

Operations Committee
13th November 2019 The Old Courthouse

Minutes of Meeting

Present: Cllr P Harris (Chairman), P Rainbow, S Thompstone, L Harris, D Martin, B Prentice, S Thompstone, R Blaney, K Roberts

In Attendance Town Clerk – T Broughton

1. Apologies for absence

Cllr P Scorer (Personal), Cllr M Stott (Personal)

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 9th October 2019

AGREED

Proposed Cllr Blaney, Seconded Cllr Rainbow

To add Cllr Blaney apologies and to correct Cllr Roberts as present and to amend item 5 line 10 to delete an initiative of the Climate Change Working Group

Unanimous

4. Public Question Time – no questions

5. To note and review the update paper on Southwell Town Review of Southwell Town Council Property & Services

Operations Briefing Report

Old Courthouse

PAT Testing has taken place on all electrical items. Guttering has been cleared from outside the courtroom toilets and there are no further leaks. The outside yard has been tidied. Obtaining quotes for clearing all of the guttering on the building, re-plastering the upstairs toilet wall in the court room and fitting a fire board in the cellar and fire door in the staff kitchen area.

Market Square

Further work has taken place on the Notice Boards and a renovated board has been erected outside the Wheatsheaf for use by the Community. The clock time has been altered. This has to take place over a 24hr period as we have to stop the clock and re-start at the next day to change the hour.

There has been a delay in sorting the planters out but these will be done this week. Christmas tree is due to be erected week commencing 25th November 2019.

Car Parks

Pruning and weeding is continuing in Church Street Car Park and will also be done in King Street and the Bramley Centre Car Park. The machines are all currently online and working after having to call Metric to fix a replacement coin part to the Bramley Centre Machine. The lights have been fixed in Church Street Car Park.

Toilets

Current Service provider for the toilets are not satisfactory. We have obtained a cheaper quote and a much better lift in service from PHS to increase the cleanliness of the public toilets. We are awaiting estimate for the new flooring in the ladies toilet.

Grounds Maintenance and devolved amenity areas

Grass cutting has now ceased and the staff are concentrating on pruning, weeding, leaf blowing and Christmas preparations in lots of difference areas. Ongoing maintenance of equipment is also taking place.

Event Dates Agreed

Meeting of town clubs and societies in the town to share dates and ideas for future events

21st November

Late Night Shopping and Christmas, Market Thursday 28th November

Lantern Workshops 23rd November

Lantern Walk Saturday 7th December

VE Day (Minster are organising this at the Minster May 8th 2020

Gate to Southwell 4-7th June 2020

Funday 20th June 2020

Southwell Music Festival 26th – 31st August 2020

Report as tabled above. An addition there is a complaint about the market stalls being left up. Clerk can contact Wheatsheaf to discuss the complaints and Clerk is looking at options for council. VE day is a joint event with the Minster and the Town Council. Vice Chairman will be talking to the Dean regarding options. The Clubs and Societies Meeting is on November 21st at 7pm and another meeting is due to take place in the Library on Climate Change. Grass cuttings have been removed from Harveys Field.

6. Electrical Car Charging Points – recommendation to proceed with grant application and permission from Inspire to install in the Bramley Centre Car Park

Paper has been tabled. Information is being sought from the District Council. Would need permission from Notts CC to install electrical charging points in the Bramley Centre Car Park. It was agreed to include future CIL in consideration of costs. Who would decide charging regime. Charging policy is set through BP Charge Master. Who would do the maintenance – STC will have to maintain the points. It was explained that costs were lower to install in Bramley Centre. It was asked if maintenance costs would be shared with NCC. It is anticipated that costs would not be shared however would form part of negotiations. It was stated that the council should consider excluding over night parking. Access to the bays to be clarified – Chairman to investigate. It was stated to consider the effects of charger blocking.

AGREED

Proposed Cllr P Harris Seconded Cllr Martin

Cllr Stott to continue to seek information from N&SDC

Cllrs to agree to seek permission from the land owner (NCC) and complete and send the attached draft application to the EST for the Bramley Centre Car Park

Cllrs to review EV Charger installations in other Car Parks

Unanimous

7. Car Parking Charges – consideration of a policy to be drafted on future car parking charges for Operations Committee March 2020

There has been a discussion at the BWG to not increase the car park charges – due to the District Council not increasing their charges as this makes Southwell Town Council proposal to increase charges uneconomic.

AGREED

Proposed Cllr P Harris, Seconded Cllr Blaney

Car Park Charges policy to be drafted for Operations Committee March 2020

Cllr Prentice, Blaney and P Harris

Unanimous

8. Report on the way forward of the future of the Skate Park

It was suggested to engage with the residents of Moorfield Court. It was suggested that young people can be covered by the volunteer policy.

AGREED

Proposed Cllr P Harris seconded Cllr Roberts

1. Urgent safety repairs to the surfaces and fixings on some of the current skate park equipment to be funded by R&R budget and S106 funding if required.
2. Governance to be by the Friends of Southwell Park with the Skate Park Group as a subgroup of Friends of Southwell Parks.
3. That a process of engagement and consultation with users, potential users and residents be undertaken.
4. To target a budget of c£130K and seek grants from Wren (now FCC) and others.
5. To hold an initial event in the Southwell Leisure Centre Sports Hall with additional staff costs of c£500 and to request this funding from the S106 monies lodged with Southwell Town Council.
6. Permission to use the mown grassland area to the north of the skate park to develop a landscaping plan and planting as an area for visitors to sit and quiet use.

Unanimous

9. Consideration of specification and priority use of a third vehicle and agree to purchase/lease
To defer to December Meeting

10. To identify a composting area on the NW side of the WMRG with the use of the redundant Herras Fencing between the Orchard Land and Minster Field

To make three collection boxes with one open using the Herras fencing for compost material. It was suggested that the area is for a brash collection area. It was suggested moving compost from one site

to another is not practical. It was suggested to use the small wooded area near Squires Pond for composting.

11. Agreement to create a bypass path to the North of the steps on the Orchard Land to Higgons Mead

Chairman explained that there is no access with no steps through from the scout hut to the Minster. It was suggested to create a path similar to Higgons Mead to bypass the steps and not to remove them . it was suggested a path with wooden edging and crushed limestone. It was suggested that the path that is the desire line could be done together. To consider amalgamating costs. It was suggested to inform SCAG. To finish of the Y and involve the SCAG

12. Items for Communication –

13. Items to be included on the next agenda – by 10th December lease/purchase electric vehicle

Meeting Closed at 19.46

Signed.....Date.....
Chairman, Operations Committee