



SOUTHWELL

TOWN COUNCIL

The Old Courthouse
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Tracey Broughton PSLCC Clerk to the Town Council

Operations Committee

12th September 2018 19.00 The Old Courthouse

Minutes of Meeting

Present: Cllrs B Prentice (Chairman), Cllr Gregory, Cllr Lyn Harris, Cllr Brooker, Cllr D Martin, Cllr K Ashworth

Town Clerk – T Broughton

Also in attendance Cllr P Harris,

7 members of the public

1. Apologies for absence

AGREED

Proposed Cllr Prentice, seconded Cllr Ashworth

To accept apologies Cllr P Scorer (Personal), Cllr S Rogers (Personal), Cllr Jeffrey (Personal)

Unanimous

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.

Meeting will be recorded.

Agreed

Proposed Cllr Gregory, seconded Cllr L Harris

Permit the meeting to be recorded

4 in favour 2 abstentions

3. Approval of previous minutes/notes dated 15th August 2018

AGREED

Proposed Cllr Brooker, seconded Cllr Martin

To accept the minutes by those present at the meeting

Unanimous

Matters Arising for items not on the agenda – None

AGREED

Proposed Cllr K Ashworth, Seconded Cllr L Harris

To suspend standing orders to allow the public to speak

Unanimous

4. **Questions from members of the public**

One member of the public stated with disappointment that he may only have two minutes to speak. Wishes to complain about the Fitness Equipment on the War Memorial Recreation Ground. Every morning has a walk in the panorama of Southwell Park. This is the Pearl in town. Eye line is now full of metal concrete in a violent ghastly green base. The council has not done enough consultation and there are many other places that the equipment can be located. Complaints about the lack of consultation. Stated that the equipment has been foisted on the community and should be removed immediately and placed somewhere more appropriate. Is asking for the equipment to be moved. Park should be restored to its former glory. Resident would like to be written to.

Resident would like to complain about the location of the Fitness Equipment. In Carlton the Gym equipment is staggered. Feels the base attracts children Under 10 years old. Objects to the location of the equipment. Feels that proper decision has not been made.

Resident has the equipment located at the bottom of their property gate. Views are now ruined due to the equipment. Design of the equipment in a circle attracts youths at late hours in the night. There could be a better place to locate the equipment such as a long line. Has been no consultation direct through residents doors who are located next to the equipment.

Resident – deeply saddened by the location of the Gym equipment. Not opposite to the equipment but felt that there was no consultation. Feels that the funds could be spent in a more appropriate way. Feels that this is an eye sore in a beautiful park. Are better places at the other end of the park. Concerned that it will become a congregation area for the local youth of the town, attracting excess litter, graffiti, and anti-social behaviour. Feels that the equipment should be moved.

Resident – feels that a monstrous looking thing has been installed and no planning permission is required and little consultation has taken place.

Resident – feels opposed to the equipment and would support its re-location.

5. **Public Conveniences provision in Southwell – report from WCWG**

Tap in the War Memorial Park has been vandalised. This has had to be closed due the damage. No police presence. It was suggested to open during staffing hours. Clerk will organise this once the toilet has been repaired. A cost analysis will be undertaken. e Report summarised that the Council should provide toilet provision and discussed many options. Two options to be investigated were to refurbish the existing toilets/ or to refigure the block and create a unisex facility and disabled facility and incorporate the TIC into the building. Enquiries will be made of other organisations who have public toilets and look at other ways to operate the facility. Looking at a people counter to see how much use they have. Capital could be obtained from future CIL. It was discussed demolishing the whole block and remunerate pubs and cafes to allow the use of their toilets. In the past there was not a huge amount of support.

Await costs and further ideas. Proposals then to be discussed after the Community Consultation evening.

AGREED

Proposed Cllr Prentice, seconded Cllr Martin

Clerk to write to NS&DC to enquire the breakdown of Business Rates at the car parks, toilets and Old Courthouse.

