

The Old Courthouse
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**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.

Members of the Working Group - Cllrs L Harris, P Harris, Rainbow, Reynolds,

Roberts (convenor) and Honor

Proposed: Peter Harris, Chair Town Environment Committee

Seconded: Lyn Harris, Convenor Market WG

After a discussion it was agreed to amalgamate the Cultural Events Group and Events

Working Group, appoint Cllr Roberts as convenor and add Cllr Rainbow. Proposed: Cllr Reynolds Seconded: Cllr Roberts

Agreed by unanimously

TE 21/005/012 Proposal for the creating a friendly environment for Bees Policy -previously

circulated

Proposed: Cllr P Harris Seconded: Cllr Reynolds

Agreed unanimously

TE 21/005/013 Report on the options for the permanent closure of Kings Street – to note

Noted.

TE 21/005/014 Report on Funday – previously circulated

Proposal to change venue to War Memorial Recreation Ground due to COVID-19 restrictions. A discussion took place concerning the use of the new venue this year

with a review for future years.

Subject to space, small businesses can stand at the Funday. The fee is £10.

Proposed: Cllr P Harris Seconded: Cllr Roberts

Agreed unanimously

TE 21/005/015 Report on Re opening of The Tourist Information Centre -previously circulated

Noted.

TE 21/005/016 Report back on the Environmental Action Plan- previously circulated

Noted.

TE 21/005/017 Agree the additional repair to the Quarter Pipe Platform – previously circulated

Proposed: Cllr P Harris Seconded: Cllr Reynolds

Agreed unanimously

TE 21 005/018 To investigate the additional costs to the Council of moving to HVO fuel and

report back to the Town Environment Committee in July 2021- previously

circulated

Proposed: Cllr P Harris Seconded: Cllr Reynolds

Agreed unanimously

TE21/005/019 To re-evaluate the Trim Trail repair

Proposal 1: Suspend the 'six month' rule Standing Orders.

Proposed: Cllr P Harris Seconded: Cllr Reynolds

Agreed unanimously

Proposal 2: Make repairs to items 3, 4 & 6 as outlined in bold. Move date of annual inspection forward from September to review work when it has been

**completed** – previously circulated

Proposed: Cllr Roberts Seconded: Cllr Scorer

Agreed unanimously

TE21/005/020 Adopt the Market Working Group Notes - previously circulated

Proposed: Cllr L Harris Seconded: Cllr P Harris

Agreed unanimously

TE21/005/021 Adopt the Weekly Briefing Notes - previously circulated

Noted

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: