

## **Operations Committee**

### **12<sup>th</sup> February 2020 The Old Courthouse**

#### **Minutes of Meeting**

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

In Attendance Town Clerk – T Broughton

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

Cllr P Scorer (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 22<sup>nd</sup> January 2020**

##### **AGREED**

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

Agreed as a true record of the meeting dated 22<sup>nd</sup> January 2020 with the amendment to take out the Norwood Park consultation from item 8.

##### **Unanimous**

There was a verbal update of the Riverside project and it was suggested to bring details of the assistance with pruning as outlined in the Day of Action itinerary to the next Operations Committee in March.  
Town Banners/Flags/Hanging Baskets report and proposals to go to February FC meeting.

#### **4. Public Question Time –** None.

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

There was a comment that the toilets are being kept clean and tidy and no vandalism is taking place.  
Committee to consider options for the King Street Car Park machine access as currently no access for disabled users to get to the machine.  
Lights in Bramley Centre Car Park are permanently on – Clerk to investigate.  
VE Day is being arranged in partnership with the Minster. Further details and proposals to the March Operations meeting then March Full Council meeting.  
To add the Clubs and Societies meeting dates to events.

## 6. Location of EV Charging points and agreement

Clerk and Cllr Stott are meeting with a EV Charging point provider on Friday morning for further quotations. Costings to paint new lines will form part of the grant application.

## 7. Agreement for new blinds in the courtroom and roofing work to the Old Courthouse – recommendation to Full Council to be funding from 2020/21 Courthouse maintenance budget (blinds) and Courthouse Reserves budget (roofing work)

Committee agreed to accept with caveat of the further investigation as to the adequacy of the material and to check its for the total of six windows

### AGREED

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

Chairperson of Operations and Vice Chairperson to have delegated authority to give the order for the blinds if members are happy that the material is adequate, and the quotation is for the six windows

**Unanimous**

### AGREED

#### **Proposed Cllr P Harris, Seconded Cllr Blaney**

To accept the Minster Roofing quote in line with Financial Regulations 11.9. Clerk to check to see if planning permission is required.

**Unanimous**

## 8. To accept the notes of the 21 November 2019 Town Meeting of Clubs and Societies and proposed date of November 19<sup>th</sup> 2020 for the next meeting

Chairperson explained that the notes have been to all the clubs and societies. To add the Minster PTA to the list.

## 9. Town Centre Banners – report on timeline for flags, bunting and hanging baskets

Full paper to Full Council on proposals for the Flags and Hanging Baskets. Timeline report noted by members.

## 10 Items for Communication – VE Day arrangements, Day of Action promotion

## 11. Items to be included on the next agenda – 1<sup>st</sup> March 2020.

## 12 Date of next meeting 11<sup>th</sup> March 2020

Meeting Closed at 19.41

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

Chairman, Operations Committee