

# LEOMINSTER TOWN COUNCIL

## ENVIRONMENT AND SERVICES COMMITTEE

Minutes of the Environment & Services Committee meeting held on Monday 13<sup>th</sup> March 2017 commencing at 19:00 hours in the Council Offices, 17 West Street, Leominster HR6 8EP.

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**MEMBERS PRESENT:** Councillors Bartlett (Chair), Lacey (Vice-Chair), Davies, Marsh, Norman, A Pendleton, R Pendleton and Thomas.

**OFFICERS PRESENT:** Town Clerk, Market Officer and Environmental Supervisor.

### **ES50/16 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Rumsey.

### **ES51/16 DECLARATIONS OF INTEREST**

The following Declarations of Interest were made:

- Cllr Lacey: Allotment plot holder.

### **ES52/16 REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

### **ES53/16 QUESTIONS FROM THE PUBLIC**

There were no members of the public present.

### **ES54/16 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Environment & Services Committee meeting held on 16<sup>th</sup> January 2017 be agreed and signed as a correct record, subject to the agreed amendment.

### **ES55/16 CLERK'S REPORT**

The Clerk had nothing to report.

### **ES56/16 FRIDAY MARKET**

The Market report was presented updating Members on the operation of the Leominster Market. Following discussion it was **RESOLVED**:

- That the report be noted;
- That income from 20<sup>th</sup> January to 10<sup>th</sup> March 2017 of £2,174.00 be noted;
- That the year to date income of £17,182, £1,358.50 less than the same period the previous year, be noted. A loss of casual traders had created the shortfall;
- To note that a letter to all traders to take away and dispose of their rubbish had been distributed.

It was confirmed that the May Fair was the direct responsibility of Herefordshire Council. Further requests to transfer the Leominster Market Charter to the Town Council had been submitted and this was currently

under discussion. It was noted that the Market would take place in the Etnam Street car park during the May Fair.

#### **ES57/16 LEOMINSTER IN BLOOM**

Committee received the verbal Leominster in Bloom report and **NOTED** the following:

- That the Environmental Supervisor would be involved in helping to develop the Judges Route for the 2017 entry;
- In order to try to achieve a Gold this year Cllr Angela Pendleton had been requested to provide advice;
- The Judges would be hosted at 11 Corn Square, Leominster.

#### **ES58/16 COMMITTEE UPDATE REPORT**

Committee considered the Committee Update Report in detail and, following discussion, it was **RESOLVED**:

- That the report be noted;
- To note that four quotations were requested to refurbish the War Memorial. Two quotations from William Protheroe Ltd and Independent Memorial Inspections had been received;
- That the quotation from William Protheroe Ltd amounting to £4,540.25 + VAT to refurbish the Leominster War Memorial be accepted;
- That a grant application be submitted to the War Memorials Trust to help meet the costs;
- That agreement in principle to allocate an allotment to the Addaction Group to help with its work supporting adults, children, young adults and older people to make positive behavioral changes be approved.

#### **ES59/16 CONFIDENTIAL ITEMS**

As certain items were expected to include the consideration of exempt information the Environment & Services Committee **RESOLVED** that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**(a) Play Area Tender Proposals** – Committee considered the Play Area Proposals Tender document in detail and, following discussion, it was **RESOLVED**:

- That the tender document be adopted subject to the agreed amendments;
- That the Tender document be sent to appropriate play companies;
- That the Task and Finish Group be given delegated authority to consider the proposals received, shortlist three companies and carry out interviews prior to making a recommendation to Full Council for consideration at its meeting to be held on 15<sup>th</sup> May 2017;
- That the contract be awarded by Full Council at its meeting to be held on Monday 15<sup>th</sup> May 2017;

- That a public consultation be undertaken from 27<sup>th</sup> May to 10<sup>th</sup> June 2017 on proposals.

**(b) Public Convenience Update Report** – Committee received an update regarding the proposals to refurbish the public conveniences. Quotations were still awaited from Healthmatic for the refurbishment of the conveniences at The Grange, Central Car Park and Westbury Street Bus Station. These would be presented to the Committee in due course when a decision would be made.

It was noted that the Westbury Street public conveniences and kiosk asset transfer had not yet been completed.

**ES60/16 DATE OF NEXT MEETING**

Committee noted that the next meeting will be held on Monday 22<sup>nd</sup> May 2017 at 19:00hrs. Venue would be confirmed.

There being no other business, the Chair thanked members for their attendance and closed the meeting at 8.30pm.

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**CHAIR:**

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**DATE:**