at front of the building			7
10	Market Cross	between Cross and Old Rectory	Grade II listed (133)	link	8
11	The Old Church of St Mary	at building entrance	Grade II* (75)	link	10
12	Baptist Church	at front of building	Grade II (106)	link	9
13	Wilton Place	at front of property	Grade II (122)	link	11
14	The Church of St Mary and St Nicholas	at entrance	Grade I (76) Railings Grade II (78)	link	12
15	St John's Priory	at entrance	Chapel Grade II* (124)	link	13
16	West Lodge	at front	Grade II (38)	link	14
17	Congregational Church, Crow Lane	at front			15
18	Naish	at entrance			16
19	The Oldest House, 19 North St	at front of the building	Grade II* (26)	link	17
20	Churchill Court	at entrance			18

*** the name has changed but maps are printed**

<https://britishlistedbuildings.co.uk/england/wilton-wiltshire>

the number in brackets is the number of the listing on the British Listed Buildings site.

EA/037/24 D Day Flag

There is an official Flag



D Day 80 Flag

The cost for a 3yard flag is £66.00 inc VAT (£55 exc VAT).

If agreed to purchase the dates the Flag is to be flown need to be agreed.

Flag Flying Policy

A one off would not require an amendment to the WTC Flay Flying Policy but if this is to be an annual event it would need a different flag and the Policy needs to be amended.

EA/039/24 Bus Shelters

(i) Wilton Town Council is responsible for 5 bus shelters within Wilton:

Wishford Road, West Street, St Andrew's Close, Seagrim Road and Burcombe Lane

The shelter in King Street is believed to belong to Wiltshire Council or National Highways.

(ii) Work has been completed at Wishford Road, items ordered for West St, St Andrew's Close and further items for Wishford Rd

On 11/4 a local resident called into the Office re the bus shelter at St Andrew's Close reporting a missing panel (broken by a catapult over a year ago) and subsequently the bench is getting damaged. The order for this shelter inc a new sheet of polycarbonate.

(iii) Progress on ownership of the King Street Shelter has not been actioned due to insufficient time.

EA/040/24 Public Toilets

The request for amendment to the original quote has been sent but no amended quote received, request resent and response asking how they can help.

No response re fixing bins to the location due to concerns about vandalism.

EA/041/24 Request to use South St car park.

This information has been sent by Wilton Rotary Club

All we require is a space next to the Milk Machine to set up a registration and check in table for cyclists. This is a low key event to reintroduce the charity bike ride that Rotary ran for many years at this location. We will be marshalling the event extremely well as is our forte at Wilton Rotary and a risk assessment for the whole event has been done along with the necessary insurance We are aware that there is an event on at the MHMH over the weekend but on past attendance information we do not feel this event will cause any issues

EA/042/24 Relocating the bin to be closer to the bench.

This was raised at the Annual Town Meeting.

It is advised to monitor both sites (bench and bin) for a period before making any decision.

No reports of littering at either location have been made in recent years.

EA/046/24 Events

The Events Working Group have met on several occasions.

The following dates were agreed:

Officer Report

Family Picnic at Castle Meadow on Monday 6th May. This runs from 12 – 3pm and will be a same format as the Picnic in 2023.

D Day event on Thursday 6th June at the Church of St Mary and St Nicholas at 7pm and finishing with the lighting of a beacon (outside) at 9.15pm.

There will also be a Proclamation at 8am in the morning of 6th June at the Churchyard of Old St Mary's (Market Sq).

For details of National plans - <https://www.naco.uk.com/assets/External/D-Day-80-Anniversary-Guide.pdf>

Remembrance Parade on Sunday 10th November.

Switching on of the Christmas Lights – Friday 29th November.

Updates

The Wilton App.

Phonecall from Wiltshire Council re this after the agenda had been published.

A Working Group was set up but has not been in communication with WC yet.

EA/115/23

Heritage App

Wiltshire Council have created a Heritage App with sections in it for various towns within Wiltshire. The one for Wilton is planned to be launched late 2023 or early 2024.

(i) To establish a Working Group to assist with the content.

Resolved: To establish a Working Group.

Proposed: Cllr Boyd

Seconded: Cllr Ackroyd

All in favour

(ii) To agree who should be approached to be involved with this.

Resolved: That Cllrs Boyd, Crossley, Ackroyd, Whillock and Unitary Cllr Church will be members and to approach U3A Local History Group and the Wilton History Facebook group.

Proposed: Cllr Boyd

Seconded: Cllr Ackroyd

All in favour

(iii) To agree a Launch event for this App.

The Launch event would be in mid-January / February and could involve TV personalities, Leader of Wiltshire Council, press and TV. It would need planning in advance to schedule appearances.

Questions from Wiltshire Council:

- Feedback from the soft launch is required.
- A date for the official launch needs to be agreed.
- Who will update / add content needs to be agreed
- Training needs to be agreed

Work to the roof and guttering of the Council Offices.

