

LEOMINSTER TOWN COUNCIL

ENVIRONMENT AND SERVICES COMMITTEE

Minutes of the Environment & Services Committee meeting held on Monday 17th September 2018 commencing at 19:25 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Norman (Chair), Herschy (Vice-Chair), Bartlett, Mr P Davies, Marsh and Sutcliffe.

OFFICER PRESENT: Town Clerk and the Environmental Supervisor.

Prior to the commencement of the meeting a presentation was received from Binit Ltd regarding the Waste Survey that was being undertaken. The presentation included options to put the scheme into operation were noted and an initial implementation date of 1st January 2019 was agreed.

Cllr Mr P Davies was formally appointed on to the Committee.

ES23/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Davies (illness), Lacey (holiday) and Thomas (holiday).

ES24/18 DECLARATIONS OF INTEREST

There were no declarations of interest made.

ES25/18 REQUESTS FOR DISPENSATIONS

There had been no requests for dispensation.

ES26/18 QUESTIONS FROM THE PUBLIC

There were no members of the public present.

ES27/18 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Environment & Services Committee meeting held on 16th July 2018 be agreed and signed as a correct record.

ES28/18 CLERK'S REPORT

Committee noted the following items brought to its attention:

- The Parish Summit organised by Herefordshire Council would be held on Wednesday 17th October 2018 commencing at 6.30pm at Shire Hall;
- The Parish Footpath Officers briefing notes were now available. Hard copies should be requested from the Office;
- Information on the Herefordshire Walking Festival, which runs from 15th to 23rd June 2019 were noted;
- Additional information regarding the Herefordshire Public Green Spaces Community Grant Scheme 2018/19 were noted.

ES29/18 DRAFT GRANGE OPEN SPACE REQUEST FOR QUOTE

Members were provided with a draft Request for Quote document for review. A brief overview on the development of the project was provided, which included initial consideration by Council in November 2016 and subsequent requests for quotations from play companies.

The following amendments were agreed:

- Under the Desk Review to include historical and archaeological assessments of the site and to undertake an initial assessment of funding options available;
- Under Site Appraisal & Audit to include historical and archaeological assessments of the site and to amend the wording relating to income generation;
- Under the second consultation to include the Priory and Grange Court as consultation venues;
- To amend the estimated total value of the contract to invite quotations within a range of between £5,000 and £10,000;
- To request suppliers to indicate whether they have undertaken a similar exercise in the local area;
- To request suppliers to indicate how successful they have been in attracting external funding and outline their achievements;
- To ensure that the consultation process connected with as many local organisations as possible.

Following consideration, it was proposed by Cllr Sutcliffe, seconded by Cllr Marsh and **RESOLVED:**

- To amend the document as agreed;
- To request Full Council to allocate up to £10,000 from the Town Council's balances to fund the Masterplan consultation and report;
- To invite suitable suppliers to provide a quotation.

ES30/18 COMMITTEE UPDATE REPORT

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

- To note the contents and updates contained within the report;
- To submit a request to Ordnance Survey to include all the green open spaces in Leominster outlined in the Leominster Area Neighbourhood Plan;
- To note that access to the proposed depot had been delayed but would be addressed in the next week;
- To note that an additional list of P3 and Lengthsman duties was being compiled. It would include the filling in of a number of potholes;
- To ensure that the Broad Street toilets were actually open and available for use 24 hours a day, prior to putting notices on the Grange and Central car park toilets regarding alternative public conveniences available in the town;
- To note that the new part time environmental operative would commence work on a six month contract on Tuesday 18th September 2018.

It was proposed by Cllr Norman, seconded by Cllr Herschy and **RESOLVED** to recommend to Full Council that the Business Waste Recycling scheme as outlined in the presentation be implemented. The cost to the Town Council would be operational only.

ES31/18 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 would 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) **Sydonia Update** – Committee noted that no response had been received from HAGS regarding the concerns raised regarding the installation of the play area.

ES31/18 DATE OF NEXT MEETING

Committee noted that the next Committee meeting would be held on Monday 19th November 2018 at 19:00hrs in the Council Chamber, 11 Corn Square, Leominster HR6 8YP.

There being no other business, the Chair thanked members for their attendance and closed the meeting at 9:05pm.

CHAIR:

DATE: