

# LEOMINSTER TOWN COUNCIL

## ENVIRONMENT AND SERVICES COMMITTEE

Minutes of the Environment & Services Committee meeting held on Monday 21<sup>st</sup> January 2019 commencing at 19:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

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**MEMBERS PRESENT:** Councillors Norman (Chair), Bartlett, Mr P Davies, Marsh, Murdoch, Sutcliffe and Thomas.

**OFFICER PRESENT:** Town Clerk and the Environmental Supervisor.

**ES43/18 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Lacey (personal) and Herschy (personal).

**ES44/18 DECLARATIONS OF INTEREST**

The following declarations of interest were made:

- Cllr Murdoch: Ginhall Lane Allotments.

**ES45/18 REQUESTS FOR DISPENSATIONS**

There had been no requests for dispensation.

**ES46/18 QUESTIONS FROM THE PUBLIC**

There were no members of the public present.

**ES47/18 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Environment & Services Committee meeting held on 19<sup>th</sup> November 2018 be agreed and signed as a correct record.

**ES48/18 CLERK'S REPORT**

Committee noted that the Clerk had nothing to report.

**ES49/18 ENVIRONMENTAL SUPERVISOR REPORT**

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

- To note the contents and updates contained within the report;
- That Western Power be reminded that it needed to inform the Town Council when it wished to access Ginhall Lane allotments;
- To take part in the Great British Spring Clean being organised between 22<sup>nd</sup> March to 23<sup>rd</sup> April 2019;
- To write a letter of thanks to the Environmental Team for taking responsibility for the cleaning of the public toilets following the loss of the external contractor in August 2018;
- To formally tender for a new Christmas lighting scheme for 2019, 2020 and 2021 and to thank those who contributed towards the cost of the 2018 Christmas Lights;

- To follow up the continued closure of Footpath ZC137;
- To note the update from the Environment Agency received regarding the proposed flood defences by the Ridgemoor Estate, and to comment on proposals when the planning application is submitted.

#### **ES50/18 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 enter into the Annual Licence Agreement with Herefordshire Council for the 2019 season to manage and maintain the open spaces and verges within Leominster;
- To allocate up to £15,600 from the Public Works Loan Board loan to purchase the required equipment to undertake the maintenance of the open spaces and verges;
- To commence the recruitment of a Full Time Grounds Person to enable the Town Council to be in a position to deliver the open spaces and verges maintenance programme as from 1<sup>st</sup> April 2019;
- To recommend to the Town Council to commit to funding the CCTV scheme for Leominster for a further nine years to enable the proposed upgrading of the CCTV infrastructure in the Market Towns to be undertaken;
- To note the update regarding the commencement of the Grange Open Space Masterplan and consultation project and to expand the Stakeholder Group;
- To ringfence a sum not exceeding £4,350 to carry out a topographical and utility survey of the area.

#### **ES51/18 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.

#### **ES52/18 STAFFING UPDATE**

Committee noted the update report received regarding the Environmental Team. The 2019/20 budget had identified 128 hours per week to deliver the range of services undertaken by the Team. Following an analysis, it was expected that 140 hours per week would be required. It was agreed to amend the current staffing structure to provide the Team with the extra hours required.

It was agreed to recruit a Seasonal Operative on a temporary contract running from 1<sup>st</sup> April to 30<sup>th</sup> September 2019 to support the additional grass cutting that would be undertaken by the Council.

**ES53/18 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 18<sup>th</sup> March 2019 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 8:58pm.

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**CHAIR:**

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**DATE:**