The Town Clerk has emailed the Contractor asking for dates they can meet with the neighbours and Mayor to discuss the work required. Mayor to update Committee.

Request for a memorial bench.

Waiting to hear back from the family.

New noticeboards using R2 funds.

These have been delivered. Location for Minster Street and Castle Meadow need to be confirmed.

Parish Steward

(i) Dates of scheduled visits:

15th and 16th April
 May – no scheduled visit
 13th and 17th June
 11th and 15th July
 August – no scheduled visit
 12th and 16th September
 14th and 15th October
 14th and 18th November
 11th December

Parish Steward Scheme Tasks – 2024

- hand clearing and cutting of growth from drainage grips and drain gully covers.
- hand clearing of blocked gullies.
- rodding of drainage systems
- clearing of small culverts, pipes, and pits
- clearing storm debris
- trimming encroaching hedges and vegetation from around road signs and railings
- cleaning and straightening small road signs.
- hand cutting small visibility areas.
- reactive emergency repairs including pothole repairs (In accordance with Wiltshire Councils Highways Inspection Manual 2018)
- find, fix & record potholes (cold repairs only)
- responding to road closure requests from the emergency services
- removal of ragwort (hand pulling or strimming of defined areas)
- treatment/removal of weeds
- graffiti and fly posting removal.
- clearance of debris and materials from scenes of road traffic collisions including clinical waste.
- siding out of footways and carriageways
- clearance of storm damaged trees from the Highway including the use of a chainsaw

The following works cannot be undertaken by the Parish Steward without support as they require a two-person operation. These works can be undertaken on an ADHOC day, which is typically a Friday, but this is flexible.

- Minor Carriageway repairs including vehicle overruns.
- Works requiring traffic management (including Stop and Go or manual controlling of temporary traffic signals in accordance with Chapter 8)

Examples of types of emergency reactive local highway work which is to be undertaken by the Highway Stewards includes (but is not exclusive to). These issues can take the steward from their programme:

- resolving flooding issues – clearing drainage grips and drain gully covers, clearing of small culverts, pipes, and pits etc.
- placing emergency signage and traffic management
- fence and pedestrian barrier safe

- clearing structures and fixings and make safe.
- hand cutting vegetation in visibility areas.
- reactive pothole repair
- responding to road closure requests from the emergency services
- small masonry type works such as repairs to slabs and damaged kerbs.
- clearance of debris and materials from scenes of road traffic collisions including clinical waste
- clearance of storm damaged trees from the Highway including the use of a chainsaw – requires additional operative.

All requests for items to be added to the PS list should be sent to Cllr Blackman at least a week before the scheduled visit.

Responses for Planning Applications

No Comment

the Council neither objects to nor supports the application. If the Council does not respond to a consultation we would treat this as no comment.

Comment

The Council wishes to make a comment.

No Objection

The Council has no objection but does not support the application.

Support

the Council supports the application unconditionally (that is, exactly as submitted). It is suggested, if the Council wishes, to list reasons why it supports the application.

Mixed

For responses that are neither of the alternative options.

Object for reasons set out

the Council objects to the application with specified reasons.

No Objections subject to conditions

the Council has no objections subject to conditions

Call in.

The Council can request the Unitary Cllr “calls in” the application should the Council wish the application be determined by the Southern Planning Committee. It is the decision of the Unitary Cllr as to whether the call in is made and if it is a member of the Council should attend the Committee meeting held in Salisbury. This must be agreed at the meeting. The call in is only for when the Planning Officer disagrees with the Council’s response eg recommends approval when the Council made objections, or recommends refusal when the Council supported the application.

MATERIAL CONSIDERATIONS

In commenting on Planning applications, it is important that the Council considers planning issues. These include:

- consistency with the development plan for the areas
- Traffic and highway safety issues
- overlooking, loss of privacy and loss of light
- scale of the development
- design, appearance, layout and material
- loss of important open space or physical features
- noise, disturbance or smells
- local knowledge of drainage or other possible problems with the surface
- impact on the surroundings

Issues that are not relevant include:

- Effect on the value of property
- Loss of view over other peoples land
- Possible future development not included in the application
- Private property rights such as boundary or access disputes
- Matters covered by other laws
- The morals or motives of the developer

Special rules apply for listed buildings conservation areas, trees (some are protected by Tree Preservation Orders). Planning permission is needed for advertisements above a special size.

If development appears to have taken place without permission or if the development is more extensive than given in the planning consent, the District Council’s enforcement officer to visit the site and take any necessary follow up action.

LOCAL HIGHWAY & FOOTWAY IMPROVEMENT GROUPS (LHFIG) **TERMS OF REFERENCE**

Membership of the LHFIG

The LHFIG will normally be made up of:

- Members of the Area Board
- Town and Parish Council representatives
- Community / Stakeholder representatives

It is recommended that the groups do not normally consist of more than 10 representatives, but for larger community areas this may not always be feasible.

