



The Old Courthouse  
Burgage  
Southwell  
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**Minutes of Meeting:** Town Environment Committee  
**Date and Time:** 10 November 2021 19:00  
**Venue:** The Old Courthouse

Questions from Members of the Public -none

**Present:** Cllr P Harris (Chair), Roberts (Vice-Chair), Blaney (Arrived 19.30)  
Handley, L Harris, Rainbow (arrived 20.00), Scorer, Thompstone,  
Perry

In AttendanceClerk – Lesley Wright, Events, Deputy Clerk – Alice Dunn

- TE 21/11/062** **Apologies for absence**, Cllrs L Harris, Reynolds & Handley  
**TE 21/11/063** **To receive any declarations of interest**, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011 – Cllr P Harris & Perry item 73, non-pecuniary
- TE 21/11/064** **Approval of Minutes of previous meetings:**  
**64.1 Town Environment Committee Minutes 8 September Minutes were approved unanimously**  
**64.2 Matters arising** - Cllr Scorer, the residents adjoining the proposed bench position at Lowes Wong are concerned so alternative locations are to be considered. The proposed Book Exchange meeting with the Co-op is still outstanding
- TE 21/11/065** **Chairman’s Notices** – None  
**TE 21/11/066** **The proposed TEC budget for 2022-23** , the proposed Bench budget for 22/23 to be increased to £1600. The market stall mover to be included as a capital cost, approx. £3500. Cllr Thompstone asked the cost for the replacement Xmas trees to be investigated with the potential for a hybrid system  
**Agreed Unanimously**
- TE 21/11/067** **The timetable and action of our ‘clean our town day’ coordinated with N&SDC’s action day March 2022**  
Cllrs P Harris and Rainbow to liaise with NSDC council on the day  
The local schools to be included. The graffiti on WMRG to be addressed  
**Agreed Unanimously**
- TE 21/11/068** **Proposal for the sink hole in the Minster Field –**  
**Agreed Unanimously**
- TE 21/11/069** **The future use of the Old Court House**  
**Agreed Unanimously**

- TE 21/11/070**      **Skatepark design brief update**  
 With the paper, it was also proposed to remove the existing half pipe as it is dangerous, and another repair is not feasible, to send the design briefs to three potential contractors. Cllr Scorer expressed concern regarding the proximity to Moorfield Court, and he design brief will consider the proximity to residences.  
**Agreed Unanimously**
- TE 21/11/071**      **The use of the old 'Welcome to Southwell' notice boards including restoration and future** – – the proposal was amended not to remove the current Market Square community noticeboard and request that the Market Square Working Group propose an alternative location  
**Agree Unanimously**
- TE 21/11/072**      **A programme to replace dead trees planted last Spring-**  
 Proposal amended to replant up to the quantity of free trees available  
**Agree Unanimously**
- TE 21/11/073**      **Programme to remove seven of the welded fence panels from The Orchard-**  
 Proposed      Cllr Rainbow                      Seconded Cllr Blaney  
**Agree Unanimously**
- TE 21/11/074**      **The planting of a thorn hedge on the southern boundary of Froggatt's Field-**  
 The proposal was amended to reflect the Woodland Trust recommendations, that the Western and Eastern sides of the field are preferable to the southern boundary,.  
**Agreed Unanimously**
- TE 21/11/075**      **The restitution of the banks to Potwell Dyke** – the decision was noted, and it was agreed that alternative suggestions using sandbags be investigated in for future bank repairs
- TE 21/11/076**      **Wild forage planting in the Town –**  
**Agreed Unanimously**
- TE 21/11/077**      **Proposal to install new electric bollards on the Burgage –**  
 The proposal was agreed in principle, the Clerk to investigate if there any electrical power has been installed previously, to be referred to G & F for allocation of funds
- TE 21/11/078**      **The use of the gang mower and motive power for this –**  
 Initial findings on the legality of use on public grounds to be reported back to the Town Environment Committee. The Clerk will contact the Schools regarding the mowing of their school fields and to enquire the cost of a contractor to cost the WMRG
- TE 21/11/079**      **The 3 year tree works tender quotation from a tree surgeon –**  
 no further information available

- TE 21/11/080 Restoration of the Entrance signs ‘Welcome to Southwell’ signs – Agreed unanimously**
- TE 21/11/081 Proposals for new equipment to support the meadow areas –**  
The proposal is deferred to the January meeting after a report from Green Southwell on any help which they can give
- TE21/11/082 Proposed suggestions for future action by the WISE staff employed by N&SDC -** a list to be compiled and sent to NSDC including the whole WMRG ground, also the use of the recycling bin in the Market Square
- TE21/11/083 Proposal for Platinum Jubilee Celebrations –**  
STC to officially register involvement in the celebrations. The Events & Cultural working group to liaise with the Minster and report back to TEC in January
- TE21/11/084 Adopt the Weekly Briefing Notes – adopted**
- TE21/11/085 Adopt Climate Change and Communications Working Group Notes–** adopted. The proposals from the working groups were agreed. Cllr P Harris to report back regarding Citizens Advice reintroducing their service to Southwell
- TE 21/11/086 Items for Discussion at next meeting**  
Watering system renovation  
Mowing systems and equipment for the meadow land  
Electric bollard on the Burgage  
Green Flag Award  
Renovation of WMRG railings  
Christmas Trees 22/23
- TE 21/11/087 Items for Communication**
- TE 21/11/088 Date of next meeting 26 January 2022**

Meeting Closed at 21.00

Signed  
Chair of Town Environment Committee

Date