Unanimous

6. **Verbal report from Ground Staff meeting dated 29th August 2018**

No specific requests for training apart from pruning and Deputy Clerk to locate a simple pruning course. First Aid course is being organised for twelve people.

New platform ladders are working well. Investigating the vibration issue on the small Kabota. Would like a small van to transport tools around the town. Petrol push mower requires replacing. Long reach saw requires repairing or replacing. Skate park equipment is being repaired on repairs. It was suggested to locate a professional skate park installer in to give advice.

Anti-social behaviour on War Memorial Park is high and it is requested to write to the police to have a police presence occasionally in the town.

AGREED

Proposed Cllr Martin, Seconded Cllr Gregory

Clerk to the Town Council to write to the Police and Crime Commissioner and to the Chief Constable to enquire if some increased police presence can be deployed to Southwell on occasions.

Unanimous

7. Review of Southwell Town Council Property & Services

- a. Old Courthouse update new gates and painting front and back door – gates awaiting the costs for the two designs. Located historic courthouse maintenance schedule and this has the key areas listed and costings will be updated and review the facilities management for the whole building inside and out. There is a requirement for a skip to dispose of a lot of the rubbish.
 - b. Market Report and update on Recruitment – stalls are being dismantled. Recruitment process is going well. It was reported that trade was slow on the 8th September. Government are proposing to be charged VAT if stalls are being erected.
 - c. Car Parks – update on maintenance and ticket machines - struggling to find contractors to deal with the kerbs that are broken. Weeds have been removed in Kings Street Car Park. Permit for One Stop Shop for 2018/19 will be issued within the next week. Car Park Charge analysis has been put together and Chairman explained the figures to members. It was suggested that also a £1 overnight fee can be factored in. Chairman asked members to take the figures home to look at them. Chairman asked for all members to be sent the analysis of car park charging. To add to the next Operations Agenda early in the agenda.
 - d. Grounds & Maintenance update and report on ownership of the fence on Little Burgage – Clerk has not investigated Land Registry but will do so before the next meeting.
 - e. Report on maintenance of all devolved amenity areas – to chase up Norwood Play Area for a friends for a decision on repairs to the park or
 - f. Update on installation of Fitness Equipment on War Memorial Park – have had an update earlier in the meeting and will be on Full Council 19th September.
 - g. Christmas Tree and Lights – project update – have reduced the Christmas Trees to 64 and the lamp posts will be identified for access to the daisy chain. Other brackets will have trees with battery lights. Bull Yard have their own brackets. Could offer the supply of the trees at cost and the same for the Co-op. It was suggested to supply the Co-op with two trees at £100 for the two trees and the council to include Bull Yard into the supply of Christmas Trees on shops. It was suggested to write to all the traders to explain the process for the installation of the Christmas on Trees on shops.
- 8. War Memorial - final update for Dedication of the plaque at the Memorial on Saturday 15th September 2018 (Battle of Britain Day) – The plaque will be pre-drilled and erected early Saturday morning. The flag is ready, the ribbon has been prepared and have invited all donators, all councillors and local residents.**

AGREED

Proposed Cllr Martin, Seconded Cllr Prentice

To extend the meeting beyond 9pm

Unanimous

- 9. Community Consultation evening 4th October – update and progress meeting – Way Forward Steering Group to add to the ideas already being put together**

10. Events – update to include the Bramley Festival and Late Night Shopping and Lantern Walk – Town Clerk updated on event progress. All events are going well. It was stated that Market Traders were not happy about the King Street Road Closure.
11. **Tourist Information Centre** – to organise a Volunteer tea as soon as possible.
12. **Items for Communication** –
13. **Items to be included on the next agenda** – Car Park Charges, Budget, Skate Park
14. Date of the next ground staff meeting in November 2018 at 2pm at the Courthouse
15. Date of next meeting 10th October 2018 at 19.00

Meeting Closed at 21.10

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

Chairman, Operations Committee