

**Town Environment Committee
26th August 2020 The Old Courthouse**

Minutes of Meeting

Present: Cllr P Harris (Chairperson), P Rainbow, R Blaney, P Scorer, L Harris, S Perry, S Reynolds

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

1. Apologies for absence

Cllr Roberts (Personal), P Handley (Personal)

2. Election of Vice-Chairperson

Proposed Cllr P Harris, seconded Cllr P Scorer
Cllr K Roberts elected Vice-Chairperson
Unanimous

It was stated that Cllr B Prentice would have been very upset about having this position removed from her and Cllr Rainbow would have abstained if there had been a vote.

3. 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.

4. Public Question Time

None

5. Approval of previous minutes/notes Operations Committee minutes dated 26th May 2020 dated 11th March 2020

Proposed Cllr P Harris, seconded Cllr P Scorer

Operations Committee Minutes dated 26th May 2020 are a true record of the meeting with reference that the meeting was via Zoom

Unanimous of the members present at the meeting

6. Approval of Terms of Reference as amended

It was stated that Cllr Handley had sent in written amendments.

Under Powers

Recommend amending such that the Council's financial matters/rules are all wrapped up in a single source reference being the Financial Regulations – Chairperson explained that the Financial Regulations have not had proposed amendments approved so the Finance Items in the Terms of Reference should remain until the new Financial Regulations are approved

To check that Governance and Finance Terms of Reference have ultimate responsibility is clear in the event of issues that fall between two areas. This is in respect of No 7. Should be addressed when the Financial Regulations are prepared.

There was a query as to where the Safer Neighbourhood Group fits and whether there is any benefit on specific reference. Chairperson stated the reason that they are not specifically identified along with the Emergency Plan is names of groups may change over time.

Tourism Partnership will come under Responsibilities No 12 – there are a number of groups that support the financial and economical vitality of the town and it was not felt necessary to list them all.

Proposed Cllr P Harris, seconded Cllr R Blaney

To accept the Terms of Reference as tabled with amendments

Purpose of the Town Environment Committee – Item 2 To

implement and monitor the agreed policies of STC to be followed by within the remit of the committee. Powers of the Town

Environment Committee Item 1 vi expenditure on any single in excess of the sum identified should read expenditure on any single item. Recommend No 3 to include that Council will be explicit as to support the engagement of the residents of the town and especially volunteers with effective and appropriate communications.

Unanimous

7. Climate Change Working Group notes and recommendations

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Tracey Broughton PSLCC Clerk to the Town Council

Information – point 2 discussion on challenging the developers and the planning authority with wish list of design changes. The implications of the Governments White paper are being considered and it is clear within the context of nationalisation of the Planning Policy function that is implicit within the White paper. Local Authorities will be left with is developing a design code for their local area and what is being discussed maybe something that local authorities are considering when developing future policies.

Action for the Council to finance tablets to reduce paper – maybe ambitious as the council has such a large deficit of income. Councillors do not receive paper copies at present. Tablets have been sourced that are not expensive. Is a look to the future.

To work to being a digital council. Land Management policy of the council. CCWG is interested on the development. Should work with Green Southwell. To circulate to the Town Environment Committee.

Implementation Plan is in a form to be shared with Full Council.

There was a discussion over the Climate Change Working Group recommendations. It was suggested that any request to extend bus companies route should be sent to the District Council and the County Council. It was stated that the council should not be over ambitious with requests of additional services and bus stops. It was suggested that the Council are supportive in creating bus link between Newark Castle Station and Newark Northgate Station.

One member asked what was listed on the Road Management Plan.

Proposed Cllr P Harris, seconded Cllr S Reynolds

To adopt the Climate Change Working Group recommendations as below

To develop a checklist of design expectations for environmental benefit for building applications, with a statement of Intent to be included on Town Environment Committee Agenda.

Southwell Town Council to be supported in creating a link between Newark Castle Station and Newark Northgate Station.

To formalise the Council being involved with the bus companies and the NCC's planning at a strategic level.

To develop a list of local groups and residents to raise awareness and change behaviours.

To collate a list of suppliers with ethical and environmental policies with preferred supplier status.

To construct a database of meter readings of the building.

To replace vehicles and equipment at end of life with non-fossil fuel powered equipment.

To monitor progress on the road management plan submitted to Nottinghamshire County Council 1st September.

To plan additional tree planting by March 2021.

To publish further dates of the GGWG meetings

Unanimous

8. To approve the recommendation to revitalise the Community Orchards in Southwell

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Chairman explained that the paper is to ensure that there are policies on the process to revitalise the Community Orchards in the town. There will be five Orchards in total. There has been a volunteer offering advice and some trees to be planted.

Proposed Cllr P Harris, Seconded Cllr R Blaney

It is proposed by that

- details of the species of trees should be identified by October 2020
- maps of the locations of each tree is produced by November 2020
- two maps of the trees and signage are erected at each site - together with an indication of why the orchard has been planted by May 2021
- that the poor/damaged trees at Riverside be replanted in November 2020 after any flood mitigation work is completed.
- that the competing grass around the trees is removed by October 2020 and annually thereafter
- that a programme of pruning of the trees is established and implemented November 2020/January 2021 and annually thereafter
- that all of the other self set shrubs including the buddleia at the locations is removed by September 2020
- that a land management programme for the areas around the trees is developed by September 2020 and implemented thereafter
- that further sites for community orchards be identified and trees from recommendations in Fruit trees for Southwell 2021 with a biennial report to the Town Environment Committee on progress on introducing the community orchards

Unanimous

9. Approval of calendar of meetings

The Chairperson stated that Governance and Finance are meeting on a Monday evening.

Proposed Cllr P Harris, Seconded

Alternate second Wednesdays bi-monthly to be monitored. First meeting to be September 23rd and after that the second Wednesday of the Month bi-monthly.

Unanimous

10. Items for Communication

11. Items to be included on the next agenda – Car Parking charges Working Group,

12. Date of the next meeting – 23rd September 2020

Meeting Closed at 20.14

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Tracey Broughton PSLCC Clerk to the Town Council

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

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