

## **Operations Committee**

### **22<sup>nd</sup> January 2020 The Old Courthouse**

#### **Minutes of Meeting**

Present: Cllr P Harris (Chairman), D Martin, B Prentice, P Scorer, P Rainbow, M Stott, L Harris, K Roberts, R Blaney

In Attendance Town Clerk – T Broughton, Deputy Clerk L Wright

#### **1. Apologies for absence**

None received

#### **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.

#### **2. Approval of previous minutes/notes dated 18<sup>th</sup> December 2019**

Clerk explained the amendments made with the Chairperson

**AGREED**

**Proposed Cllr P Harris, Seconded Cllr Rainbow**

Agreed as a true record of the meeting dated 13<sup>th</sup> November 2019

**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**

One member stated Local Improvement Scheme awards are now open. There is a maintenance problem with the public toilets in Church Street in that the ladies block requires a new floor. The closing date for the awards is close and refurbishing the toilets is a community benefit. It was agreed to apply to the LIS awards for funding to renovate the public toilets.

There are potential additional Twilight Market dates and commercial run markets have also been requested. Heritage Weekend is now 19<sup>th</sup> September 2020. An extension of VE day into King Street was suggested as the shops may be opening that day. It was suggested that the market square can be offered to the Community for the day. A paper will be brought to the March meeting. Clerk will enquire if free road closures are available for VE Day events. The meeting of Clubs and Societies is on Thursday 19<sup>th</sup> November 2020.

#### **6. Riverside Project - update**

It was explained that the area has become derelict, overgrown and often floods. All of the areas shown on the drawing provided are overgrown and have dying vegetation. It was suggested that French drains be installed which are trenches full of gravel to help drain the water. A local resident has offered assistance in sourcing sponsorship. It was suggested

that the Community Orchard should be acknowledged, however, it was stated that most of the trees have perished in the flood as the trees are still standing in water.

Committee agreed for continuing work on the project and thanked Cllr Stott for his work so far.

**7. Replacement of one or two Bollards on King Street with replacement bollards for access of mobile vehicles after 05.30am to the Market Square**

Chairperson explained the reasons for exploring the costs of replacing one or two bollards to enable mobile vans to get onto the Market square. It was suggested to include in the cost painting of all of the bollards.

Committee agreed for further research into costs of replacement bollards that can be moved to enable vehicle access onto the market square when required.

**8. Norwood Gardens Project Update and consideration to hold consultation event with local residents and users**

It was explained that a timeline will be organised for the extension to the project. It was suggested that a consultation day could be included with the Skate Park day. There are some replacement swing seats and replacement parts to the see saw required and some topsoil is need plus the installation of a recycled bench. There are other improvements that can be made including better access arrangements. It was suggested to include a cycle rack for users coming off the trail. To include the deterrent spikes for birds on top of the swings.

**AGREED**

**Proposed Cllr P Harris, Seconded Cllr D Martin**

To accept the quotations of Matta surfacing and Proludic J4932V multi play unit  
Total 30340.90 using Lottery grant funds and allocated CIL funds.

**Unanimous**

**9. Notes of clubs and societies – deferred to next meeting as Town Clerk did not distribute with the documents for the meeting and apologies for that.**

**10. Town Centre banners – decision on what to purchase and charges to Community Groups**

Information is not available on numbers of flags and banners at present due to the fact that the number of hanging baskets required is not yet known. The Chairperson has spoken to a local printer and obtained some visual examples and approximate costs to produce the flags. Outdoor vinyl will be approximately £50 with £15 for printing. It was suggested to also look at linen quotations. It was suggested to ensure that the Civic Society is on board with the proposals. It was also suggested that it may be helpful if permission in writing was gained from the District Council Conservation Department. It was agreed to obtain a sample flag to try in the flag holder.

**AGREED**

**Proposed Cllr P Harris, Seconded Cllr Prentice**

To communicate with community groups and organisations and to go ahead with work on costs. To use union flags and baskets in the first instance. A report to be produced on further investigation and proposals for the next Full Council meeting.

**Unanimous**

**14 Items for Communication – Markets and free access to market square on May 8<sup>th</sup> VE Day event.**

**15.Items to be included on the next agenda – 12<sup>th</sup> February 2020.**

Meeting Closed at 19.55

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