

Minutes of meeting: Town Environment Committee
Date and time: Wednesday 13th May 2026, 7pm
Venue: The Old Courthouse

Minutes

- TE 26/05/83** **Apologies for absence:** Cllrs Brooker, Perry, Roberts
- TE 26/05/84** **To receive any declarations of interest,** under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011
- TE 26/05/85** **Approval of minutes of previous meetings:**
85.1 Town Environment Committee minutes 14 January 2026
- Cllrs L and P Harris will follow up on the telephone box adoptions.
 - Cllr L Harris has met with market stall holders to liaise with the STC Market Operator effectively.
 - Clerk is working on Parks grants and will gather quotes and data to inform.
- 85.2 Matters arising
None.
- TE 26/05/86** **Chair's notices**
The Chair thanked Cllrs P Harris and P Rainbow for their work on the small town of culture bid, and it was noted that a decision would be announced in August 2026.
- TE 26/05/87** **Town environment action log** – to update and note – tabled until the next TE meeting.
- TE 26/05/88** **To note minutes from recent working groups:**
88.1 CAN meeting minutes: 26th March 2026 - previously circulated
- The paper will be redistributed due to some formatting issues.
 - It was noted that despite an unusually dry year and increased investment, the sewage run off had increased.
 - It was agreed that a visit to Severn Trent sewage centre was needed and that a representative Severn Trent should be invited to the next TE meeting to discuss.
- TE 26/05/89** **A proposal for PODGAG to use the old toilet block as a tool shed**
- It was agreed that PODGAG could use the block for tool storage.
 - This location is convenient for the areas where PODGAG generally works.

- STC staff who assist in procuring (on behalf of PODGAG) and setting up the storage area in the block will do so because of the resulting overall benefit to the community, and this does not set a precedent for any future assistance.

TE 26/05/90

A proposal to erect two bollards on STC land at the edge of the Minster Field - paper attached

- It was noted that consideration of the need for access by emergency services was important and they should either be provided a key to the bollards or a key would need to be available (located within the closest AED) to allow ease of access.

Proposed: Cllr L Harris

Seconded: Cllr Adams

AGREED UNANIMOUSLY

TE 26/05/91

Events projections for 2026 with budget attached – paper attached

- It was noted that the Christmas Market advert for stall holders should be prepared by June.
- The necessary CAD drawing for traffic management produced by Cllr P Harris could be reused for other events.
- It was noted that the budgets for road closures and traffic management were estimated as a top end projection and some quotes are less.

TE26/05/92

A proposal to hold a Garden Party in September

- Due to the length of time the full staffing will take as well as the current staffing situation, it was noted that large events would be difficult to manage without staff burnout and excessive overtime.
- There will be a Heritage Open Day at the Saracen's Head on 12 September, so the STC Garden Party could be a complimentary event.
- The Minster will also hold an Eco Celebration on that day.

Proposed: Cllr L Harris Seconded: Cllr Adams

4 in favour and 2 against: Passed

The STC Garden Party will be held on 12 September 2026 on the Burgage.

TE 26/05/93

Southwell Lions Community walk

- Possible dates are 9, 22, or 29 August and Cllr L Harris to follow up. Noted.

TE26/05/94

A proposal to outsource grass cutting at the War Memorial Recreation Ground and part of the Minster Field

- It was noted that this is temporary for one summer season.
- It was also noted that NSDC's bid was the most appropriate for the needs and conditions of STC.

Proposed: Cllr L Harris Seconded: Cllr Adams

AGREED UNANIMOUSLY

TE26/05/95

To resolve on whether the Council will move into closed session in accordance with the Public Bodies (admission to meeting) Act 1960 as amended by Section 100 of the Local Government Act for 1972 for the following confidential items:

Agreed to move into closed session unanimously

TE26/05/96

Potwell Dyke Bridge
AGREED UNANIMOUSLY

TE26/05/97

The War Memorial Recreation Ground and Minster Field pitches
Paper will go to Full Council on 20 May 2026. The paper, presented by Cllr G Adams was agreed on unanimously. The Town Environment Committee recommend this to Full Council.

TE 26/05/98

Items for communication

- The Car Park Working Group will engage with local vendors who closed King Street car park to ensure that inconvenience to the public is minimised and the Town Council are consulted.
- Report of a tree growing into buildings on King Street will be noted and communicated to the Estates team.

TE 26/05/99

Items for discussion at next meeting

TE 26/05/100

Date of next meeting provisional date Wednesday July 8th 2026.

18 May 2026
Natalie Galley
Town Clerk