

**Minutes of Meeting: Town Environment Committee**

**Date and Time:** 26 May 2021 19:00

**Venue:** The old Courthouse

**Link:** To access the meeting please click on the link below.  
The meeting is open to all members of the public

**Present:** Cllr P Harris (Chair), Roberts (Vice-Chair), Blaney, Handley, L Harris, Rainbow, Reynolds, Scorer, Thompstone. Clerk – Lesley Wright, Deputy Clerk – Alice Dunn, Events, Tourism and Communications Officer – Honor Dunkley

**Apologies:** Cllr Perry

## Questions from Members of the Public

A member of the public read a statement concerning the painting of the bollards last year.

A written response will be given according to standing orders.

## AGENDA

**TE 21/005/001 Apologies for absence**

Reasons were approved unanimously.

**TE 21/005/002 To receive any declarations of interest**, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011

**TE 21/005/003 Approval of Minutes of previous meetings:**

**3.1 Town Environment Committee Minutes 10 March 2021**

Proposed: Cllr P Harris Seconded: Cllr Reynolds

Minutes were approved unanimously.

**3.2 Matters arising – for information only.**

The need to speed up the process of contracted works was raised e.g. the repair of War Memorial Recreation Ground Car Park – noted

**TE 21/005/004 Proposal for the Use of Recreational Grounds Policy** – previously circulated

After a discussion, it was agreed look at suitable signage and to add “The council may waive fees at its discretion.”

Proposed: Cllr Roberts Seconded: Cllr P Harris

Agreed by majority

**TE 21/005/005 Brightening the Town**

**5.1 Proposal for the Town Centre clean-up** - previously circulated

The following were proposed:

Volunteers to tidy/weed in the town

An audit of broken slabs to be carried out

To request a timetable for gutter sweeping

Progress to be reported back in November.

A discussion took place concerning health and safety and insurance matters around the use of volunteers.

Proposed: Cllr P Harris                      Seconded: Cllr Roberts  
Approved by majority

**5.2 Proposal for Bunting** – previously circulated

Bunting designs previously circulated. It was agreed to purchase STC and red, white and blue bunting for the Market Place.

Approval has been sought to hang bunting over the street – awaiting response.

Proposed: Cllr P Harris                      Seconded: Cllr Scorer  
Approved unanimously

**TE 21/005/006 Use of Glyphosate Proposal** - previously circulated

After a discussion concern was raised over the proposed use of (Glyphosate) weedkiller especially as it contradicts our Environmental Policy and a Friendly Environment for Bees Policy.

It was proposed to cease the use of Glyphosate forthwith and safely dispose of any stock.

Proposed: Cllr Blaney                      Seconded: Cllr Reynolds  
Agreed unanimously

**TE 21/005/007 Verbal report of Skate park development** – Cllr Karen Roberts

Noted

**TE 21/005/008 Proposal from the Market Working Group** - previously circulated

NSDC have awarded Southwell Town Council £10k from their Welcome Back Fund towards Market canopies etc.

After a discussion, it was proposed to:

delete the line, “Delay the increase to market fees until September 2021.”

add, “To purchase new canopies for Southwell Town Council Market at £9,000.

(Design and costings to follow). All expenditure to be endorsed by Governance & Finance Committee.

Proposed: Cllr L Harris                      Seconded: Cllr P Harris  
Agreed unanimously

Severe Weather Policy.

Proposed: Cllr L Harris                      Seconded: Cllr P Harris  
Agreed unanimously

**TE 21/005/009 Proposal for the improvement of Squire and Cludd Pond Area** - previously circulated

Proposed: Cllr L Harris                      Seconded: Cllr Roberts  
Agreed unanimously

**TE 21/005/010 Review of the bench audit and proposal** - previously circulated

Noted – thanks to Cllr Perry

Agreed to add the NCC bench to the audit. This bench was moved from Westgate up to Lowes Wong. It should be moved towards the junction again now. Propose that we write to NCC to have the bench moved and consult homeowner.

It was proposed to place a bench near the spider on the Memorial Ground.

Proposed: Cllr P Harris                      Seconded: Cllr Reynolds  
Agreed unanimously

**TE 21/005/011 Proposal: To establish an 'Event working group' to timetable, co-ordinate and organise council specific events, such as a street food event etc. the Working Group will have no delegated power and make recommendations to the Town Environment Committee. The Working Group will meet flexibly with meeting agendas and papers and subsequent notes circulated to all Council members.**

The agreed events will be included in the Council's and the STP's events calendars for the town.

**TE21/005/022**      **Items to be included on the next agenda –**

**To review Town Environment Policies:**

**Use of STC Property**

**Old Courthouse room booking conditions**

**Old Courthouse room booking procedure**

**Emergency Lighting System**

**Policy for the Hire of STC Event Equipment**

**Apple Press booking procedure**

**Car Parking in Southwell**

**Southwell Corporate colour**

**Green Flag Award**

**WMRG Signage**

**Christmas Tree/s**

Noted

**TE21/005/023 Items for Communication**

Skate Park User Group – Through social media and other methods

**TE21/005/024 Date of next meeting 14 July 2021**

Noted

Meeting closed at 2056hrs

Signature:

Date: