

**Notice of Meeting:** Town Environment Committee  
**Date and Time:** 13 September 2023 19:00  
**Venue:** The Old Courthouse

**Present:** Cllrs L Harris (Chair), K Roberts, J Berridge, P Harris, J Bostock

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

## Questions from Members of the Public

### Minutes

**TE 23/09/15** Apologies for absence - Cllr S Perry, M Brock, P Rainbow, P Brooker

**TE 23/09/16** To receive any declarations of interest, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011

**TE 23/09/17** **Approval of Minutes of previous meetings:**  
17.1 Town Environment Committee Minutes 12<sup>th</sup> July 2023 – previously circulated.  
Note to amend minute TE23/01/07.8 Cllr J Bostock was not present should read Cllr J Berridge

17.2 Matters Arising  
Trailer Update – Sold STC  
Riverside Bridge – In progress  
Dog Bins - Proposed to accept additional cigarette bins (painted STC green) and go ahead with Cundy Hill as previously proposed.  
Proposed: L Harris Seconded: J Bostock  
**Agreed unanimously**

**TE 23/09/18** Chair's Notices

**TE 23/09/19** **Events – verbal**  
19.1 Tour of Britain - staff and volunteers thanked for all their efforts. Cllr P Harris will challenge SAG on TOR's  
19.2 Christmas Market & Light Switch on – Fully booked. Deputy Clerk raised concern over event and input from SAG for future events. Discussed possible expansion for future year for Christmas Market.  
19.3 Stalls Market – 8<sup>th</sup> September - very Successful, Deputy Clerk to investigate additional power socket on West Side. Special thanks to Andy Oldham for his help.

**TE 23/09/20**

**Parks and Open Spaces**

20.1 Squires Pond Update- before any work is considered duck weed is to be removed as matter of urgency. Solution to be found and reported back at next meeting, Risk Assessment for the dipping pond to be actioned and new dipping pond supplier to be found.

Proposed: J Berridge                      Seconded: K Roberts

**Agreed unanimously**

20.2 Proposed location for tree nursery- previously circulated.  
It was agreed to use the raised area just inside squires pond. Deputy Clerk to liaise with Minster school using their cohort of Young People to help with planting.

Proposed: L Harris      Seconded: K Roberts

**Agreed unanimously**

20.3 Proposed location for composter - previously circulated.  
Needs further investigation as to why is there a need for a central composting station?

20.4 Weed Control; home made weed killer being trialled noted to be reported next meeting

**TE 23/09/21**

**Workload Report** – It was agreed to analyse the mowing process used by the grounds staff in order to develop a strategy for mowing large parkland areas. Cllr J Berridge took the action to look into this and do analysis.

**TE 23/09/22**

**Tree works.**

To select contractor for Tree works for agreed Squires Pond tree work  
Agreed July 2023

Proposed: L Harris      Seconded: P Harris

**Agreed unanimously**

**TE 23/09/23**

**Policies**

23.1 Tree Management Program update - L Harris & J Berridge  
Noted – a meeting has been agreed on 21 September 2023 therefore to be discussed at future meeting.

**TE 23/09/24**

**Proposal of work to Nottingham Road Car Park Lighting** – Dismissed – noted that the advice from the Clerk was not acted upon by the Council. STC has a contractual obligation to provide adequate lighting.

**TE 23/09/25**

**Proposal for Tree works at Ash Tree Spinney**– agreed no work to be carried out without ecological advice on BATS from Nick Low NSDC Ecology Officer – Cllr K Roberts has taken this action.

**TE 23/09/26**

**Proposal for work on the Old Courthouse**

Proposed: J Berridge      Seconded: K Roberts

**Agreed unanimously**

- TE 23/09/27**      **Proposal for work to eradicate Japanese Knotweed**  
 Voted to propose change to only the first 3 visits with a review in Spring if further visits are needed.  
 Proposed: P Harris                      Seconded: J Bostock  
**Agreed unanimously**
- TE 23/09/28**      **Proposal to use Squires Pond Reserve to fund the purchase of new chainsaw** – voted to change proposal to read that the chainsaw will run on ETG fuel after fuel to insert - immediately which can be bought from the company Coryton, ETG fuel will be used as soon as possible or absolutely by March 2024.
- Proposed: P Harris                      Seconded: J Bostock  
**Agreed unanimously**
- TE 23/09/29**      **Proposal to extend Christmas light electrics**  
 Proposed: L Harris      Seconded: J Bostock  
**Agreed unanimously**
- TE 23/09/30**      **Proposal to the Management of Beryl Meadow** – proposed to defer. Clerk to engage with Green Southwell.  
 Proposed: K Roberts      Seconded: P Harris  
**1 Abstention**  
**Agreed by majority vote.**
- TE 23/09/31**      **Items for Communication:**  
 Japanese Knotweed proposal  
 Himalayan Balsam residents responsibility  
 Events  
 No spraying trial update
- TE 23/09/32**      **Items for discussion at next meeting**  
 Market and events working Group update  
 WMRG working group update  
 Environmental policy  
 Tree Management Plan  
 Communications policy
- TE 23/09/33**      **Date of next meeting 8 November 2023**

Signed

Chair of Town Environment Committee

Date