

**Notice of Meeting:** Town Environment Committee  
**Date and Time:** 08 November 2023 19:00  
**Venue:** The Old Courthouse

**Present:** Cllrs L Harris (Chair), K Roberts, J Berridge, P Harris, J Bostock, M Brock, S Perry, P Brooker

**In attendance:** Abi Brackenbury, Deputy Clerk

#### Questions from Members of the Public

#### AGENDA

**TE 23/11/34** Apologies for absence

**TE 23/11/35** To receive any declarations of interest, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011

**TE 23/11/36** **Approval of Minutes of previous meetings:**

36.1 Town Environment Committee Minutes 09 September 2023 – not approved, to be approved in 10 January 2024 Meeting

36.2 Matters Arising

Squires Pond – no update

Workload report – noted

Nottingham Road Car Park lights – agreed at full council.

Ash Treey Spinney – Work to commence 04 December 2023, Clerk to send resident letters end November.

Preserva been instructed to do a damp report on OCH – Noted

Eradication of Japanese Knotweed – started

New chainsaw as been purchased - not currently running on Aspen, smaller quantities should be available by February.

Cundy Hill Dog Bin approved in last meeting- noted.

Additional loom for Christmas lights completed 07 November 2023.

Beryls Meadow plan agreed between STC and Green Southwell.

**TE 23/11/37** **Chair's Notices**

37.1 Flood forum- Chair thanked Volunteers and STC staff for their effort. Cllr J Bostock will communicate to school to update their emergency plan.

- 37.2 Skate Park - new design meeting which will go to full council.
- 37.3 Tree Management Policy update – to full council

**TE23/11/38**

**Working Group Reports**

- 38.1 Heating Pump Fitted OCH
- 38.2 WMRG user group minutes – noted
- 38.3 MWG minutes – noted
- 38.4 NEBCC minutes - noted

**TE 23/11/39**

**Events – verbal**

- 39.1 Councillor Volunteers – Cllr L Harris re iterated that without Councillor Volunteers events cannot run safely. Cllr L Harris will put together a plan of volunteers for the Christmas Market.
- 39.2 Remembrance Parade – noted
- 39.3 Lantern Walk - noted
- 39.4 Christmas Market & Light Switch on – noted
- 39.5 Stalls Market – 29/10/23 (Monthly event) – noted
- 39.6 Community Garden Party 09 June 2024 (80 Year VE Day) – noted

**TE 23/11/40**

**Parks and Open Spaces**

- 40.1 Fallen tree Scout Hut - Believed to be the Minsters responsibility – under investigation.
- 40.2 STC Estate Flood update – Toddler play area was heavily flooded but now fully re opened. Loosing the bank by cross sites path. Bridge by Harvey’s Field is impassable.

**TE23/11/41**

**Communications update**

- 41.1 Proposal for comms to meet and discuss future budget - PH will convene and report back to TE
- 41.2 Proposal to put together a monthly comms plan - this needs to be set at the budget meeting before the precept is set.

**TE 23/11/42**

**Proposal** for new bin plus recycling outside Morrisons – waiting for quote from NSDC (AB chased 02/11/23) – to be discussed at future meeting after some further investigation.

**TE23/11/43**

**Proposal** to add additional bike rack outside scout hut – AB to check what is left.

**TE 23/11/44**

**Policies**

None to date

**TE 23/11/45**

**Items for Communication**

None to date

**TE 23/11/46**

**Items for discussion at next meeting**

**2024/25 Budget**

**Emergency Plan**

**Comms Plan**

**Future use of building (closed session)**

**TE 23/11/47**

**Date of next meeting 10 January 2024**

Abi Brackenbury  
Deputy Clerk to the Council

28 November 2023