

Operations Committee
27th February 2019 The Old Courthouse

Minutes of Meeting

Present: Cllr B Prentice (Chairman), P Rainbow, M Jeffrey

In Attendance Town Clerk – T Broughton, Cllr D Martin

1. Apologies for absence

Cllr P Scorer (Personal), Cllr P Brooker (Personal)

AGREED

Proposed Cllr Jeffrey, Seconded Cllr Rainbow

To accept the apologies from Cllr P Brooker & Cllr Scorer.

Unanimous

2. To receive any declarations of interest

Members are hereby reminded that, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011, a member with a Disclosable pecuniary interest of which they are aware in a matter who attends a meeting of the council at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. –None declared.

3. Approval of previous minutes/notes dated 23rd January 2019

Not enough members present to approve the minutes so to go for approval at the next Full Council meeting.

4. Public Question Time

No questions.

5. Review of Southwell Town Council Property & Services

- a. Committee discussed the quotes and recommend accepting the cheapest quotation. Still looking into zonal heating to reduce costs. Electrical testing and safety issues to be addressed and authorised by the Clerk within delegated powers. Clerk to query lower costs security around the back of the Court house as the quotations for new gates are too high at present. It has been agreed to ask Archaeology to remove the plinth on the cupboard and the cupboard to be moved to underneath the bench. Bridge Club to be asked to tidy their area and have a similar cupboard under the bench. All other items to be tidied up.

AGREED

Proposed Cllr Scorer, Cllr Brooker

Clerk to clarify cost of water heater and committee to recommend to full council to accept the cheapest quote and the funds to be drawn from facilities management R & R. Urgent electrical work to be authorised by the clerk and funds to be removed from reserves and current electrician to be asked to re-quote

Unanimous

- b. Market Report – update has been provided and new stalls are being sought. It was suggested to approach the younger stall holders with stalls to offer a free month. Friday 7th June to be the date for the Summer Market. Committee discussed re-organising the market. Most stall holders like their position. If a seller with a vehicle wished to stand the stall holder affected would move. It was suggested to move the stalls to within the perimeter of the market square.
- c. Car Parks – repairs have been completed and the works have been completed satisfactorily. Clerk awaiting a meeting regarding the SLA with N&SDC. No further news on surveys of the Car Parks. It was suggested to raise the hourly rates in the future rather than altering the two hour free parking.

AGREED

Proposed Cllr Rainbow, Cllr Jeffrey

Committee voted to keep the two hour free parking and to consider higher hourly rates in the quest to raise more revenue for the car parks.

Unanimous

- d. Toilets – No report
 - e. Grounds Maintenance update – Clerk confirmed the cost to repair the lights at War Memorial Recreation Ground. The cost is just under £2K. One member suggested a site visit. One member suggested alternative lights that would be cheaper to run. Councillors to meet ground staff at 2pm on Thursday 7th March to look at the lights. Willow near the Potwell Grasslands will be pollarded in the near future and the lower branches cut by Town Council Staff. It was agreed that there are no recycling facilities at the War Memorial Ground. Bowls Club can provide their own if they wish. Three espalier to be replaced on Humberstone Road and a project plan for Riverside has been produced. Fence around the spiders web has been removed and the fence around Norwood gardens play area has been removed due to health and safety as the parks are designated no dogs and/or dogs on leads. There is no need to replace the fences. New posts are being erected in the new Toddler play area as well as the old slide undergoing repair.
6. Discussion on PSPO's in Southwell and recommendations of changes if any

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Tracey Broughton PSLCC Clerk to the Town Council

Froggatts field is an area with Dogs on Leads. It was discussed whether to change the PSPO

AGREED

Proposed Cllr Prentice, Cllr Jeffrey

Committee voted to remove the PSPO on Froggatts Field

Unanimous

7. Events

Town Clerk to write to RAF Wittering to suggest a different date. Town Clerk attended the TAG meeting and at a recent Tourism Partnership meeting the Destination Management Plan was discussed with Tourism partners. It was agreed to have the Heritage weekend on Saturday 21st September with the opening of the Courthouse.

8. Tourist Information Centre – discussion on options.

Meeting with volunteers went very well. Litter Pick – Town Clerk to furnish the group with risk assessment, role of volunteer and equipment loan.

9. Items for Communication –

10. **Items to be included on the next agenda –**

11. Date of next meeting 13th March 2019

Meeting Closed at 20.29

Signed.....Date.....

Chairman, Operations Committee