Representatives should act as a conduit between their organisations and the LHFIGs by putting forward the views of the body they represent and providing feedback to its members regarding the work of the LHFIGs. The group members will also need to be mindful of the needs of the community area when making their recommendations, as not all councils and groups may be represented on the LHFIGs.

Recommendations to the Area Board will usually be reached by consensus, but if necessary, these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire councillor. Membership of the LHFIGs will cease when a member ceases to hold the stated office as first appointed, or when a parish/town council or group choose to nominate an alternative representative.

The LHFIGs may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of LHFIGs members

Appointment of Wiltshire Council members to the LHFIGs will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

- Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the LHFIGs (e.g. town/parish council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However, it is preferred that the same representative attends if possible to ensure consistency of membership.

Media relations

Members of the LHFIGs must not issue press statements on behalf of the Area Board.

Any press statements about the work of the LHFIGs should be agreed between the Chairman of the LHFIGs and the Chairman of the Area Board, and in consultation with Wiltshire council's communications team. You can contact the communications team at communications@wiltshire.gov.uk.

Meetings

It is recommended that the LHFIGs meet four times a year. Ideally the meetings should be 2 to 4 weeks in advance of the Area Board meetings. Meetings are intended to be limited to the membership set out above and is open to other members of the Area Board who wish to attend. It can be open to public if the LHFIG chair wishes, and by invitation. It should be noted that LHFIGs are advisory bodies and do not exercise delegated decision-making powers. All decisions are to be ratified by the Area Board.

Officer support

Meetings will be attended by relevant officers from Wiltshire Council, including a Senior Transport Planner, a Senior Traffic Engineer, Local Highway Maintenance Engineer and the local Community Engagement Manager. Attendance by officers of other expert knowledge may be arranged when

necessary.

Additional support will be provided outside of the meeting by the Corporate Office Business Support unit as currently for Area Boards, for the purpose of arranging meetings, venues, and the production of meeting action notes.

Terms of reference

The LHFIGs have no formal decision-making authority on operational matters or budget expenditure but act as an informal discussion forum making recommendations to the Area Board.

Recommendations must be agreed at a full LHFIG meeting before being brought to the next Area Board for approval.

The LHFIGs terms of reference are set out at Appendix A:

Examples of projects the LHFIGs can and cannot fund are set out in Appendix B:

Terms of Reference

Appendix A

1. Small-scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small-scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Transport, Waste, Street Scene and Flooding. The funding allocation is a mixture of highways and council capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management.

It cannot be used to fund revenue functions, such as routine maintenance schemes or the provision of passenger transport services.

A list of schemes which the groups can fund in contained in Appendix B

Schemes considered by the LHFIGs must have first been raised through the highway improvement request system and endorsed by the relevant town or parish council.

The LHFIG's can be directed to look at issues identified by Highways Officers when considered appropriate. For example, when an issue is raised for which other centrally held resource does not exist.

In choosing their local transport schemes, Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is more than the total discretionary amount available as part of the group's annual allocation.

Appendix B – Example of projects which can and cannot be funded by LHFIGs

LHFIGs can fund the following:

- **Pedestrian improvements:** including dropped kerbs, new footways, substantive improvements to existing footways, pedestrian crossings (including assessments).
- **Cycle improvements:** new cycle paths, cycle parking / storage.
- **Bus infrastructure:** new and replacement Shelters (subject to agreement on future maintenance liability), bus border kerbs, bus stop road markings.
- **Traffic signing:** new and replacement signs (including signposts), street name plates, village gateways.
- **New road markings:** new and replacement of existing markings.
- **Speed limits:** assessment and implementation.
- **Waiting restrictions:** assessments and implementation.
- **Footpath improvements:** styles, gates, surface improvements to rights of ways (council maintainable only).
- **Drainage:** minor improvements, new gullies.
- **Street lighting:** new installations.
- **Traffic management measures:** including Sockets and posts for SID (Speed Indication Device) equipment.

As a general rule, an asset should exist at the end of the project, i.e. something new that wasn't there beforehand.

LHFIGs cannot fund:

- **Routine maintenance:** such as gully emptying, ditch clearing, hedgerow cutting, pot hole repairs.
- **Service subsidy:** bus services
- **Promotional campaigns**
- **SID equipment**
- **Improvements for individuals and properties**

As a general rule, activities that repair, clean, tidy or remove something that is already present are likely to be considered routine maintenance and cannot be funded by LHFIGs.

Meetings of the SWW LHFIG take place at the Nadder Centre, Tisbury at 2pm on a Wednesday four times a year.

SWW LHFIG is Chaired by Wiltshire Cllr Bridget Wayman.